AUSTRALIAN LABOR PARTY

TASMANIAN BRANCH

RULES

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1 NAME, OBJECTIVES AND CONSTITUTION

Name

1.1 The name of the Party is the "Australian Labor Party - Tasmanian Branch" (hereinafter called "the Party").

1.2 The Party is a branch of the Australian Labor Party (“ALP”).

Origins

1.3 The Tasmanian Labor Party was established in 1903 and has played a significant role, along with its federal and state counterparts, in developing democracy, decency, security and dignity for Tasmanians and Australians.

1.4 The Australian Labor Party had its origins in:

(a) the aspirations of the Australian people for a decent, secure, dignified and constructive way of life;
(b) the recognition by the trade union movement of the necessity for a political voice to take forward the struggle of the working class against the excesses, injustices and inequalities of capitalism; and
(c) the commitment by the Australian people to the creation of an independent, free and enlightened Australia.

Objectives

1.5 The Australian Labor Party is a democratic socialist party and has the objective of the democratic socialisation of industry, production, distribution and exchange, to the extent necessary to eliminate exploitation and other anti-social features in these fields.

1.6 To achieve the political and social values of equality, democracy, liberty and social cooperation inherent in this objective, the Australian Labor Party stands for:

(a) redistribution of political and economic power so that all members of society have the opportunity to participate in the shaping and control of the institutions and relationships which determine their lives;
(b) establishment and development of public enterprises, based upon federal, state and other forms of social ownership, in appropriate sectors of the economy;

(c) democratic control and strategic social ownership of Australian natural resources for the benefit of all Australians;
(d) maintenance of and support for a competitive non-monopolistic private sector, including small business and farming, controlled and owned by Australians, operating within clear social guidelines and objectives;
(e) the right to own private property;
(f) recognition and encouragement of the right of labour to organise for the protection and advancement of its interests;
(g) the application of democracy in industry to increase the opportunities for people to work in satisfying, healthy and humane conditions; and to participate in and to increase their control over the decision making processes affecting them;
(h) the promotion of socially appropriate technology and the monitoring of its introduction to ensure that the needs and interests of labour, as well as the requirements of competitive industry and consumer demand, are taken into consideration;
(i) the restoration and maintenance of full employment;
(j) the abolition of poverty, and the achievement of greater equality in the distribution of income, wealth and opportunity;
(k) social justice and equality for individuals, the family and all social units, and the elimination of exploitation in the home;
(l) equal access and rights to employment, education, information, technology, housing, health and welfare services, cultural and leisure activities and the law;
(m) reform of the Australian Constitution and other political institutions to ensure that they reflect the will of the majority of Australian citizens and the existence of Australia as an independent republic;
(n) recognition and protection of fundamental political and civil rights, including freedom of expression, the press, assembly, association, conscience and religion; the right to privacy; the protection of the individual from oppression by the state; and democratic reform of the Australian legal system;
(o) the development of a democratic communications system, as an integral part of a free society, to which all citizens have opportunities for free access;
(p) elimination of discrimination and exploitation on the grounds of class, race, sex, sexual orientation, gender identity, intersex status, religion, political affiliation, national origin, citizenship, age, disability, regional location, economic or household status;
(q) recognition of the prior ownership of Australian land by Aboriginal people; recognition of their special and essential relationship with the land as the basis of their culture; and a commitment to the return of established traditional lands to the ownership of Aboriginal people;
(r) recognition and encouragement of diversity of cultural expression and lifestyle within the Australian community;

(s) the use, conservation and enhancement of Australia's natural resources and environment so that the community's total quality of life, both now and into the future, is maintained and improved;
(t) recognition of the need to work towards achieving ecologically sustainable development;
(u) maintenance of world peace; an independent Australian position in world affairs; the recognition of the right of all nations to self-determination and independence; and international agreement for arms control and disarmament; the provision of economic and social aid to developing nations; a commitment to resolve international conflicts through the UN; and a recognition of the inalienable right of all people to liberty, equality, democracy and social justice; and
(v) recognition of the right of citizens to work for progressive changes consistent with the broad principles of democratic socialism.

Principles of Action

1.7 The Party has adopted the following Principles of Action:

(a) Achieving a fair, democratic and inclusive Australia, which will require constitutional action through Australian and State parliaments, municipal and other statutory authorities, union action and ongoing action by organised community groups; and
(b) Supporting the election of a State Parliamentary Labor Party that is empathetic, engages with the community and is composed of a reflective range of occupational experiences.

Membership and Organisation

1.8 Membership of the Party is open to all residents of Tasmania who are prepared to accept its objectives and who have associations with no other political party, subject to the requirements set out in these Rules.

1.9 Policy is made by State and National Conferences.

1.10 Policy will be determined by State Conference delegates elected by rank-and-file members and affiliated unions.

Membership Pledge

1.11 Members of the Party are bound by the membership pledge of the party as stated hereunder:

I hereby pledge myself to faithfully uphold, to the best of my ability, the Party's Constitution, rules and platforms and to work in full for selected Australian Labor Party candidates for public office. I am not a member of any

other organisation which pledges its members to support candidates for public office. I will forfeit my membership of the Australian Labor Party if I nominate against any candidate selected by the Australian Labor Party for public office. If I employ labour, I will actively encourage trade union membership.

Affirmative Action

1.12 The ALP has a strong record of working to improve the status of women in Australia, both in public and private life.

1.13 In 1981, the ALP embraced affirmative action. Fundamental to this is a belief in equality, and recognition of the benefits to the party and to society of increasing the representation of women in all areas of political activity.

1.14 These rules provide for affirmative action requirements to ensure fair representation of women at all levels of the Party organisation and public office.

Constitution

1.15 The Party will consist of:

(a) individual members; and
(b) affiliated trade unions.

1.16 The Party is subject to, and bound by, the National Platform, National Constitution and Rules of the ALP as amended from time to time.

1.17 All members of the Party are bound by these Rules, as amended from time to time.

2 MEMBERSHIP

Eligibility

2.1

(a) Individual membership of the Party will be open to any resident of Tasmania aged 14 years and over, subject to further provisions of these Rules.
(b) To be identified as an indigenous member of the Party, a member must:

(i) be a person of Aboriginal and/or Torres Strait Islander descent;
(ii) identify as being of Aboriginal and/or Torres Strait islander descent;
(iii) be accepted as such by the community with which the person associates; and

indicate to the Party that they identify as an Aboriginal and/or Torres Strait Islander by signing and returning the form set out at Schedule I or by indicating that they identify as an Aboriginal and/or Torres Strait Islander on their most recent application form.

Application for Membership

2.2 An application for membership of the Party signed by the applicant shall be made on the form contained in Schedule A of these Rules and shall be accompanied by the appropriate membership fee (as set out in Regulation 1). An unsigned application form for membership received by the Party shall not be processed until the applicant has signed the application form, except in the case of an online application.

2.3 An application for membership may also be made online and paid for by electronic funds transfer from the applicant's personal bank account or personal credit card.

2.4 The application for membership of the Party must be submitted to either:

(a) the secretary of a local branch in the electorate in which the applicant normally resides, who must mark the date received on the application and forward to the State Secretary within 14 days of receipt; or
(b) the State Secretary of the Party, for determination by the Administrative Committee.

2.5 The following procedure shall apply to Application for Membership forwarded in accordance with Rule 2.4:

(a) applications for membership, including online memberships, shall be immediately processed and forwarded to the State Secretary or Administrative Committee as the case may be;
(b) the Administrative Committee shall accept the application unless it is satisfied that one or more of the reasons listed for refusal in Rule 2.5(e), Rule 2.5(f) or 2.6 applies;
(c) the successful applicant shall be issued with a membership ticket, with Party membership deemed to be effective from the date at which the application was signed by the applicant and nominator, or in the case of an online membership, the date that the application was made;
(d) in the event an applicant does not identify a local branch, the State Secretary will allocate a local branch;
(e) ;
(f) in the event that multiple applications are lodged for new membership and/or paid for by a person on behalf of (an) applicant(s), the Administrative Committee may:

(i) accept the applications;
(ii) reject the applications; or
(iii) refer the matter to the Disputes Tribunal to determine.

(g) in the event that more than 20 applications are received for a particular Federal Electorate in any calendar month, the Administrative Committee may;

(i) accept the applications;
(ii) reject the applications; or
(iii) refer the matter to the Disputes Committee to determine.

(h) Where an applicant for membership's principal industry or occupation is one that is covered by an affiliated union and that person's membership application does not identify being a member of that union, the State Secretary must forward the applicant's details to the relevant affiliated union.

2.6 Applications for membership may be refused by the Administrative Committee for one or more of the following reasons only:

(a) where the applicant is a member, or has been a member within five years immediately preceding the application, of an organisation whose values, objectives and principles are contrary and in direct conflict with the values of the ALP;
(b) where the applicant nominated, supported or has campaigned for a candidate in any capacity (including but not limited to a candidate's campaign for public office) against an endorsed ALP candidate, or was employed within the office of a non-ALP member of parliament within the immediately preceding five year period; or
(c) where, for any other reason of substance, the Administrative Committee resolves that it is not in the Party's interests to accept the application for membership,

The Administrative Committee may decide to admit a member notwithstanding rule 2.6(a) if it is in the interests of the Party to do so.

2.7 Where an application for membership is refused for any one or more reasons listed in Rule 2.5(e), 2.5(f) or 2.6:

(i) the applicant shall have the right to appeal that decision to the Disputes Tribunal;
(ii) that appeal shall be heard by the Disputes Tribunal in accordance with rule 12.

MEMBERSHIP TRANSITIONAL RULES

B3. Payment of Membership Fees

B3.7. Billing units and Membership Periods

B3.7.1. Membership fees shall be charged in units of calendar months, which may be offered in standard 'Membership Periods'; including:

a. monthly, which shall be one unit,

b. quarterly, which shall be three units,

c. yearly, which shall be twelve units.

B3.7.2. A full Membership Period:

a. begins on the first day of the first calendar month of the period,

b. ends on the last day of the last calendar month of the period.

B3.7.3. Payment for a Membership Period made when joining shall only take effect from the date the payment is received.

B4. Renewal and continuation of membership

B4.1. Current Members may renew their membership:

a. continuously, by authorising the Party to take merchant-initiated automatic recurring payments, made using an available Traceable Payment method, or

b. manually, using a Membership Renewal Form completed on an annual basis.

B4.2. Payment Timing

B4.2.1. The membership fee for a Membership Period shall become payable from the first day of that period, which shall be the 'Period Start Date'.

B4.2.2. The membership fee for each period of membership shall remain payable up until:

a. any time on or before the 'Period Due Date', being the date that is three (3) months after the Period Start Date, less one (1) day, and is the last day of the month, and

b. only up until the member becomes 'Unfinancial', after which all unpaid periods are no longer payable.

B4.2.3. All payments for membership fees shall be applied to the earliest payable unpaid Membership Period.

B4.2.4. The Administrative Committee, when granting applications for Financial Continuity, shall set a Backpay Due Date for any unpaid periods that the member must backpay.

B4.2.5. Where a member has elected to pay by automatic recurring payment:

i. the payment for each Membership Period shall initially be attempted on any day in the first calendar month of the period, or as soon as practicable thereafter, and

ii. where a payment attempt is unsuccessful, periodic re-attempts may be made up until the Due Date, or as otherwise authorised by the member.

B4.3. Requirement to Retain Continuity

B4.3.1. To remain continuously Financial, a member must:

a. pay a relevant membership fee within the timeframe set out in Rule B5.4.2, or as otherwise prescribed by these rules, and
b. if the member has elected to manually renew their membership on an annual basis, complete a Membership Renewal Form as prescribed in Schedule B.

B4.3.2. A Membership Renewal Form must be submitted either:

a. in paper format:
   i. to the secretary of a Local Branch, who must forward the application to the State Secretary, via Party Office, within 14 days of receipt, or
   ii. to the State Secretary, via Party Office.
b. in electronic format, via completion of the online form.

B4.4. Transition Rule

B4.4.1. To ensure that the transition from a pre-payment model to a post-payment model of annual membership fees does not alter the normal timing of payment, there shall be a transition rule for existing members as at the date this Rule comes into effect.

B4.4.2. Members who elect to renew annually in 2026, shall have their period of membership adjusted to end on 31 December 2026. Following this, the membership fee for the follow year shall become payable from 1 January 2027, and due by 1 April 2027, as per Rule B4.2.1.

B4.4.3. This transition rule only applies for the period stated and shall lapse from 1 April 2027. A member referred to in B4.4.1 who continuously maintains their annual membership shall have their membership fee become payable from 1 January, and due by 1 April in every year, even after the lapsing of this Rule.

B5.4 Financial Status

B5.4.2. A member becomes an 'Unfinancial' where they fail to pay the prescribed membership fee for any payable period by the Period Due Date.

Renewal and continuation of membership

2.8 Annual membership fees or continuous monthly direct debit may be subject to automatic increases as determined by the Administrative Committee and notified in writing to the membership.

2.9 All renewals and payments for the same must be forwarded to the State Secretary within 14 days of receipt by the local branch Secretary.

2.10 Monthly direct debit payments must be made in, or prior to, the month for any meetings attended during that month to count as a meeting attended as a financial member. Any payment made for that month will count towards a meeting held during

that month. Any missed monthly payment must be paid before a member is considered financial.

2.11 A member who is unfinancial for more than two consecutive months may not make payment in arrears and be deemed financial at any meetings during that period, but will be financial for the period following payment.

Membership Audit

2.12 In odd numbered years, the State Secretary shall conduct an audit of the membership to determine whether or not current members would still be accepted as a new member in accordance with Rule 2.6.

2.13 Where it is found that a member:

(i) is, or has been within the two years immediately preceding the membership audit, a member of an organisation~~,~~ whose values, objectives and principles are contrary and in direct conflict with the values of the ALP;

(ii) has nominated or supported a candidate for public office against an endorsed ALP candidate within five years immediately preceding the audit;

(iii) is a member of a local branch outside of the electorate in which they are enrolled with the Australian Electoral Commission, or where they reside because they are under 18 years of age, unless the member is attending a local branch that meets less than 10km from their enrolled address, or residential address if under 18 years of age, because their nearest local branch within their electorate meets more than 10km from their address. Whilst a member may attend a local branch in another electorate based on 10km they will be only eligible to vote or stand as a state conference delegate in the electorate in which they are enrolled; or

(iv) is not a member of an affiliated union covering the members principal industry or occupation, the State Secretary shall forward that members details to the relevant affiliated union;

their continued membership shall be considered and decided by the Administrative Committee in accordance with the Rules.

Rights of Members

2.14 While a person's application is being processed in accordance with Rule 2.5(a), they will have the right to only attend and speak at a local branch meeting.

2.15 A member shall be eligible to vote, or to nominate, in local component ballots to select candidates for public office, President and Vice President, national conference

delegates and in ballots to select membership delegates to State Conference provided that:

(a) at the time at which nominations closed, at least six months had elapsed since the date of the member's application to join the Party was received in accordance with provisions of the Rules; and
(b) to be eligible to nominate and or vote in any of the aforementioned ballots the member must have renewed their membership by April 1 in the relevant year.
(c) the member has attended at least two meetings of either the member's local branch, nongeographic branch, a policy action caucus, platform committee meeting, central policy branch or YL branch in the immediate past financial year; or the member is a Life Member; or is enrolled to vote with the Australian Electoral Commission at place more than forty (40) kilometres from where the members closest local branch in their electorate regularly meets.
(d) if 18 and above, they are correctly enrolled with the Australian Electoral Commission to vote in a federal election.
(e) if 14 and over but under 18, and they are an Australian citizen and they have provided their residential address, to the satisfaction of the State Secretary.
(f) in relation to ballots for casual vacancies for public office, other than for House of Assembly casual vacancies, the cut off for the meeting attendance requirement in (c) above shall be the end of the quarter immediately prior to the vacancy arising.

2.16 The Administrative Committee may, by a by a resolution passed by a 75% majority of all persons eligible to vote , suspend all or any of the provisions of rule 2.15 (a) (a) (b) (c) and (e) for the purpose of nomination for Public Office.

2.17 A member will be eligible to vote, and to participate, in all other Party ballots, including for local branches and non-geographic branches, provided:

(a) the member is currently financial; and
(b) the member has attended at least two meetings, as a financial member, of the member's local branch, policy action caucus, platform committee, central policy branch or TYL branch in the immediate past financial year, and has been a member of the Party for six months.

2.18 Financial membership of the Party must be renewed by:
(a) payment of the prescribed fee to the local branch secretary; or
(b) payment of the prescribed fee to the State Secretary; or
(c) payment of the prescribed fee by automatic deduction from the member's bank account; or
(d) an online payment by electronic funds transfer from the Members personal bank account or personal credit card.

(e) Those members who renew their membership by cash must sign a membership renewal as set out in Schedule B.

2.19 A member that does not renew their membership in accordance with rule 2.18 is an "unfinancial member" and will be eligible to attend and participate in Party meetings in accordance with rule 2.11, but will not be entitled to nominate or vote for the purpose of rule 2.15 until after 1 April in the following year if payment is subsequently made.

2.20 Consistent with other provisions of these Rules, the rights and obligations of Party membership shall cease only if and when:

(a) the member advises their resignation from the Party; or
(b) the ALP revokes or suspends a person's membership under the National Constitution or the ALP National Complaints Handling Policy;
(c) the Administrative Committee revokes or suspends a person's membership under rule 2.37;
(d) the Administrative Committee revokes or suspends a person's membership under rule 2.38;
(e) the Disputes Tribunal revokes or suspends a person's membership under rule 12; or
(f) the person ceases to be a financial member of the Party.

Interstate Transfers

2.21 A member of the ALP from another State or Territory Branch who becomes a resident of Tasmania shall be entitled to be a member of the Party without the application required in Rule 2.2 or 2.3, and without loss of continuity, provided the Secretary of the ALP in the other State or Territory Branch certifies their membership.

2.22 A member transferring from interstate shall be accepted as a member of the Party immediately upon presentation of the certification described in Rule 2.21 to the secretary of a local branch for forwarding to the State Secretary, or the State Secretary of the Party, and shall be accepted as a member of a local branch in accordance with other provisions of these Rules.

Intrastate Transfers

2.23 Consistent with other provisions of these Rules, a Party member may transfer their membership from one local branch to another, and shall be accepted as a member of the local branch to which they are transferring after notification to the State Secretary.

2.24 A transfer from one local branch to another, which shall be in writing to the State Secretary, shall take effect immediately. Transfers cannot be used to meet the requirements of rule 2.15(b).

Life Membership

2.25 Any local branch shall be entitled to nominate a Party member for Life Membership, the grounds for which shall be long and meritorious service to the Party.

2.26 Every such nomination, together with a report in support of the nomination, shall be considered by the Administrative Committee, and where recommended by the Administrative Committee, determined by State Conference. Nominations for Life Membership shall meet the following criteria;

(a) Thirty (30) years continuous membership of the Australian Labor Party
(b) The nominee shall not have been the holder of a Parliamentary or paid Party position either political or administratively for the previous five years
(c) The nominee shall have demonstrated a long standing commitment to the Party outside of any paid Party position
(d) The Administrative Committee may waive the criteria in exceptional circumstances

2.27 Life members shall no longer be required to pay the annual membership fee, but shall retain all the rights and obligations of Party membership which they otherwise held.

2.28 Life members shall be deemed to have renewed their membership on 1 April in each calendar year.

Membership Amnesty

2.29 In odd numbered years the Administrative Committee may grant an amnesty to former members who have left the Party in a previous five year period. Any returning members will be granted full membership rights. Such membership may be refused in accordance with Rule 2.6.

Code of Conduct

2.30 The Party's Code of Conduct and Associated Policies ("the Code") is comprised of:

(a) ALP National Code of Conduct;
(b) ALP National Policy for Sexual Harassment Prevention and Response;

(c) ALP National Policy for Bullying and Harassment Prevention and Response;
(d) ALP National Complaints Handling Policy,

as adopted by the National Executive and as amended from time to time.

2.31 All members acknowledge and agree that:

(a) they are bound by the Code; and
(b) any breach of the ALP National Code of Conduct will be dealt with in accordance with the ALP National Complaints Handling Policy.

2.32 Where the ALP National Complaints Handling Policy provides for any functions to be performed by a State Branch of the ALP, those functions are to be performed by the National ALP insofar as the matter concerns the State of Tasmania and/or the Party.

2.33 The Party strives to consistently meet the standards of behaviour demanded by the principles of the Code.

2.34 Through the Code, the Party also strives to uphold its historic objectives to achieve equality, democracy, liberty and social cooperation.

2.35 The Code applies to workplaces, after hours work, campaign events, social functions convened by the Party, election campaigns, and meetings and conferences which individuals covered by the Code attend as a result of party-related duties or their involvement with the Party.

2.36 In relation to Parliamentary or Ministerial workplaces:

(a) specific codes of conduct, policies and legal obligations may apply;
(b) the codes, policies and obligations referred to in rule 2.36(a) will apply to the exclusion of the Code where the obligations are inconsistent, but will otherwise apply concurrently.

Revocation or suspension of membership for serious criminal offence

2.37

(a) In this rule "serious criminal offence" means an indictable offence that is punishable by imprisonment for 5 years or more;
(b) despite anything to the contrary in these rules, the Administrative Committee may revoke the membership of a member found guilty of a serious criminal offence;

(c) before the Administrative Committee revokes the membership of a member under rule 2.37(b);

(i) the State Secretary must notify the member in writing of the proposed revocation; and
(ii) the member must be given an opportunity to make a written submission to the Administrative Committee as to why their membership should not be revoked;
(iii) despite anything to the contrary in these rules, the Administrative Committee may immediately suspend the membership of a member who has been charged with a serious criminal offence pending the hearing of the charge.

Revocation or suspension of membership for other reasons

2.38

(a) A person's membership may be suspended or revoked by:

(i) the Administrative Committee in accordance with rule 2.37;
(ii) the Administrative Committee in accordance with this rule 2.38;
(iii) the Disputes Tribunal in accordance with rule 12; or
(iv) the ALP in accordance with the ALP National Complaints Handling Policy.

(b) The Administrative Committee may decide to revoke or suspend a person's membership under this rule if they, in the Administrative Committee's opinion:

(i) presently fail to comply with the provisions set out in Rule 2.6;
(ii) have nominated or supported a candidate for public office against an endorsed Party candidate including by campaigning against an endorsed Party candidate (other than where the ALP has endorsed multiple candidates in a Hare-Clark election);
(iii) have materially breached the Rules, the State Parliamentary Labor Party Rules, the National Constitution or any resolution of the Administrative Committee, State Conference, National Executive or National Conference;
(iv) have demonstrated disloyalty to the Party; or
(v) are otherwise unsuitable to be a member of the Party.

(c) Prior to the Administrative Committee resolving to suspend or revoke a person's membership under this rule, the State Secretary must write to the member and give them a reasonable opportunity to make a written submission to the Administrative Committee as to why their membership should not be suspended or revoked.

(d) Any member that disputes a decision of the Administrative Committee under this rule has the right to have their membership entitlement determined by the Disputes Tribunal in accordance with rule 12.

Political Staff Appointments

2.39 All political appointments to electorate or ministerial offices of State and Federal members of the Parliamentary Labor Party must be members of the Party and are encouraged to join a union.

Media Statements

2.40 Any Party member intending to issue any media statement on behalf of any Party organ, or relating to any internal Party matter, must advise the State Secretary in advance of that intention.

3 LOCAL BRANCHES

Establishment

3.1 Local branches shall be established by the Administrative Committee where the Committee is satisfied that there is a demonstrated local need and demand.

3.2 An application to establish a new local branch may be made to the Administrative Committee by any current Party member.

3.3 A local branch will retain its charter provided:

(a) its membership remains above 10 members, or where its members cannot readily attend meetings of any other local branch; and
(b) it continues to operate in conformity with these Rules.

3.4 Where a new local branch has been formed, it will have three months to obtain the necessary minimum membership. Otherwise, unless an extension of this time period is granted by the Administrative Committee, the provisions of Rule 3.3 will come into effect.

Powers

3.5 Local branches must:

(a) support the Party's objectives as published from time to time;

(b) elect their own officers in accordance with provisions of these Rules;
(c) be competent to propose resolutions to State Conference, the Administrative Committee, Platform Committees, the relevant Electorate Forum;
(d) adhere to the standing orders of the Party as may be in effect from time to time;
(e) adhere to an annual fundraising target determined by the first meeting of the Administrative Committee each year and advised to the Local branch;
(f) adhere to the Policies and Procedure adopted by the Finance Committee that are determined by that Committee as applicable to Local branches and any guidelines set by that Committee from time to time;
(g) not incur any debt; and
(h) understand that all funds held by the Local branch belong to the Party and must comply with any instruction for payment by the State Secretary or the Administrative Committee of the Party from the local branch's funds.

Membership

3.6 Party Members shall be permitted to join any one local branch or non-geographic branch within the Party.

(a) When a local branch or non-geographic branch approves a member, that member may attend the meeting by video presence and any such attendance is certified by the Branch President and Secretary;
(b) for a member to rely on having attended a local branch meeting or non-geographic branch meeting in order meet the requirements of Rule 2.15 and 2.17, they must have attended in person at the local branch or non-geographic branch meeting/s on which they rely in the immediate past ALP financial year;
(c) for a member to be eligible to vote and to participate in any ballots in accordance with Rule 2.17 – branch ballots, they must attend in person.

3.7 Any member of the Party may also attend any meeting of any local branch, and may speak with the leave of the meeting, but shall have no right to vote at meetings of local branches other than that of which they area member.

Procedures

3.8 Details of the date, time and venue of local branch meetings shall be provided to all current members of the local branch and shall be provided to the State Secretary for publication in the Party's bulletin.

3.9 Each local branch shall meet at least once each quarter, and may meet more frequently provided that if a local branch shall meet more than once in any calendar month, the local branch must resolve which one only of those meetings would be

deemed to count for the purposes of the meeting attendance provisions of these Rules.

3.10 The quorum for a local branch meeting shall be 5 financial members of the branch.

3.11 The officers of a local branch shall be elected at the first meeting held on or after 1 April in each year. The officers shall be: president, two vice-presidents, secretary and treasurer. The offices of secretary and treasurer may be combined.

Affairs of Local Branch

3.12 The secretary of a local branch shall:

(a) maintain the correspondence and records of the local branch;
(b) give notice of all meetings of the local branch in accordance with decisions of the local branch and of any special meetings of the local branch when requested by the president of the branch or when a request is received signed by at least five members of the branch. The notice period for meetings shall be a minimum of seven days and can be given either in writing or by electronic means;
(c) take minutes of all meetings, these minutes to include a record of attendance at each meeting;
(d) maintain and be responsible for the financial records of the local branch;
(e) maintain a record of the attendance of members at local branch meetings, in a signed attendance book;
(f) forward one copy of meeting minutes to the State Secretary as soon as possible after those minutes have been confirmed or amended, and forward other records as necessary to the State Secretary;
(g) perform all other duties which are required by the Rules or which are decided by the local branch ; and
(h) not use a Party membership list supplied to the local branch for any purpose other than the purpose for which it was provided.

3.13 The secretary of each local branch shall forward to the State Secretary by 30 April each year:

(a) the completed form shown in Schedule C, providing details of the local branch officers, and the financial status of local branch members;
(b) the accounts showing the branch's financial record for the previous year, 1 April to 31 March; and
(c) any payments required in accordance with the Rules.

3.14 The secretary of each local branch shall maintain a record of the attendance of local branch members at local branch meetings, as follows:

(a) an attendance book and minutes shall be maintained, both of which shall include a record of attendance of members at each meeting;
(b) the attendance book shall be provided by the Party, and shall include provision for a member attending a meeting to both sign and print their name;
(c) at the conclusion of each meeting, the President and Secretary of the local branch (or other local branch officers acting in those positions at that meeting) shall rule off and sign off the attendance book;
(d) copies of the attendance lists shall be forwarded to the State Secretary within 14 days of the end of each quarter for all meetings held within that quarter;
(e) the attendance book shall be forwarded to the State Secretary by the end of each financial year, and a new attendance book shall be forwarded to the local branch prior to the local branch's annual general meeting; and
(f) where the local branch secretary has not complied with the requirements of rule 3.14 (d) within a period of three months the State Secretary will refer the matter to the disputes committee.

Non Geographical Branches

3.15 Where exceptional circumstances exist, the Administrative Committee may establish other forms of branch organisations to be known as Non Geographic Branches.

(a) For attendance at a non-geographic branch to meet the requirements of Rule 2.17(a), the following provisions must be met:

(i) The proposed non-geographic branch must first be established by applying to the Administrative Committee, indicating how the interests of the Party are advanced through the non-geographic branch and why there is a need for the non-geographic branch;
(ii) The application must demonstrate the exceptional circumstances that warrant the creation of the non-geographic branch; and
(iii) The minimum membership of the non-geographic branch shall be ten (10).

(b) The Administrative Committee may disband a non-geographic branch if it considers the non-geographic branch is acting against the interests of the Party. Any disbanded branch shall have the right to appeal that decision consistent with the Rules.

Central Policy Branch

3.16

(a) The Administrative Committee may establish Central Policy Branches in the north, north-west and southern Tasmania;
(b) the quorum for a Central Policy Branch meeting is seven (7) members and attendance at Central Policy Branch meeting will be counted as attending a meeting in accordance with Rule 2.15(b);
(c) meetings of the Central Policy Branch shall focus on policy issues only and shall not be conducted in the same manner as local branch meetings;
(d) a President and Secretary of each Central Policy Branch shall be elected in April of each year provided they meet the requirements of Rule 2.17.
(e) if a member attends a meeting of the Central Policy Branch and their local branch in the one month, only one of those meetings would be deemed to be counted for the purposes of meeting attendance provisions of Rules 2.15and 2.17.

Meeting Attendance

3.17 If a member attends more than one meeting of their local branch, non-geographic branch, a policy action caucus, platform committee or central policy branch or TYL branch in a single calendar month, only one of those meetings attendances can be counted towards the member's eligibility to vote under rules 2.15 and 2.17.

3.18 Party units including local branches, central policy branches or policy action caucuses shall be able to have guest speakers or visitors attend meetings. A non-ALP member who attends more than two meetings of any Party unit shall no longer be permitted to attend future meetings unless they firstly join the ALP.

4 UNIONS

Affiliation

4.1 Any trade union which desires to become affiliated shall make application in writing accompanied by a copy of its Constitution and Rules and a statement of its financial membership within Tasmania to the Administrative Committee.

4.2 The application is to indicate the number of members upon which the union is likely to affiliate on during the following year in accordance with the requirements within Rule 4.9 (a) (i) (i) and (ii). Including a payment for an amount based upon payment of one quarter of such membership numbers. This amount will be refunded if the union's application to affiliate is refused by the Administrative Committee. The amount will be treated as a prepayment of the following year's affiliation fees if the application to affiliate is approved by the Administrative Committee. However, this amount will be forfeited to the Party should the union fail to affiliate by 1 April in the following year.

4.3 If the application is received by 31 October, the Administrative Committee shall at its next meeting consider such application and may approve such application by a two-thirds majority.

4.4 Any application for affiliation may be approved or refused, provided that the right to affiliate shall not be refused unless it can be demonstrated clearly that:

(a) the relevant organisation is not a registered employee organisation or reporting unit under the *Fair Work (Registered Organisations) Act 2009* (Cth) or the *Industrial Relations Act 1984* (Tas) or any successor legislation; or
(b) the organisation has engaged in recent conduct which renders it unsuitable to be affiliated.

4.4A The Administrative Committee may refer to the Disputes Tribunal any concerns that an affiliated trade union has acted in a manner which renders it unsuitable to be affiliated.

Powers

4.5 Affiliated unions shall be entitled to:

(a) representation to State Conference in accordance with provisions of these Rules;
(b) nominate members of Platform Committees; and
(c) forward resolutions to State Conference, the Administrative Committee and Platform Committees.

Representation and Affiliation Fees

4.6 In the event of any such application being approved by the Administrative Committee, such union shall be entitled to representation at the next State Conference held after 1 May of the year following approval as is provided in Schedule D upon fulfilling the requirements of Rule 4.11.

4.7 In the event the union's application does not comply with Rule 4.2, the application will be considered by the State Conference of the Party. If approved, such union shall be entitled to representation at any State Conference that may be held between the State Conference of which their application was approved and the State Conference held after 1 May of the year following approval, as is provided in Schedule D.

4.8 The representation of affiliated unions at State Conference and the fees paid by such unions shall be determined on the basis of the membership of the union on affiliation and subsequently as at 1 April of the current year.

4.9

(a) Each affiliated union must by 4.00pm on the last Friday in February each year provide to the State Secretary:

(i) An independent audit report for the previous year on the number of members eligible to vote in a ballot for an office in that union at 30 June as conducted by the appropriate Electoral Commission/s, and

(ii) The number of members identified in (i) above for whom the union received an amount of dues in relation to the period between 1 April and 30 June inclusive for that year.

(iii) Advice on the number of members that union will affiliate on for the current year.

(iv) If a current affiliated union fails to lodge an independent audited report by the date determined in Rule 4.9(a), that union's affiliation numbers for the current year shall be the union's previous affiliation average as determined within Rule 4.9(b) reduced by 15%.

(b) Union affiliation sizes will be based on a three year rolling average of that union's affiliation for the current and two preceding financial years.

4.10 Affiliation fees payable to the Party by affiliated unions shall be as determined from time to time by the Administrative Committee.

4.11 An affiliated union shall be entitled to representation at State Conference in any year 1 May to 30 April only if:

(a) its affiliation was approved prior to 1 April; and

(b) its affiliation or reaffiliation fees were received by 1 April, and the names of its delegates were advised in writing by the union secretary to the Party State Secretary by the close of business on the third Friday in July immediately prior to State Conference.

4.12 Where an affiliated union is unfinancial, it may retain its affiliation by paying the current year's affiliation fee by 31 December in the current year, but it shall not be entitled to representation at any State Conference held during that year unless its affiliation fee is paid in full by 1 April.

4.13 Notwithstanding any other provisions of these Rules, any union may pay its affiliation fee or reaffiliation fees in two equal six monthly instalments provided that it has advised the State Secretary of its intention to do so prior to 1 April in any year, the first part payment of which shall be made by 1 April and the second by 1 October, and

provided the first part payment is made by 1 April the union shall be deemed to have met the affiliation fee requirement for the purposes of Rule 4.11(b).

4.14 Where in accordance with Rule 4.13 an affiliated union elects to pay its affiliation fee in any year in two equal six monthly instalments and then fails to pay the second instalment by 1 October in the same year, the union shall be unfinancial under these rules. A union which becomes unfinancial in these circumstances shall not be entitled to be considered to be a financial affiliated union for a period of three calendar months following the payment of the outstanding instalment, and any other amounts whether affiliation fees or other monies which are due and payable under these rules.

4.15 Where a union becomes unfinancial in accordance with Rule 4.14 its entitlement to State Conference delegations in that year shall be forfeited and the number of delegates allocated to each union under these Rules shall be recalculated in accordance with Rule 5.7 having regard to the ineligibility of the unfinancial union to have delegates to State Conference.

Labor Advisory Council

4.16

(a) A Labor Advisory Council (LAC) shall be established, consisting of the Leader and senior members of the State Parliamentary Labor Party (SPLP), the Party President, and State Secretary or their nominees, and affiliated representatives of the Tasmanian Trades and Labour Council or equivalent body.
(b) The role of the LAC will be to provide a formal consultative mechanism between the Party and union movement.

5 STATE CONFERENCE

5.1 There shall be a State Conference, which shall be the supreme decision-making body of the Party.

Responsibilities

5.2 The State Conference shall have the following responsibilities, as required:

(a) determining the Rules and Platform of the Party;
(b) receiving reports from the Parliamentary Leader, the President, the State Secretary and Platform Committees;
(c) receive reports from State Ministers or Shadow Ministers on the implementation of the Party Platform and policy commitments including resolutions from the

previous State Conference plus report on any reason why the Platform, policy commitments or State Conference resolution was unable to be implemented;

(d) electing the State Secretary and Administrative Committee, as required, according to provisions of the Rules;

(e) electing Assistant Secretaries and Platform Committee chairpersons;

(f) electing the Party's delegates to National Conference;

(g) electing the State Returning Officer and three Assistant State Returning Officers, according to provisions of the Rules;

(h) deciding appeals;

(i) participating in the selection of candidates for public office; and

(j) deciding any matter not otherwise provided for in the Rules.

5.3 The powers of State Conference in relation to determining the Party's platform shall necessarily be confined to matters of state responsibility.

5.3A When discussing any matters concerning federal policy, all proposed resolutions shall commence: "The following shall be referred to the relevant national Platform Committee ..."

Composition

5.4 State Conference shall comprise the following:

(a) 113 “Branch and Other Delegates” comprised of:

(i) the Leader of the State Parliamentary Labor Party;

(ii) one representative of the Leader of the Federal Parliamentary Labor Party nominated from among the Tasmanian members of the Federal Parliamentary Labor Party;

(iii) the State Secretary;

(iv) five delegates elected by and from Tasmanian Young Labor, in accordance with rule 9.13;

(v) five indigenous delegates elected in accordance with rule 5.26;

(vi) 100 delegates to be elected by and from the membership in accordance with Rules 5.5 and 5.6 (“Branch Delegates”).

(b) 100 delegates appointed by and from affiliated unions ("Union Delegates"), in accordance with Rules 5.5 and 5.7, provided that no person shall represent an affiliated union unless they are a financial member of the Party;

5.5 The total number of voting delegates shall be 213 with 113 Branch and Other Delegates and 100 Union Delegates.

5.6 The number of Branch Delegates elected by and from members in each electorate shall be determined in accordance with Schedule E.

5.7 The 100 Union Delegates shall be determined in accordance with Schedule D.

5.8 A member of the Party shall not be entitled to be a voting delegate to State Conference in more than one capacity, as listed in Rule 5.4.

5.9 Any Party Officer that is not a "Branch Delegate" or "Union Delegate" may also attend State Conference, and speak on resolutions or to give reports, but is not entitled to vote.

5.10 A Branch Delegate may nominate any Party member to act in the place of that delegate for all, or specified sessions of, a State Conference. In nominating a proxy to act in the place of a membership delegate for any ballot, such proxy shall be advised in writing by the membership delegate to the State Secretary by the close of business on the Thursday immediately prior to the Conference. Such proxy delegate must have been eligible to nominate for the position of State Conference delegate from the electorate of the delegate when the membership delegate was elected to the State Conference in question, the provision of proxies will not apply to the TYL State Conference.

5.11 A member eligible to act in place of a delegate pursuant to Rule 5.10 may hold only one such delegation.

5.12 A union delegate may nominate any member of the Party to act in place of that delegate for all of, or for specific sessions of, a State Conference, provided that such proxy delegates must have the qualifications necessary for selection as a delegate, and that the names of proxy delegates are advised to the State Secretary at the same time as the substantive delegates are advised.

National Conference Delegates

5.13 Fifty per cent of Delegates to National Conference shall be elected by members who are eligible to vote in accordance with Rule 2.15 in a single ballot. The remaining fifty per cent shall be elected by and from State Conference in a single ballot.

Procedures

5.14 State Conference shall meet at least annually, unless determined otherwise by a decision of the Administrative Committee, and such annual meeting shall be held

between the months of July and October to be determined at the first Administrative Committee meeting in each year, unless the Administrative Committee resolves that such a meeting would adversely affect the efficient, effective and accountable conduct of the Party's activities in pursuit of its objectives. Where the Administrative Committee defers the State Conference in accordance with the provisions of this rule the Administrative Committee may also defer the ballot process of rule 11.2 (b) for the same period the State Conference has been deferred by.

5.15 Other than as provided for in Rule 5.14, a special State Conference shall be held:

(a) when decided by State Conference;
(b) when required to implement provisions of the Rules;
(c) when decided by the Administrative Committee; and
(d) when the State Secretary receives a request signed by a majority of the members of State Conference.

5.16 Meetings of State Conference shall be conducted in accordance with the Standing Orders.

5.17 Any member of the Party may attend meetings of State Conference as an observer.

5.18 According to provisions of these Rules, State Conference shall elect the Party Officers, Assistant Secretaries, State Returning Officer, Assistant State Returning Officers and Platform Chairs in even numbered years, and shall elect the Administrative Committee in odd numbered years.

5.19 For all positions to be elected at a State Conference the timeline for election shall be determined by the State Returning Officer and advertised in the Party's bulletin at least eight weeks before State Conference.

Returning Officer and Assistant Returning Officers

5.20 The State Returning Officer and Assistant Returning Officers shall be elected by State Conference from among financial Party members, in a single ballot, and shall not be delegates to State Conference.

5.21 The State Returning Officer shall be responsible for:

(a) conducting all State Conference ballots, all ballots to select candidates for public office, and all ballots to elect Branch Delegates to State Conference, which are required by the Rules; and
(b) the safe and secure storage of ballot papers.

5.22 The State Returning Officer may delegate their duties to conduct any particular ballot to one or more of the Assistant Returning Officers, and shall advise the electors and candidates for that ballot of any such delegation in advance of the conduct of the ballot.

Quorum

5.23 The quorum for any meeting of State Conference, the Administrative Committee or the Party Officers shall be one-half of the membership of the body. The quorum for any meeting of an Electorate Forum shall be one-twentieth of the financial membership of the body.

A meeting shall not commence until a quorum is present, and shall lapse if a quorum has not been formed within 30 minutes of the time set for the meeting to commence.

Agenda

5.24 The agenda for any meeting of State Conference shall be as recommended by the Administrative Committee, subject to:

(a) the requirements of the Rules;
(b) any amendments made by the meeting of State Conference;
(c) the requirement that ballots as required for the positions referred to in Rule 5.2 shall be conducted at the venue of the meeting, at times determined by the Administrative Committee, provided that the minimum time available for these ballots is two hours.

Platform Committee Reports

5.25 Platform Committees shall report to State Conference and shall make recommendations to amend the State Platform in the year preceding a State Election.

Motions for inclusion in the Platform from affiliated unions, local branches and the PLP that are adopted directly by State Conference shall be forwarded to the relevant Platform Committee for consideration and recommendation.

Indigenous State Conference Delegates

5.26 Five State Conference delegate positions are allocated to indigenous members of the Party as follows:

(a) There will be five representatives elected by and from indigenous members of the Party.

(b) Nominations for the five positions will be received in the Party Office during the period 1 April – 15 April, in accordance with Schedule J.
(c) To be eligible to nominate, a member must be registered with the Party as an indigenous member in accordance with Rule 2.1 (b) and be eligible under Rule 2.17 (a) and (b).
(d) The National Executive will consider a report from the National Secretary on the manner of election for the indigenous component of the Conference at its first ordinary meeting in 2024.

6 PARTY OFFICERS

6.1 The Party Officers shall comprise the following:

(a) President;
(b) two Vice-Presidents;
(c) State Secretary;
(d) Leader of the State Parliamentary Labor Party;
(e) a representative of the Leader of the Federal Parliamentary Labor Party; and
(f) Two ex-officio Assistant Secretaries comprised of:

(i) one Assistant Secretary for Finance; and
(ii) one Assistant Secretary for Platform Development.

6.2 The President and Vice Presidents shall take office from the declaration of the ballot by the State Returning Officer and be elected by ballot from eligible members who are eligible to vote in accordance with Rule 2.15.

6.3 The President and Vice-Presidents shall be elected for a two year term in a single ballot and be elected at the same time as Membership Delegates to State Conference in even numbered years.

6.4 The ballot at rules 0 and 6.3 will be conducted subject to the following guidelines:

(a) Each candidate is able to submit a candidate statement consisting of no more than four hundred words and a photograph for publication on the online voting system and for distribution with the ballot papers;
(b) At the close of nominations, candidates will be provided with the full contact details of Party members who are eligible to vote in the election according to Rule 2.15;

(c) The contact details for eligible members shall be returned to the Party's registered office at the conclusion of the ballot period and shall not be used for any other purpose by candidates for President and Vice President;
(d) Candidates are permitted to communicate with eligible voters in writing, telephone or electronic means; and
(e) No public statements or public campaigning by candidates shall be allowed.

6.5 No person shall hold the office of President for more than two consecutive terms.

6.6 The two ex-officio Assistant Secretaries shall be elected by and from State Conference for a two year term in even numbered years.

6.7 The Party Officers shall meet at least quarterly prior to the next Administrative Committee meeting and to be responsible for the Party's administration, subject to the powers and decisions of the Administrative Committee.

State Secretary

6.8 The State Secretary shall have the following responsibilities, subject to the authority of State Conference:

(a) maintaining the correspondence and records of the Party;
(b) acting as secretary to the Administrative Committee and State Conference;
(c) communication with Party members;
(d) responsibility for the fundraising activities of the Party;
(e) acting as campaign director for the Party;
(f) supervising the work of the Platform Committees and other committees of the Party;
(g) allocating functional responsibilities to, and supervising the work of, the Assistant Secretaries; and
(h) other responsibilities as set out in the Party's Rules, and as decided from time to time by the Party, in the interests of the efficient, effective and accountable administration of the Party.

6.9 The State Secretary shall have full rights of participation in the Administrative Committee and State Conference.

6.10 The State Secretary shall be elected by State Conference, with a term of five years, effective from the date of appointment. The appointment may be renewed by State Conference.

7 ADMINISTRATIVE COMMITTEE

7.1 There shall be an Administrative Committee, which shall meet at least once in each quarter, to oversee the administration of the Party, subject to the Rules and to the authority of State Conference, and to receive reports from the President, State Secretary, Leader of the State Parliamentary Labor Party, representative of the Federal Parliamentary Labor Party and Assistant Secretaries.

Responsibilities

7.2 The Administrative Committee shall have the following responsibilities:

(a) administration of the day-to-day affairs of the Party;
(b) supervising the work of the State Secretary;
(c) appointment of office staff and determining their conditions of appointment;
(d) convening meetings of State Conference, arranging and publishing agendas for such meetings in consultation with the chair of each Platform Committee and other committees, and publishing reports of such meetings;
(e) management of the Party's financial affairs;
(f) appointment of professional auditors;
(g) the establishment of local branches;
(h) the endorsement of applications for membership of the Party;
(i) electing the Disputes Committee;
(j) making recommendations to State Conference on the number and policy responsibilities of Platform Committees;
(k) such other matters as are required to ensure the efficient, effective and accountable administration of the Party; and
(l) establish a Tasmanian Indigenous Labor Network and make rules necessary for its operation.

Composition

7.3 The Administrative Committee shall comprise the following:

(a) the Party Officers;
(b) one member elected from State Parliamentary Labor Party elected for a two-year term at the first Caucus meeting after State Conference;
(c) one member elected from the Federal Parliamentary Labor Party elected for a two-year term at the first Caucus meeting after State Conference;
(d) the State President of the TYL, who is an ex-officio member of the Administrative Committee, with no entitlement to vote;
(e) The Chair or Convenor of the Tasmanian Labor Women’s Network ex officio, with no entitlement to vote. If there are two Chairs or Co-Convenors each shall be ex officio members, with no entitlement to vote;

(f) Three affiliated union representatives elected by Schedule F union delegates at state conference for a term of two years; and
(g) Three rank and file delegates elected by rank-and-file state conference delegates in a single ballot for a term of two years.

7.4 Administrative Committee members shall be able to nominate a proxy in accordance with the following provisions.

(a) such proxies must have been a delegate to the State Conference that elected the Administrative Committee position in question, or in the case of the State Leader a State PLP member, and in the case of the representative of the Leader of the Federal Parliamentary Labor Party a Tasmanian member of the Federal PLP.
(b) The Administrative Committee member shall advise the State Secretary of the proxy in writing before the commencement of the scheduled meeting or special meeting.
(c) Administrative Committee members cannot proxy for two consecutive meetings of the Administrative Committee and may only proxy for two Administrative Committee meetings between State Conferences.

Failure to attend meetings

7.5 Unless exceptional circumstances exist, if the officers of the Party, the Administrative Committee, the Disputes Tribunal, or the President of a Platform Tribunal fail to attend three consecutive meetings of the relevant body for which normal notice was given, their position shall be deemed to have become vacant, and they shall be ineligible to nominate for the next election to that body.

7.6 A meeting for which normal notice was given, but which fails because of lack of a quorum, shall be counted as a meeting for the purpose of rule 7.5 above.

8 COMMITTEES

8.1 There shall be Platform Committees with policy responsibilities to be established from time to time by State Conference, provided that the Administrative Committee may also establish additional Platform Committees where it sees fit.

Responsibilities

8.2 The responsibilities of the Platform Committees are to:

(a) encourage Party members and affiliated unions to contribute to the development of the Party's platform;

(b) provide a means of consultation between the Party and the State Parliamentary Labor Party on the development and implementation of the Party's platform;
(c) each present a report to State Conference, in accordance with Rule 5.25. Such report to include, as appropriate; comments and recommendations on resolutions from local branches, affiliated unions and the PLP;
(d) reports to State Conference shall cross reference the Party Platform with previous resolutions carried at State Conference; and
(e) research new policy and platform proposals, as appropriate.

Composition

8.3 Each Platform Committee shall comprise the following:

(a) a chairperson, elected for a two year term in even numbered years as the same time as the President and Vice President consistent with Rule 6.3.
(b) relevant Ministers/Shadow Ministers;
(c) other Party members.

8.4 Details of meetings of Platform Committees shall be advised to Party members in advance by publication in the Party's bulletin.

8.5 Policy Action Caucus

(a) A Policy Action Caucus (PAC) may be formed to encourage grass roots development of policy. Examples of PACs could include Rainbow Labor, Labor for Refugees and Labor Environment Action Network. To be established a PAC must have;

(i) A minimum of ten financial members
(ii) A patron from both the state and federal parliamentary caucuses
(iii) A statement of its name, objectives and rules approved by the Administrative Committee
(iv) PACs are competent to place resolutions before State Conference

8.6 Labor Electorate Campaign Committees

State Conference shall establish Labor Electorate Campaign Committees (LECC) in each electorate. Labor Electorate Campaign Committees shall;

(a) Have the dual purpose of building the Labor campaigning capability for State and Federal elections;

(b) Include representatives from each Party Branch and invite nominees of affiliated unions that have a membership presence in the electorate;
(c) Provide an annual report to State Conference;
(d) Receive training in issues-based community and electoral campaigning tailored to achieving strong results for Labor in a Hare-Clark system
(e) Develop a yearly plan, assisted by the State Office with measurable objectives that might include new member recruitment, campaign issue identification, campaign fundraising, number of voter contacts and surveys

The Administrative Committee shall in consultation with the LECC and local branches, appoint a coordinator for each LECC."

9 TASMANIAN YOUNG LABOR

9.1 There shall be a Tasmanian Branch of Australian Young Labor (TYL).

Objectives

9.2 TYL shall:

(a) support the objectives and platform of the Australian Labor Party among young people;
(b) encourage political awareness and participation among young people; and
(c) be recognised as the Youth Wing of the ALP.
(d) be responsible for promoting the objectives, aims and policy resolutions of TYL both within the forums of the broader Australian Labor Party and in the community at large.
(e) be required to meet at least once a year with the State PLP Leader.

Membership

9.3 All financial members of the Party who are under the age of 26 years on 1 January of the year in question shall be eligible to be members of TYL (Tasmania), and to participate in its activities.

Structure

9.4 There shall be an annual conference of TYL, which shall be the supreme decision making body of TYL.

(a) The TYL State Conference shall be held during May; unless the State Executive in consultation with the Administrative Committee resolves that such a meeting will be held on another date.
(b) Other than as provided for in (a), a special Conference may be held when decided by TYL State Conference, or when the State Secretary receives a request signed by a majority of members of the TYL State Executive.

9.5 Any member of TYL (Tasmania) may attend the TYL State Conference and exercise speaking rights. To be credentialed as a voting member of TYL State Conference a member of TYL Tasmania must have:

(a) been a financial member of the Party for the past six months; and
(b) attended at least two meetings of their local branch, non-geographic branch or a general meeting of TYL or any combination as a financial member in the immediate past financial year.
(c) In relation to ballots for the TYL state conference delegates as identified in Rule 5.4(a)(iv) only those TYL members who satisfy Rule 2.17(a) and (b) will be eligible to nominate and vote in those ballots.

9.6 The quorum for a meeting of annual conference shall be 15 credentialed members of TYL (Tasmania).

9.7 The Administrative Committee may establish regional committees of TYL (Tasmania), which shall be competent to forward resolutions for consideration to annual conference.

9.8 A regional committee shall meet at least once each quarter, and shall comprise at least 10 members of TYL.

9.9 The quorum for regional committee meetings shall be 5 members, unless otherwise determined for any regional committee by the Administrative Committee.

9.10 Each regional committee shall elect the following officers:

(a) President, Senior Vice-President and Junior Vice-President, who shall be elected in a single ballot; and
(b) Secretary.

State Executive

9.11 The State Executive of TYL shall:

(a) be responsible for the administration of TYL;
(b) convene annual conference in consultation with the Administrative Committee;
(c) implement the decisions of annual conference;
(d) meet at least every two months; and
(e) act as the business committee of annual conference.

9.12 The State Executive shall comprise the following, elected annually in April of each year, in a ballot of all members eligible to be credentialed in accordance with Rule 9.5, notwithstanding their attendance at the annual conference:

(a) President;
(b) Secretary; and
(c) Treasurer;
(d) Senior Vice-President;
(e) Junior Vice-President;
(f) three regional organisers to be elected by and from eligible TYL members in that region; and
(g) the Senior Vice President and Junior Vice President shall be elected in a single ballot.

9.13 The ballot held under 0 shall also elect the following:

(a) Five delegates to the State Conference to be elected by proportional representation in a single state-wide ballot of members of the Party who are also eligible members of TYL. A minimum two members must be representing either northern Lyons, Bass or Braddon.
(b) Three delegates and three alternates to the AYL National Conference, elected in a single ballot.

9.14 Where these Rules do not otherwise specify, the Rules of the Party shall govern TYL. Annual conference shall operate under the rules and standing orders of State Conference. Regional committees shall operate in accordance with procedures of local branches of the Party, unless otherwise specified within these Rules.

10 SELECTION OF CANDIDATES FOR PUBLIC OFFICE

Calling of Nominations

10.1 The Administrative Committee shall arrange for the selection of Party candidates in Tasmania for the Senate, the House of Representatives and the Tasmanian parliament on such dates as it decides, provided that any such arrangements shall, where

practicable, allow adequate time for advising interested Party members of the process, and for the credentialing of candidates and voters.

Number of candidates to be endorsed at a time

10.2 Where more than one candidate is to be endorsed for a multi-member electorate, the Administrative Committee must decide the number of candidates to be endorsed for that election.

10.3 Any subsequent decision of the Administrative Committee to endorse a different number of candidates must overturn the earlier decision under rule 10.2 by a 75% majority.

10.4 Subject to rule 10.5, where the Administrative Committee determines the number of candidates to be elected pursuant to rule 10.2 or 10.3, each of those candidates are to be endorsed at the same time.

10.5 Notwithstanding anything else in the rule 10, the Administrative Committee may, by a resolution passed by a 75% majority of all persons eligible to vote, determine to endorse some candidates for an election at an earlier time than others.

10.6 Applications for endorsement shall be called by the State Secretary from among eligible Party members by means of a notice in the Party's bulletin or otherwise so that all relevant members of the Party are advised.

Eligibility for Nomination

10.7 A Party member shall be eligible to nominate for endorsement if, and only if, they:

(a) are eligible under the relevant provisions of the ALP National Constitution and/or Electoral Act to nominate as a candidate;
(b) are eligible to participate in ballots in accordance with provisions of Rule 2.15;
(c) have made any payments required under provisions of these Rules; and
(d) apply in accordance with provisions of Rule 10.8.

10.8 Every nomination for endorsement shall be:

(a) received by the State Secretary by the prescribed time; and
(b) in the form prescribed in Schedule F.

10.9 Notwithstanding the provisions of Rule 10.7 and 10.8:

(a) if no nomination has been received by the prescribed time, or if the number of nominations received by that time is less than the number of candidates to be endorsed, or
(b) if the Administrative Committee determines that it is in the interests of the Party, nominations from any other financial member of the Party may be accepted by a resolution of the Administrative Committee.

10.10 Notwithstanding anything else in this rule, the Administrative Committee may, by a resolution passed by a 75% majority of all persons eligible to vote, decide:

(a) pursuant to rule 2.16 that a nomination may be received notwithstanding that the member does not comply with the requirements of rule 2.15; or
(b) to extend the period for which nominations are open, including by extending the time after the advertised close of nominations.

Credentialing of Candidates

10.11 Applicants who meet the requirements of provisions of the Rules shall be credentialed by a resolution of the Administrative Committee.

10.12 All credentialed candidates for preselection for a public office shall be provided with a credentialed list of eligible voters, as far as possible at the same time and in sufficient time for them to contact the voters.

Disendorsing candidates for public office

10.13 The Administrative Committee may disendorse a candidate for public office if, in the opinion of the Administrative Committee, it is reasonably likely that the ongoing endorsement of that candidate could:

(a) bring the party into disrepute; or
(b) significantly, and adversely, affects the Party's electoral prospects.

Selection of Candidates: House of Representatives, Senate and House of Assembly

10.14 All candidates for public office must complete any eligibility questionnaire and participate in any Candidate Suitability Panel, as determined by the Administrative Committee.

10.15 The role of the Candidate Suitability Panel is to consider whether a prospective candidate is a fit and proper person to be a candidate for public office on behalf of the Party. The recommendations of the Panel are provided to the Administrative

Committee in its deliberation of whether or not to endorse a person as a suitable candidate. The role of the Panel is not to determine the relative merit of candidates as this is the role of local branch members and State Conference delegates in a pre-selection process.

10.16 Where the Candidate Suitability Panel determines that a person is not suitable for candidacy, the Panel must outline the reasons for its decision and provide the prospective candidate with an opportunity to respond to the Panel's decision. In the circumstances that the Panel recommends to the Administrative Committee that a person not be a prospective candidate for pre-selection, the prospective candidate will be provided an opportunity to make a written submission to the Administrative Committee. Persons dissatisfied with the decision of the Panel or the Administrative Committee may appeal that decision to the Disputes Tribunal.

10.17 The selection of candidates shall be made as follows:

(a) there shall be two components of the preselection process: a local component, and a central component;
(b) the local component shall comprise all eligible members of the Party normally resident in the relevant electorate (House of Representatives, House of Assembly and Legislative Council), Local Government Area or in the State (Senate), and otherwise meeting the criteria for eligibility to vote as set out in Rule 2.15;
(c) the central component shall comprise the full membership of State Conference;
(d) the total formal vote cast by the local component and the total formal votes cast by the central component shall be combined equally; and
(e) voting shall be by full preferential ballot.

Early State Election

10.18 If an early state election is called, the Administrative Committee:

(a) is not bound by the Party Ballot Procedures at rule 11 of these rules;
(b) must immediately open nominations for the endorsement of seven candidates in each electorate;
(c) must decide a timetable for the closing of nominations and, if a ballot is required, decide a timetable for the conduct of a ballot by the Administrative Committee for all seven positions within each electorate; and
(d) must, where practicable, give the Candidate Selection Panel a reasonable opportunity to carry out its functions under these rules.

For the purpose of this rule, an "early State election" means an election that is to be held less than four years after the preceding State election, and was called without sufficient time for the Party to apply rule 11.3.

Selection of Candidates: Legislative Council

10.19 The Party may decide to endorse a candidate for a Legislative Council election.

10.20 Where the Party does decide to endorse a candidate for a Legislative Council election, the selection shall be made in accordance with the relevant provisions of Rule 11.10.

Selection of Candidates: Local Government

10.21 The Party may decide to endorse a candidate or candidates for a local government election. Where the Party does decide to endorse a candidate for a local government election, the selection shall be made in accordance with the relevant provisions of Rule 10.14.

Number of candidates to be endorsed in total

10.22 One candidate shall be endorsed for each House of Representatives division, and no more than one candidate for each Legislative Council division; in the case of any election for the whole Senate, up to twelve candidates may be endorsed; in the case of any election for half the Senate, up to six candidates may be endorsed; in the case of any election for the House of Assembly, seven candidates may be endorsed; in the case of any election for a Local Government Area, four candidates may be endorsed.

11 PARTY BALLOT PROCEDURES

11.1 Ballots for the selection of membership delegates to State Conference, the President and Vice Presidents and the local component of preselection of candidates for public office, shall be conducted by ballot of eligible Party members. Ballots may be conducted online, using the highest level of security practicable.

11.2 Membership delegates to State Conference shall be elected annually for one year terms and the President and Vice Presidents shall be elected biennially for two year terms, by and from eligible Party members in each electorate, in ballots conducted by the Returning Officer, in accordance with provisions of these Rules.

Each ballot shall be conducted by the State Returning Officer and shall be concluded by 31 May:

(a) nominations from eligible Party members shall be in writing to the Returning Officer;
(b) the ballot shall be forwarded to eligible party members by the third Monday in May, and provision be made for the balloting process to be open for a minimum

of 10 days, with the ballot to be returned to the Returning Officer and be received in the Party office. For postal ballots double envelope system shall be used, including the requirement that the voter sign the outer envelope for the vote to be accepted as formal;

(c) each candidate shall be entitled to be represented by a scrutineer at the Party office during the full conduct of the ballot, but shall not be entitled to scrutineer themselves;

(d) for each electorate, all ballot papers shall be counted in a single count;

(e) the Returning Officer shall establish and implement procedures that confirm the entitlement of each voter to cast a vote, that confirm that no voter casts more than one vote, and that confirm that each vote counted has been cast by an eligible voter;

(f) where insufficient in order nominations are received from eligible Party members in any electorate in accordance with these Rules, the in order nominations shall be declared elected, and further nominations shall be called to fill the unfilled positions, from amongst eligible Party members and a further ballot conducted under the provisions of the Rules.

11.3 The local component of the selection process for candidates for public office shall be conducted in ballots conducted by the Returning Officer, in accordance with provisions of these Rules.

Each ballot shall be conducted in accordance with the following:

(a) at least 30 days shall be provided from the calling of nominations to the close of nominations, unless decided to the contrary by a resolution passed by a 75% majority the Administrative Committee;

(b) where the Administrative Committee provides for a lesser period for nomination, written advice must be provided to all Party members of the details of the calling and close of nominations;

(c) the election period for the local component shall be at least ten working days;

(d) ballot papers shall be forwarded to eligible Party members within five days of the close of nominations, and shall be returned to the Returning Officer and be received in the Party office by the end of the election period – an online voting system will be used for members who have a current email address unless they request a paper ballot. For those members who do not have an email address, a double envelope system shall be used, including the requirement that the voter sign the outer envelope for the vote to be accepted as formal;

(e) each candidate shall be entitled to be represented by a scrutineer at the Party office during the full conduct of the ballot, but shall not be entitled to scrutineer themselves;

(f) the central component of the preselection process shall be conducted in a separate ballot from the local component, and the two components shall be combined subsequently;
(g) the central component shall be conducted by ballot of eligible voters;
(h) the Returning Officer shall establish and implement procedures that confirm the entitlement of each voter to cast a vote.

11.4 It shall be a breach of the Party's Rules for any member to interfere with, or cause to have interfered with, any other member's vote.

Affirmative Action

11.5 In any election involving two or more positions, at least 50% of those elected shall be women, provided that there are sufficient nominations of women to satisfy this requirement. For the purpose of this Rule, the number of positions includes both substantive positions and any alternates.

11.6 The ranking of women to satisfy Rule 11.5 shall be at least the second, fourth, sixth, eighth, tenth, twelfth, fourteenth position and so on. If there are substantive positions and alternates, the requirement of 50% shall be compiled with both in respect of the total number of positions and in respect of the total number of positions including alternates.

11.7 To comply with the provisions of Rule 11.6, a returning officer, after the conclusion of the count and before declaring candidates elected, shall arrange the ranking of candidates using a method of determining order of precedence in accordance with Rule 11.6.

11.8 If a countback or fresh election is required to fill any casual vacancy, Rules 11.5, 11.6 and 11.7 shall still apply so that the outcome satisfies its requirements and principles, again provided that there have been (or are, in the case of a fresh election) sufficient nominations.

11.9 For all union delegations to Party Conferences and forums, at least 50% of the delegates must be women, unless the proportion of women who are members of the union is less than 50%, in which case the number of delegates who are women must be at least equal to that proportion.

11.10 For all public office pre-selections, at least 50% of the candidates preselected for each of the following groups of seats must be women;

(a) The Federal and Legislative Council seats currently held by the Party,

(b) The Federal and Legislative Council seats that would be won by the Party with a 5% increase in its two party preferred vote since the last election (winnable seats),
(c) All other Federal and Legislative Council seats to be preselected and,
(d) For Hare-Clark elections, at least 50% of all endorsed candidates shall be women.

11.11 For the purposes of Rule 11.10 the relevant federal seats shall be considered in each of the following areas;

(a) The seats currently held by the ALP. (The held seats in the Federal Parliament only – both lower and upper house must be grouped together)
(b) The "winnable seats" not held by the ALP as defined by those that received a two party preferred vote between 45% and 49.99% at the last election. (The seats in the Federal Parliament lower house and upper house must be grouped together). The Administrative Committee must declare the winnable seats for each preselection before nominations for preselection open.
(c) All other seats to be preselected. (The seats in the Federal Parliament lower house and upper house must be grouped together).

11.12 For casual vacancies in the Senate and House of Representatives, if less than 50% of the remaining positions are held by women, the vacancy must be filled by a woman.

11.13 If at the close of nominations for a preselection for a group of seats or seats or positions the requirements of Rules 11.10 to 11.12 cannot be met, nominations for that group of seats or positions must be reopened.

11.14 If after a ballot for a preselection for a group of seats or positions the requirements of Rules 11.10 to 11.12 cannot be met, nominations for that group or positions must be reopened and a fresh ballot (if necessary) conducted.

11.15 In calculating the 50% requirement under the Affirmative Action Rules, a fraction of more than one half must be rounded up to the next whole number, and a fraction of one half or less must be rounded down to the next whole number.

Multiple Positions

11.16 In any election involving multiple positions, the Hare-Clark system of voting as used in House of Assembly elections shall be used except that each vote shall be multiplied by 100, and except that a vote, to be valid, shall indicate preferences for at least the number of positions to be filled, not including any alternate positions.

11.17 The positions of alternate delegates shall not be counted as positions for the purpose of calculating the quota in any election.

11.18 In any election, the position of the candidates on the ballot shall be determined by lot.

11.19 Any organ of the Party shall continue to function notwithstanding a vacancy in its membership but, if any vacancy arises in any position for any reason, which shall include no longer belonging to the organ represented, it shall be filled as soon as practicable by the relevant system of voting, which shall include, in the case of the Hare-Clark system, a distribution of votes cast in the original election except as specified in the case of elections conducted by the Tasmanian Parliamentary Labor Party.

11.20 Any fresh election required to fill a vacancy shall be conducted at the next meeting of the relevant organ of the Party, with the vacancy being notified and nominations being called for in the notice convening that meeting, nominations closing with the State Returning Officer at 12 noon on the Thursday before that meeting (in the case of State Conference) or with the local branch or Electorate Forum returning officer, 15 minutes after the commencement of that meeting (in the case of a local branch or Electorate Forum).

11.21 An officer of an organ of the Party shall perform the functions of their office until their successor is declared elected.

11.22 If a vacancy arises in the position of an officer of an organ of the Party, the senior Vice-president or deputy chair shall act in the vacant position until the vacancy is filled in accordance with provisions of these Rules.

11.23 If a date specific in the Rules falls on a Saturday, Sunday or statewide public holiday the date is deemed to be the next working day.

12 DISCIPLINARY AND DISPUTES

Appointment of Disputes Tribunal

12.1 The Administrative Committee must, at its first meeting after a new Administrative Committee has been elected, by resolution passed by a 75% majority of all persons eligible to vote, appoint 3 persons to form the panel for the Disputes Tribunal, one of whom the Administrative Committee must designate as the President, also by resolution passed by a 75% majority of all persons eligible to vote.

Whenever there is a vacancy in a position on the panel of the Disputes Tribunal, the Administrative Committee must by resolution passed by a 75% majority of all persons

eligible to vote appoint a replacement to fill that vacancy. Whenever there is a vacancy in a position on the panel of the Disputes Tribunal, the Administrative Committee must by resolution passed by a 75% majority of all persons eligible to vote appoint a replacement to fill that vacancy.

12.3 Each member of the panel must:

(a) be a member of the Party; and
(b) be experienced in participating in tribunal or disciplinary hearings or similar dispute resolution processes; and
(c) have a good understanding of the rules of procedural fairness; and
(d) not be a current voting member of the Administrative Committee; and
(e) not be a current member of an Australian Parliament.

12.4 Each member of the Disputes Tribunal must have been:

(a) admitted to practice as a barrister and solicitor of the High Court of Australia or the Supreme Court of any Australian State, for at least 10 years; or
(b) a former Office Holder within an Australian Parliament (for example Minister, Shadow Minister, Speaker or President); or
(c) a former Secretary or Assistant Secretary of an affiliated trade union.

12.5 A member of the panel may only be removed during their term by the Administrative Committee by resolution passed by a 75% majority of all persons eligible to vote.

12.6 Subject to this Rule, the three Disputes Tribunal panel members appointed by the Special Branch Committee will continue to hold office until their successors are appointed by the Administrative Committee following the next State Conference.

Constitution of Tribunal

12.7 Pursuant to Rule 12.1, the Administrative Committee must designate one member of the Disputes Tribunal Panel as the President by resolution passed by a 75% majority of all persons eligible to vote.

12.8 In respect of each matter, the Disputes Tribunal is constituted by:

(a) a member of the panel nominated by the President, or
(b) at the discretion of the President – all 3 members of the panel.

Responsibilities

12.9 The Disputes Tribunal is responsible for hearing and deciding complaints by members, affiliated unions and constituent units of the Party that relate to:

(a) compliance with these Rules; or
(b) enforcement of the rights and obligations of members, affiliated unions and constituent units under these Rules.

12.10 The Disputes Tribunal has the power to hear and determine all matters in dispute within the Party subject to these rules and the National ALP Rules.

12.11 Without limiting Rule 12.10, the Disputes Tribunal has specific responsibility for hearing and deciding under:

(a) Rule 12.14 – charges in relation to disciplinary offences;
(b) Rule 12.20 - disputes as to the results of elections; and
(c) Rule 12.25 - challenges to the credentials of delegates to State Conference; and
(d) Rule 12.31 – appeals relating to the rejection of a membership application, or the suspension or revocation of membership rights, by the Administrative Committee;
(e) Rule 12.34 – appeals relating to the rejection of an application for union affiliation by the Administrative Committee;
(f) Rule 12.37 – referrals by the Administrative Committee in relation to the suitability of affiliated trade unions.

12.12 The Disputes Tribunal only has the power to deal with complaints arising under the Code in accordance with rule 12.44.

Powers

12.13 In addition to its specific powers under Rules 12.14, 12.20, 12.25 and 12.31, the Disputes Tribunal may:

(a) make declarations and give directions for compliance with, and the enforcement of these Rules; and
(b) subject to these Rules:

(i) regulate its own procedure; and
(ii) make regulations for that purpose, including the form of complaints and responses;
(iii) conciliate disputes, if it deems appropriate; and
(iv) require any member to attend to give evidence; and
(v) summarily dismiss any complaint that it finds is frivolous, vexatious or made without reasonable grounds; and
(vi) do everything necessary or desirable to give effect to this Rule 12; and

(vii) make recommendations to State Conference and the Administrative Committee for the prevention and resolution of disputes, including amendments to these Rules.

Disciplinary Offences

12.14 The following are offences under these Rules:

(a) disloyalty to the Party;
(b) publicly attacking the Party or any member of the Party;
(c) public comments on any internal Party matters, including but not limited to, comments made through mainstream media or online;
(d) campaigning against an endorsed Party candidate;
(e) making a vexatious complaint against another member;
(f) failure to comply with:

(i) these Rules; or
(ii) the State Parliamentary Labor Party rules; or
(iii) the National Constitution; or
(iv) the State Platform or Policy; or
(v) the National Platform or Policy; or
(vi) a decision of State Conference; or
(vii) a resolution of the Administrative Committee.

12.15 Nothing in this rule makes it an offence for:

(a) an endorsed Party candidate to fairly contest a Hare-Clark election against another endorsed Party candidate; or
(b) a member to fairly campaign for an endorsed Party candidate that is contesting a Hare-Clark election against another endorsed Party candidate.

12.16 A member may charge another member with an offence under Rule 12.14 by making a complaint in accordance with Rule 12.42.

12.17 The complaint must be made within 6 months of the offence being committed, unless the Disputes Tribunal is satisfied there is good reason for the delay.

12.18 The member charged is the respondent to the complaint.

12.19 If the Disputes Tribunal is satisfied that the member charged has committed an offence under Rule 12.14, it may impose the following penalties:

(a) a reprimand; or/and
(b) a disqualification from holding any party office and from endorsement for public office for a period of 5 years; or/and
(c) suspension for a specified period of not more than 12 months of all or some rights of membership; or/and
(d) expulsion from the Party indefinitely or for a specified period of at least 12 months; or/and
(e) where members are found to have had membership fees paid for by another person under rule 2.8, other than by an immediate family member, such members shall be deemed to be no longer members and all membership rights shall be forfeited.

Disputed Elections

12.20 A member who disputes the declared result of an election may make a complaint in accordance with Rule 12.42.

12.21 The complaint must be made within 10 days of the declaration of the result by the relevant Returning Officer.

12.22 The respondents to a Rule 12.20 complaint are:

(a) the Returning Officer who conducted the election; and
(b) each candidate who may be affected by a change in the result.

12.23 If the Disputes Tribunal is satisfied that there has been a defect in the conduct of the election that has or may have affected the result, it may decide that:

(a) there be a recount of votes by the relevant Returning Officer or the State Party Returning Officer; or
(b) a candidate declared elected was not elected, and a candidate not declared elected was elected; or
(c) the election is void, and a new election be held.

12.24 If the Disputes Tribunal decides that new election be held, it must fix the necessary times and give any necessary directions for the new election.

Challenges to Credentials

12.25 Challenges to a person's right to be a delegate must be received by the State Secretary by 5.00 pm on the Monday prior to Conference.

12.26 Where the State Secretary receives a challenge under rule 12.25, the State Secretary must refer the complaint to the President of the Tribunal without delay.

12.27 Upon receipt of a challenge under rule 12.25, the Dispute Tribunal must take all available steps to determine the challenge prior to State Conference.

12.28 The respondent to a challenge under rule 12.25 is the delegate whose credentials have been challenged.

12.29 If the Disputes Tribunal is satisfied that a delegate whose credentials have been challenged is not eligible to be a delegate, it may decide that the delegate is not a delegate, and that another person is a delegate instead.

12.30 If the Disputes Tribunal is satisfied that a union delegate whose credentials have been challenged has not been appointed by the union in accordance with these Rules, it may decide that the union delegate is not a delegate and that another member of that union is a union delegate instead.

Appeals of decisions of the Administrative Committee relating to membership or affiliation status

Membership status of individuals

12.31 A Party member, or prospective Party member, may appeal a decision of the Administrative Committee under rule 2.7 or rule 2.38 by making a complaint in accordance with rule 12.42 within 10 days of being notified of the decision by the Administrative Committee.

12.32 Between the lodging of a Rule 12.31 complaint, and the determination of the Rule 12.31 complaint by the Disputes Tribunal, the complainant is to be treated as if their membership rights are suspended unless the President of the Disputes Tribunal decides to allow the person to exercise the rights of a member pending the determination of the rule 12.31 complaint.

12.33 If the Disputes Tribunal is satisfied that the Administrative Committee's decision to refuse, suspend or cancel an individual's membership was wrong or invalid, the Disputes Tribunal may substitute its own decision in place of the decision of the Administrative Committee.

Decisions to not affiliate a trade union

12.34 A trade union may appeal a decision of the Administrative Committee to refuse affiliation under rule 4.4 by making a complaint in accordance with rule 12.42 within 10 days of being notified of the decision by the Administrative Committee.

12.35 Between the lodging of a rule 12.34 complaint, and the determination of that complaint by the Dispute Tribunal, the trade union is not to have the benefits of rule 4.5 unless the President of the Dispute Tribunal decides to allow the trade union to exercise those rights pending the outcome of the complaint or referral.

12.36 If the Administrative Committee is satisfied that the Administrative Committee's decision to refuse affiliation was wrong or invalid, the Disputes Tribunal may substitute its own decision in place of the decision of the Administrative Committee.

Decisions to refer a trade union to the Dispute Tribunal

12.37 If the Administrative Committee determines to refer a trade union to the Disputes Tribunal under rule 4.4A, the Administrative Committee must set out a concise statement of the facts relied upon in making its decision, in writing to the President of the Disputes Tribunal, but otherwise does not have to comply with the requirements of rule 12.42.

12.38 Upon the referral of a complaint by the Administrative Committee under rule 4.4A, the trade union is to remain entitled to the benefits of membership under rule 4.5 pending determination by the Disputes Tribunal.

12.39 If the Dispute Tribunal determines that a trade union is unsuitable to be affiliated, it may determine to suspend any or all of the trade union's benefits of membership under rule 4.5 for a period of time that does not exceed 5 years, or cancel the trade union's affiliation and impose a requirement that the trade union not be re-affiliated for a period of time that does not exceed 5 years.

Process for dealing with complaints and referrals relating to membership and affiliation status

12.40 The respondent to a Rule 12.31 or 12.34 complaint, or rule 4.4A referral, is the member of the Administrative Committee that moved the resolution, unless the Administrative Committee determined that another member of the Administrative Committee was to be the respondent in relation to any rule 12.31 complaint.

Other disputes

12.41 A member that disputes any other matter relating to these rules, including the enforcement of rights of obligations under these rules, may make a complaint in accordance with Rule 12.42 within a reasonable time of the matters giving rise to the dispute.

Complaints and Responses

12.42 Every charge, dispute, challenge or appeal ("complaint") must:

(a) be in writing signed by the member making the charge, dispute or challenge ("the complainant"); and
(b) state the specific rules that the complainant alleges have not been complied with or that the complainant seeks to enforce; and
(c) set out a concise statement of the facts relied upon by the complainant; and
(d) be accompanied by a deposit of $100; and
(e) otherwise be lodged in accordance with any guidelines established and published by the Disputes Tribunal from time to time.

12.43 A member may make a complaint on behalf of a number of members with the authority of each of those members.

12.44 For the purposes of this Rule 12, the respondent is:

(a) in the case of complaints under Rules 12.14, 12.20 and 12.25 – the persons identified in Rules 12.18, 12.22 and 12.28 respectively; and
(b) otherwise – each member against whom these Rules are sought to be enforced.

12.45 The Disputes Tribunal will otherwise establish and publish guidelines for the receipt and handling of complaints.

Hearings

12.46 The Disputes Tribunal must promptly schedule a hearing of the complaint, and notify the complainant and any respondents ("the parties").

12.47 The parties must attend the hearing at the time and date fixed by the Disputes Tribunal.

12.48 Any party is entitled to be represented or assisted by another member.

12.49 Hearings may be held in person, by teleconference or by audiovisual technology.

Procedure of Tribunal

12.50 The Disputes Tribunal must:

(a) comply with the rules of procedural fairness; and
(b) subject to Rule 12.42, deal with complaints and conduct its hearings as expeditiously as practicable; and
(c) promptly give written reasons for its decisions to the parties and the Administrative Committee.

12.51 The Disputes Tribunal is not bound by the rules of evidence, and may inform itself as it thinks appropriate. For the purposes of this Rule 12, a matter of fact is to be taken

to be proved if it is established to the reasonable satisfaction of the Disputes Tribunal, and a reference to the Disputes Tribunal being satisfied has a corresponding meaning.

12.52 The Disputes Tribunal has discretion to not hear a complaint if the complaint does not comply with rule 12.42 or if it is satisfied that the complaint is frivolous, vexatious or commenced without reasonable grounds.

Deposits

12.53 If the Disputes Tribunal finds the complaint to be frivolous, vexatious or made without reasonable grounds (whether the complaint is dismissed summarily or not), the complainant forfeits the deposit. Otherwise, the State Secretary must return the deposit to the complainant.

Effect of Decisions

12.54 Decisions of the Disputes Tribunal are binding on all members of the Party, affiliated unions and constituent units.

12.55 Decisions of the Disputes Tribunal are final, subject only to the National Constitution.

12.56 Without limiting the execution of any other rules, decisions of the Disputes Tribunal must be communicated to the Administrative Committee.

13 FINANCIAL

13.1 The State Secretary shall be responsible for the maintenance and safe custody of the financial records of the Party.

Trustees

13.2 The property including all monies and other property or assets of whatsoever kind real or personal of the Party shall be vested in the Trustees of the Party who shall be the President, Vice-Presidents, State Secretary and Assistant Secretaries. All funds of local branches belong to and are held for the exclusive use of the Party.

Finance Committee

13.3

(a) The Administrative Committee shall establish a Finance Committee to assist the State Secretary in the general management of the Party finances and to oversee the financial management and operation of the Party between meetings of the Administrative Committee.

(b) The Finance Committee membership shall consist of the President, State Secretary and Assistant Secretary (Finance) and at least two and up to five ordinary members.

(c) The ordinary members of the Committee must be financial members of the ALP and shall be appointed for a two-year term by the Administrative Committee in even numbered years immediately following State Conference.

(d) The Finance Committee:

(i) Shall be chaired by the President. In their absence at a meeting, the remaining members present shall elect one of their number present to chair the meeting.

(ii) Shall have a quorum of five.

(iii) Shall meet at least once every two months or more regularly as is determined necessary by the Secretary.

(iv) If any three members of the Finance Committee request in writing that the President convene a meeting of the Finance Committee, the President must convene a meeting within seven days of the request.

(v) In accordance with a decision of the chair of the Committee, the Committee may meet in person, by way of telephone conference, or by any other electronic means.

(e) The functions of the Finance Committee are:

(i) Approve expenditure as delegated by the Administrative Committee in accordance with sub-rule 13.3(i).

(ii) Develop the annual budget to be adopted by the Administrative Committee.

(iii) Monitor and report to the Administrative Committee on the financial performance of the Party against the budget.

(iv) Ensure there are adequate internal control systems in place and functioning to promote operational efficiency, minimise financial risk and fraud, and to ensure financial accountability.

(v) Examine and monitor expenditure to ensure that expenditure is consistent with achieving the objects and complies with policy and procedures.

(vi) Examine and monitor all credit card expenditure by employees and officers to ensure compliance with applicable policy and procedures.

(vii) Ensure that the applicable Financial Management Policy and Procedures are complied with at all times.

(viii) Ensure that the rules concerning the finances and financial management are complied with at all times.

(ix) Monitor and ensure that the Party is complying with all statutory obligations regarding financial management and reporting requirements.

(f) The Finance Committee also has the following functions in relation to auditing:

(i) Make recommendations regarding the appointment of the Auditor to the Administrative Committee.

(ii) In conjunction with the Auditor, make recommendations to the Administrative Committee about changes to the Party's systems of internal control and systems to identify, monitor and mitigate significant financial risk.

(iii) In conjunction with the Auditor, ensure that the Party's annual financial statements are fairly represented in all material respects in accordance with Australian accounting principles and Standards.

(iv) Ensure that any matter that the Auditor wishes to bring to the attention of the Administrative Committee has been given adequate attention.

(g) At the end of each calendar month, the Secretary shall provide the Finance Committee with financial reports of sufficient detail to enable the Committee to fulfil its responsibilities under this rule.

(h) The Finance Committee shall report to each meeting of the Administrative Committee about the matters referred to in sub-rules (d) and (e).

(i) The Administrative Committee shall adopt Terms of Reference and Financial Management Policy and Procedures for the Party under which the Finance Committee shall operate.

The Administrative Committee may authorise the Finance Committee to approve expenditure of the funds of the Party on ordinary or extraordinary operating expenditure up to an amount specified.

Banking of Funds

13.4 The funds of the Party shall be banked in an account or accounts approved by the Administrative Committee, and any payment out of the funds of the Party shall be in accordance with Financial Management Policy and Procedures as determined by the Administrative Committee

13.5 All funds received by a local branch, electorate forum or other organ of the Party shall be banked with a branch of a bank as approved by the Administrative Committee in the name of that organ of the Australian Labor Party.

The President, Secretary and one other member shall be the officers authorised to operate the account, with any two to sign.

13.6 All property of any local branch, electorate forum or other organ of the Party shall vest in the Trustees, who shall hold such property to the use and for the purposes of the members of the Party.

13.7 Subject to these Rules, monies and other property from time to time received or held by a local branch, electorate forum or other organ of the Party may be managed and dealt with by the local branch, electorate forum or other organ of the Party for the purposes of the Party in accordance with these Rules.

13.8 No funds may be withdrawn from an account, or be applied to any purposes, without the authority of the Party organ concerned.

Auditor

13.9 The Administrative Committee, shall appoint an Auditor who shall be a member of a recognised accounting body.

13.10 The State Secretary or their nominee shall present the audit report to the Administrative Committee.

13.11 The State Secretary shall provide the Auditor with all books of accounts, bank statements, used cheques, duplicate receipts and any other documents they may be required to produce for the purposes of such audit.

13.12 Each local branch, and other organ of the Party shall appoint one member of the Party, who is not an officer of that organ, to audit the accounts of the organ as at 31 March each year. A copy of the audited financial statement shall be sent to the State Secretary, by 30 April.

Fees

13.13 Party organs, members and affiliated unions shall pay to the State Secretary any amounts required in accordance with these Rules, or by any decision of State Conference or the Administrative Committee.

(a) The Administrative Committee shall determine annual membership and union affiliation fees.

13.14 Failure to pay any amounts required shall render that Party organ, member or affiliated union liable to loss of entitlement of rights, in accordance with provisions of these Rules and decisions of State Conference or the Administrative Committee.

13.15 The Administrative Committee shall be competent, subject to any decisions of State Conference, to impose a compulsory levy on members of the Party who are members of the Australian and Tasmanian Parliaments, either a fixed amount or a percentage of their parliamentary incomes to be applied to the general administrative purposes of the Party.

Such compulsory levy shall be paid in addition to the annual membership fee paid by all Party Members including Members of Parliament as prescribed in Regulation 1.

Each member of the Party who is a member of Australian Parliament shall pay a compulsory levy (excluding allowances) as determined by the Administrative Committee which is to be used for general administrative purposes. The amount of this compulsory levy is to be determined by the Administrative Committee.

Such compulsory levy shall be paid via a direct debit arrangement from the pay office of the Australian or Tasmanian Parliaments.

13.16 State Conference shall be required to seek the advice of the Administrative Committee prior to considering any proposal which would commit the Party to any expenditure of funds.

13.17 The Party's financial year shall commence on 1 July, and conclude on 30 June.

13.18 A local branch or Electorate Forum shall retain in its account a maximum of $500 at any time, and shall forward to the State Secretary any excess above that amount so that the Administrative Committee can better assess the financial standing of the party as a whole at any time, and more efficiently and effectively manage the Party's funds. The State Secretary shall maintain a register of all funds received from each local branch and Electorate Forum, and shall from time to time publish such details as the Administrative Committee thinks fit.

13.19 The Administrative Committee each year will determine an electoral levy, which may be fundraised, to be levied on members who are a member of Australian Parliament or Tasmanian Parliament.

Campaign Accounts

13.20 All Members of Parliament and candidates must use the same financial institution as the Party, and must have their campaign accounts linked to the Party’s account for purposes of real time disclosure.

14 ELECTIONS

Campaign Director

14.1 Without diminishing the power of State Conference or the Administrative Committee, and subject to Rule 14.2, the State Secretary shall be appointed as Campaign Director for all elections for public office and shall be responsible for the conduct of those election campaigns by the Party, in Tasmania.

14.2 Where the State Secretary is a candidate for any election for public office, the Administrative Committee shall appoint another member of the Party who is not a candidate for that election as Campaign Director.

14.3 The Campaign Director shall be a registered member and the endorsement representative of the Party for the purpose of the State Electoral Act, and shall be the registered officer of the Party for the purposes of the Commonwealth Electoral Act.

The other registered members for the purposes of the State Electoral Act shall be the officers, the Leader and Deputy Leader of the Parliamentary Labor Party, and a member of the Party who is a member of the Australian Parliament.

Campaign Committees

14.4 The Administrative Committee shall appoint a Campaign Committee to assist the Campaign Director in the conduct of an election for public office, and shall be responsible for an appropriate election campaign arrangement in each electorate, to ensure the effective and efficient conduct of the election in that electorate, in consultation with the Campaign Director and the Campaign Committee.

15 ACCESS TO PARTY RECORDS

15.1 The copyright of all membership lists is vested in the Party.

15.2 Party records shall be maintained in a manner allowing individual members to inform the Party of their personal confidentiality requirements.

15.3 A Party member may authorise the distribution of this information to any member or constituent unit of the Party entitled to access a list of Party members as specified by these rules.

15.4 Categories of confidentiality for the purpose of the distribution of Party lists shall be as follows:

(a) A Party member authorises publication of their membership details to "Labor News" and the distribution of this information to any member or constituent unit of the Party entitled to access a list of Party members as specified by these rules;
(b) A Party member authorises the distribution of their membership details to the officials of their local branch, elected members or senators, and candidates who have nominated for public office or party positions in accordance with the Party's rules relating to preselection and election procedures;
(c) A Party member authorises the Party to maintain their membership details as part of a confidential head office list to be distributed only to those organs of the Party specified in Rule 15.4 which require access to their membership details in order to perform their function.

15.5 The Administrative Committee and the Disputes Committee shall have access to such records and shall be provided with such information as they require for the performance of their function.

15.6 Any correspondence to an organ of the Party endorsed by the sender as being confidential to the members of that organ shall remain confidential.

15.7 A member of the Party shall have the right of access to any records of their own membership, and to the list of Party members within their electorate in accordance with the requirements of members as set out in 15.3.

15.8 A member of State Conference, shall have access to records of that State Conference of which they are a member in accordance with the requirements as set out in 15.3.

15.9 An endorsed member of the FPLP or SPLP shall have the right of access to the list of Party members within their electorate (in the case of Senators, to the full list of Party members) in accordance with the requirements as set out in 15.3.

15.10 Candidates who have nominated for preselections shall have access to those Party lists which are relevant to the position being contested, in accordance with the requirements as set out in 15.3. Candidates must provide a written declaration before receiving members' details, stating they will not copy or reproduce a membership list (or any part of the list) or supply that list or those details to another person and will delete the list at the conclusion of the ballot.

15.11 The Administrative Committee, or a member, may refer any breach of the obligation under this part to maintain the integrity and confidentiality of a party membership list to the Disputes Tribunal under rule 12.

16 TASMANIAN PARLIAMENTARY LABOR PARTY

16.1 All members of the Party elected to the Tasmanian Parliament as endorsed Party candidates shall form and comprise "the Tasmanian Parliamentary Labor Party" (SPLP).

16.2 Every member of the SPLP shall be bound by the Platform and Rules of the Party.

16.3 If a vacancy arises or a ballot is required to determine the Leader of the Party when in Government, the State Returning Officer shall open nominations and conduct a ballot of the SPLP only, on advice from the Administrative Committee

16.4 Following every House of Assembly election where the Party does not form Government, and at all other times when in Opposition, the Leader shall be elected by a ballot of Party members and members of the SPLP.

(a) The Leader must be elected by:

(i) a ballot of eligible Party members, and
(ii) a ballot of the members of the SPLP,

where the results of each ballot are given equal weighting and added together.

(b) “eligible Party member”:

(i) means a financial Party member at the time nominations open who has not subsequently resigned or been expelled; but
(ii) does not include members of the SPLP.

(c) The Administrative Committee must make rules for the conduct of the election, including the ballot, in consultation with the SPLP.

16.5 If the Leadership becomes vacant and a ballot is necessary to fill a position, the SPLP may elect an Acting Leader or Acting Deputy Leader who is not a candidate in that ballot to serve until the conclusion of the ballot.

16.6 Any changes to the election of parliamentary Labor Leader will require support of 75% of State Conference delegates.

16.7 The SPLP shall elect all other positions, including Deputy Leader and Parliamentary Office Holders, Caucus Chairperson, Ministers or Shadow Ministers at a properly constituted meeting of the Caucus.

16.8 Upon completion of the election for Ministers or Shadow Ministers, the Leader, in consultation with the Deputy Leader, shall allocate portfolios.

16.9 All members of the SPLP shall be bound by the decisions of the SPLP, which shall be subject only to the Rules and Platform.

16.10 The Parliamentary Labor Party and its members shall not enter into a power sharing or coalition arrangement with any other political party where a member of that political party holds a ministerial or any other position within the Cabinet.

Further in the event the Party finds itself in a position to form a minority government following a state election, the Parliamentary Labor Party shall not form a minority state government unless the Administrative Committee on behalf of the ALP membership has firstly been consulted.

16.11 Subject to these Rules, the SPLP caucus Rules determine the regulation and proceedings of the SPLP.

17 AMENDMENT OF THE RULES

17.1 Subject to the decisions of National Conference and the National Executive, these Rules may be amended only by State Conference, and then only if:

(a) by the first Monday in June, after the election of membership delegates to State Conference, notice has been given to current delegates to State Conference, the secretaries of local branches and affiliated unions;
(b) a brief account of the proposed amendment has been published in the Party's bulletin by the first Monday in June, after the election of membership delegates to State Conference, with notice that the full text of any proposed amendment is available from the State Secretary, on request, to any member;
(c) the amendment has been included in the printed agenda accompanying the notice of the meeting of State Conference at which it is to be considered; and
(d) subject to rule 17.3, the motion for amendment is carried by an absolute majority of the delegates entitled to vote at State Conference.

17.2 In addition to provisions of Rule 17.1, rule changes may be considered by State Conference in odd numbered years only if supported by a motion carried with the support of at least two-thirds of the delegates entitled to vote at State Conference.

This provision does not apply to the consideration of rules changes by State Conference in even numbered years.

17.3 Subject to the decisions of National Conference and the National Executive, a decision to amend rule 16 in relation to the election of the State Parliamentary Labor Party Leader must be carried by 75% of delegates entitled to vote at State Conference.

18 STANDING ORDERS

18.1 Subject to the Rules, the Standing Orders shall apply to all meetings of all organs of the Party.

18.2 A standing Order may be suspended if a motion, stating the purpose for which suspension is desired, is carried by a two-thirds majority of those voting.

18.3 Any matter not provided for in these Standing Orders shall be determined by resolution.

18.4 A meeting shall commence as soon after the time appointed for the meeting as a quorum is present, and shall be interrupted whenever less than a quorum is present, or if an adjournment motion is carried.

18.5 The order of business at a meeting shall be:

(a) any elections which are required, unless the Rules require, or the meeting decided, that they be held at a later time in the meeting;
(b) confirmation of the minutes of the previous meeting and of any special meeting;
(c) business arising from the minutes;
(d) receipt of notices of motion in writing for future meetings;
(e) correspondence and business arising therefrom;
(f) reports and recommendations of the officers and of committees and business arising therefrom;
(g) business of which notice has been given at a previous meeting;
(h) a report on the progress of fundraising target and events and recruiting target that applies to the organ of the Party, and;
(i) general business.

18.6 No member may speak unless they rise in their place and receive the call from the chair.

18.7 Whenever the chair rises, all members shall be seated so that the chair can be heard without interruption.

18.8 No member shall be interrupted unless a point of order is taken, when he or she shall be seated, and the member taking the point of order shall be heard. The chair shall determine the point of order before the debate is resumed.

18.9 Any member may move dissent from the chair's ruling. The chair shall immediately vacate the chair in favour of the deputy chair and the member shall be allowed five minutes to state the reasons for their dissent. The chair shall be allowed five minutes to defend their ruling. Without further discussion the motion shall then be put to the meeting by the deputy chair in the following form: "The motion is that the chair's ruling be upheld".

18.10

(a) The mover of a motion or amendment shall hand to the secretary the terms of the motion of amendment in writing and shall then speak to the motion or amendment.
(b) Every motion or amendment shall be seconded, otherwise such motion or amendment shall lapse.

18.11

(a) The mover of a motion shall be allowed a maximum of 10 minutes to speak to the motion and five minutes in reply, the chair indicating when one minute remains.
(b) Every other speaker shall be allowed a maximum of five minutes, the chair indicating when one minute remains.
(c) An extension of time for a further three minutes may be granted by resolution moved immediately the chair indicates that the speaker has one minute remaining.

18.12

(a) There shall be a time limit of 45 minutes for the discussion of any motion, the chair indicating when five minutes remain.
(b) An extension of time for a fixed period may be granted by resolution moved immediately the chair indicates that five minutes remain for the discussion, and put without debate.
(c) The mover of the original motion shall have the right of reply notwithstanding the expiration of time for discussion.

18.13

(a) When a motion has been duly proposed and seconded, the chair shall at once proceed to take the vote thereon unless a member rises to oppose it or to propose an amendment.
(b) No more than two members shall speak in succession either for or against any question before the meeting, except that the mover shall have the right of reply.

18.14 Amendments may be moved to any motion. All amendments must be seconded. Amendments may take the form of adding words or deleting words, or deleting words and inserting others in their place, providing that the effect of any proposed amendment is not to negative the motion. Any number of amendments may be proposes and discussed simultaneously with the motion, notwithstanding Standing Order 13(b). Amendments shall be put in the order in which they have been moved.

18.15

(a) When a motion "that the question now be put" is seconded, the chair must at once submit that motion to the meeting without discussion, provided that the debate had been in progress for 20 minutes; if that motion is carried, the chair shall forthwith submit the question to the meeting except that the mover shall have the right of reply.

(b) A motion for the adjournment of the debate may be made during its progress and, if seconded, shall be put without discussion. A motion for referral to a committee shall be regarded as an amendment.

18.16 When the chair puts a question to the meeting, it shall be resolved on the voices unless the chair's ruling is challenged whereupon the question shall be decided by a show of hands or, if the ruling is challenged by at least 10 members rising in their places, by a recorded division; but only those present when the question was first put to the meeting shall vote.

18.17 Except as otherwise provided, a question shall be carried on a simple majority of members voting. The chair, if entitled to vote, shall have a deliberative vote only and not a casting vote. When the votes are equal the question shall be negative.

18.18

(a) Motions decided may be recommitted at the same meeting only by resolution carried by a two-thirds majority of members voting.

Except as provided in clause (a), no decision shall be reconsidered except on notice of a motion.

18.19

(a) Notices of motion shall be dealt with in the order in which they are received.

(b) If the member who has given notice is not present when the item is called, another member may move the motion in their place.

(c) If no member moves the motion, the motion shall stand over until the next meeting and, if not moved at that meeting, it shall lapse.

19 RULES NOT ENFORCEABLE IN LAW

19.1 It is intended that these Rules and everything done in connection with them, all arrangements relating to them (whether express or implied) and any agreement or business entered into or payment made by or under them, will not bring about any legal relationship, rights, duties or outcome of any kind, or be enforceable by law, or be the subject of legal proceedings. Instead all arrangements, agreements and business are only binding in honour.

19.2 Without limiting Rule 19.1, it is further expressly intended that all disputes within the Party, or between one member and another that relate to the Party, be resolved in accordance with these Rules and the National Constitution and not through legal proceedings.

19.3 By joining the Party and remaining members, all members of the Party consent to be bound by Rule 19.

20 TRANSITIONAL RULE

20.1 The National Executive has resolved to:

(a) intervene in, and have oversight over, the affairs of the Party for an initial term up to and including 30 June 2025 ("the intervention period"); and
(b) suspend the operation of the State Conference and the current Administrative Committee during the intervention period.

20.2 The National Executive has resolved to establish a Special Branch Committee.

20.3 The Special Branch Committee is comprised of such people as determined by the National Executive.

20.4 Subject to the ALP National Constitution, and this rule, the Special Branch Committee will exercise all of the powers, and perform all the functions, of the Administrative Committee during the intervention period.

20.5 For the purpose of the 2023 National Conference, the State Returning Officer will conduct a ballot to elect:

(a) 11 delegates by and from the Party membership in accordance with rule 2.15; and
(b) 11 delegates by and from 100 Union Delegates to be allocated in accordance with Schedule D.

20.6 The Special Branch Committee is responsible for determining the timetable to elect 11 delegates in accordance with sub-rule 20.5(a).

20.7 The National Executive is responsible for determining the timetable to elect 11 delegates in accordance with sub-rule 20.5(a).

20.8 Unless the National Executive determines otherwise, the functions and powers of the Administrative Committee under rule 10 will be exercised by the National Executive during the intervention period.

20.9 The next State Conference will be held at a time determined by the National Executive.

20.10 Prior to the next State Conference, the Special Branch Committee will appoint a State Returning Officer to conduct ballots for the Branch Delegates to State Conference pursuant to rule 11.

20.11 The National Executive will determine which Party Officers will be elected at, or prior to, the next State Conference, and the length of their next term of office.

20.12 This rule 20 will prevail over any other rule of the Party until the next State Conference.

20.13 On and from the election of the Administrative Committee at the next State Conference, the Special Branch Committee will no longer exist and this rule 20 will be automatically rescinded.

Regulation 1. Fees and Charges

Reg 1.1 Membership

Reg 1.1.1 Schedule: Membership Fees per period

	Monthly Fees (1 month)			Quarterly Fees (3 months)			Annual Fees (12 months)		
Membership Category	Standard Fee	Union Member* Discount	Union Member* Fee	Standard Fee	Union Member* Discount	Union Member* Fee	Standard Fee	Union Member* Discount	Union Member* Fee
Under 21				$4.50			$18.00		
Concession				$7.50			$30.00		
Full-Time Student				$7.50			$30.00		
General – $0 to $50,000	$7.50	$0.50	$7.00	$22.50	$1.50	$21.00	$90.00	$6.00	$84.00
General – $50K to $80K	$12.00	$2.00	$10.00	$36.00	$6.00	$30.00	$144.00	$24.00	$120.00
General – $80K to $120K	$18.50	$3.00	$15.50	$55.50	$9.00	$46.50	$222.00	$36.00	$186.00
General – $120K +	$25.00			$75.00			$300.00		

*Union Discount: To be eligible for a union discount, a person must be a current financial member of an affiliated union.
GST: All membership fees attract GST and all amounts listed include GST

Reg 1.1.2 Schedule: Membership Fee Categories

Membership Category	Eligibility Criteria*
Under 21	Under the age of 21
Concession	Current holder of a government issued concession, healthcare or DVA Gold card
Full-Time Student	Full-time student with a current student ID card
General – $0 to $50,000	Current personal income between $0 and $50,000
General – $50K to $80K	Current personal income between $50K and $80K
General – $80K to $120K	Current personal income between $80K and $120K
General – $120K +	Current personal income greater than $120K

*Eligibility criteria is assessed as at the start of the period for which payment is being made.

Schedule A

MEMBERSHIP APPLICATION

Tasmanian Labor

SIGN UP ONLINE

1 Your Details

Application type: ☐ New member ☐ Lapsed member rejoining ☐ Interstate transfer from: .....

Full Name: .....
Note: Your full legal name

Preferred First Name: ..... Date of Birth: .....

Mobile: ..... Landline: .....

Email: .....

Residential Address: .....
Note: The address you are enrolled to vote (if applicable)

Postal Address: .....
Note: Only if different from your residential address

Residency: ☐ Australian Citizen ☐ Permanent Resident ☐ Work/Student Visa ☐ Other: .....

Occupation: ..... Union: .....

2 Identity

Gender: ☐ Male ☐ Female ☐ Non-Binary

Do you identify as: ☐ Aboriginal/Torres Strait Islander ☐ Culturally/Linguistically Diverse ☐ Person with a disability ☐ LGBTIQ+

3 Membership Fee

Please circle your membership fee $0.00

Annual Income or Category	Monthly		Quarterly		Annual	
	General	Affiliated Union Member Rate *	General	Affiliated Union Member Rate *	General	Affiliated Union Member Rate *
Under 21 ^			$4.50	$4.50	$18.00	$18.00
Concession ^			$7.50	$7.50	$30.00	$30.00
Full-Time Student ^			$7.50	$7.50	$30.00	$30.00
$0 to $50,000 annual income	$7.50	$7.00	$22.50	$21.00	$90.00	$84.00
$50,001 to $80,000 annual income	$12.00	$10.00	$36.00	$30.00	$144.00	$120.00
$80,001 to 120,000 annual income	$18.50	$15.50	$55.50	$46.50	$222.00	$186.00
$120,001 or higher annual income	$25.00	$25.00	$75.00	$75.00	$300.00	$300.00

* Affiliated Union Member Rate: To be eligible for a union discount, you must be a current financial member of an affiliated union.

Circle your eligible Union	AMIEU	AMWU	ASU	AWU	CEPU	CPSU	FSU	MUA	RTBU	SDA	TFTU	TWU	UFU	UWU

^ Concession Rates: To be eligible for a concession discount, you must select an eligible concession type.

Circle your eligible Concession	Pensioner Concession Card (PCC)	Health Care Card (HCC)	Veterans Card (DVA card)

4 Donation

Looking for an extra way to help Labor? Many members make a regular contribution to our True Believer Fighting Fund!

Monthly True Believer	$	Per Month	One-off Donation	$

☐ *I declare that I am not a foreign donor within the meaning of the Electoral Disclosure and Funding Act 2023 (Tas), and the Commonwealth Electoral Act 1918.*

5 Getting Involved

Every member belongs to a local branch that meets regularly: ☐ Put me in my nearest branch ☐ Join a specific branch: .....

What are you interested in? Let us know and we will connect you with the relevent groups in the party:

☐ Trade Unions	☐ Social Justice	☐ Migrants & Multiculturalism	☐ Energy & Resources	☐ Regional Tasmania
☐ Economics	☐ First Nations	☐ Women & Gender Equality	☐ Housing & Planning	☐ Local Government
☐ Education	☐ Disability	☐ Environment & Climate Change	☐ Arts & Culture	☐ International Affairs
☐ Healthcare	☐ LGBTIQ+	☐ Law Reform	☐ Sport & Recreation	☐ ..... *Other*

Provide Payment Details on the other side of the page

5 Pledge

I hereby pledge myself to faithfully uphold, to the best of my ability, the Party's Constitution, rules and platforms and to work in full for selected Australian Labor Party candidates for public office. I declare that I am not a member of any other political party (unless it is a fellow party of the Socialist International/Progressive Alliance). I understand I will forfeit my membership of the Australian Labor Party if I nominate against any candidate selected by the Australian Labor Party for public office. And if I employ labour, I commit to actively encourage trade union membership.

Signature: ..... Date: .....

6 Payment Details

Automatic Payments
This is the preferred payment method

- ☐ Credit/Debit Card
- ☐ Direct Debit

Payments are generally deducted on the same day each month or quarter (depending on your selection).

Manual Renewal
Only available for ANNUAL payments

- ☐ Credit/Debit Card
- ☐ Cheque
- ☐ Direct Debit
- ☐ Cash
- ☐ Bank Deposit *(Contact Party Office))*

Direct Debit

BSB

Account Number

Account Name

Credit Card

- ☐ Visa
- ☐ Mastercard

Cards must be in the members name or a family member in the same household.

Name on Card

Expiry / CVV

Cash

$

Bank Deposit

$

Transaction Reference

Contact Party Office for Reference #

Cheque

$

Please make payable to: Tasmanian Labor

7 Direct Debit Service Agreement

1. By agreeing to the Direct Debit Request you authorise Stripe to arrange for funds to be debited from your nominated financial institution account (the "nominated account"). Stripe is acting as an agent for the Merchant and Stripe does not provide any goods or services to you.
2. Stripe or the Merchant will give you at least 30 days' notice in writing of any changes to the terms of the drawing arrangements.
3. Stripe will keep information relating to your nominated account confidential in accordance with Stripe's privacy policy https://stripe.com/au/privacy, except where required for the purposes of conducting direct debits with your financial institution. Your personal information will be transferred by Stripe to the United States. If you do not want to provide your personal information to Stripe in connection with the Direct Debit Request, Stripe will not be able to debit your nominated account.
4. Where the due date is not a business day Stripe will draw from your nominated financial institution account on the next business day.
5. It is your responsibility to:
   a. Ensure your nominated account can accept direct debits;
   b. Ensure that there are sufficient clear funds available in the nominated account to meet each drawing on the due date;
   c. Advise immediately if the nominated account is transferred or closed or your account details change;
   d. Arrange a suitable payment method if Stripe or the Merchant cancels the drawing arrangements;
   e. Ensure that all authorised signatories nominated on the financial institution account to be debited authorise the Direct Debit Request.
6. Subject to the terms and conditions of your nominated financial institution account and your agreement with the Merchant, you may alter the drawing arrangements. Such advice should be received by the Merchant at least 7 business days prior to the drawing date for any of the following:
   a. Changing your nominated account number
   b. Deferring a drawing
   c. Altering a DDR schedule
   d. Cancelling the drawings completely
7. If you require further information, please contact the Merchant. Alternatively, you can also contact your financial institution.
8. If you believe that there has been an error in debiting your account, you should notify the Merchant as soon as possible. The Merchant will notify you in writing of its determination and the amount of any adjustment that will be made to your nominated account (if any). Stripe will arrange for your financial institution to adjust your nominated account by the applicable amount (if any). Alternatively, you can also contact your financial institution.
9. The details of your drawing arrangements are contained in the above Direct Debit Request.
10. Stripe reserves the right to cancel the drawing arrangements if three consecutive drawings are dishonoured by your financial institution, and for the Merchant to arrange with you an alternative payment method. Please refer to the terms and conditions of your nominated financial institution account to see whether dishonour fees apply. The Merchant may charge additional dishonour fees in accordance with your agreement with the Merchant.

Full Name ..... Signature: ..... Date: .....

Mail completed application form to GPO Box 1115, Hobart, 7001

Branch Use Only

Date Received by Branch / /

Party Office Use Only

Date Received by Party Office / /

Payment Processed

Schedule B

ANNUAL RENEWAL

RENEW ONLINE

Use this form for renewal of your existing membership.
If you have not renewed in over 2 years, you will need to complete a new member application.

1 Your Details

Full Name:
Note: Your full legal name

Preferred First Name: Member Number:

Mobile: Landline:

Email:

Residential Address:
Note: The address you are enrolled to vote (if applicable)

Postal Address:
Note: Only if different from your residential address

Residency: ☐ Australian Citizen ☐ Permanent Resident ☐ Work/Student Visa ☐ Other:

Occupation: Union:

2 Identity

Gender: ☐ Male ☐ Female ☐ Non-Binary

Do you identify as: ☐ Aboriginal/Torres Strait Islander ☐ Culturally/Linguistically Diverse ☐ Person with a disability ☐ LGBTIQ+

3 Membership Fee

Please circle your membership fee $0.00

Annual Income or Category	Monthly		Quarterly		Annual	
	General	Affiliated Union Member Rate *	General	Affiliated Union Member Rate *	General	Affiliated Union Member Rate *
Under 21 ^			$4.50	$4.50	$18.00	$18.00
Concession ^			$7.50	$7.50	$30.00	$30.00
Full-Time Student ^			$7.50	$7.50	$30.00	$30.00
$0 to $50,000 annual income	$7.50	$7.00	$22.50	$21.00	$90.00	$84.00
$50,001 to $80,000 annual income	$12.00	$10.00	$36.00	$30.00	$144.00	$120.00
$80,001 to 120,000 annual income	$18.50	$15.50	$55.50	$46.50	$222.00	$186.00
$120,001 or higher annual income	$25.00	$25.00	$75.00	$75.00	$300.00	$300.00

* Affiliated Union Member Rate: To be eligible for a union discount, you must be a current financial member of an affiliated union.

Circle your eligible Union	AMIEU	AMWU	ASU	AWU	CEPU	CPSU	FSU	MUA	RTBU	SDA	TFTU	TWU	UFU	UWU

^ Concession Rates: To be eligible for a concession discount, you must select an eligible concession type.

Circle your eligible Concession	Pensioner Concession Card (PCC)	Health Care Card (HCC)	Veterans Card (DVA card)

4 Donation

Looking for an extra way to help Labor? Many members make a regular contribution to our True Believer Fighting Fund!

Monthly True Believer	$	Per Month	One-off Donation	$

☐ *I declare that I am not a foreign donor within the meaning of the Electoral Disclosure and Funding Act 2023 (Tas), and the Commonwealth Electoral Act 1918.*

5 Authorised Person

☐ I am personally renewing my membership ☐ I am renewing for a family member living in the same household

Provide Payment Details on the other side of the page

Name

Signature: Date:

6 Payment Details

Automatic Payments
This is the preferred payment method

- ☐ Credit/Debit Card
- ☐ Direct Debit

Payments are generally deducted on the same day each month or quarter (depending on your selection).

Manual Renewal
Only available for ANNUAL payments

- ☐ Credit/Debit Card
- ☐ Cheque
- ☐ Direct Debit
- ☐ Cash
- ☐ Bank Deposit *(Contact Party Office))*

Direct Debit

BSB

Account Number

Account Name

Credit Card

- ☐ Visa
- ☐ Mastercard

Cards must be in the members name or a family member in the same household.

Name on Card

Expiry / CVV

Cash

$

Bank Deposit

$

Transaction Reference

Contact Party Office for Reference #

Cheque

$

Please make payable to: Tasmanian Labor

7 Direct Debit Service Agreement

1. By agreeing to the Direct Debit Request you authorise Stripe to arrange for funds to be debited from your nominated financial institution account (the "nominated account"). Stripe is acting as an agent for the Merchant and Stripe does not provide any goods or services to you.
2. Stripe or the Merchant will give you at least 30 days' notice in writing of any changes to the terms of the drawing arrangements.
3. Stripe will keep information relating to your nominated account confidential in accordance with Stripe's privacy policy https://stripe.com/au/privacy, except where required for the purposes of conducting direct debits with your financial institution. Your personal information will be transferred by Stripe to the United States. If you do not want to provide your personal information to Stripe in connection with the Direct Debit Request, Stripe will not be able to debit your nominated account.
4. Where the due date is not a business day Stripe will draw from your nominated financial institution account on the next business day.
5. It is your responsibility to:
   a. Ensure your nominated account can accept direct debits;
   b. Ensure that there are sufficient clear funds available in the nominated account to meet each drawing on the due date;
   c. Advise immediately if the nominated account is transferred or closed or your account details change;
   d. Arrange a suitable payment method if Stripe or the Merchant cancels the drawing arrangements;
   e. Ensure that all authorised signatories nominated on the financial institution account to be debited authorise the Direct Debit Request.
6. Subject to the terms and conditions of your nominated financial institution account and your agreement with the Merchant, you may alter the drawing arrangements. Such advice should be received by the Merchant at least 7 business days prior to the drawing date for any of the following:
   a. Changing your nominated account number
   b. Deferring a drawing
   c. Altering a DDR schedule
   d. Cancelling the drawings completely
7. If you require further information, please contact the Merchant. Alternatively, you can also contact your financial institution.
8. If you believe that there has been an error in debiting your account, you should notify the Merchant as soon as possible. The Merchant will notify you in writing of its determination and the amount of any adjustment that will be made to your nominated account (if any). Stripe will arrange for your financial institution to adjust your nominated account by the applicable amount (if any). Alternatively, you can also contact your financial institution.
9. The details of your drawing arrangements are contained in the above Direct Debit Request.
10. Stripe reserves the right to cancel the drawing arrangements if three consecutive drawings are dishonoured by your financial institution, and for the Merchant to arrange with you an alternative payment method. Please refer to the terms and conditions of your nominated financial institution account to see whether dishonour fees apply. The Merchant may charge additional dishonour fees in accordance with your agreement with the Merchant.

Full Name ..... Signature: ..... Date: .....

Mail completed application form to GPO Box 1115, Hobart, 7001

Branch Use Only

Date Received by Branch / /

Party Office Use Only

Date Received by Party Office / /

Payment Processed

Schedule C

Australian Labor Party - Tasmanian Branch

Annual Report From Local Branch

(as required by Rule 3.13)

This report should be completed and sent to State Office (GPO Box 1115 Hobart 7001) as soon as possible after the Branch's April meeting but in any case no later than 30 April.

Branch: ..... Branch elections held ...../ ...../.....

BRANCH OFFICERS ELECTED: (Please provide names and contact phone numbers below)

	NAME	HOMEPHONE	WORKPHONE
President	.....		
Vice-Presidents	.....		
	.....		
Secretary	.....		
Treasurer	.....		

MEMBERSHIP LISTS: ☐ The list sent by State Office is correct

(please tick where appropriate) ☐ The attached changes need to be made

DETAILS OF BANK AND OTHER ACCOUNTS HELD BY OR FOR THE BRANCH:

Account Number.....

Bank.....

Branch.....

Account Number.....

Bank.....

Branch.....

Signed ..... Date ...../ ...../ .....

Secretary

Schedule D

Australian Labor Party - Tasmanian Branch

Representation of Affiliated Unions At State Conference

The 100 union delegates shall be allocated as follows:

(a) a union with 0-49 members: nil;

(b) a union with 50 or more members: 1 delegate;

(c) the remaining positions shall be allocated proportionally amongst the unions according to the number of members in each union in excess of 250 by totalling the numbers of members in excess of 250 in all affiliated unions and dividing that figure by the number of remaining positions, and allocating a representative in respect of that resulting figure.

Schedule E

Australian Labor Party - Tasmanian Branch

Union Delegates and Branch Delegates to State Conference

The 100 State Conference Branch Delegates shall be allocated as follows:

each electorate shall be allocated 10 delegates; and

the remaining positions shall be allocated proportionally among the electorates by totalling the number of financial members as at 31 March in the year of the Conference and dividing that figure by the number of remaining positions and allocating a representative in respect of that figure according to the number of financial members in each electorate as at 31 March in the year of the Conference.

Schedule F

Australian Labor Party - Tasmanian Branch
Application for Endorsement for Public Office

I, ... (full name)

of ..... (full address)

being a financial member of the Australian Labor Party, hereby apply for endorsement as a candidate for ..... (House of Parliament, and division thereof)
I was born on the ..... day of..... 19/20....., at .....

I hereby certify that I am eligible under the Constitution and/or relevant Electoral Act for nomination as a candidate for the above election.

As an applicant for endorsement as an Australian Labor Party candidate, I pledge myself:

(a) to proceed to the election if endorsed;
(b) if endorsed, I undertake to abide by the National Rule Code of Conduct
(c) not to contest the election if not endorsed;
(d) if not endorsed, to support the endorsed candidate or candidates;
(e) if elected, to record my vote in my elected capacity, on any matter dealt with by the Platform of the Australian Labor Party or by the Platform of the Australian Labor Party (Tasmanian Branch), as shall be decided by a majority at a duly convened meeting of Australian Labor Party members of the body to which I am so elected;
(f) understand my obligations and requirements under Rule 13.15 of Australian Labor Party, Tasmanian Branch Rules to a pay a compulsory levy if elected which may be subject to increases from time to time as determined by the Administrative Committee;
(g) Understand my obligations regarding Rule 10.14, 10.15 & 10.16 regarding the candidate suitably questionnaire and candidate suitability panel and;
(h) Understand and agree that the Administrative Committee may disendorse my candidacy under Rule 10.13.
(h) if elected, I undertake to work full time as a Member of Parliament and shall resign from any position which would prevent me from fulfilling this undertaking.

Signed .....(applicant) Date .....

Signature of witness .....

This application must be accompanied by a deposit of $50 which shall be refunded if the applicant is not endorsed, or if endorsed, the applicant proceeds to the election but which shall be forfeited to the Party if the applicant is endorsed but subsequently withdraws from the election, unless in exceptional circumstances the Administrative Committee decides that the deposit should be refunded.

Schedule G

Australian Labor Party

Tasmanian Branch

Nomination Form

I, the undersigned, nominate for the position of

.....
(Full description of position)

Name .....

Address.....

.....

.....

Signed..... Date.....

Schedule H

Australian Labor Party - Tasmanian Branch

Union Credential Form

Name of Union .....

This is to certify that the following:

DELEGATES

NAME	ADDRESS	No. OF VOTES (circle 1 or 2)
		1 / 2
		1 / 2
		1 / 2
		1 / 2
		1 / 2
		1 / 2
		1 / 2
		1 / 2
		1 / 2

PROXIES

all of whom are financial members of the ALP in accordance with Rule 5.4 and who were eligible to be selected, were selected at a meeting held on ...../...../..... in accordance with the Rules of the ALP and of the Union (if applicable) to be representatives at the ALP State Conference to be held ...../...../.....

Signed ..... Date ……/……/……
Secretary

NOTE: This credential form must be forwarded by the affiliated Union Secretary to the ALP State Secretary as per Rule 4.11(b).

Schedule I

Australian Labor Party

Tasmanian Branch

Identification as Aboriginal or Torres Strait Islander

I (print full name).....

of (full address) .....

.....

Wish to notify the Tasmanian Branch of the Australian Labor Party that I am, and identify as, an Aboriginal or Torres Strait Islander person.

Signed..... Date.....

Schedule J

Australian Labor Party

Tasmanian Branch

Indigenous, Aboriginal State Conference Delegate Nomination Form

I (print full name).....

of (full address) .....

.....

Being a member of the ALP Tasmanian Branch, and having completed Schedule I, I nominate for the State Conference as an Indigenous Aboriginal Delegate from the following area:

- ☐ Bass
- ☐ Braddon
- ☐ Clark
- ☐ Franklin
- ☐ Lyons

Signed..... Date.....