

**APPOINTMENT OF  
MUNICIPAL RETURNING OFFICE STAFF**

*(Municipal Elections Act, SNB 1979, c. M-21.01, ss. 6(3), ss. 7(3), s. 22.1 and ss. 31(4))*



**M 02 102**  
**(2014-04-15)**

To: \_\_\_\_\_  
(Name)

of \_\_\_\_\_  
(Civic Address)

In my capacity as Municipal Returning Officer for Electoral Region \_\_\_\_\_, \_\_\_\_\_,  
(No.) (Name)

I hereby appoint you to be a \_\_\_\_\_  
(Position)

in the elections or by-elections and/or any plebiscite to be held on  
\_\_\_\_\_ in \_\_\_\_\_,  
(Date) (Electoral Region)

and if required, hereby give you permission to carry out your duties in any polling station in the electoral region.

Given under my hand at \_\_\_\_\_ in the County of \_\_\_\_\_,  
Province of New Brunswick this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Municipal Returning Officer

**OATH OR AFFIRMATION OF  
MUNICIPAL RETURNING OFFICE STAFF**

*(Municipal Elections Act, SNB 1979, c. M-21.01, ss. 6(3), 7(3) and s. 22.1)*

I, \_\_\_\_\_  
(Name)

of \_\_\_\_\_  
(Civic Address)

appointed as a \_\_\_\_\_ for Electoral Region \_\_\_\_\_,  
(No.) (Name)

in the elections or by-elections and/or any plebiscite to be held on  
\_\_\_\_\_ in \_\_\_\_\_.  
(Date) (Electoral Region)

do swear or solemnly affirm: that I am not a family associate\* of any candidate; that I will well and truly carry out my duties as an election officer, without partiality, fear, favour or affection, and in every respect according to law; that I will keep secret the votes cast by any voters who mark their ballots in my presence at this election; and that I will keep secret and not disclose to any person any information given to me from the lists of electors or any other records of or in the office of Elections New Brunswick or obtained from such lists or records by reason of my access thereto and that I will not use such information for any reason other than electoral purposes. (If swearing, add "So help me God.")

Sworn to or solemnly affirmed before me at \_\_\_\_\_ in the County of \_\_\_\_\_ and  
Province of New Brunswick, the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Municipal Returning Officer or Election Clerk

\_\_\_\_\_  
Election Officer

\* "family associate" means a spouse, parent, child, brother or sister of a candidate or of the spouse of a candidate.

## **Being Non-Partisan**

### **Returning Officers and all other Elections Officers of Elections New Brunswick**

Elections New Brunswick (ENB) is a non-partisan Office of the Legislative Assembly. Due to the nature of this role and the strict requirements for impartiality in order to build and sustain public confidence in the organization, Returning Officers and all other Election Officers must be and appear to be non-partisan and avoid open participation in partisan political activity. This policy is not meant in any way to interfere with an employee's rights but focuses on the collective responsibilities and public expectations of the organization as a whole.

It is essential that all staff be, and appear to be, impartial in the conduct of their duties. This policy extends from the time you take your oath of office until the conclusion of your appointment.

### **Political Activity**

Political activity includes campaigning, canvassing, solicitation of funds, writing political material, or attending politically sponsored meetings, suppers, or rallies on behalf of a candidate or political party in a federal, provincial, municipal or school board election or at any time between elections.

Returning Officers and all other Election Officers must avoid any public affiliation with a political party and must adhere to the following guidelines:

- Avoid situations where the employee's position may have an impact, or be seen to have an impact, on any political activity.
- Do not use taxpayer-funded facilities or resources in support of any political activities.
- Do not use ENB responsibilities to support, or be seen to support, one political candidate or stance over another.
- Do not use position to lend weight to the public expression of personal opinions, nor to divulge any confidential information.

### **Public Comments**

Returning Officers and all other Election Officers must also exercise caution when commenting publicly on political issues to ensure that they do not jeopardize the perception of impartiality in the performance of their duties. For this reason, you should avoid making public comments or engaging into public debate regarding government and ENB policies.