

TCU Constitution

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As revised and amended by the 33rd Regular TCU Convention
Effective November 1, 2009



PREAMBLE

Unity, guided by intelligence, is a bulwark of strength that can withstand all attacks. Without intelligent organization we cannot acquire the discipline which enables us to act together, concentrate our strength and direct our efforts toward a common purpose.

Therefore, for the purpose of promoting such unity of action, for our mutual protection and to advance the general welfare of its existing members as well as any newly organized employees, the organization known as the Transportation • Communications Union/IAM (TCU/IAM) has been established.

The National Convention, possessing original and exclusive jurisdiction, is the source of all true and lawful authority and is the legislative and judicial head of the National Union; is vested with full power and authority to enforce upon its membership a strict adherence to the laws and regulations as stipulated herein, and which are hereby declared to be the Constitution of the National Union and Statues for the Government of Lodges of the Transportation • Communications Union/IAM (TCU/IAM).

**CONSTITUTION OF THE NATIONAL UNION
Transportation • Communications Union/IAM**

ARTICLE 1

NAME

Section 1. This Organization shall be known by the name of the Transportation • Communications Union/International Association of Machinists & Aerospace Workers.

Location of Headquarters

Section 2. The principal office and headquarters shall be at Rockville, Maryland, or as specified by the Executive Council.

ARTICLE 2

NATIONAL CONVENTION

Section 1. The sovereign body of the Union shall be called the National Convention and will have absolute and exclusive jurisdiction over all matters pertaining to the Union; it is the true and legitimate source of all authority, the final resort of appeal, and there is no power vested in any officer, committee or body of members, except in convention assembled, to repeal, alter or change its law and decisions except as hereinafter provided.

Personnel

Section 2. The National Union shall consist of a National President, National Secretary-Treasurer, seven (7) National Vice Presidents, who shall constitute the Executive Council, and delegates, as hereinafter provided, all of whom shall be entitled to a voice and vote on all matters coming before the sovereign body except as otherwise provided by applicable law.*

*NOTE: For convention purposes the Carmen Division's Assistant General President and General Vice Presidents shall have the same rights and privileges as a National Officer.

ARTICLE 3
OFFICIAL SEAL

Section 1. The Official Seal of the National Union will be circular in form and shall bear the inscription Transportation • Communications Union/IAM (National Union).

Section 2. The seal shall be affixed to all official documents, circulars and papers emanating from the National Union and its Executive Officers, and will be recognized as legal when printed thereon.

ARTICLE 4
EMBLEM

Section 1. The emblem of the Union shall be: On a blue circular background, in large white block letters, “TCU/IAM”, encircled by three large overlapping gold arrows, outlined in red, moving in a counter-clockwise direction; across the top of the emblem, in white, shall be “TRANSPORTATION • COMMUNICATIONS UNION/IAM” and at the bottom of the emblem, in white, shall be “AFL-CIO, CLC.”

ARTICLE 5
CONSTITUTION

Section 1. There shall be one form of Constitution of the National Union and Statutes for the Government of Lodges, which shall be the law by which each member and all Local Lodges shall be governed and a copy thereof will be furnished each member upon written request.

Section 2. (a) It is the obligation and responsibility of every officer, local lodge and member to comply with the Constitution and Statutes for the Government of Lodges of this Union and the orders of its proper officers when in conformity therewith; and they shall refrain from any conduct that tends or is designed to interfere with the performance of the legal or

contractual obligation of the National Union or any Local Lodge, to defeat or subvert the lawfully declared and established policies and objectives of the National Union, or to defame the National Union, or any officer, Local Lodge, or member thereof. The sanctity of the obligation shall at all times be strictly adhered to and preserved.

(b) Any member who advocates, encourages or affiliates with any organization with a purpose dual to that of the Union shall be deemed to be guilty of conduct unbecoming a member of the Union and shall be subject to discipline including, but not limited to, expulsion.

(c) No officer, member or Local Lodge of this Union may resort to any Court of Law or Equity or other civil authority either as parties' plaintiff or for the purpose of securing an opinion or decision in connection with any alleged grievance or wrong concerning any case in controversy arising within the organization or under its law, until such officer, member or Local Lodge first shall have exhausted all remedies by appeal or otherwise provided herein, not inconsistent with applicable law, for the settlement and disposition of such alleged rights, grievances or wrongs.

Section 3. The influence or sympathy of the Union as a body shall never be enlisted or used in favor of any religious organization. No member is permitted to discuss in meetings of this Union religious matters unrelated to

Federal or State Law, grievances, rules or working conditions or criticize the religious belief of any member.

Section 4. (a) The National Union, Local Lodge, and any other body of this Union shall not use its funds, facilities, equipment, supplies or personnel to promote the candidacy of any member seeking election to union office. The union's official logo shall not be used on the campaign literature of any candidate.

This prohibition applies only to the use of union funds and facilities to promote the candidacy of members running for union office. It does not include expenditures of union funds for notices, factual statements and other expenses necessary for the holding of the election.

(b) Candidates for National Union, Local Lodge, or other union office desiring to have campaign literature mailed at their own expense may file a written request with the National Secretary-Treasurer.

Upon receipt of such a request, the National Secretary-Treasurer shall arrange for the mailing and bill the candidate for all costs which shall include postage, supplies, labor and copying.

(c) No funds or facilities of an employer may be contributed or applied to promote the candidacy of any person.

ARTICLE 6

REPRESENTATION TO NATIONAL CONVENTION

Delegates' and Alternates' Qualifications and Procedures of Election

Section 1. Lodges are, for the purpose of electing delegates to the National Convention, classified into two (2) groups, namely lodges of one hundred (100) or more members and lodges of less than one hundred (100) members. The size of the lodge is determined by taking the number of members, as defined in Article 25, Sections 2(a) (b) and (e), in good standing as of September 30, last preceding the National Convention.

Lodges of One Hundred or More Members

Section 2. (a) Lodges of one hundred (100) or more members shall be entitled to elect one (1) delegate and one (1) alternate. The delegate to have the voting power of the Lodge electing him based on one (1) vote for the first one hundred (100) members and one (1) additional vote for each additional one hundred (100) members or major fraction thereof.

How Elected

(b) The Chairman of the Local Protective Committee of Lodges with one hundred (100) or more members shall be the delegate to the National Convention. The Chairman of the Local Protective Committee-Delegate shall be nominated and elected in accordance with the Statutes for the Government of Lodges. Such Lodges shall also elect an alternate

delegate to the Convention in the same manner and at the same time the Chairman of the Protective Committee-Delegate is elected. The alternate delegate shall only become the delegate to the National Convention if a duly elected Chairman of the Protective Committee-Delegate including those elected to interim vacancies, cannot for any reason attend the National Convention.

Lodges of Less Than One Hundred Members

Section 3. (a) Members of Lodges of less than one hundred (100) members shall be entitled to participate in the election of delegates- (and alternates) at-large representing the combined membership of all such Lodges within their units. One (1) delegate for the first one hundred (100) or less members. One (1) additional delegate for each additional one hundred (100) members, or major fraction thereof. Each such delegate-at-large shall be entitled to one (1) vote. The election shall be held in the manner hereinafter provided.

How Many and How Elected

(b) Following the end of the third quarter, in the year immediately preceding the Convention, the National Secretary-Treasurer shall compile a list of names and addresses of all members of Lodges of less than one hundred (100) members within each unit and furnish same to the National

President certifying the number of delegates-at-large to which each unit is entitled. A copy of such certificate to be furnished to each such Lodge.

(c) The National Secretary-Treasurer shall notify the Local Chairman-Delegate, by mail with a copy to the President of the involved Local, not later than January 25 immediately preceding the Convention, that his name will appear on the Delegate-at-Large ballot. If the Local Chairman-Delegate does not desire to be elected as a Delegate-at-Large, he shall so notify the National Secretary-Treasurer, in writing, within ten (10) days of receipt of the letter. If there has been a change in the individual holding the position of Local Chairman-Delegate, the President of the Local must notify the National Secretary-Treasurer within ten (10) days from receipt of copy of the letter.

(d) All delegates-at-large and alternates shall be elected by secret ballot on an official form furnished by the National Union, with voting instructions appearing thereon.

(e) The names of qualified candidates, their Lodge and location and the number to be voted for shall be printed or otherwise indicated on the ballot by the National Secretary-Treasurer for each unit holding a delegates-at-large election. He shall not place any other information on the ballot. Names of candidates to be listed on the ballot in the order of continuous

membership, the member with the longest membership to be listed first.

(f) The National Secretary-Treasurer shall utilize the list prepared, as specified in Section 3(b), as a voter eligibility list. The National Secretary Treasurer shall, by first-class mail, furnish one (1) blank ballot to each member qualified to vote, which shall be mailed not later than February 25 preceding the Convention. A member notifying, in writing, the National Secretary-Treasurer that a ballot has not been received may be furnished a replacement ballot. When checking return ballot against eligibility list, if two (2) ballots are returned by a member, both shall be declared void and neither tabulated. There shall be allowed not less than fifteen (15) days between mailing and return of ballots.

(g) Members on receipt of said ballot shall vote for the full number of candidates allotted to their unit. The official ballot only must be used for voting.

(h) The ballot when voted shall be returned to the National Secretary-Treasurer on or before March 15 immediately preceding the Convention.

(i) The National President prior to February 25 immediately preceding the Convention shall appoint a Committee of Tellers for each involved unit of three (3) or five (5) members who are in good standing and not candidates, a majority of whom must be present, and in the presence of any

other members of the Union who desire to attend, must open and tabulate the ballots in accordance with instructions. The tabulation to be made not later than March 25 immediately preceding the Convention. The National President shall notify each candidate of time and place of counting ballots.

(j) The candidate or candidates receiving the highest number of legal votes cast shall be declared elected as delegates-at-large, and those receiving the next highest number of legal votes shall be declared elected as alternates in the order of number of votes received. In case of tie, the candidate having the longest continuous membership in the Union shall be declared elected. Those so elected shall be considered as representing not only the Lodge in which the delegate holds membership, but members and Lodges participating in the at-large election.

(k) The Committee of Tellers shall then and there fill out a return of said election, listing the names of all candidates voted for and the number of votes cast for each. The votes cast by members of each Lodge shall be counted and reported separately. The return shall be signed by a majority of the Committee of Tellers and forwarded to the National Secretary-Treasurer, with copy to each candidate. All Lodges participating in the election shall be advised of the results by circular letter by the National Secretary-Treasurer. Ballots and all other records pertaining to the election shall be

forwarded to the National Secretary-Treasurer who shall retain them for not less than one (1) year.

Protests

(l) A candidate or member of a Lodge participating in such an election may protest in writing the election or election procedures as follows:

(i) Within ten (10) days from the date of the incident, or the circular letter issued by the National Secretary-Treasurer, to the National President, setting forth in writing the reasons for the protest.

(ii) The National President shall investigate the matter and within fifteen (15) days issue a ruling.

(iii) The ruling of the National President may be appealed in writing within fifteen (15) days to the Convention.

(iv) A protest involving the election of such Delegates-at-large or Alternate Delegates-at-large that has been timely appealed to the Convention shall be referred to the Committee on Credentials for its review and report to the Convention.

Unopposed Nominees

Section 4. (a) No vote shall be valid or recorded except for candidates who have been properly nominated. "Write-in" votes are not permissible.

(b) Notwithstanding any of the requirements of Article 6, Sections 2, or 3, a secret ballot need not be conducted where nominees are unopposed. Unopposed nominees shall be declared elected and the National Secretary-Treasurer notified accordingly.

Qualifications of All Delegates and Alternates

Section 5. (a) No member shall be eligible for nomination and election as delegate or alternate unless he has been a member of the Union in good standing continuously for one (1) year immediately preceding the date of his nomination. In addition, he must have met his full dues obligation for the preceding year and must continue to do so for his term of office. He must actually be employed forty (40) hours or more in each calendar month on a position that is fully covered by the working Rules Agreement, or exclusively employed by the National Union or Local Lodge and must have been so employed continuously for at least ninety (90) days immediately prior to the date of his nomination. No member may be nominated for delegate or alternate who is indebted to the Lodge for more than current month's dues or assessments. Qualifications specified herein must be retained for term of office. (Employed continuously shall be construed as: (i) the receiving of any compensation or payment in lieu thereof from an employer subject to TCU agreements, the National Union or Lodge, (ii)

receiving benefits based on such service, (iii) a person who has a discharge grievance pending, (iv) temporary sickness or layoff not exceeding thirty (30) days for which compensation or benefits are not paid, (v) not working because of a bona fide labor dispute, (vi) not working because of navigation conditions or seasonal operations.)

The National President may make exceptions for members who are unable to meet these qualifications.

(b) The one (1) year clause, referred to in the preceding paragraph, shall not apply to newly organized Lodges during the first year of their existence; however, no member hereunder shall be eligible for nomination and election as delegate or alternate until sixty (60) days after admission into the Union.

(c) Delegates elected under this Article must produce certificate of election bearing the seal of their Lodge if elected under Section 2 hereof; if elected delegate-at-large under Section 3, the seal of the National Union shall be affixed to their certificates of election. They must have membership cards and all dues and assessments must be paid up to and including the month in which the Convention is held and at that time have all qualifications required when nominated and elected, before being seated.

Protests

Section 6. Members may protest the election of Convention Delegates and Alternates as follows:

(i) Chairman Local Protective Committee-Delegate or Alternate as set forth in Article 4, Section 3(b) of the Statutes for the Government of Lodges.

(ii) Delegates-at-large and Alternates pooled pursuant to Article 6, Section 3(l) above.

International Representative-Delegate Representation

Section 7. (a) International Representatives shall be delegates to the Convention with one (1) vote; except such delegates shall not vote for election of National Officers or for matters involving dues or assessments.

(b) Any International Representative who is also an elected Local Chairman-Delegate shall attend the National Convention as a Local Chairman-Delegate.

Compensation for Delegates

Section 8. (a) The mileage, compensation and expense allowance of each delegate going to and returning from the meeting place of the National Convention and while attending each regular session of the Convention, shall be determined by said Convention; provided, however, that such

mileage shall in each case be computed via the most direct ticketing route from the delegate's place of residence to the Convention city and return.

(b) Such mileage, expenses and per diem allowance shall be paid out of the Convention Fund Account.

ARTICLE 7
SESSION OF NATIONAL CONVENTION

Regular

Section 1. Effective in 2014, the Regular Convention of the National Union shall be held once every four (4) years in the month of June, July or August at such place and time on such date as may be designated by the Executive Council, giving first consideration to three cities recommended by the previous Convention.

Quorum

Section 2. (a) Twenty-five percent (25%) of the delegates eligible to attend a National Convention shall constitute a quorum for the transaction of business.

(b) After three (3) days from the time fixed for convening a regular session, should no quorum appear, the session shall be adjourned sine die.

National Convention Appointments

Section 3. The following shall be appointed by the National President: Chaplain, Sergeant-at-Arms and Assistants, Inner and Outer Guards, and Tellers. Each of these, except Outer Guards, must be delegates. Outer Guards will be limited to no more than 15% of the total number of official delegates to the Convention.

Section 4. The following Committees shall be appointed by the National President subject to ratification by the Convention:

- (a) Committee on Constitution and Laws.
- (b) Committee on Credentials.
- (c) Committee on Rules, Order of Business, Ritual and Appeals.
- (d) Committee on Finance, Salaries, Mileage and Per Diem.
- (e) Committee on Petitions and Resolutions.
- (f) Additional committees may be appointed by the National President as determined by him for the orderly transaction of the business of the Convention.

No delegate shall be eligible to serve on more than one committee during the entire session of the Convention.

Duties

Section 5. The Chaplain shall open all sessions of the National Convention.

Section 6. The Sergeant-at-Arms and Assistants shall maintain order while the Convention is in session and perform such other duties as may be required by the National President.

Section 7. The Inner Guard shall attend to the inner door of the Convention during its sessions, and permit no one to enter or retire except in accordance with the usages of the Union.

Section 8. The Outer Guard shall securely guard the outer door and permit no one to enter without examination and receiving the required evidence of good standing.

Duties-Committee on Credentials

Section 9. It shall be the duty of the Committee on Credentials to examine into the standing of all lodges, the regularity of the credentials of delegates and the right and title of said delegates to representation in the National Convention, and to hear all appeals as to seating of delegates. It shall report its findings and recommendations to the Convention.

Section 10. Delegates or alternates elect, as reported by the Credentials

Committee, shall be seated by action of the Convention and shall be a body competent to transact business.

Section 11. Should a protest be filed against the seating of any delegates, or alternates, the National Convention, as temporarily organized, shall immediately dispose of all such cases.

Order of Business

Section 12.

1. Call to order by the National President.
2. Report of Committee on Credentials.
3. Appointment of Committees.
4. Report of Committee on Rules, Order of Business, Ritual and Appeals—
First Report-Convention Rules.
5. Reading of Communications.
6. Reports of Committees:
 - (a) Constitution and Laws,
 - (b) Rules, Order of Business, Ritual and Appeals—Second Report-
Appeals to Convention,
 - (c) Petitions and Resolutions,
 - (d) Finance, Salaries, Mileage and Per Diem,

7. Unfinished Business.
8. New Business.
9. Election of Officers.
10. Installation of Officers.
11. Miscellaneous.

Robert's Rules of Order shall be the recognized guide of the National Convention and all Local Lodges where the Constitution does not cover.

Section 13. All general expenses incurred in conducting any convention, including printing expenses incidental thereto, shall be paid from the Convention Fund.

ARTICLE 8

DUTIES OF CONVENTION COMMITTEES

Committee on Constitution and Laws

Section 1. It shall be the duty of the Committee on Constitution and Laws to examine all proposed amendments to the Constitution of the National Union, Statutes for the Government of Lodges and such other matters as may be properly referred to it by Lodges, delegates and National Officers, and report its recommendations to the Convention. The Committee on Constitution and Laws shall have authority to propose amendments to the Constitution and the Statutes for the Government of Lodges, provided the

delegates to the Convention are furnished a copy of any such proposal.

Committee on Rules, Order of Business, Ritual and Appeals

Section 2. It shall be the duty of the Committee on Rules, Order of Business, Ritual and Appeals to formulate rules for the guidance of the National Convention. It shall also receive proposed alterations and additions to the ritual and make a report of its recommendations to the Convention. It shall handle all matters on Appeals properly referred to it; hear all evidence or testimony offered by each interested party or by their counsel. The Committee's report to the Convention shall set forth the salient points of the case and recommend the action to be taken.

Committee on Petitions and Resolutions

Section 3. It shall be the duty of the Committee on Petitions and Resolutions to handle all matters properly referred to it, to formulate resolutions on such matters and report them to the Convention with its recommendations.

Committee on Finance, Salaries, Mileage & Per Diem

Section 4. It shall be the duty of the Committee on Finance, Salaries, Mileage and Per Diem to inquire into the financial condition of the Organization, to make recommendations for its benefit, to recommend the

amount of salary to be paid the National Officers, to pass upon all claims made for mileage and per diem allowance by the delegates and to report their findings to the National Convention.

Section 5. All Convention Committees shall meet at the time and place designated by the National President.

Petitions and Resolutions

Section 6. Petitions and resolutions to be considered by the Convention may be submitted only by Lodges, delegates and National Officers. Each petition or resolution shall be in writing, confined to one subject and filed with the National President on or before April 15, next preceding each National Convention. Copies of all such proposals shall be printed and mailed to all delegates on or before thirty (30) days prior to the Convention.

Proposed Amendment to the Constitution

Section 7. Proposed amendments to the Constitution and Statutes for the Government of Lodges may be submitted only by Lodges, delegates and National Officers. Each proposed amendment shall be in writing, confined to one subject and filed with the National President on or before April 15, next preceding each National Convention. Copies of all such proposals shall be printed and mailed to all delegates on or before thirty (30) days prior to

the Convention. Copies shall be supplied the Committee on Constitution and Laws immediately on convening. The Committee will consider and report to the Convention its recommendations on all proposals submitted.

ARTICLE 9
DUTIES OF NATIONAL UNION

Section 1. It shall establish Local Lodges throughout the United States and elsewhere as appropriate.

Section 2. It shall establish a Ritual, and shall change, alter and amend same when deemed necessary to provide for its security and the uniform dissemination of its teachings.

Section 3. It shall print and furnish all Charters, Rituals, Cards and forms necessary for uniformity throughout the Union.

Section 4. It shall provide revenue to meet its expenses through membership dues, fees, and assessments; and will furnish, free of charge to Lodges, supplies such as Constitutions, report blanks to be made to the National Union and application blanks for membership.

Section 5. The government of all Lodges shall be vested in this National Union as the supreme head of all Lodges under its jurisdiction. It shall have

the authority to determine the customs and usages in regard to all matters relating to the Union.

ARTICLE 10

ELECTION-NATIONAL OFFICERS

Section 1. The National President shall be elected on one (1) ballot; the National Secretary-Treasurer shall be elected on one (1) ballot; seven (7) National Vice Presidents shall be elected on one (1) ballot; by the National Convention at its regular session. The election on each of those three (3) ballots shall be completed in the order listed before nominations for the offices on the next ballot. In the event a candidate is defeated, he shall be eligible for nomination to office on subsequent ballots.

Terms of office to commence September 1, following each regular Convention and officers shall serve until the election and installation of their successors, unless relieved of their offices by due process.

Section 2. (a) Of the foregoing there shall be elected one (1) National Vice President from the Carmen Division. The balance of the National Vice Presidents shall be elected from the membership at large.*

*Note: The delegates to the 1991 Grand Lodge Convention affirmed the ruling of the chair, by over a two-thirds majority, that Carmen members are not eligible to be candidates for election to at-large National Vice President Offices, thereby confirming the prior interpretation and application of this provision.

(b) As set forth in the Carmen Division By-Laws, the Carmen Division President shall be placed before the Convention as the only nominee of the Carmen Division for election as National Vice President and shall be declared elected to that position.

Section 3. To be eligible for election, all candidates must be members of this Union in good standing, and must actually be employed in service over which the Union claims jurisdiction, or employed exclusively by the National Union or any Lodge and must have been so employed continuously, (as defined in Article 6, Section 5(a) of the Constitution of the National Union), for a period of not less than four (4) years immediately preceding the date of the Convention at which they seek office. In addition, they must have met their full dues obligation for the preceding year and must continue to do so for their term of office.

Section 4. All elections shall be conducted by secret ballot; ballots shall show only the voting strength of delegates, names of candidates and office for which nominated. "Write-in" votes are not permissible. Proper space shall be provided in upper right hand corner for record of voting strength. Sufficient space between entry of voting strength and name of first candidate shall be provided to permit folding of ballot to insure secrecy of vote. A secret ballot need not be conducted where nominees are unopposed.

Section 5. The National President shall appoint a sufficient number of tellers to receive and count the votes; a majority of all votes cast shall be necessary to elect and should there be no choice on the first ballot, the candidate receiving the lowest number of votes or less than ten percent (10%) of the total votes shall be dropped and so on with each succeeding ballot, until the choice is made. Any ballot which does not carry a vote for all six (6) National Vice Presidents at-large shall be declared illegal.

Section 6. Delegates will be furnished only one (1) ballot each, upon presentation of credentials. Tellers shall check recorded voting strength against credential card at time ballot is procured and again on deposit of ballot in ballot box.

Section 7. Any member may protest the election of a National Officer or Carmen Division Officer by filing a written protest setting forth the basis for complaint with the National Secretary-Treasurer. Said written protest must be received within thirty (30) days after the close of the Convention at which the election in question was held. The National Secretary-Treasurer shall refer the protest to the Executive Council which shall have final authority to rule on it. The procedures established by Article 16 shall govern the Executive Council's handling of such a protest.

ARTICLE 11
VACANCIES IN OFFICE OF NATIONAL OFFICER

Section 1. In case of death, resignation, removal or suspension of a National Officer, the Executive Council shall elect his successor to fill the unexpired term except as otherwise provided in these laws.

Section 2. In case of death, resignation, removal or suspension of the National Secretary-Treasurer, the Executive Council shall elect his successor. The Executive Council shall with expert assistance proceed to audit the accounts of the former National Secretary-Treasurer and transfer the funds to his successor.

ARTICLE 12
SALARIES AND ALLOWANCES

Section 1. The salaries of the National President, National Secretary-Treasurer, and the National Vice Presidents shall be payable semi-monthly. Each officer shall be allowed necessary expenses when transacting business of the Union while traveling or at his headquarters location. The salaries

shall be established prior to the nomination and election of officers at each National Convention.

Section 2. The salary of any member of the Union assigned to act as National Legislative Director shall not exceed for the term of their assignment the salary of National Vice Presidents. The salary of any member assigned by the National President to be his Special Assistant shall be equal to that of the National Secretary-Treasurer. They shall be allowed necessary expenses for such work and shall be paid from the General Fund Account.

Section 3. Each officer or employe of the National Union shall render to the National President, a statement of his expenses, together with receipts not less than once a month. If approved, it shall be forwarded to the National Secretary-Treasurer for payment.

Section 4. All salaries, per diem and expenses provided for in this Article shall be paid from the General Fund Account.

ARTICLE 13

NATIONAL PRESIDENT'S DUTIES AND PEROGATIVES

Section 1. The National President shall exercise general supervision over

all the affairs of the Union.

Section 2. He shall preside at all sessions of the National Convention, enforce strict observance of the Constitution, laws, rules and regulations of the Union.

Enforcement of Laws

Section 3. He shall at all times strictly enforce the National Union Constitution and the Statutes for the Government of Lodges and shall call to account any member or members of the Union violating same.

Interpretation of Constitution and Laws

Section 4. He shall have sole power and authority to interpret the Constitution and Laws, subject to appeal to the Executive Council, and may issue dispensation from said Constitution and Laws.

Approval of Charters of Lodges

Section 5. He shall pass upon and approve or reject all applications for charters for the establishment of Lodges when received from the National Secretary-Treasurer properly endorsed, and shall arrange for the institution of such Lodges when the applications have been approved by him.

Charters for Federations or Councils

Section 6. The National President may grant charters for the establishment of District Councils and State or Regional Federations. Councils and Federations established shall be under the control and jurisdiction of the National Union. By-Laws and rules adopted for their government must be approved by the National President before becoming effective. If approved, they shall become effective on the date fixed by him, and shall not be printed before being so approved. When charters are forfeited, suspended, revoked or surrendered, or when Lodges go out of existence (except mergers) all supplies, books, records, funds and other property shall become the property of the National Union. The officer or officers having in his or their possession funds or other property of such Lodges shall be held responsible under his or their bonds for their transfer to the National Union.

Approval of By-Laws of Local Lodges

Section 7. He shall approve the By-Laws of all Lodges when not in conflict with this Constitution.

Discipline

Section 8. He is empowered to discipline all Lodges and Federations,

and for that purpose shall have authority to arrest or revoke charters for disobedience of the Constitution and Laws of the Union.

Failure to Comply with Laws

Trusteeship

Section 9. (a) The National President may suspend the charter of a Local Lodge when, in his judgment, such action is needed for the purpose of correcting corruption or financial malpractice; assuring the performance of collective bargaining agreements or other duties of a bargaining representative; restoring democratic procedures; or otherwise carrying out the legitimate objectives of this union; and he may appoint a temporary Trustee to take control of the Local Lodge, including its property, records and finances; provided, that, before the suspension of charter and appointment of Trustee, he shall arrange for a hearing for the purpose of determining whether such action should be taken, unless in the judgment of the National President there is an emergency situation, in which case he may take such action prior to a hearing.

Trusteeship Hearing Procedures

(b) When in the National President's judgment there is a basis for the

appointment of a Temporary Trustee, or where such an appointment is made because in his judgment an emergency exists, he shall provide each officer of the Local Lodge with a charge specifying the reasons for imposing a trusteeship and a notice setting forth the time, date and place of hearing, which shall be scheduled at least ten (10) days after the date of the notice.

Any request to postpone the hearing shall be directed to the National President, who shall grant such a request only for good cause, in light of the need for expeditious handling.

The National President shall appoint a hearing officer, who must be a TCU/IAM member. The hearing officer shall be responsible to assure that evidence is received in an orderly manner. While the rules of evidence shall not be applicable to this hearing, the hearing officer is authorized to limit testimony to relevant matters as well as to rule on any objections or motions made at the hearing. The hearing officer shall arrange for a transcript of the hearing to be prepared by a court reporter.

The National President shall appoint a representative to introduce the evidence which he believes supports the appointment of a temporary Trustee. Officers of the involved Lodge shall also be afforded an opportunity to present evidence. Witnesses shall be subject to cross-examination. Parties may only be represented by members of this union.

The hearing officer shall within ten (10) days of the close of the hearing furnish the National President or, in the case of an emergency, the Executive Council, the transcript of the hearing, copies of all exhibits and his recommendation. The National President, or in the case of emergency, the Executive Council, shall issue a decision within thirty (30) days of receipt of the hearing officer's report.

(c) Any officer of the involved Lodge may appeal the decision of the National President to the Executive Council within thirty (30) days. When the U.S. mail is used, the postmark will govern in determining compliance with the time limits stipulated herein. The Executive Council shall be furnished the transcript of hearing and all exhibits from the hearing. The Council shall issue its decision within thirty (30) days of receipt of the appeal. A decision of the Executive Council under this Section or Section (b) may be appealed to the National Convention, pursuant to Article 16, Section 20 of the Constitution.

(d) The time requirements set forth in this Section are not mandatory and may be modified for good cause.

(e) The Trustee shall be authorized and empowered to take full charge of the affairs of the Lodge, to remove any or all officers and appoint temporary officers at any time during his trusteeship, and to take such other

action as in his judgment is necessary for the preservation of the Lodge and its interests. The terms of office of officers so removed shall terminate as of the date of removal.

Other Hearing Procedures

Section 10. (a) He shall have power to suspend, expel, or otherwise discipline any officer, committee member or member: (1) for conduct unbecoming an officer, committee member or member, (2) for violation of the Constitution and/or Statutes for the Government of Lodges of the Union, (3) for violation of the policies established pursuant thereto, or (4) for any action detrimental to the interests of the Union or its members, in the manner provided in sub-sections (b) and (c) of this Section.

(b) He may summarily suspend any officer, or committeeman from his office or position as committeeman pending the filing of charges, hearing and decision thereon. Within thirty (30) days thereafter he shall serve such officer or committeeman with specific written charges. The suspended officer or committeeman shall be given a reasonable time by the National President to prepare his defense and shall be promptly afforded a full and fair hearing on such charges.

In the event an officer or committeeman refuses or neglects to attend a properly scheduled hearing, he shall be deemed guilty of contempt and the

hearing shall proceed in his absence.

The National President shall render his decision within thirty (30) days after the completion of the hearing, and promptly notify the accused officer or committeeman and the Secretary of the Lodge in which he holds membership of his decision.

(c) He shall have power to suspend, expel, or otherwise discipline a member, but only after serving such member with specific written charges stating the grounds therefore, and affording the member reasonable time to prepare his defense and a full and fair hearing. In the event a member refuses or neglects to attend a properly scheduled hearing he shall be deemed guilty of contempt and the hearing shall proceed in his absence. The National President shall render his decision within thirty (30) days after completion of the hearing, and promptly notify the member and the Secretary of the Lodge in which he holds membership, of his decision.

Right of Appeal

Section 11. Any officer, committeeman, or member suspended, expelled, or otherwise disciplined as provided in Section 10 of this Article, shall have the right of appeal to the Executive Council and to the next National Convention as provided in Section 12 of this Article and in Article 16.

Procedure for Appeal

Section 12. All appeals permitted to be taken by a member or Local Lodge to the National President, Executive Council and the National Convention, shall be in writing, signed by the appellant and fully set forth the facts pertaining to the appeal, the grounds on which it is based, the contention of the appellant in support thereof, and filed in the manner and order, and within the time specified in the provisions of the Constitution and Laws of the Union applicable to each respective appeal. No appeal shall be recognized or considered unless the member or Lodge filing the appeal has complied with these requirements.

Supervision

Section 13. He shall have complete supervision over the National Officers, International Representatives, Assistant International Representatives, General Representatives and all Organizers, and employees assigning them to such duties and such headquarters as in his opinion will permit the work of the Union to be handled in the most efficient and economical manner, including but not limited to the assignment of locals for which they are responsible.

Assignment-National Legislative Director

Section 14. He may assign, if conditions warrant, a member of the Union as National Legislative Director.

Assignment of Members

Section 15. He may assign a member of the Union to perform a duty or specific act in his stead when circumstances arise or occasion demands, and by letter of instructions set forth the duty or act to be performed. Such individual shall be allowed per diem, in the same amount as Convention delegates, subject to increases as approved by the Executive Council, and necessary expenses while traveling or transacting the business of the Union.

Clerical Help, Assistants and Field Representatives

Section 16. He shall employ such clerical help and staff assistants necessary to conduct the business of his department. Such employes shall become members of the Union at the time of their employment. He shall also employ such assistants and field representatives necessary to take care of organization work and shall pay such salaries as he may deem proper subject to approval of the Executive Council. In case of emergency, he shall have authority to employ such additional help and such legal advice as may be considered necessary.

Appropriation-Funds

Section 17. (a) The National President shall have authority to appropriate such funds of the Union as may be necessary for the liquidation of the legitimate expenses of the Union, provided, however, that any unusual or extraordinary expenditure of funds shall be subject to the approval of the Executive Council.

(b) With the approval of the Executive Council he shall have authority to appropriate such funds of the Union as may in his judgment be necessary in case of strikes or lockouts.

**International Representatives and
Assistant International Representatives**

Section 18. (a) He may appoint a sufficient number of members to act as International Representatives and Assistant International Representatives to assist the Lodges or to perform other duties as he deems necessary.

(b) He may certify to the proper officer of the employer the fact that the International Representative and/or Assistant International Representative has been appointed to act for the Union

(c) He will furnish copies of the certification issued under the provisions of this Section to all affected Lodges.

Local Lodges Failure to Function

Section 19. (a) When any Lodge is not functioning to the best interest of the membership under the laws and regulations of the Union, the National President shall have authority to investigate and if results of investigation justify, he will recommend means for improvement to the officers of such Lodge.

(b) Should the officers of a Lodge fail or decline to take steps necessary for such improvement, the National President has authority to order special meetings or circularize the membership, setting forth all facts to the membership under the jurisdiction of such Lodge and state the necessity for such action to correct such conditions.

Jurisdiction--Local Lodges

Section 20. The National President shall define the jurisdiction of Lodges and may require the consolidation of such Lodges when he deems it to be in the best interests of the Union, subject to appeal and review by the Executive Council.

National Negotiations

Section 21. (a) For national negotiations involving wages or working conditions for U.S. rail employes, the National President shall appoint a National Negotiating Committee. The National President will be the

Chairman of said Committee. In addition to the Chairman, the Committee shall include at least two (2) National Vice Presidents, and such staff or professional assistance as the National President deems necessary.

(b) Tentative national agreements negotiated pursuant to (a) above shall be subject to ratification by the involved members voting by U.S. Mail.

(c) Unless a majority of the members voting vote for the tentative agreement it shall not be adopted. Such ratification vote will be conducted under the supervision of the Executive Council who shall certify the result to the National President.

Strikes

Section 22. He shall have authority to order a strike affecting any or all of the membership involved when in his opinion the circumstances warrant such action or when requested to do so in accordance with Article 18. In the event of a strike, the National President shall be the recognized leader, and with the approval of the Executive Council, shall have authority to command the entire resources of the Union.

Information

Section 23. He shall furnish to the Executive Council within a reasonable time any information within his possession that may be required concerning matters pertaining to the affairs of the Union.

Bond

Section 24. He shall give bond in such amount as may be required by the Executive Council, the expense of which shall be borne by the Union, and such bond shall be held in trust by the Executive Council.

Report to Convention

Section 25. He shall make a full and complete printed report to the National Convention of all his official acts, together with suggestions and recommendations for such improvements and changes as his experience and knowledge may deem advisable.

ARTICLE 14

NATIONAL SECRETARY-TREASURER'S DUTIES

Bond

Section 1. Before assuming the duties of his office, the National Secretary-Treasurer shall give satisfactory bond in such amount as may be determined by the Executive Council, the expense of which shall be borne by the Union, and such bond shall be held in trust by the Executive Council.

Clerical Help

Section 2. With the approval of the National President, he shall employ

the clerical help necessary to conduct the business of his department, all of whom shall become members of the Union at the time of their employment, and shall pay such salaries as he may deem proper, subject to approval of the Executive Council.

Auditors

Section 3. On approval of the Executive Council, he shall employ such auditors as may be necessary, with power to examine books and accounts of any Local Lodge. Whenever conditions warrant, he may authorize any member of the Union to make such audits and pay such salary and expenses therefor as he may deem proper, subject to approval of the Executive Council.

Conducting Business

Section 4. He shall conduct all necessary correspondence of his office and attest all official documents with his signature and the seal of the National Union, and provide himself with all books, stationery and supplies necessary to conduct the business of his office.

Monies and Property

Section 5. He shall receive all monies due the National Union from

whatsoever source and shall have charge of the seal and all books, papers and property of the Union not otherwise provided for.

Funds of National Union

Section 6. (a) He shall have charge of all funds of the National Union. He shall pay out the funds by order of the National Union or in liquidation of the legitimate expenses of the Union when approved by the National President. The voucher system for the expenditures of all Union funds shall be used. All funds of the National Union with the exception of the necessary petty cash shall be deposited in a suitable depository approved by the Executive Council.

(b) He shall not invest the funds of the National Union or any portion thereof in real property, stocks, shares, bonds or securities or for any similar purposes without first obtaining in writing the consent of the Executive Council. The National Secretary-Treasurer shall maintain the record of all investments and the evidence of title to real property, subject to review by the Executive Council.

Applications for Charter

Section 7. He shall receive all applications for charters to establish Lodges when accompanied by the required fee, and signed by forty (40) or

more persons, including application for bond consistent with Article 20 of this Constitution, he shall endorse and forward such application to the National President, and if approved by the National President, the National Secretary-Treasurer shall issue such Lodge a charter within thirty (30) days signed by the National President and himself, bearing the seal of the National Union. Charters may be issued to less than forty (40) applicants when in the judgment of the National President circumstances warrant.

Register of Local Lodges

Section 8. He shall keep a register of all Local Lodges with the date of their organization, their time of meetings, their location and a correct list of all members of the Union and their last given address.

Membership Cards

Section 9. He shall have printed a sufficient supply of membership cards, inserting name of member and official card number, to be issued to new members or to a member who requests a replacement card, as needed, unless otherwise directed by the National President; such cards shall bear the official logo of the Union and signatures of the National President and the National Secretary-Treasurer. Upon delivery to the member such card shall be considered valid contingent only upon payment of required dues, fees and assessments as prescribed by the Constitution.

Membership Cards—New Members

Section 10. Upon receipt of application for membership as set out under Article 4, Section 8(b) of the Statutes for the Government of Lodges, he shall process the application and issue a membership card. Upon delivery to the applicant as set out therein, such card shall be considered valid contingent upon payment of the required dues, fees and assessments as prescribed by the Constitution.

Reports Required

Section 11. He shall have printed in duplicate a standard form for the use of the Lodges in the handling of various reports required by the National Union, the original of which shall be forwarded by the Lodge to the National Secretary-Treasurer and a copy to be retained by the Lodge for its records.

Convention Duties

Section 12. He shall render a full and complete printed report to the National Convention of all his official acts and an accurate and comprehensive statement of all receipts and expenditures of funds of the National Union, together with its assets and liabilities.

Section 13. It shall be the duty of the National Secretary-Treasurer to keep an accurate journal of the proceedings and transactions of the National

Union while in session, to preserve the archives of the Union and to perform such other duties as may be designated by the Executive Council and the laws of the Union.

Section 14. He shall consolidate all National Officers' reports in one book and mail to the duly elected delegates on or before thirty days prior to the date of the Convention.

Section 15. Upon receipt of certification of election of delegates and alternates, he shall mail to the secretaries of Lodges having one hundred (100) or more members a credential bearing the name of the delegate and alternate and the Lodge Secretary shall affix the seal of the Lodge and mail or deliver the credential to the elected delegate. He shall mail to all delegates-at-large credentials bearing names of the elected delegates and alternates with the seal of the National Union affixed thereto.

Section 16. (a) He shall prepare a temporary roll of National Officers, delegates and alternates entitled to seats in the National Convention. A list of delegates and alternates whose right to seats in the National Convention is in dispute shall also be furnished the Committee on Credentials, together with all information in his possession.

(b) The list of delegates and alternates shall not be used by anyone for circularizing purposes.

Section 17. As soon as circumstances permit, he shall furnish the delegates to the National Convention a printed copy of the permanent and temporary committees named by the National President, at the regular session of the National Convention.

ARTICLE 15
NATIONAL VICE PRESIDENTS' DUTIES

Section 1. (a) National Vice Presidents will be under the immediate supervision of the National President. They shall perform such duties as may be assigned to them by the National President.

(b) They shall do all in their power to promote the organization and advance the welfare of the Union.

(c) When assigned to various Units and/or Locals, they shall consult with and assist International and Assistant International Representatives, Lodges and the officers thereof for the purpose of securing an amicable adjustment of wage and schedule disputes.

Bond

Section 2. Each National Vice President shall give bond in such amount as may be required by the Executive Council, the expense of which shall be borne by the Union. Such bonds shall be held in trust by the Executive Council.

Report to Convention

Section 3. They shall make a full and complete printed report of their official acts and work during their term of office to each session of the National Convention.

ARTICLE 16

EXECUTIVE COUNCIL

Section 1. (a) The Executive Council shall consist of the National President, National Secretary-Treasurer and all National Vice Presidents.

(b) The National President shall be the Chairman and the National Secretary-Treasurer, the Secretary of the Executive Council.

(c) The Executive Council shall have general supervision over the finances and the funds of the Organization.

(d) It shall review and approve unusual or extraordinary expenditures of funds; require Officers and staff to provide itemized accounts of monies expended by them; consider and make policies relating to the expenditures of Union money.

(e) The Executive Council shall control the investment of funds of the Union by the National Secretary-Treasurer in real property, stocks, shares, bonds, securities, or otherwise.

Duties and Jurisdiction

Duties

Section 2. (a) Between Conventions all executive and judicial power of the National Union, except as the law provides in defining duties of the National Officers, and the handling of recall shall be vested in the Executive Council.

(b) The Executive Council shall have jurisdiction over the affairs of the Union as provided in these laws; and, their decision shall stand unless reversed by the National Convention.

Section 3 (a) The Executive Council shall prosecute to the full extent of the law all unauthorized persons using the name of the Transportation Communications Union/IAM (TCU/IAM).

(b) The Executive Council may levy special or general assessments in such reasonable amounts and manner as it deems appropriate. Any member failing or declining to pay his assessment shall stand suspended and shall be reported the same as a member failing to pay dues.

Meetings

Section 4. (a) The Executive Council shall meet at least once each year, and may hold special meetings whenever it deems this advisable for the best interests of the Union, for the examination, with expert assistance, of all accounts of the National Secretary-Treasurer.

(b) Meetings of the Executive Council shall be called by the Chairman at other times as the affairs of the Union require consideration and must be called by him upon request of the majority of the members of the Council.

Minutes of Meetings

Section 5. Proper record of minutes of all meetings shall be kept.

Certified Public Accountant

Section 6. The Executive Council shall engage a Certified Public Accountant to make audits of all accounts of the National Secretary-Treasurer, and he shall have full access to all books and records of the National Secretary-Treasurer, pertaining to all financial matters of the Union.

Bonds-National Officers and Employes

Section 7. The Executive Council shall have custody of all bonds of National Officers and employes and shall require such National Officers and

employes as are required to furnish satisfactory bond to file them before assuming their duties.

Section 8. Each member of the Executive Council shall be bonded. The expense of which shall be borne by the Union and these bonds shall be held in trust by the National President.

Section 9. Every National Union employe who receives, handles, disburses or otherwise exercises control or custody of any funds or other property of the National Union shall be bonded as required by applicable law, the expense of which shall be borne by the Union and such bonds shall be held in trust by the Executive Council.

Appeals from Decision of the National President

Section 10. Any Lodge, officer, committee member, or member of the Union feeling aggrieved by the decision of the National President in matters of Law and Equity may appeal to the Executive Council within thirty (30) days after such decision, said appeal to be in writing, the original to be sent to the National Secretary-Treasurer and one copy to each member of the Executive Council.

Action and Appeal

Section 11. Members of the Executive Council upon receipt of such

appeal, shall notify the National Secretary-Treasurer in writing if they believe the appeal is of such a nature as to demand a special meeting of the Executive Council. The National Secretary-Treasurer shall tabulate the opinion of the members of the Executive Council, and if the majority is in favor of a special meeting, he will issue a call for same. Otherwise, the appeal will be handled at its next regular session.

Notification

Section 12. Each party shall be notified in writing by the Executive Council, thirty (30) days prior to the date, of the time and place of hearing on the appeal.

Representation

Section 13. Either party may be represented in person, or by counsel, or by both, at the hearing on the appeal. Counsel shall be a member of this Union.

Remote Location-Witnesses

Section 14. In cases where witnesses are located in remote places, or are unable to appear before the Executive Council, their testimony may be taken in writing before any member of the Union who may be appointed and authorized as a commissioner for such purpose by the Executive Council.

Attendance

Section 15. Any member in good standing shall be allowed to attend sessions of the Executive Council when they are conducting a hearing on an appeal.

Hearing on Appeal

Section 16. The Executive Council, exclusive of the National President, shall hear and decide all appeals made from the decision of the National President.

Evidence

Section 17. All of the evidence presented at the hearing on appeal shall be reduced to writing.

Decision

Section 18. Within a reasonable time after the close of hearing on the appeal, the Executive Council shall sustain, modify, or reverse the decision of the National President, or in the event of new evidence having been introduced at the hearing which is relevant and proper to consider, shall make what disposition of the matter seems just and fitting.

Appeal from Decision

Section 19. Any Lodge, officer or member of the Union feeling aggrieved by the decision of the Executive Council may appeal to the National Convention within sixty (60) days after such decision (except as provided in Article 10, Section 6 and Article 12, Section 3(b) of the Statutes for the Government of Lodges) in which case the same shall be filed with the National Secretary-Treasurer, together with all papers, documents and records in evidence before the Executive Council at the time of hearing. When the U.S. mail is used, the postmark will govern in determining compliance with the time limit set forth herein.

Section 20. All cases on appeal from the decision of the Executive Council shall be referred to the Committee on Rules, Order of Business, Ritual and Appeals at the next Convention of the National Union.

Baseless Charges or Failure to Respond

Section 21. Any Lodge, officer or member of the Union preferring frivolous, baseless, or unwarranted charges, or refusing to respond to summons of the Executive Council to testify or submit upon proper request letters, documents or files in his or its possession that might be pertinent to the appeal under consideration, shall be dealt with subject to the provisions of Article 13, Sections 8 and 10, of this Constitution.

Reinstatement of Expelled Members

Section 22. A member expelled from the membership in the Union by the National President or Executive Council may not make application for reinstatement until the next National Convention and cannot again be admitted to membership without the consent of the National Convention. In case of reinstatement he shall be obligated to adhere to the laws of the Union.

Article 17

DUTIES OF INTERNATIONAL REPRESENTATIVES AND ASSISTANT INTERNATIONAL REPRESENTATIVES

Section 1. (a) International Representatives and Assistant International Representatives shall perform such duties as have been assigned to them by the National President.

(b) Those International Representatives assigned to assist Local Lodges will be charged with the duty to receive and consider grievances referred to them by the Chairman of the Local Protective Committee and endeavor to satisfactorily adjust said grievances with representatives of employers through conference or other available procedures. The International Representative has the authority to appear for, represent and in all respects act on behalf of the individual who has referred a grievance to TCU/IAM for handling, including, but not limited to, the authority to settle grievances and claims on behalf of the member.

(c) If satisfactory settlement is not effected the International Representative shall submit the dispute, to the National President for his determination as to possible further handling before tribunals established by law or otherwise, or the dispute may be handled further in the manner provided in the Statutes for the Government of Lodges.

(d) The International Representative when authorized by the National President may negotiate, maintain, revise, modify and adjust agreements establishing and covering wages, working conditions and other employment relations in their respective divisions.

(e) The National President or the International Representative shall have authority to delegate any of these duties to an Assistant International Representative.

ARTICLE 18

PROCEDURES FOR AUTHORIZING A LEGAL STRIKE, CONDUCT OF LEGAL STRIKE AND STRIKE BENEFITS

Section 1. (a) The National President, upon being notified by the International Representative that an unadjusted dispute exists, may meet with or deputize a National Officer to renew the efforts amicably to adjust the dispute. Failing in this, with the sanction of the National President, ballots may be prepared which concisely state the nature of the dispute or

disputes, the efforts made to adjust them, the results obtained, and submit the question at issue to the membership in the service of the employer involved for a referendum vote as to whether or not they will concertedly withdraw their services to the employer until the said dispute or disputes are adjusted. If two-thirds (2/3) of the membership vote in favor of such withdrawal, with the sanction of the National President, a strike may be ordered of all members in the service of the employer involved.

(b) Where the employer is covered by the National Labor Relations Act the referendum vote may be taken in accordance with Section (a) above or at a meeting hall provided the membership in the service of the employer involved has been reasonably notified of such meeting. If two-thirds (2/3) of the membership in the bargaining unit vote in favor of such withdrawal, with the sanction of the National President, a strike may be ordered of all members in the service of the employer involved.

(c) Notwithstanding the provisions of Section (a) above, the National President may, when he ascertains that it would be in the best interest of the Union and its members, authorize and order a withdrawal from service by all members in the service of an employer, if requested to do so by a vote of three-fourths (3/4) of the Local Lodges involved.

Section 2. The percentage designated in Section 1 shall not apply to

members who are affiliated with federations, councils or other organizations; in which case the total percentage necessary to call a strike shall be the same as that required by such federation or council.

Section 3. In taking the vote provided for in Section 1 of this Article, a specific time for closing the ballot shall be designated, and all members shall be given an equal opportunity to vote.

Section 4. Any action taken by the members in conformity with the foregoing sections of this Article shall be law to all members in the service of the employer involved, and members not complying therewith shall be subject to expulsion.

Section 5. The National President shall be the recognized leader, and acting in conjunction with the Executive Council of the National Union shall appropriate from the funds of the Union, such monies as may be necessary for the successful prosecution of the strike.

Section 6. The National President, or designated National Officer shall have the authority to terminate a strike.

Section 7. If the vote authorizing a strike has been governed by Section 2 of this Article, Section 6 shall not apply. Under such circumstances a strike shall be terminated consistent with the rules of the relevant federation, council or other organization.

Section 8. Any member or members inciting a strike or participating therein, except as provided for herein, shall be subject to expulsion. The Lodge in whose jurisdiction an unauthorized strike occurs shall promptly proceed against all members who engage in such unauthorized strike. While under charges for engaging in an unauthorized strike, no member shall be granted a transfer or withdrawal card. If the Lodge does not proceed promptly against the member or members engaging in such unlawful strike, its charter may be revoked by the National President in which event he shall transfer all members not so participating to other Lodges.

Section 9. For the purpose of protecting the interests of the members, defraying the expenses of conducting duly authorized strikes, rendering such financial assistance as may be found advisable to members locked out or summarily dismissed from the service in consequence of their membership or efforts to settle disputes, and defraying the expenses of the National Union in connection with efforts to settle disputes and/or matters involving wages, hours, conditions, or terms of employment, the Executive Council of the National Union shall be mindful that sufficient funds be maintained to adequately meet such costs.

Section 10. The National Secretary-Treasurer shall make such reports as may be necessary and as are required by the Constitution and Laws of this

Union on the availability of such funds.

Section 11. No benefits shall be paid under these laws to members until they have been on strike or locked out for a period of one (1) full week.

Benefits shall be paid beginning with the second week.

Section 12. Striking or locked-out members, where the funds of the Union permit, shall be paid strike benefits of twenty dollars (\$20.00) per week, or a higher amount when approved by the Executive Council. To be entitled to benefits under this section, members shall register personally each day between 9:00 a.m. and 12:00 noon, in a register provided for that purpose by the strike committee. The manner and time of registering as hereinbefore provided may be waived in case of a joint strike when concurred in or approved by the Chief Executives of the respective organizations. Then such rules and regulations as may be agreed upon by the joint strike committee shall prevail.

Section 13. Striking members securing employment elsewhere during period of such strike or lockout shall be excluded from all strike benefits, must obtain permission from the strike committee before accepting any other employment, and shall be required to pay all assessments if any may be required to pay benefits under the provisions of Section 11 of this Article.

Section 14. When the members of Lodges require financial relief under

the provisions of this Article, the Secretaries of Lodges shall forward to the National Secretary-Treasurer duly signed and under the seal of the Lodges involved, and certified to by the strike committee, the payroll provided for in this Article, showing names of members and addresses thereof, engaged in the strike or lockout and who are entitled to pay. The payroll shall be made out in ink and the amount due set opposite the name of each member. The National Secretary-Treasurer, by direction of the National President and with the approval of the Executive Council of the National Union, shall draw and forward a voucher check for every member to the Secretary of each Lodge.

Section 15. On receipt of the payrolls and the amount due thereon from the National Secretary-Treasurer, the Secretaries of the Lodges shall pay the same to the members entitled thereto, securing their signature to the payroll and return such receipted payrolls to the National Secretary-Treasurer. Secretaries of Lodges shall keep a correct account of all monies received and disbursed by them. The bond of the National Secretary-Treasurer, as provided for in the Constitution and Laws of the National Union, shall apply.

Section 16. Effective with the complete merger between the Transportation • Communications International Union and the International

Association of Machinists and Aerospace Workers International Union (IAM) by January 1, 2012, strike benefits shall be provided consistent with the IAM procedures.

ARTICLE 19
STRUCTURE COMMITTEE

Section 1. The National President shall appoint a special Structure Committee to serve between National Union Conventions to consist of a Chairman and not more than a total of twenty (20) members, chosen from various units of the Union.

Authority

Section 2 (a). The Structure Committee shall be authorized to solicit and receive suggestions for improvement of the Union's present structure from the membership and officers on all levels, and to recommend suggested changes, if any, to the next regular Convention.

(b) The Committee is authorized to recommend to the Executive Council, on a temporary experimental basis, structure changes, which may be implemented after approval by the Executive Council.

Meetings

Section 3 (a). The Committee may hold meetings, hearings, and any other related activities as may be deemed appropriate by the National President or the Chairman of the Committee.

(b) The National Union will pay the travel, per diem and other appropriate expenses as may be incurred by the Committee in performing its assigned duties and responsibilities.

Permanent Changes

Section 4. No successful experiment may become a permanent change in structure until approved by the next regular National Convention.

ARTICLE 20

BONDS

Auditing and Bonding Department

Section 1. The Executive Council may maintain an Auditing and Bonding Department under the immediate supervision of the National Secretary-Treasurer. Where not inconsistent with applicable law, the Department may be surety on bonds for Local Lodges. The expense for such bonds shall be borne by the involved Lodges.

Bonds-Amount

Section 2. Each officer or other person who receives, handles, disburses, or otherwise exercises custody or control of the funds or other property of a Lodge shall be bonded. No persons shall be permitted to function in such capacity without being bonded. All bonds shall be transferable to the successor of any bonded position. Bond shall be held by the Financial Officer of each Lodge and a copy retained in the Auditing and Bonding Department.

Section 3. Whenever a Financial Officer of any Lodge ceases to perform the duties for which he was bonded, his books shall be audited at once by the Board of Trustees of the Lodge involved and the National Secretary-Treasurer shall be notified.

Section 4. Claims arising under bonds issued by the Auditing and Bonding Department, when approved, shall be paid from the income derived by the Department.

Section 5. Where applicable law prevents the bonding of Lodge by the Auditing and Bonding Department, the National Union will arrange for bonds with a qualified surety company to adequately insure the funds and meet the requirements of any applicable law and the expense thereof shall be borne by the Lodge involved.

Section 6. An officer or member of a Lodge who shall misappropriate funds of the Union, if found guilty, shall thereafter be ineligible to hold any office or to represent the Union in any capacity. No Lodge shall have the authority to compromise or offer any settlement with such officer or member but shall immediately report same to the National Secretary-Treasurer. (See Article 10, Section 8, of the Statutes for the Government of Lodges.)

Section 7. The National Secretary-Treasurer shall make a report of the business transacted by the Auditing and Bonding Department and all the books of such department shall be examined and made a part of the annual audit of the National Secretary-Treasurer's accounts.

ARTICLE 21

LEGISLATION-GENERAL

National Legislative Director

Section 1. Any member of the Union assigned to serve as National Legislative Director by the National President shall make a report of his activities as often as required to the National President. A report of the activities of the National Legislative Director shall be included in the printed report of the National President to the next National Union Convention.

Policy

Section 2. The National President shall determine the policy of the Union with respect to State and Federal legislation, matters pending before State and Federal agencies, and the endorsement of candidates for State and Federal offices or the appointment to State and Federal agencies.

State Legislation

Section 3. The National President, through the Legislative Department, National Legislative Director, AFL-CIO, or by other means, shall monitor legislative activities at the state level and may, from time to time, assign individuals to protect the interests of TCU/IAM members before such bodies.

ARTICLE 22

COUNCILS AND FEDERATIONS

Establishment

Section 1. District councils and State Federations may be established under the control, jurisdiction and approval of the National Union.

By-Laws and Rules

Section 2. They may formulate By-Laws and rules for their own

constitution and guidance, which in their opinion are necessary and advisable. After adoption, three (3) copies of such laws shall be submitted to the National President for approval. If approved they shall become effective on the date fixed by him and shall not be printed before being so approved.

Local Organizers

Section 3. With the consent of the National President, Councils or Federations may select local Organizers and provide means for paying expenses. Such Organizers shall be under the direction of such Councils or Federations and under the discipline of the National President.

ARTICLE 23

REPRESENTATION

American Federation of Labor and Congress of Industrial Organizations

Section 1. Representatives to Conventions of American Federation of Labor and Congress of Industrial Organizations shall consist of the National President and such other members appointed by him in number sufficient to give the Union the representation to which it is entitled under the governing laws of the American Federation of Labor and Congress of Industrial Organizations. The allowance to delegates (except National Officers and

full-time employes of the National Union) shall be on the same basis as was provided for delegates attending the preceding National Union Convention. Full-time National Officers and employes shall be paid their expenses and regular salaries.

ARTICLE 24
COMMUNICATING-SOLICITING FUNDS

Section 1. A Local Lodge, officer, committee member, or member shall not send circulars or letters to any Lodge, unit or member encouraging or advocating violation of, or having the tendency or effect of violating, the obligations imposed upon them by Article 5, Sections 2 and 3 of this Constitution.

Section 2. (a) Local Lodges, officers, committee members and members must not solicit funds in the name of the Union unless authorized by the National President.

(b) A Lodge of the Union shall not be denied the right to publish souvenir programs for social functions when they do not carry paid advertising, nor are social functions conducted by a Lodge prohibited when the sale of tickets is handled by its own members.

ARTICLE 25
FEES AND DUES

Fees

Section 1. (a) The initiation fee of the Union shall be two hundred dollars (\$200.00) and the reinstatement fee of the Union shall be four hundred dollars (\$400.00). The initiation or reinstatement fee may be waived in whole or in part by the National President on applicants for membership who are in the service of an employer where the Union is conducting an organization campaign or endeavoring to establish or maintain right of representation for collective bargaining.

(b) The National Union and the Local Lodge shall each receive one hundred dollars (\$100.00) from each initiation fee and two hundred dollars (\$200.00) from each reinstatement fee.

(c) Any Local Lodge that desires to establish an initiation fee above the two hundred dollar (\$200.00) amount or a reinstatement fee above the four hundred dollar (\$400.00) amount shall be permitted to do so provided a majority of the members of said lodge and the National President approve same.

Dues

Section 2. (a) There shall be two (2) kinds of dues applicable to members of the Union; FULL DUES and RETENTION OF MEMBERSHIP DUES.

(b) FULL DUES shall be established pursuant to (c) or (d) below, applicable to each member who receives pay for forty (40) hours or more in any calendar month for service performed for any employer or company where the Union has jurisdiction, or the equivalent compensation under any agreement between an employer and the Union or pursuant to protective legislation providing the equivalent compensation, to a member promoted to excepted or official positions; and a member taking voluntary leave of absence requiring approval of the Organization. Members receiving protective benefits, called to service in another craft pursuant to a protective agreement, shall be required to pay full dues, notwithstanding that they may be required to pay dues to another labor organization.*

*Note: Members holding positions outside the scope of the Union's Rules Agreement, not paying dues to TCU pursuant to a Union Shop Agreement but, rather, paying a fee equal to full dues and assessments for the purpose of retaining seniority, shall not be permitted to attend meetings nor to vote on election of officers, dues, grievances or ratification matters, but shall be permitted only to receive the IAM Journal.

(c) Effective April 1 of each year, minimum monthly dues applicable to

all full dues paying members shall be established at not less than two and one-half times the average hourly wage (including C.O.L.A.) in effect on December 31 of the preceding year for members in the railroad industry, except for provisions hereinafter set forth. Such average hourly wage shall be determined by updating the July 1, 1979 index which was \$8.57.

Computations shall be rounded to the nearest dime.

(d) Where dues and assessments have been established above the minimum set forth prior to the date of enactment of the changes in this Article, those increases provided for herein shall be in addition to the higher minimum dues previously approved.

(e) RETENTION OF MEMBERSHIP DUES shall be five dollars (\$5.00) per month. Retention of membership dues shall apply to a member who performs no service in a calendar month due to reduction in force, furlough, sickness, disability, resignation, who receives pay for less than forty (40) hours in any calendar month from any employer or company where the Union has jurisdiction, or is working in another craft in the industry where required to join another union under a Union Shop Agreement, except as provided in (b) above. Members whose sole compensation is F.E.L.A. awards or settlements, workers' compensation, Federal, Railroad Retirement, or state sickness benefits, unemployment

benefits or disability benefits, are required to pay RETENTION OF MEMBERSHIP DUES.*

*Note: Any member receiving payment for sickness or disability as a result of a TCU agreement shall be responsible for the payment of FULL DUES as provided for in Section 2(b) above.

(f) Members serving on active duty in the military will be treated as though they had been granted a withdrawal card and will not be responsible for the payment of any dues for the period of active duty.

(g) Members who have retired because of age and who perform no compensated service on a position in industry over which the Union claims jurisdiction will be classified as ASSOCIATE MEMBERS with full rights to attend Lodge meetings of the Union and receive the IAM Journal. They shall have no vote in the election of officers or on matters pertaining to wages, rules, working conditions or grievances. They may retain such membership by the voluntary payment of one dollar and fifty cents (\$1.50) per month, to be paid annually. Additionally, each ASSOCIATE MEMBER may make a voluntary fifty cents (\$.50) per month contribution to Machinists' Non-partisan Political League (MNPL) and remit at the same time as his dues.*

*Note: A voluntary contribution of fifty cents (\$.50) per month is a suggested amount. Members are free to contribute more or less, or refuse to contribute at all. No favor or disadvantage shall arise by reason of the amount of a member's contribution or a member's decision not to

contribute. The Machinists' Non-Partisan Political League (MNPL) uses the contributions it receives for political purposes, including, but not limited to, working for improvements of retirement systems, making contributions and expenditures to Federal, state and local candidates, as well as addressing other issues of public importance. The Financial Secretary-Treasurers of Local Lodges receiving such contributions shall maintain necessary records and shall remit the total MNPL contributions within thirty (30) days from the date received directly to:

MNPL
9000 Machinists Way
Upper Marlboro, MD 20772-2687

Distribution of Dues

Section 3. (a) the National Union shall receive at least seventy-seven and one-half percent (77.5%) and the Local Lodge shall receive at least twenty-two and one-half percent (22.5%) of the full dues paid monthly by the members. The National President shall have the authority to modify the allocations set forth above subject to approval by the Executive Council.

(b) In the event of extraordinary circumstances involving new organizational efforts, newly acquired representation rights, initial contracts, and situations where existing rates of pay or working conditions are determined to be below the over-all pattern of the Union, the National President may initiate a reduction of the monthly dues for the members covered by the respective contract or organizing situation, subject to the approval of the Executive Council.

(c) The distribution for those members paying RETENTION OF MEMBERSHIP DUES shall be four dollars (\$4.00) per member per month to the National Union and one dollar (\$1.00) per member per month to the Local Lodge.

(d) Payment to the National Union shall be as follows:

(i) FULL DUES PAYING MEMBERS executing dues check-off authorization—the month in which received from employer.

(ii) FULL DUES PAYING MEMBERS making direct payments to the National Union—the month for which dues is owed.

(iii) FULL DUES PAYING MEMBERS making direct payments through a financial officer of a Local Lodge and those paying retention of membership dues—in the month when received.

(iv) MEMBERS PAYING RETENTION OF MEMBERSHIP DUES who are receiving a Railroad Retirement Disability Annuity—annually in the month of January.

(v) ASSOCIATE MEMBERS making voluntary contributions—annually in the month of January.

National Union Assessments

Section 4. Each member and agency fee payer, except Associate Members and those paying retention of membership dues, shall pay the

following assessments to the National Union:

- (i) One dollar (\$1.00) per month to a Convention Fund.
- (ii) Seventy-five cents (\$.75) per month to a Legislative Fund.
- (iii) Seventy-five cents (\$.75) per month to a Protective Fund.
- (iv) Fifty cents (\$.50) per month to an Educational Fund, to be used to finance educational seminars.

Funds

Section 5. (a) All monies received by the National Secretary-Treasurer shall be deposited in the General Fund of the Union, except MNPL funds which shall be deposited and maintained separately.

(b) The National Secretary-Treasurer shall be the custodian of all funds.

ARTICLE 26

RECALL

Section 1. (a) The holder of an elective National Union office may be recalled at any time by the members of the Union provided that he is guilty of serious misconduct under federal or state law or under the National Union Constitution. The procedure to recall such officers shall be as follows:

- (i) Upon the request of at least a majority of Local Lodges which also constitute a majority of the membership of the Union, the National Secretary-Treasurer shall submit a ballot to the membership for vote upon the question of the recall of the officer.
- (ii) The National Secretary-Treasurer shall have prepared and transmit such ballot to the members of record with instructions thereon as will enable all members to cast an intelligent vote.
- (iii) The ballots shall be returned by the members to the National Secretary-Treasurer in an envelope provided for that purpose.
- (iv) The National Secretary-Treasurer shall hold all such ballots intact and sealed ready for counting and tabulation by the Executive Council or tellers named by them. Such ballots shall be tabulated by the tellers and certified by the Executive Council. Such ballots and all other records pertaining to the recall vote shall then be turned over to the National Secretary-Treasurer to be held in trust for not less than one (1) year.
- (v) If the officer sought to be recalled is the National Secretary-Treasurer, the Executive Council shall appoint a committee to perform the functions involving the recall procedure normally required of the National Secretary-Treasurer.

(b) A recall ballot shall be accompanied by circulars stating the charges or grounds on which recall is asked and also a statement from the incumbent in his behalf.

(c) If a majority of those eligible vote to recall, the vacancy shall be filled in accordance with Article 11 of this Constitution.

ARTICLE 27
PARLIAMENTARY RULES

Section 1. Robert's Rules of Order shall be the recognized guide of the National Union and all Local Lodges where the Constitution, Statutes for the Government of Lodges, or approved By-Laws do not govern.

ARTICLE 28
AMENDMENTS TO THE CONSTITUTION AND
STATUTES FOR THE GOVERNMENT OF LODGES

How Amended

Section 1. Amendments to this Constitution or the Statutes for the Government of Lodges can only be made by the delegates and National Officers in conventions assembled. All proposed alterations or amendments shall be in writing and shall be filed with the National President on or before April 15, preceding the National Convention. The National President shall,

on or before thirty (30) days prior to the Convention, mail copies of all such proposed amendments to all National Officers and copies to each of the delegates to the coming Convention, provided that the National Convention may at any convention by a majority vote take up and consider any proposed amendment.

Section 2. A two-thirds (2/3) vote of the delegates and Officers of the National Convention present at a convention and voting shall be required to adopt any amendment to this Constitution or the Statutes for the Government of Lodges, and such amendments shall not be operative until sixty (60) days after the adjournment of the National Convention unless otherwise ordered by two-thirds (2/3) vote.

National Officers and International Representatives shall not have a vote on an amendment to the Constitution proposing to increase dues or initiation fees, or to levy a general or special assessment.

ARTICLE 29

CODIFYING LAWS

Section 1. During a Convention, or as promptly thereafter as practicable, it shall be the duty of the Committee on Constitution and Laws to codify the laws as amended, changing language or eliminating portions of laws, so as

to make all laws conform to the amendments adopted by the Convention; provided, no laws shall be omitted, or changed by the Committee on Constitution and Laws except it be evident that it was the desire of the Convention to so omit or change.

ARTICLE 30
EFFECT ON BY-LAWS

Section 1. Action of the National Convention in adopting this Constitution and Statutes for the Government of Lodges shall have the effect of an amendment, without further action upon the By-Laws of the Carmen Division and any Local Lodge where conflict exists.

ARTICLE 31
GENDER

Section 1. Wherever the masculine gender is used in this Constitution or Statutes for Government of Lodges, the same shall be construed as also including feminine gender and where “he” is found, it will be construed “he/she.”



STATUTES FOR THE GOVERNMENT OF LODGES

**Under the Jurisdiction of the Transportation • Communications
Union/IAM**

PREAMBLE

For the purpose of effecting uniformity in the administration of privileges and benefits to its members, the Transportation • Communications Union/International Association of Machinists and Aerospace Workers (TCU/IAM) ordains the following Statutes for the Government of subordinate Lodges.

ARTICLE 1—CHARTERS

Section 1. This Lodge shall be known as _____ Lodge No. _____ Transportation • Communications Union/IAM (TCU/IAM), and cannot voluntarily surrender its charter or dissolve so long as forty (40) members in good standing object thereto. A Lodge charter may be retained by less than forty (40) members when in the judgment of the National President circumstances warrant.

Jurisdiction

Section 2. The National President shall define the jurisdiction of Lodges in instances where there is a conflict in jurisdiction between the Protective Committees of Lodges or may require the consolidation of such Lodges

when he deems it to be in the best interests of the Union, subject to appeal and review by the Executive Council.

ARTICLE 2 —ELIGIBILITY

Section 1. (a) Any person of good moral character who, at the time of making application, is employed in the transportation or other industry over which the Union has or claims jurisdiction and who either is represented by the Union or is a person for whom the Union is seeking representation rights, shall be eligible for membership.

(b) The National President, when he deems it necessary in the interests of the Union, may make exceptions to this Section.

Applications for Membership

Section 2. Applications for membership, reinstatement to membership, or reinstatement upon deposit of a withdrawal card, shall be made in writing upon a form furnished for that purpose. The application must be signed by applicant.

Persons Not Favorable

Section 3. (a) Members shall not propose for membership persons whom they do not know to be favorable to the principles of the Union.

(b) No member of the Union may hold membership in any other railway

labor organization admitting membership as described in this Article, or any other organization or alliance that is dual to the purpose of the Union. Any member who advocates, encourages or affiliates with any dual movement or alliance in any manner whatsoever, shall be deemed to be guilty of conduct unbecoming a member and shall be subject to expulsion.

(c) Any member of the Union who advocates, promotes, or holds membership in any Communist, Fascist, or Nazi organization, or is affiliated with any organization controlled or directed by members of any of these organizations, shall be subject to expulsion.

Voting on Applicants for Membership

Section 4. All applications for membership, reinstatement to membership, or reinstatement upon deposit of withdrawal card, shall be accepted or rejected by a majority vote of the members voting at the meeting at which the application is reported, unless challenged by a member in good standing. If any applicant is challenged, the President shall appoint an investigating Committee of three who shall report not later than the next regular meeting. The report of the Committee shall be placed before the Lodge for acceptance or rejection of the challenged applicant, by a majority vote of the members voting at the meeting. In the event the application is rejected, such rejection shall only be effective if approved by the National

President. Candidates rejected shall not be permitted to again present application for membership until three (3) months have elapsed. If rejected, the fee paid shall be returned to the applicant.

ARTICLE 3—LODGES

Section 1. (a) All Lodges shall make the necessary arrangements to procure appropriate bonds at the expense of the Lodge for each officer or other person who receives, handles, disburses, or otherwise exercises custody or control of the funds or property of the Lodge, as provided in Article 20 of the Constitution. No person shall serve in such capacity without having furnished bond.

(b) Lodges shall meet at least once each month unless prevented from doing so by an act of God. Lodges may also meet less frequently if a majority of members present so vote at a regular meeting after having been read at two consecutive meetings and if approved by the National President. In no event, shall a Lodge meet less than once every three (3) months. Special meetings may be called by the Lodge President and must be called by him upon written request by one-third of the members of the Lodge. Five (5) members, two (2) of whom must be officers of the Lodge including one qualified to act

as President, shall constitute a quorum for the transaction of business;

Lodges may in their By-Laws fix a quorum in excess of the foregoing

requirement. **Authority to Make By-Laws and Rules**

Section 2. Lodges may make, alter, or amend such By-Laws, rules and regulations to supplement these Statutes as may be deemed expedient. Such By-Laws, rules and regulations must be adopted by a vote of two-thirds of the members present, after having been read at two (2) consecutive meetings. The vote on adoption must be taken at the next succeeding meeting. Such By-Laws, rules and regulations shall not conflict with these Statutes, or the Constitution, or Regulations of the Union.

Adoption and Approval of By-Laws

Section 3. After adoption, three (3) copies of all By-Laws shall be submitted to the National President for approval. If approved, they become effective on the date fixed by him and shall not be printed before being so approved. An official copy bearing the seal of the Lodge and signed by the Secretary shall be deposited with the National President.

Section 4. The influence or sympathy of the Local Lodge shall never be enlisted or used in favor of any religious organization. No member is permitted to discuss in Local Lodge meetings religious matters unrelated to

Federal or State Law, grievances, rules or working conditions or criticize the religious belief of any member. Any lodge permitting same to be done shall have its charter suspended, and all members participating in such discussion shall be subject to discipline including, but not limited to, expulsion. The influence or sympathy of the Local Lodge may be used in favor of partisan politics, or for a political party only with the prior approval of the National President. Any lodge engaging in partisan political activity without the prior approval of the National President shall have its charter suspended.

ARTICLE 4—OFFICERS AND COMMITTEES

Section 1. (a) The officers of the Lodge shall consist of a President, Vice President, Recording Secretary, Financial Secretary-Treasurer, Chairman of the Board of Trustees, two (2) or four (4) members of the Board of Trustees and Chairman of the Local Protective Committee-Delegate, also referred to as Local Chairman-Delegate. A member may only be nominated and run for one (1) office. No member shall be entitled to hold more than one (1) office at the same time. The offices of Recording Secretary and Financial Secretary-Treasurer may be consolidated at the discretion of the Lodge. Those Lodges having one hundred (100) or more members shall also elect an Alternate-Delegate.

(b) Committees of the Lodge shall consist of Local Protective Committees, an Organization Committee consisting of not less than three (3) members, one of whom shall be the Recording Secretary or Financial Secretary, a Community Services Committee, consisting of not less than three (3) members, the Chairman of which shall be the Vice President, and such other Committees as may be established by the Lodge.

Eligible for Nominations

Section 2. (a) No member may be nominated for any office or committee in the Lodge who is indebted to the Lodge for more than the current month's dues or for assessments, or who is otherwise not eligible to hold office under the provisions of applicable law. In addition, he must have met his full dues obligation for the preceding year and must continue to do so for his term of office.

(b) Candidates for office or committee (except office of Chairman of the Local Protective Committee-Delegate and Alternate-Delegate, who are covered under paragraph (e) of this section) must be actually employed in service over which the Union claims jurisdiction, or exclusively employed by Lodges, Federations, or by the National Union and shall have been so employed continuously, as defined in Article 6, Section 5(a) of the Constitution of the National Union, for more than one (1) year. Such

qualifications must be retained for term of office.

(c) Candidates for office or committee shall have had one (1) year or more continuous membership. This paragraph shall not apply to newly organized Lodges.

(d) The National President may approve exceptions to paragraphs (a), (b), (c) and (e) of this Section where, in his judgment, the conditions warrant such exceptions.

(e) No member shall be eligible for nomination and election to office of Chairman of the Local Protective Committee-Delegate or as Alternate-Delegate who does not meet all of the requirements set forth in Article 6, Section 5(a) of the Constitution of the National Union. Such qualifications must be retained for term of office.

(f) The one (1) year clause, referred in Article 6, Section 5(a) of the Constitution, shall not apply to newly organized Lodges during the first year of their existence; however, no member hereunder shall be eligible for nomination and election to the office of Chairman of the Local Protective Committee-Delegate or as Alternate-Delegate until sixty (60) days after admission into the Union. **Nominations and Elections**

Section 3. (a) Officers shall be nominated in November, elected in December, and shall be installed in the month of January following. A

candidate unable to attend the meeting at which nominations are made must have his nominator submit his written acceptance of the nomination at the time his nomination is made. The term of office for all officers shall be three (3) years. Election shall be by secret ballot. Not less than fifteen (15) days prior to the date fixed for the nominating meeting and election of officers, notice thereof shall be mailed to each member at his last known home address.

The election shall be by a secret referendum ballot conducted by an Election Committee composed of not less than three (3) or more than five (5) members. Names of candidates for office to be shown on the ballot in the order of continuous membership, the member with the longest membership to be first. All members to be supplied with a ballot through first-class mail and arrangements made for its return and tabulation by the Election Committee. The Election Committee shall make arrangements for ballots to be returned by mail to a restrictive access post office box. Full and complete instructions for voting and return shall appear on the ballot.

A plurality of the legal votes cast shall elect, i.e., the candidate receiving the highest number of legal votes for the office shall be declared elected. In the case of a tie, the candidate having the longest continuous membership in the Union shall be declared elected.

No vote shall be valid or recorded except for candidates who have been properly nominated. "Write-in" votes are not permissible.

A secret ballot need not be conducted where nominees are unopposed. Unopposed nominees shall be elected by motion adopted at the December meeting that the Secretary be instructed to cast a unanimous ballot for the unopposed nominee or nominees.

Upon receipt of the election results from the Election Committee, the President shall fill out returns of said elections which shall set forth lists of all candidates, the number of votes cast for each, and the names and locations of all officers elected. These returns shall be signed by at least a majority of the election committee and after being attested by the President shall be mailed immediately to the National Secretary-Treasurer. The President shall notify the membership by circular letter within thirty (30) days of the tabulation of the votes.

The ballots and all other records pertaining to the election shall be retained by the Recording Secretary for not less than one (1) year. **Protests**

(b) A candidate or member may protest in writing the election or election procedures as follows:

(i) To the President of the Lodge setting forth, in writing, the reasons for the protest within ten (10) days from the date of the incident or the

counting of the ballots. When the U.S. mail is used, the postmark will govern in determining compliance with the time limit set forth herein.

(ii) The President of the Lodge shall investigate the matter and within thirty (30) days from receipt of the protest issue a written ruling. If a ruling is not issued within thirty (30) days, the protest shall be deemed denied.

(iii) The ruling of the Local Lodge President may be appealed, in writing, within thirty (30) days to the National President whose decision is appealable to the Executive Council and the Convention in accordance with Article 16 of the Constitution of the National Union. When the U.S. mail is used, the postmark will govern in determining compliance with the time limit set forth herein.

(iv) A protest involving the election of Chairman Local Protective Committee-Delegate or Alternate-Delegate, that has been timely appealed to the Convention shall be referred to the Committee on Credentials for its review and report to the Convention. In the event this election is held in the year immediately preceding the Convention, appeals from the National President's decision or if a decision is not made by him by the forty-fifth (45th) day prior to the first day of the convention, an appeal may be filed, in writing, with the National Secretary-Treasurer by the twentieth (20th) day prior to the first day of the Convention. The National Secretary-Treasurer

shall refer all such appeals to the Credentials Committee for its review and report to the Convention.

Absent Through Neglect

Section 4. If officers through neglect absent themselves for three (3) successive meetings (unless working hours prohibit attendance), their office may, by vote of the Lodge, be declared vacant. **Interim Vacancies**

Section 5. (a) Any interim vacancy in an elective office other than the Chairman of the Local Protective Committee-Delegate shall be filled by the President or in his absence by the Vice President through appointment, subject to approval of the Lodge, such appointment to be made within thirty (30) days from the date of vacancy, and approval of the appointment by the lodge members at a meeting of the Lodge.

(b) Interim vacancy in the office of Chairman of the Local Protective Committee-Delegate or Alternate-Delegate shall be filled by a secret ballot election in accordance with the standards set forth in Section 3 of this Article. The Lodge President or in his absence the Vice President shall appoint an Acting Chairman of the Protective Committee to fulfill the duties of this office pending the election. **Past President**

Section 6. (a) Upon installation of a new President of a Lodge the retiring President becomes past President. At the institution of a new Lodge

the past President shall be elected.

(b) The past President shall preside at meetings in the absence of the President and Vice President. **Duties-Variou Officers**

Section 7. The duties of the various officers and committees shall be such as are laid down in the charges of their office in the ritual and as specified in the National Union Constitution and Statutes for the Government of Lodges of the Union.

Reports

Section 8. (a) It shall be the duty of the Financial Secretary-Treasurer of the Lodge to timely prepare and forward to the National Secretary-Treasurer any and all reports required by him, including those showing all changes in membership, including withdrawals, suspensions, deaths, sickness, out-of-work, military service, disability, age and service pensions and to promptly submit all dues, fees and assessments collected by the Lodge to the National Secretary-Treasurer.

(b) Upon receipt of an application for membership on a form provided for that purpose, it shall be the duty of the Financial Secretary-Treasurer to

complete the application and forward same to the National Secretary-Treasurer with the required dues and fees. The National Secretary-Treasurer will issue the member a membership card. The membership card will be valid once the applicant has been accepted by the Lodge. In case an applicant is rejected for membership, the membership card will be returned to the National Secretary-Treasurer and the fees paid will be returned to the Lodge for return to the applicant. **Failure to Make Report**

Section 9. Should any Lodge fail to timely file its reports or forward any dues, fees or assessments collected as specified in Section 8, paragraph (a) above, it shall thereby forfeit its charter after ten (10) days' notice to President and Chairman of the Board of Trustees of the Lodge.

Charters Forfeited, Suspended, Revoked or Surrendered

Section 10. When a Lodge charter is forfeited, suspended, revoked or surrendered for any cause (except mergers), the charter, supplies, books, records, funds and other property of the Lodge shall become the property of the National Union. The officer or officers of the Lodge having in their possession funds or other property of the Lodge, shall be held responsible under his or their bonds for their transfer to the National Union.

Section 11. Members in good standing of such Lodges shall be given

the right to transfer within thirty (30) days to a Lodge of their choice (if not in violation of defined jurisdiction), and if such privilege is not exercised in the time limit allowed, the National Secretary-Treasurer shall transfer such members to such Lodge as he may designate.

President

Section 12. The President shall, when possible, preside at all meetings, regular and special, decide on all questions of law and interpret the Constitution and By-Laws, and on request from any member he shall settle all questions or disputes subject to appeal to the Lodge with further appeal to the National President within thirty (30) days.

Section 13. (a) The President shall appoint at the January meeting, subject to the approval of the Lodge, members of the Lodge to perform the duties of Chaplain, Sergeant-at-Arms and Inner and Outer Guards, and they shall serve at the pleasure of the Lodge.

(b) The President or officer acting as such shall appoint a majority and the Vice President or officer acting as such, a minority of all committees, provided, the President shall have the authority to remove a member from any committee for good and sufficient reasons.

Vice President

Section 14. The Vice President shall assist the President in any way directed and preside during his absence.

Recording Secretary

Section 15. The Recording Secretary shall keep the minutes of meetings, conduct all correspondence for the Lodge and render such report to the Lodge and National Union as are provided for in the Constitution and By-Laws. He shall be custodian of the records and seal, and perform such other duties as pertain to his office.

Financial Secretary-Treasurer

Section 16. The Financial Secretary-Treasurer shall receive all dues, fines, assessments and other monies due the Lodge and keep a complete record thereof. If a member owes two (2) months dues he shall collect only full amount of dues owed, not partial payment. He shall deposit said funds in the name of the Lodge in a bank to be designated by the Lodge or the Board of Trustees. He shall disburse the funds of the Lodge in payment of the regular and authorized expenses of the Lodge requiring necessary receipts and/or documentation to substantiate such expenditures. Unusual or extraordinary expenses, those not required for the normal operation of the

Lodge, shall be referred to the Board of Trustees for consideration and its recommendations, which shall be reported to the Lodge for approval by a majority vote of the members voting at a meeting of the Lodge. No disbursements may be made by the Financial Secretary-Treasurer except on duly approved vouchers signed by the President and the Chairman of the Board of Trustees. He shall keep the accounts of the Lodge, timely file all reports required by federal, state and local governments, providing a copy of DOL Form LM and IRS Form 990 to the National Secretary Treasurer, and perform such other duties as pertain to his office.

Chairman Local Protective Committee

Section 17. (a) The Chairman of the Protective Committee-Delegate shall appoint at the January meeting, immediately following the election in December, subject to approval of the Lodge, members of the Protective Committee.

(b) It shall be the duty of the Chairman of the Local Protective Committee to enforce the agreement extant between the Union and the employer, to receive and adjust grievances referred to him under the laws of the Union and to make a report of the disposition that has been made of those matters, with the approval of his Committee. He shall handle grievances of members within the Local in accordance with the procedure

prescribed in Article 12 of these Statutes.

(c) He is also charged with the duties to see that all laws, rules, regulations, and directives, of the National Union, are strictly enforced. He shall cooperate fully with National Union Officers in enforcing agreements. He shall keep the members of the Local fully informed on matters of legislative interest to the Union and to carry out the instructions of the National Legislative Director and the National President concerning these legislative issues. He shall perform such other duties as are prescribed in the National Union Constitution or By-Laws of the Local.

Board of Trustees

Section 18. (a) The Board of Trustees shall provide a place for holding meetings, and shall exercise supervision over the finances and property of the Lodge. The compensation of officers and committee members for services rendered shall be recommended by the Board of Trustees, subject to approval by a majority vote of the members voting at a regular or special meeting of the Lodge. The Board of Trustees shall also consider and make recommendations to the Lodge on unusual or extraordinary expenses.

(b) The Board of Trustees shall audit the accounts of the Lodge at least once each year in the month of January, and the Chairman of the Board shall file with the National Secretary-Treasurer on or before February 15, a

certified audit signed by at least a majority of the members of the Board. Should the Board of Trustees fail to audit and file with the National Secretary-Treasurer a certified copy of the audit, as above provided, the Lodge shall stand suspended until they have done so and the National Secretary-Treasurer will notify the Lodge. Between audits, the Board of Trustees is authorized to make periodic examination of the books and records of the financial officer. It shall also, through its Chairman, examine and if found correct, approve all bills presented for payment.

(c) It shall also be the duty of the Chairman of the Board of Trustees to preside at all meetings where the President, Vice President and Past President are absent.

Local Protective Committee

Section 19.(a) Any employe who considers that he or she has been dealt with unjustly by the employer, or has been otherwise aggrieved by action of the employer shall report the grievance, in writing, giving all known facts, to the Local Chairman-Delegate having jurisdiction in the territory. If the reported grievance is considered a proper subject for investigation and adjustment, the Local Chairman-Delegate or a member of the Protective Committee shall undertake the handling of such grievance on behalf of the

complaining employe. (See Article 12—Handling Grievances)

(b) Should the Local Chairman-Delegate or member of Protective Committee fail to secure a satisfactory adjustment, he shall refer the grievance to the International Representative with a full and complete statement of facts and all papers pertaining thereto.

Organization Committee

Section 20. It shall be the duty of the Organization Committee to compile a list of the names and home addresses of all eligible nonmembers, within the jurisdiction of the Lodge, if possible, and forward the list to the National President. The Organization Committee shall use every endeavor to increase the membership of its Lodge.

Local Organizers

Section 21. Lodges may, with the consent of the National President, select local Organizers and provide means for paying all expenses. Such Organizers shall be under the direction of such Lodge and under the discipline of the National President.

Community Services Committee

Section 22. It shall be the duty of the Community Services Committee to

provide assistance to our members and their families, outside the workplace, implementing those policies and instructions emanating from the National Union and the National President.

ARTICLE 5—DUES, FEES AND ASSESSMENTS

Section 1. Except as provided in Section 3 of this Article, the initiation fee, reinstatement fee, dues and assessments for all members of a Local Lodge shall be as established pursuant to Article 25 of the Constitution of the National Union.

Section 2. Lodges shall not be permitted to waive dues of any member or officer except that members on strike over two (2) weeks and who have not secured other employment shall be exempt from the payment of dues.

Section 3. No assessment shall be levied by any Lodge except by majority vote by secret ballot of the members voting, at a regular or special meeting, after reasonable notice of intention to vote upon such question, or by a majority vote of the members voting in a secret ballot referendum and subject to approval by the National President in either event.

ARTICLE 6—SUSPENSION

Members

Section 1. (a) Dues and assessments are due and payable on the first day of each calendar month. A member owes two months' dues and assessments on the first day of the second month, which means that two months' dues and assessments, and not a portion thereof, must be paid on or before midnight of the last day of that month or the member will be automatically suspended. It is the responsibility of every member to know when dues and assessments are payable and pay them to an authorized representative of his Lodge within the time limits specified in this Article. No demand for payment of such dues and assessments or notice of nonpayment thereof or delinquency is necessary or required. A member who fails to pay his dues and assessments within the time limits specified in this Article is automatically suspended at 12 o'clock midnight of the last day of the second month for which he owes dues and assessments. The Financial Secretary-Treasurer shall immediately report such suspension to the National Secretary Treasurer. In cases where the suspended member is working on a position covered by a union shop agreement, notification shall promptly be made to the National President or his designee.

Note: Any individual paying an agency fee will be treated in the same

manner as above set forth.

Associate Members

(b) An ASSOCIATE MEMBER failing to make voluntary contributions shall be suspended 120 days from the date notification is sent advising that dues are payable.

ARTICLE 7—REINSTATEMENT

Section 1. A member suspended for non-payment of dues may apply for reinstatement upon payment of reinstatement fee plus any unpaid assessment or any unpaid dues for which he was liable under a union shop or other agreement between the Union and his employer at the time of suspension. If the suspended member is subject to the terms and conditions of a union shop, check-off or a union security agreement between the Union and the Employer, and has been reported by the Lodge to the National President or his designee for non-compliance with the terms and conditions of such agreement the application and tender of dues and/or fees shall not be accepted unless approved by the National President, before his application can be acted upon by the Lodge. The National President may make exceptions where in his judgment exceptions are necessary to accommodate

the terms and conditions of union shop or other agreements.

Section 2. A member suspended or expelled due to charges being sustained under Article 10 can only apply for reinstatement in the Lodge from which suspended or expelled.

ARTICLE 8—WITHDRAWAL CARDS

Section 1. (a) A member who performs no compensated service for sixty (60) consecutive days on a position in industry over which the Union claims jurisdiction (unless such member is on a leave of absence that requires agreement of the Union, retains seniority under an agreement negotiated by the Union, or, is a member receiving protective benefits, called to service in another craft pursuant to a protective agreement) due to reduction in force, furlough, sickness, disability, or a member working in another craft in the industry where he is required to join another union under a Union Shop Agreement (unless such member is required to pay dues to the Union to retain seniority under an agreement negotiated by the Union) may, upon request to the Financial Secretary-Treasurer of the Lodge, be granted a withdrawal card free of charge, provided he has paid all dues and assessments up to and including the month in which he last received

compensation under any agreement or he requests the withdrawal card, whichever is later.

(b) A member who resigns from the service of an employer, including a member who severs his employment relationship for the purpose of accepting an age annuity, may, upon request, be granted a withdrawal card, provided he has paid all dues and assessments up to and including the month in which he last received compensation under any agreement or he requests a withdrawal card, whichever is later.

Re-entering Employment

(c) A member who has been issued a withdrawal card and who is eligible for membership may apply to reinstate his membership in the Union by presenting his withdrawal card, tendering a month's dues and signing an application for reinstatement within thirty-five (35) days after his return to any position over which the Union claims jurisdiction. If the member fails to surrender his withdrawal card, sign an application for reinstatement and pay a month's dues and assessments within thirty-five (35) days after his return, the card will become null and void and he will be required to pay the reinstatement fee necessary to reinstate his membership in the Union.

Reporting to National Secretary-Treasurer

Section 2. Immediately after the Lodge accepts the withdrawal card, it shall forward the completed application form to the National Secretary-Treasurer as provided in Article 4, Section 8(b). If the applicant is accepted as a member by the National Union, the National Secretary-Treasurer shall then issue a membership card.

ARTICLE 9—TRANSFER OF MEMBERSHIP

Section 1. (a) A member desiring to transfer his membership to another Lodge, under the jurisdiction of the National Union may do so by requesting transfer from his present Lodge. Lodges must grant a transfer to any member requesting same, provided he has his dues and assessments paid up to and including the month in which the request for transfer is made and provided further that such member is not under charges, and that he does not seek admission to a Lodge in violation of jurisdiction fixed pursuant to Article 13, Section 20 of the National Union Constitution and Article 1, Section 2 of the Statutes for the Government of Lodges.

(b) The Lodge will furnish the National Secretary-Treasurer a certificate of transfer covering the member, showing the member to be in good standing with all dues and assessments fully paid up to and including the

month in which the request for transfer was made, signed by the Financial Secretary-Treasurer together with name and number of the Lodge to which the member desires to transfer.

Certificate

(c) Upon receipt of the certificate of transfer, the National Secretary-Treasurer shall complete the transfer.

Failure to Accept Transfer

(d) The Lodge receiving the transfer will vote upon the applicant the same as on a new member. If the applicant is rejected, it shall be the duty of the Recording Secretary of the Lodge to promptly notify the National Secretary-Treasurer who will cancel the transfer and the member shall retain his membership in the Lodge from which he sought transfer.

ARTICLE 10—CHARGES, TRIALS AND PENALTIES

Violation of Principles

Section 1. A member who violates any of the policies or principles of the Union or offends against the Constitution or Statutes for the Government of Lodges may be reprimanded, fined, or expelled, as the laws may direct.

Charges

Section 2. Charges may be brought and filed with the President of the Local Lodge by any member in good standing against any other member. Such charge should specify with reasonable particularity the alleged offense committed and that section of the Constitution under which the accused is being charged.

Action on Charges

Section 3 (a). The President shall, within a reasonable time after reviewing the charge, appoint a Trial Committee of the Lodge, consisting of not less than three (3) members and no more than five (5) members, with one (1) member designated as the Chairman. Subsequent to the appointment of the Committee, the President shall furnish the Committee with the charge.

(b) The Committee upon receipt of the charge shall notify the accused by certified mail or personal delivery of the time, date and place the trial will be held and attach thereto a copy of the charge. In no event shall the trial be held less than fifteen (15) days from the date the charges were furnished to the accused. The Committee may postpone the trial, provided, however, such adjournment should not exceed one hundred twenty (120) days from the date the charges were filed.

The Trial

Section 4 (a). The accused shall have the right to present witnesses and other evidence, to examine and cross-examine witnesses, and right to testify or not to testify.

(b) The accused has the right at the commencement of the trial to challenge any member of the Trial Committee for good cause; such challenge to be ruled on by the Lodge President.

(c) If an accused member without just cause refuses or neglects to stand trial when duly notified, the Committee may proceed with the trial in his absence, may find him guilty or guilty of contempt or both.

(d) The trial should be open to any member of the Union in good standing. The Committee is empowered to take those steps necessary to have the trial conducted in an orderly manner and to require individuals present to maintain proper decorum.

(e) The Committee shall keep minutes of these proceedings and preserve the evidence presented, minutes should accurately reflect the proceedings, but need not be a word-for-word transcript.

(f) Where the accused or his representative is present and elects not to testify, it shall be deemed to be a plea of not guilty and the trial shall proceed.

(g) A charging or accused member may only be assisted, or advised or represented by any member of this Union in good standing.

(h) The Committee, in executive session, shall agree upon a verdict, reduce it to writing, and present it to the Lodge at its next regularly scheduled meeting and it shall be entered on the minutes. The Lodge shall determine whether the Trial Committee's verdict should be sustained and, if so, proceed to fix the penalty by majority vote, which may be a reprimand, fine or expulsion; except, however, the penalty of expulsion shall require a two-thirds majority vote of those present. If present, the accused and charging party(ies) shall withdraw from the meeting during such balloting.

(i) When the verdict is announced, it shall be entered on the minutes, and the Recording Secretary shall notify the accused in writing of the Lodge's vote by hand delivery or certified mail. Any penalty imposed shall be enforced by the President of the Lodge; however, the National President may, on his own motion or following an appeal to him, stay the penalty pending his decision on appeal.

Member Fined or Reprimanded

Section 5. A member who is fined must remit payment to the Lodge within thirty (30) days after receiving notice thereof. If the penalty imposed is a reprimand, the member shall be summoned to attend the next regular

meeting for that purpose. Failure to pay the fine or receive the reprimand shall result in the loss of the right to attend Lodge meetings, hold union office, or obtain a withdrawal card. A member may pay any fine imposed, without in any manner affecting his right of appeal from the imposition of such fine, and if said fine be set aside on appeal, the Lodge shall immediately refund the amount of fine paid.

Appeal From Action of Lodge

Section 6. A member may appeal from the action of the Lodge to the National President on any matter covered by this Article, within thirty (30) days after being furnished with the Lodge's verdict. Appeals shall be in writing and state the grounds therefor. A copy shall be filed with the President and with the Recording Secretary of the Lodge. Upon receipt of such copy, the Recording Secretary shall at once send a certified copy of all charges, reports, evidence and other papers relating to the appeal to the National President, who shall render a decision as promptly as possible, which decision may affirm, reverse, or modify the decision appealed from. The decision of the National President may be appealed to the Executive Council under procedures set forth in Article 16 of the Constitution, which shall be the final appellate step.

Readmission of Expelled Member

Section 7. A member having been expelled by action of a Lodge and not appealing there from, shall not be readmitted within less than six (6) months after such expulsion; after six (6) months, he may make application for readmission, which shall be considered and acted upon as provided for in the laws governing the admission of candidates. A member expelled for defrauding a Lodge must secure the consent of the National President, the Executive Council, and the Lodge expelling him before application for readmission to the Union will be received.

Misappropriation of Funds-Penalty

Section 8 (a). An officer or member of a Lodge who misappropriates funds of the Union, if found guilty, shall thereafter be ineligible to hold any office or to represent the Union in any capacity.

(b) No Lodge shall have authority to compromise or offer settlement with any officer or member, but shall immediately report same to the National Secretary-Treasurer. Failure to report will be sufficient cause for revocation of the charter. (See Article 20, Section 6 of the National Union Constitution.)

ARTICLE 11—RECALL OF LODGE OFFICERS

Section 1. The recall of any officer of a Lodge may be initiated by petition of a majority of the members of the Lodge, provided that in the case of the Chairman of a Local Protective Committee the petition shall be by a majority of the members he represents. Upon the filing of such a petition with the Recording Secretary of the Lodge, the President shall institute recall proceedings in accordance with uniform rules and regulations promulgated and published by the Executive Council. Two-thirds of the members of the Lodge, or the members he represents, as the case may be, must participate in such election and a majority thereof, voting by secret ballot for the recall, shall be necessary to recall an officer.

Rules and Regulations Governing Recall of Lodge Officers

The Executive Council, pursuant to the authority vested in it by Article 16, Section 2(a), National Union Constitution, and Article 11, Section 1, Statutes for the Government of Lodges, promulgated the following Rules and Regulations Governing the Recall of Lodge Officers to be effective on and after November 1, 1999.

Rule 1. Proceedings to recall a Lodge officer may be instituted by petition signed by a majority of the members of a Lodge, or in the case of a

Chairman of a Local Protective Committee, by a majority of the members he represents, setting forth that the Lodge officer has been found guilty of serious misconduct under federal or state law, or under the National Union Constitution or Statutes for the Government of Lodges.

Rule 2. Such recall petition shall state the serious misconduct which serves as the grounds for which removal is sought, shall be signed by the members demanding recall, shall include a copy of a written finding of guilt of charges brought under the Constitution or Statutes for the Government of Lodges (issued pursuant to Article 10, Section 4(i) of the Statutes for the Government of Lodges), or a written copy of a judgment issued by a state or federal court against the officer, and shall be filed with the Recording Secretary of the Lodge.

Rule 3. The Recording Secretary shall ascertain and certify whether the petition is signed by the requisite number of qualified members as shown by the membership records of the Lodge on the date the petition is filed. He shall transmit the petition together with his certification to the President of the Lodge and shall furnish a copy thereof to the officer sought to be recalled.

Rule 4. The President of the Lodge upon receipt of a recall petition certified by the Recording Secretary as bearing the necessary number of

signatures, shall appoint a committee of three (3) members to prepare and supervise the distribution of the ballot, tabulate the result and report same to the Lodge.

Rule 5. If the petition involves the President or the Recording Secretary, the procedures indicated above shall be conducted by the Board of Trustees.

Rule 6. The officer sought to be recalled may, if he so desires, file a concise statement in answer to the grounds stated in the recall petition with the Recording Secretary within ten (10) days after the receipt of the petition.

Rule 7. In the event the officer sought to be recalled wishes to challenge whether he has been found guilty of “serious misconduct” as required in Rule 1 above, he shall file such a challenge with the Recording Secretary, who shall file the recall petition and challenge with the National President for resolution, subject to appeal to the Executive Council.

Rule 8. The recall ballot shall briefly state the reasons therefor and the answer of the officer sought to be recalled. Below this information shall be provided space for the member to indicate his choice as follows:

1. If you favor recall of (insert name of officer) place an X in this square.....□

2. If you do not favor recall of (insert name of officer) place an X in this

square.....□

The ballot shall state the date on or before which it must be returned.

Rule 9. The recall ballot, together with necessary instructions for voting and returning the ballot, shall be mailed to each member qualified to vote at his last known home address not less than fifteen (15) days before the closing date of the ballot. An addressed and stamped return envelope and a smaller plain envelope in which the marked ballot shall be placed and sealed, shall accompany the ballot. The return envelope shall provide space for the voter to write his name and address, which identification shall be checked to determine if the voter is entitled to cast a ballot before it is opened.

Rule 10. The election committee shall make such other arrangements, not in conflict with these Rules, as it deems necessary to insure the secrecy of the ballot.

Rule 11. The officer subject to recall shall be entitled to be present or to be represented by an observer when the envelopes are checked for voter qualification, opened and the ballots are counted.

Rule 12. The election committee shall certify to the results of the election and report same to the Lodge. All records in connection therewith shall be turned over to the Recording Secretary of the Lodge who shall

preserve them for not less than one (1) year.

Rule 13. In order to recall the officer, two-thirds of the members eligible to vote must participate in the recall election, and a majority of the valid votes cast is necessary to recall the officer.

ARTICLE 12—HANDLING OF GRIEVANCES

Section 1. (a) The term “grievance” wherever it appears in these statutes, shall be construed as a complaint by the employe against the employer concerning application of agreements covering wages and working conditions or concerning employment relations.

(b) No member other than a member of the Local Protective Committee, the aggrieved member himself or herself, or a designated International Representative or Assistant International Representative shall represent any employe in any investigation, or assist in any way in adjusting grievances and any member violating this provision shall be guilty of misconduct and subject to the penalties provided by the National Union Constitution.

(c) *Prima facie* violations of working agreements by employers may be handled by Protective Committees or the International Representative, without formal grievances having been presented by the employe. It is the duty of such representatives to see that agreements are enforced without

violation by the employer or by the employees. This duty does not impose an obligation on such officers to seek out violations nor is it intended to minimize, in any way, the responsibility of an individual member to file grievances in writing.

(d) Any employee represented by the Lodge who considers that he or she has been dealt with unjustly by the employer, or has been otherwise aggrieved by action of the employer, shall report the grievance, in writing, giving all known facts, to the Local Chairman-Delegate. If the reported grievance is considered a proper subject for investigation and adjustment, the Local Chairman-Delegate shall undertake the handling of such grievance on behalf of a complaining member. In pursuing such adjustment, the Local Chairman-Delegate shall first present the grievance to the official of the company having jurisdiction over such matters, and, if unsuccessful at that level, further handling shall be according to the procedures established by the International Representative. The Local Chairman-Delegate may discuss the grievance with members of the Local Protective Committee, and designate member(s) of the Committee to assist in the handling of the grievance.

(e) No member of the Committee except the Local Chairman or International or Assistant International Representative shall discuss with any

official of the company any matters pertaining to existing grievances, unless at least one other member of said committee is present at such discussion, and any member of the Union, or employe, who having placed grievances in the hands of the Lodge, who shall personally attempt to adjust same, communicate with or reply to any communications received from any official of the company except by instructions from the proper committee or International Representative, shall forfeit all rights to assistance from the Union in adjusting same.

(f) Any officer or member of a Lodge interfering in any matter detrimental to the successful conclusion of a grievance, shall be subject to expulsion from the Union when found guilty of such act. This Section shall not be construed to prohibit free discussion by any member of a grievance being considered at a regular meeting of a Lodge.

Section 2. (a) Any Local Chairman-Delegate declining to handle a grievance shall, in writing, promptly so notify the employe provided the employe submitted the grievance in accordance with Section 1(d) above. Such denial should inform the employe of his right to appeal the Local Chairman-Delegate's decision to the International Representative and of his individual rights, if any, to seek adjustment of such grievance himself.

(b) Upon written request timely filed by the employe who intends to

appeal within the union, the Local Chairman-Delegate shall file with the proper officer of the employer a copy of the grievance with request for an extension of time. The employe shall be advised it is the employee's responsibility to secure any further time extensions necessary to pursue appeals within the Union without endangering the presentation of the grievance within the time limits established by any agreement with an employer.

(c) Any appeal to the International Representative should contain a full and complete statement of facts and all papers pertaining thereto.

Section 3. (a) If the International Representative declines to handle a grievance it may be appealed to the National President. Such appeals must be sent, together with the reasons for appeal, supporting documents and correspondence, so as to be received by the National President within thirty (30) days from the date of the letter of declination from the International Representative. If an appeal is made to the National President, it will be the claimant's responsibility to request any necessary time limit extensions from the Carrier to insure that the claim could, if the internal appeal is successful, be progressed to arbitration.

(b) If the decision of the National President is unsatisfactory, it may be appealed within thirty (30) days from the date of the decision to the

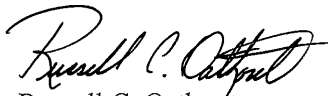
Executive Council, whose decision shall be final. All appeals must be filed timely and in writing. When the U.S. mail is used, the postmark will govern in determining compliance with the time limits set forth herein. If an appeal is made to the Executive Council, it will be the claimant's responsibility to request any necessary time limit extensions from the Carrier to insure that the claim could, if the internal appeal is successful, be progressed to arbitration.

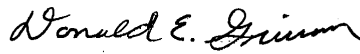
(c) Time limits shall be thirty (30) days from date of decision for each further appeal provided; when the U.S. mail is used, the postmark will govern in determining compliance with the time limits set forth herein. In no event will appeal be entertained if not received within time limits unless officer, whose decision is being appealed from, is agreeable to extension of time limits provided.

(d) In the event an appeal is sustained, the grievance shall immediately be referred to the proper officer for prompt handling as the laws may provide.


Certification

The undersigned hereby certify that the foregoing Constitution of the National Union and Statutes for the Government of Lodges are the true laws of the Transportation Communications Union/International Association of Machinists and Aerospace Workers (TCU/IAM) as revised and amended by and under the authority and direction of the Thirty-third Regular and Second Quinquennial Convention of the Grand Lodge at Las Vegas, Nevada, July 2009.


Russell C. Oathout
Chairman


Donald E. Grissom
Secretary


Joseph J. Derillo
Member


Art Maratea
Member


Salvatore Siriano
Member

Committee on Grand Lodge Constitution and Laws

Approved:



Robert A. Scardelletti, International President

Attest:



Danny Biggs, International Secretary-Treasurer



RESOLUTIONS

of the
Transportation Communications Union/IAM

The following important resolutions were adopted by prior Conventions.

Resolution No. 20

WHEREAS, Previous TCU Conventions have recognized the time honored tradition within the trade labor union movement that picket lines will be respected; and,

WHEREAS, This unity and solidarity has enabled TCU members, and members of other unions, as well, to secure and maintain decent working conditions, wage standards, adequate health and welfare coverage, etc.; and,

WHEREAS, This Union and its members have recognized this obligation to honor picket lines of our own and sister unions;

NOW, THEREFORE, BE IT RESOLVED, That TCU and its members do hereby declare that the policy of our Union is and will be to honor bona fide picket lines established by TCU or any other union and the members shall not cross or knowingly work for any firm or company where employes are on strike or locked out; and,

BE IT FURTHER RESOLVED, That in the event any unit of TCU commences a strike, all members working for the struck property will be considered on strike and shall, upon commencement of the strike, leave the employer's premises; and,

BE IT FURTHER RESOLVED, That in the event another union commences a strike while a member is at work or employes represented by another union are locked out while a member is at work, the member shall complete his normal shift only and shall not continue working beyond the normal end of his shift; and,

BE IT FURTHER RESOLVED, That any member who fails to abide by this established policy will be subject to being charged with

violation of the policies and laws of our Union and tried in accordance with Article 10 of the Statutes for the Government of Lodges; and,

BE IT FINALLY RESOLVED, The Delegates to this 33rd Regular Convention recommend that a member so charged and found guilty, if fined, the fine should be an amount not less than the amount earned by the member for each and every day the member performed service during such picketing, strike or lockout.

Resolution No. 21

WHEREAS, TCU's Leadership Training Programs have trained 189 Local Chairpersons and other representatives since the 2004 Convention and trained more than 1246 Local Chairpersons and other representatives since President Robert Scardelletti revitalized the program after his election in 1991; and

WHEREAS, Local Chairpersons are the front line in defending our members' rights at the workplace and policing our contracts; and

WHEREAS, it continues to be essential that Local Chairpersons and other designated representatives receive the best possible training in handling grievances, defending members at disciplinary hearings, workplace-related laws and government regulations, and other issues that directly affect our membership; and

WHEREAS, it is vitally important to provide training as soon as possible to Local Chairpersons when they are first elected, and to provide advanced training to veteran designated representatives, in order to ensure that our members obtain the best possible representation; and

WHEREAS, TCU is proud to be one of the few AFL-CIO unions that provides week-long training to every Local Chairperson; and,

WHEREAS, since our affiliation and merger with the IAM, TCU has made full use of the great opportunity our members have to attend training classes at the William W. Winpisinger Training Center; and,

WHEREAS, TCU's President, in addition to holding training classes at the Winpisinger Center, has also held many Educational Seminars for Local Chairpersons and other designated representatives; and,

WHEREAS, TCU's Secretary Treasurer has held training programs for Financial Secretary-Treasurers and other Lodge officers,

THEREFORE BE IT RESOLVED, that the Delegates to this Convention reaffirm TCU's commitment to continue providing a formal educational seminar to every Local Chairperson and other designated representatives as possible between Conventions,

BE IT FURTHER RESOLVED, that these training seminars continue to be held at the Winpisinger Center or at whatever other locations as may be determined by the President or the Secretary-Treasurer.

Resolution No. 22

WHEREAS, Several prior Conventions of our Union have adopted non-discrimination resolutions; and,

WHEREAS, It has been the policy of TCU to work for the elimination of all forms of discrimination wherever they existed; and,

WHEREAS, TCU supported the enactment of federal legislation establishing a national policy of non-discrimination;

NOW, THEREFORE, BE IT RESOLVED, That this 33rd Regular Convention reaffirms the declared policy of TCU that there be no discrimination based on race, creed, color, sex, age, religion, national origin or disability in the negotiation and administration of our agreements, and that the Union continue to exert all efforts to eliminate the effects of employer discrimination wherever it might be found still to exist.

Resolution No. 23

WHEREAS, The 1971, 1975, 1979, 1983, 1987, 1991, 1995, 1999 and 2004 Grand Lodge Conventions unanimously adopted resolutions

endorsing and supporting our Union activities in the field of international affairs, and

WHEREAS, Our Union's long-standing commitment to the international labor movement is intrinsic to our concern for the needs and aspirations of working people everywhere, and

WHEREAS, Workers all over the world share many common problems, such as unemployment, inflation, retarded growth, trade deficits, energy shortages, repression of basic freedoms and worker migration, and

WHEREAS, Many multinational corporations, including railroad and airline companies, continue to expand their world activities disrupting economies and greedily exploiting workers in total disregard of the public good, both here and abroad, and

WHEREAS, It is in our self-interest to preserve and enhance our own rights and to show concern for human decency and social justice everywhere, and

WHEREAS, By joining with, assisting and promoting the world free trade union movement, we enhance our peace and prosperity at home, protect our living standards, and our wage structure,

NOW, THEREFORE, BE IT RESOLVED:

1. That this 33rd Regular Convention of TCU reaffirms resolutions and policies adopted at previous Grand Lodge Conventions calling for an active Union role in international Labor affairs;
2. That the International President, in the best interest of all TCU members, should continue to keep abreast of all world developments through the assignment of International Officers and others as he may deem appropriate; and
3. That TCU maintain and expand, where appropriate, these international activities by working closely with the AFL-CIO and other national and international organizations.

Resolution No. 24

WHEREAS, The AFL-CIO's Union Privilege Program was created by the AFL-CIO to pool the resources of all union members throughout the United States to develop benefits and services which are beyond reach of an individual worker; and,

WHEREAS, Union Privilege has successfully used the leverage of millions of union members and a professional staff to ensure the highest quality programs; and,

WHEREAS, in recognizing that the Transportation Communications International Union is participating in most, if not all, of these programs; and,

WHEREAS, TCU's Union Privilege programs have proven their value to TCU members, saving TCU members hundreds of thousands of dollars and improving the quality of life for TCU members; and,

WHEREAS, TCU's Union Privilege programs have added to the benefits of membership in TCU and have thereby strengthened the ties between TCU and its members and aided TCU in recruiting new members to join the union;

NOW, THEREFORE, BE IT RESOLVED, That the Transportation Communications International Union commits itself to continued support of the Union Privilege programs and to keeping TCU members informed about the TCU Union Privilege programs available to our members and that TCU will continue to communicate on a periodic basis with the leadership of the Local Lodges regarding TCU Union Privilege programs and educate the TCU membership on these important and beneficial programs.

Resolution No. 25

WHEREAS, Our 1939 Grand Lodge Convention, by adoption of Resolution No. 98, established the policy "that in all future transfers, consolidations, coordinations, abandonments or dissolutions of existing facilities involving members and employees represented by our Organization which results in displacement of employees or rearrangement of forces, such

members and employees shall have the right to follow their positions or work with their established seniority rights,” and “the International President shall enforce this policy of the Organization;” and,

WHEREAS, At times there has been a misconception as to the application of this policy including the belief that the resolution automatically modifies existing collective bargaining agreements and is binding upon employers with whom collective bargaining agreements have been executed. The intent of the resolution is that TCU negotiators, when one of the contingencies above listed arise, will seek agreements with an employer or employers to provide equitable handling of seniority and related work assignments for all employees directly or indirectly involved in each given situation;

NOW, THEREFORE, BE IT RESOLVED, That the Delegates to this Convention reaffirm the policy and its intent in connection with “Consolidations, Coordinations, Abandonments or Dissolutions of Existing Facilities” as first established by our 1939 Convention by adoption of Resolution No. 98 and which has been reaffirmed at each subsequent Convention.

Resolution No. 26

WHEREAS, Since 1946 our Union has been an active affiliate of the International Transport Workers’ Federation (ITF); and

WHEREAS, The ITF stands for the defense of democracy and freedom and is opposed to totalitarianism and aggression in all forms and to any discrimination based on color, nationality, sex, race or creed; and

WHEREAS, Due to the rapid growth and sophistication of global transportation there is a definite interdependence among transport unions, and therefore it is in the best interest of TCU members to maintain close liaison with transport workers the world over; and

WHEREAS, These are problems of such magnitude that no transportation union can resolve them on its own except through international solidarity and cooperation;

NOW, THEREFORE, BE IT RESOLVED, That this 33rd Regular Convention:

1. Reaffirms wholehearted support for the International Transport Workers' Federation (ITF);
2. Endorses the continued affiliation of TCU to the ITF; and,
3. Authorizes the International President to adopt appropriate policies to enhance our activities within the ITF in order to protect the interests of all workers.

Resolution No. 28

WHEREAS, The 1955 Grand Lodge Convention, meeting in Boston, Massachusetts, adopted Resolution No. 228 which authorized the establishment of a "Disaster Relief Fund" for the assistance of our members who are the victims of floods, tornadoes and other disasters; and,

WHEREAS, Our Milwaukee Convention, by the adoption of Resolution No. 446, and our Los Angeles Convention, by the adoption of Resolution No. 101, and the Minneapolis Convention, by the adoption of Resolution No. 353, and the Miami Convention, by the adoption of Resolution No. 376, and the Washington, D.C. Convention, by adoption of Resolution No. 384, and the Toronto, Ontario Convention, by the adoption of Resolution No. 155, both Miami Conventions by adoption of Resolutions 124 and 30 respectively, the San Francisco Convention by adoption of Resolution No. 74, the 1995 Miami Convention, by the adoption of Resolution No. 64, and the last two Las Vegas Conventions by the adoption of Resolutions 130 and 31 authorized the continuation of the "Disaster Relief Fund;"

NOW, THEREFORE, BE IT RESOLVED, That the delegates to this 33rd Regular Convention authorize the continuation of the "Disaster Relief Fund" and call upon each Lodge to continue its annual contribution of five (5) cents per member, to be determined by the number of members during the month of December of each year, and the proceeds of the Fund to be used to afford reasonable assistance to our members who suffer severe losses because of floods, tornadoes and other major disasters and to make contributions to the Red Cross and similar relief organizations engaged in extending relief to victims of these disasters; and,

BE IT FURTHER RESOLVED, That this fund shall be used for aiding disasters resulting from a natural catastrophe such as tornadoes, floods, hurricanes, etc., which cause damage and destruction that is not covered by insurance or by a special Act of Congress or by Administrative Order; and,

BE IT FINALLY RESOLVED, That this Fund shall be administered by the International Secretary-Treasurer as a special account of the Union to be known as the “Disaster Relief Fund” and subject to audit by the Executive Council as part of the accounts of the International Secretary-Treasurer.

Resolution No. 32

WHEREAS, TCU strongly supports the Machinists’ Non-Partisan Political League (MNPL) as our political action committee to raise funds strictly on a voluntary basis as provided by law; and

WHEREAS, Union funds cannot and are not used for political contributions in federal elections, but through MNPL we are able to contribute funds on a non-partisan basis to candidates who are friendly to TCU and labor under strict rules and in compliance with state and federal laws; and

WHEREAS, the last election showed just how important TCU’s political efforts are in helping to win elections; and

WHEREAS, the candidates TCU supports are those who understand TCU and labor issues and who support TCU members rather than big business; and

WHEREAS, this effectiveness would not be possible if it were not for the full support of TCU leadership and the thousands of TCU members who contribute to MNPL; and

WHEREAS, all TCU officers should, as a part of their duties as elected officers of our great Union, make regular contributions to MNPL because we cannot ask our members to contribute if the officers do not contribute to MNPL;

NOW, THEREFORE, BE IT RESOLVED, That the delegates to the 33rd Regular Grand Lodge Convention set forth the policy urging all Local Lodge officers, International Representatives, Assistant International Representatives, and International Officers to contribute on a regular basis to MNPL; and

BE IT FURTHER RESOLVED, urging those officers who can to sign-up for payroll deduction of their MNPL contribution at \$10 or more per month; and

BE IT FURTHER RESOLVED, we urge those officers who work for companies with no payroll deduction agreement to personally contribute \$120 or more per year to MNPL; and

NOW, BE IT FINALLY RESOLVED, that all Lodge officers here in attendance at this Convention will personally deliver a copy of this resolution to all officers of their Local Lodges and make sure that this resolution is read into the minutes of a Local Lodge meeting.

Resolution No. 51

WHEREAS, today instant communications is not only possible, but it is absolutely essential and available to everyone through email, web sites, My Space, Facebook, Twitter and any number of other ways; and

WHEREAS, TCU's International President has implemented a program to take advantage of this means of communications; and

WHEREAS, in order for TCU Local Lodges to take advantage of the program it is very important that all officers must furnish their email addresses to the International President's office; and

WHEREAS, for the officers to remain current they must be able to receive all electronic communications from TCU including email, Flash News, etc. and to have access to the TCU web site; and

WHEREAS, the ability for the International President to make swift contact with TCU Local Chairpersons is absolutely essential for the Local Chairpersons to be able to fully represent our membership; and

WHEREAS, in order to do this all Local Chairpersons and Lodge officers must sign-up to receive Flash News; and

WHEREAS, all Lodge officers should likewise encourage all of their members to furnish email addresses to the International President's office and to sign-up for Flash News;

THEREFORE BE IT RESOLVED, the Delegates to this Convention establish as the policy of TCU that all Local Lodge Offices will provide his/her email address to the TCU Communications Department in order to be able to receive all electronic information; and

BE IT FURTHER RESOLVED, that the policy of TCU be that all Local Chairpersons must sign-up to receive Flash News; and

BE IT FINALLY RESOLVED, all TCU Local Lodge officers encourage their members to furnish their email addresses to TCU and to sign-up for Flash News.



RITUAL

In use of gavel, * indicates one rap; ** two raps; *** three raps. One rap calls to order or seats the lodge. Two raps calls up the officers. Three raps calls up everyone.

OPENING CEREMONY

(During this ceremony no member will be admitted to the lodge room. They may, however, be admitted to the anteroom.)
The hour for meeting having arrived, the President assumes his station, gives * and says:

PRESIDENT: Members will be seated and officers report to their respective stations.

(If any stations are vacant the President will fill them temporarily from the members present, after which he will continue.)

PRESIDENT: Sergeant-at-Arms, see that all lodge room doors are secured, all official stations filled and then ascertain if all present are entitled to remain.

SERGEANT-AT-ARMS: Worthy President, your order has been obeyed. The doors are securely guarded, all stations are filled, and all present are entitled to sit with us.

PRESIDENT: My duties are to preside over the lodge; to maintain order and decorum; to enforce the laws of the Union; to conduct the business of my office with malice toward none and equal rights for all.

This organization is a democratic institution founded upon the principles of equal and exact justice toward all members, and since its very being is preserved and maintained by the Constitution and Laws of our Nation it is appropriate and fitting that we affirm our allegiance and fidelity to the flag that symbolizes our liberties, our laws and our fellow citizens.

The members will face the flag and repeat with me the Pledge of Allegiance to the Flag:

"I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

The Chaplain will invoke the Divine Blessing.

OPENING PRAYER

CHAPLAIN: Our Father, Who are in Heaven—as a body we congregate in this meeting room for the betterment of our fellow-workers and the furtherance of our cause: lead us that we may do all things well. Amen.

ALL ANSWER: So let it be.*

PRESIDENT: Inner guard, you will now permit such members of the lodge who are qualified, National Union Officers, and employees of the National Union as may be in waiting, to enter.

If there are others in waiting who desire to enter you will ascertain their name, address and lodge number and report to me. The lodge may by a majority vote, invite them to enter.

(A short recess to receive a report from the Inner Guard and to permit those qualified to enter and be seated.)

I declare this lodge open for the transaction of such business as may legally come before it. We will proceed to the regular business of the lodge. Members will please pay attention.

ORDER OF BUSINESS

1. The secretary will call the roll of officers. Sergeant-at-Arms will report whether present or absent.
2. The Sergeant-at-Arms will now introduce visiting members.

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3. Reading of minutes of last regular and/or special meeting and action thereon.
 4. Voting on membership applications.
 5. Welcoming new members.
 6. Nomination of Officers.
 7. Election of Officers.
 8. Installation of Officers.
 9. Report of Standing Committees.
 10. Report of Special Committees.
 11. Unfinished business—if any.
 12. Communications and bills.
 13. New business.
 14. Payment of dues and assessments.
 15. Reports of suspensions.
 16. Report of Financial Secretary and Treasurer.
 17. Good of the Union.
 18. Report of any member sick or in distress.

CLOSING CEREMONIES

PRESIDENT: Members, we are about to close this meeting. Does anyone know of anything which has been left undone, that cannot be reasonably deferred until our next regular meeting?

(Short pause to give members an opportunity to bring up any matter that may have been overlooked, after which the President continues.)

PRESIDENT: The Chaplain will now invoke the Divine Blessing.***

CHAPLAIN: Our Father, Who are in Heaven, after we depart from this room, having done our full duty by Thy grace cause us to refrain from discussing any transactions which have taken place in this meeting with or in the presence of anyone except those whom we know to be members of this Union in good standing. Amen.

ALL ANSWER: So let it be.

PRESIDENT: Sergeant-at-Arms will now collect the Rituals and report.

SERGEANT-AT-ARMS: Worthy President, your order has been obeyed.

PRESIDENT: There being no objections, I now declare this meeting closed. Our next meeting will be:

WELCOME TO NEW MEMBERS

(New members form a line in front of the President as their names are called.)

PRESIDENT:.....(My friend or friends)...we extend to you a cordial welcome; we are pleased that you are identifying... (Yourself or yourselves)... with your fellow workers in this organization. Henceforth may your labors and influence be for your mutual benefit. This Union is dedicated to the laudable purpose of defense, self-protection, the improvement of our mental, moral and social conditions and the elevation of our occupation. I extend to you my right hand and with it you will receive the Union hand clasp.

Your attention is called to the story of the bundle of sticks; bound together it is impossible for you to either bend or break them; withdraw one hand, it may easily be bent or broken. Here we learn a lesson in unity which proves that in unity there is strength and so it is with you. Alone, you will be compelled to yield and break, but, bound by the cords of Union, a giant's

strength would be expended in vain. Therefore, as no chain is stronger than its weakest link, see to it that you are not a defective link in our fraternal chain, so that in times of imminent peril and danger to our Union the chain of mutual interest which binds us together will not be broken. Strive to attend the meeting of your lodge regularly and thus improve your knowledge and interest in the Union.

The voting sign, which is used for both an affirmative or negative vote, is made by raising the right hand, with palm forward.

Your right to visit lodges other than the one in which you hold membership must be agreeable to the lodges that you desire to visit.

The gavel in the hands of the President is used to govern the movements of this lodge. *Calls to order or seats the lodge if standing. **Calls up the officers, and ***Calls up the whole lodge.

You will now face about and as your name is called take two steps forward, so that the members may recognize you and know you by name. Members ofLodge, No....., I take great pleasure in introducing to you(Brother or Sister)... (names them)who are now entitled to share in all the benefits and privileges of our Union. And now(Brother or Sister)(names them)you may be seated.

INSTALLATION CEREMONY (Local Lodge)

(The installing officer will call the lodge to order and appoint a member as Sergeant-at-Arms. The Secretary will furnish the Sergeant-at-Arms with a list of the officers-elect. The Sergeant-at-Arms will call the role of officers-elect, who as their names are called, will take their places as directed.)

(Any National Union officer, the retiring President, and Past President, or authorized representative of the National Union can act as installing officer.)

SERGEANT-AT-ARMS: Worthy Installing Officer, the officers-elect await your pleasure.

INSTALLING OFFICER: Officers-elect, you have been chosen by your fellow-members to a high and honorable position in this lodge, and from them you receive authority to rule and govern the lodge; and as some must rule and some must obey, it becomes those who rule to avoid any appearance of partiality. On the other hand, the membership at large should render that willing obedience which is due to the officers they have placed in positions of authority.

Officers-elect, you will place your right hand over your heart in token of your sincerity, and repeat after me the obligation of office, pronouncing your name in full where I use mine.

I.....in the presence of the members here assembled—do most solemnly and sincerely promise and declare—that I will honorably and faithfully perform,—to the best of my ability—the duties of the office—to which I have been elected.—I will act with strict impartiality—in all matters pertaining to my office—and see that every member receives justice.—I will not take part—directly or indirectly—in any illegal transaction,—or suffer it to be done by others—if in my power to prevent it.—I will obey all orders—coming to me—from the constituted authorities—of the Union,—and will do all that lies in my power—to advance its welfare.—For the faithful observance—of all of these several points,—I hereby pledge my word and honor.—So help me God.

NOTE: (To be used when office of Financial Secretary-Treasurer is separate from Recording Secretary.)

INSTALLING OFFICER: Sergeant-at-Arms, conduct the Financial Secretary-Treasurer-elect and Recording Secretary-elect to this station.

SERGEANT-AT-ARMS: Worthy Installing Officer, I beg to present Brother (or Sister).....who has been elected Financial Secretary-Treasurer and Brother (or Sister).....who has been elected Recording Secretary of this Lodge.

INSTALLING OFFICER: Brother (or Sister).....as Financial Secretary-Treasurer the full responsibility for all financial transactions of your lodge is vested in you. It is your duty to collect and receive all money due the lodge, to make all legal disbursements, safely guard the funds, keep a true and correct account of all transactions between the lodge and its members and make such reports as may be required of you by the laws of the Union or the by-laws of this lodge.

Brother (or Sister).....as Recording Secretary it is your duty to keep true and correct minutes of all meetings, nothing extenuate, naught set down in malice, to conduct the correspondence for the lodge, to have and safely keep the seal, using it only on the official correspondence of the lodge, to draw all warrants when ordered by the lodge, to make the reports and returns required by the National Union and to do such other duties as the laws of the Union and of this lodge may require.

(Brother) (or Sisters) (or Brothers and Sisters) the offices which you have just assumed are second to none in their importance, and upon your integrity and uprightness depends the welfare of the lodge. Therefore, be faithful and true, and when your terms of office have expired may you merit from your fellow members the sentiment expressed in these words, "Well done, thou good and faithful servant." The Sergeant-at-Arms will now escort you to your stations in the lodge, where you will enter upon the discharge of your duties.

NOTE: (To be used where one member fills both the offices of Recording Secretary and Financial Secretary-Treasurer.)

INSTALLING OFFICER: Sergeant-at-Arms, conduct the Recording Secretary-Financial Secretary-Treasurer-elect to this station.

SERGEANT-AT-ARMS: Worthy Installing Officer, I beg to present Brother (or Sister).....who has been elected Recording Secretary and Financial Secretary-Treasurer of this lodge.

INSTALLING OFFICER: Brother (or Sister).....as Financial Secretary-Treasurer the full responsibility for all the financial transactions of the lodge is vested in you. It is your duty to collect and receive all money due to the lodge, to make all legal disbursements, to safely guard

the funds, keep a true and correct account of all transactions between the lodge and its members and make such reports as may be required of you by the laws of the Union or the bylaws of this lodge.

As Recording Secretary it is your duty to keep true and correct minutes of all meetings, nothing extenuate, naught set down in malice, to conduct the correspondence of the lodge, to draw all warrants when ordered by the lodge, to make the reports and returns required by the Grand Lodge and perform such other duties as the laws of the Union and of this lodge may require.

(Brother or Sister).....the offices which you have just assumed are second to none in their importance, and upon your integrity and uprightness depends the welfare of the lodge. Therefore, be faithful and true, and when your terms of office have expired may you merit from your fellow members the sentiment expressed in these words, "Well done, thou good and faithful servant." The Sergeant-at-Arms will now escort you to your station in the lodge, where you will enter upon the discharge of your duties.

INSTALLING OFFICER: Sergeant-at-Arms, escort the Chairman of the Board of Trustees-elect to this station.

SERGEANT-AT-ARMS: Worthy Installing Officer, I beg to present Brother (or Sister).....who has been elected Chairman of the Board of Trustees of this lodge.

INSTALLING OFFICER: Brother (or Sister) Chairman of the Board of Trustees it is your duty to exercise supervision over the finances and property of the lodge and such other duties as may be required by the Constitution. Sergeant-at-Arms, escort Brother (or Sister).....to the proper station.

INSTALLING OFFICER: Sergeant-at-Arms, escort the Chairman of Local Protective Committee-elect to this station.

SERGEANT-AT-ARMS: Worthy Installing Officer, I beg to present Brother (or Sister).....who has been elected Chairman of the Local Protective Committee of this lodge.

INSTALLING OFFICER: Brother (or Sister) Chairman of the Local Protective Committee, it is your duty to enforce the agreement extant between the Union and the employer of our members, to receive and adjust grievances when referred to you under the laws of the Union and to make report to the lodge of the disposition that you have made of those matters, with the approval of your Committee.

You are further charged with the responsibility of cooperating fully with National Union Officers and International and Assistant International Representatives in enforcing our agreements.

You are further charged with exercising care in protecting the membership in their employment.

INSTALLING OFFICER: Sergeant-at-Arms, conduct the Local Chairman to a seat in the lodge.

INSTALLING OFFICER: Sergeant-at-Arms, escort the Vice President-elect to this station.

SERGEANT-AT-ARMS: Worthy Installing Officer, I beg to present to you Brother (or Sister)....., who has been elected Vice President of this lodge.

INSTALLING OFFICER: Brother (or Sister) Vice President, it is your duty to assist the President in preserving order, and in his (or her) absence or disability, to perform to the best of your ability the duties of presiding officer, and such other duties as may be required by the laws of this Union; you will now be escorted to your station, there to enter upon the discharge of your duties.

INSTALLING OFFICER: Sergeant-at-Arms, present the President-elect of this lodge.***

SERGEANT-AT-ARMS: Worthy Installing Officer, I beg to present to you Brother (or Sister).....who has been elected President of this lodge.

INSTALLING OFFICER: Brother (or Sister).....it has pleased the members of this lodge to elect you to the highest office in their gift; your duty as its chief executive will, at all times, be most important, requiring from you great patience and tact. Your duties call upon you to preside over this lodge; to appoint the Inner and Outer Guards, whose duty it is to safely guard the doors of the lodge, and suffer none to pass, except such as are duly qualified, or by permission of the President; the Sergeant-at-Arms, whose duty it is to see that all present at the opening of the lodge are in possession of current membership card, to introduce visitors, to receive and conduct all candidates for welcome and perform such other duties as may be required by the President or by the lodge, and a Chaplain to invoke the Divine Blessing upon this lodge, set a good example to the members, visit the sick and administer to their comfort and assist the President at funerals. It is also your duty to fearlessly administer the laws of the Union, to be just to all, be loyal to the members, set them an example of obedience to the constituted authorities of the Union, for they rule best who have learned best to obey, and upon your fidelity and skill the welfare of your lodge largely depends. I commit to your keeping the Charter of this lodge; cherish and preserve it; the Rituals are also committed to your care, for the safe keeping of which you are personally responsible. Take the Constitution and Laws of the Union as your guide and instructor, and now I surrender into your keeping this gavel, which is the emblem of your authority. May it never sound in vain. I take great pleasure in proclaiming you President of this Lodge. Worthy President, your officers are at their respective stations awaiting your pleasure; enter upon the discharge of your duties by seating the lodge. And now, by the power vested in me by the Constitution and Laws of the Union, I declare the officers of this lodge duly and legally installed.

INSTALLATION CEREMONY (National Union Officers)

INSTALLING OFFICER: Officers-elect, you have been elected by the delegates to this Convention to the highest and most responsible positions in the Union, and from them you receive the authority to rule and govern the Union. As some must rule and some must obey, it becomes those who rule to avoid any appearance of partiality. On the other hand, the membership at large should render that willing obedience which is due to the officers they have placed in positions of authority.

Officer-elect, you will place your right hand over your heart in token of your sincerity and repeat after me the obligation of office, pronouncing your name in full where I use mine.

I....., in the presence of the members here assembled,—do most solemnly and sincerely promise and declare—that I will honorably and faithfully perform,—to the best of my ability—the duties of the office—to which I have been elected.—I will act with strict impartiality—in all matters pertaining to my office—and see that every member receives justice.—I will not take part—directly or indirectly—in any illegal transaction,—or suffer it to be done by others—if in my power to prevent it,—I will obey all orders--coming to me—from the constituted authorities—of the Union—and will do all that lies in my power to advance its welfare.—For the faithful observance of all of these several points,—I hereby pledge my word and honor.—So help me God.

And now, by the power vested in me by the Constitution and Laws of the Union, I declare these elected National Union Officers duly and legally installed.

FUNERAL CEREMONIES

Opening Ode, "Lead, Kindly Light"

(The members of the lodge will form a circle about the casket, if indoors, and around the grave if in the burying ground. The President at the head of the casket supported by the Past President on the right and the Chaplain on the left. The Sergeant-at-Arms, as Marshal, will see that the members are properly formed around the casket, and then take the place at the foot, opposite the President. The members will stand with the right hand over the heart.)

PRESIDENT: Fellow members, the messenger of death has again knocked at the door of our lodge and one of our members has been called away to join the silent majority, a beloved companion has been summoned hence; the circle of friendship has been broken, never more on earth to be renewed. No more shall we look into those eyes which have smiled upon us in friendly greeting, nor feel the warm clasp of our Brother's (or Sister's) hand. He (or she) has passed away, and it is with sorrowful hearts we contemplate the brevity of human life, and yet in our sorrow we are comforted by the thought that he (or she) has passed away from the toil and heat of the day, the burdens and sorrows of his (or her) earthly career—for him (or her) all these are o'er. He (or she) has gone to his (or her) rest, sweet rest, in

that calm haven where all is rest and peace, and where the storms and trials of life no more molest. Life is but a span, and when it is o'er it is as a tale that is told. Let us then be up and doing while the full tide of life flows in our veins; let us so live that our lives may be a constant example to all around us, and thus fill the measure of our days with usefulness, and pure motives, and prepare ourselves against that day when we, too, shall be as our beloved Brother (or Sister), who has gone to that bourne from whence no traveler returns. To his (or her) relatives and friends we bid them look to Him who is the Supreme Ruler of the universe, in whom we live and move and have our being, to Him who tempers the wind to the shorn lamb. He who is the steadfast friend of erring humanity, who in the greatness of His love looks down upon us all with pity and sympathy, and although the trials of the present hour are such as to cause us pain and anguish of spirit, yet He will comfort the troubled heart. Then let us turn to Him in our affliction, fully confident that He will hear our prayer and grant us the blessing we so much need. Let us pray.

CHAPLAIN: Our Father, Who are in Heaven, we come to Thee humbly beseeching Thy blessing upon all assembled here. Let this lesson of the brevity and uncertainty of life teach us so to walk, while we are still numbered with the living, that our lives should be an honor to Thee and a cherished memory to our friends, when we, too, have gone from this terrestrial world to the celestial and all-glorious home above, where Thou dost forever reign in glory. To Thee we commend the relatives and friends bereaved; be Thou their guide and comfort and bless them, and lead them in the paths of peace until they, too, shall have crossed the narrow river of death, to meet as a united band around Thy throne in Heaven, and to Thy great name be honor and glory forevermore. Amen.

PRESIDENT: We now commit the body to the earth; earth to earth, dust to dust, ashes to ashes, and commend the spirit to God who gave it; the Lord gave and the Lord hath taken away. Blessed be the name of the Lord, who doeth all things well. To our Brother (or Sister) we bid a last fraternal farewell, and hope to meet him (or her) again in the presence of the Supreme Auditor above, where all accounts are balanced, all debts canceled, and due credit given for all the good deeds here below. Farewell, dear Brother (or Sister), farewell.



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