

## SCHEDULE 2

### REQUIREMENTS FOR BALLOTS HELD UNDER REGULATION 19

#### **Conduct of the ballot**

9. A ballot supervisor's appointment shall require that he –
  - (a) supervises the conduct of the ballot he is being appointed to supervise, in accordance with the arrangements for the ballot published by the employer under paragraph 2(g) or, where appropriate, in accordance with the arrangements as required to be modified by an order made under paragraph 4;
  - (b) does not conduct the ballot before the employer has satisfied the requirement specified in paragraph 2(g) and –
    - (i) where no complaint has been presented under paragraph 3, before the expiry of 21 days beginning with the date on which the employer published his arrangements under paragraph 2(g); or
    - (ii) where a complaint has been presented under paragraph 3, before the complaint has been determined and, where appropriate, the arrangements have been modified as required by an order made as a result of the complaint;
  - (c) conducts the ballot so as to secure that –
    - (i) so far as reasonably practicable, those entitled to vote are given the opportunity to do so;
    - (ii) so far as reasonably practicable, those entitled to stand as candidates are given the opportunity to stand;
    - (iii) so far as reasonably practicable, those voting are able to do so in secret; and
    - (iv) the votes given in the ballot are fairly and accurately counted.