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# Constitution of International Union

## UNITED STEELWORKERS

MANUAL



ADOPTED AT  
LAS VEGAS, NEVADA  
AUGUST, 2022

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# ARTICLE I

## Name

1        This Organization shall be known as the United Steel,  
2 Paper and Forestry, Rubber, Manufacturing, Energy,  
3 Allied Industrial and Service Workers International Union  
4 (to be known in short as the “United Steelworkers” and by  
5 the acronym “USW”). This document shall be known as  
6 the Constitution and By Laws of the International Union  
7 and it shall also be the Constitution of each Local Union  
8 chartered by the International Union.

# ARTICLE II

## Objects

9        First. To unite in this union all working men and  
10 working women eligible for membership.

11       Second. To establish through collective bargaining  
12 adequate wage standards, shorter hours of work and  
13 improvements in the conditions of employment for  
14 workers in industry.

15       Third. To engage in educational, legislative, political,  
16 civic, social, welfare, community and other activities; to  
17 advance and safeguard the economic security and social  
18 welfare of workers in industry, the International Union, its  
19 Local Unions and the free labor movements of the United  
20 States, Canada and the world; to seek to eliminate all forms  
21 of discrimination; to protect and extend our democratic  
22 institutions and civil rights and liberties; and to perpetuate

1 and extend the cherished traditions of democracy and  
2 social and economic justice in the United States, Canada  
3 and the world community.

4 Fourth. To function as an autonomous International  
5 Union affiliated with other international unions in national  
6 and international federations in the United States, Canada  
7 and the free world; to unify and solidify the International  
8 Union, its Local Unions and the entire labor movement;  
9 and to provide financial and other aid and assistance to  
10 labor and other organizations in the United States, Canada  
11 and other parts of the world.

12 Fifth. To take all steps and actions consistent with  
13 the Constitution and policies of the International Union to  
14 implement and carry out the objects, rights, activities and  
15 responsibilities of this organization.

## **ARTICLE III**

### **Eligibility**

16 Section 1. All workers in the United States,  
17 Canada, insular areas adjacent thereto and the Western  
18 Hemisphere, for whom the union assumes or seeks to  
19 assume the collective bargaining and other responsibilities  
20 set forth in Article II, and all officers, staff representatives  
21 and employees of the International Union, are eligible for  
22 membership.

23 Section 2. Persons having supervisory power shall be  
24 eligible for membership subject to the terms established by  
25 the International Executive Board.

1       Section 3. No person shall be eligible for membership,  
2 or for nomination or election or appointment to, or to hold  
3 any office, or position, or to serve on any Committee in  
4 the International Union or a Local Union or to serve as a  
5 delegate who is a consistent supporter of, or who actively  
6 participates in, the activities of any hate based-racist,  
7 terrorist, or other organization which advocates violence  
8 to affect government policy or to oppose the democratic  
9 principles to which the United States and Canada and our  
10 Union are dedicated.

11       This eligibility requirement shall be in addition to  
12 any other eligibility requirement imposed by any other  
13 Article or Section of this Constitution.

## **ARTICLE IV**

### **International Officers, International Executive Board, International Tellers and Delegates to the Conventions of the Federation**

14       Section 1. The International Officers of the  
15 International Union shall be the International President,  
16 the International Secretary-Treasurer, the International  
17 Vice President (Administration), the International Vice  
18 President (Human Affairs) and the Canadian National  
19 Director.

20       There shall be one International Vice President at  
21 Large and one International Vice President.

22       There shall be one District Director for each District.  
23 The persons duly elected to such positions shall perform  
24 the functions set forth in this Constitution.

1       Section 2. The term of office of the International  
2 Officers, the International Vice President at Large, the  
3 International Vice President and District Directors shall  
4 be four (4) years, except as otherwise contemplated in  
5 Article V, Section 2, of this Constitution.

6       Section 3. No member shall be eligible for nomination  
7 or election as an International Officer, International Vice  
8 President at Large, International Vice President or District  
9 Director unless the member (a) shall be in continuous  
10 good standing for a period of five (5) years immediately  
11 preceding the election, (b) is a citizen of the United  
12 States or Canada or other country in which the United  
13 Steelworkers represents members or has legally declared  
14 the intention of becoming a citizen, and (c) has worked  
15 for three (3) years in an enterprise, public or private, or  
16 any other place within the jurisdiction of the International  
17 Union, or is an International Officer, International Vice  
18 President at Large, International Vice President, District  
19 Director or a Staff Representative of the International  
20 Union.

21       Section 4. No member shall accept nominations for or  
22 hold two or more positions set forth in Section 1 above and  
23 Section 28 below at the same time.

### **International President**

24       Section 5. The International President shall attend  
25 and preside at all International Conventions and at all  
26 sessions of the International Executive Board. The  
27 President shall convene regular and special meetings of  
28 the International Executive Board whenever necessary,



1 or when requested by a majority of the members of the  
2 International Executive Board.

3 Section 6. The President shall interpret the meaning  
4 of the Constitution and the President's interpretation shall  
5 be subject to review by the International Executive Board.  
6 Between sessions of the International Executive Board  
7 the President shall have full power to direct the affairs  
8 of the International Union subject to the approval of the  
9 Executive Board. The President may in person, or designate  
10 an International Officer or a Staff Representative, to visit  
11 or inspect the office of any Local Union or District.

12 Section 7. The International President shall have  
13 the authority to appoint, direct, suspend, or remove such  
14 organizers, representatives, agents and employees as the  
15 President may deem necessary. The President shall fix  
16 their compensation and, where appropriate, shall establish  
17 job rates, subject to the approval of the International  
18 Executive Board.

19 Section 8. The International President shall appoint,  
20 prior to the opening date of the International Convention,  
21 and subject to the approval of the International Convention,  
22 such committees as are necessary to conduct the affairs of  
23 the International Convention. Such committees shall meet  
24 before the opening date of the International Convention  
25 and shall proceed to consider all resolutions, appeals,  
26 reports and constitutional amendments submitted to the  
27 International Convention.

28 Section 9. The International Officers shall make a full  
29 joint report of the administration of their offices and of

1 the affairs of the International Union to the International  
2 Convention.

3 Section 10. The International President shall perform  
4 all such other duties as pertain to the President's office.

### **International Vice Presidents**

5 Section 11. The International Vice Presidents shall  
6 assist the International President in the performance of the  
7 President's duties and shall work under the direction of the  
8 International President.

### **International Secretary-Treasurer**

9 Section 12. The International Secretary-Treasurer  
10 shall be the chief custodian of all files, records, books,  
11 documents and effects of the International Office,  
12 except such records as properly belong to the offices of  
13 the International President and the International Vice  
14 Presidents.

15 The Seal of the International Union shall be held in  
16 trust by the International Secretary-Treasurer. The Seal  
17 shall be in a form and design approved by the International  
18 Executive Board.

19 The International Secretary-Treasurer shall cause  
20 to be recorded the proceedings of all International  
21 Conventions and shall cause a record to be kept of all  
22 actions taken by the International Executive Board.

23 The International Secretary-Treasurer shall perform  
24 the functions set forth in Articles V, VI and VII of  
25 this Constitution and shall assist the President in the  
26 performance of the President's functions under Articles

1 IX, XII and XIII.

2 Section 13. The International Secretary-Treasurer  
3 shall be the chief financial officer of the International  
4 Union, shall receive and collect all monies due to the  
5 International Union, and shall be in charge of and preserve  
6 all monies and properties of the International Union.  
7 The International Secretary-Treasurer shall pay all bills  
8 and current expenses unless otherwise ordered by the  
9 International President. The International Secretary-  
10 Treasurer shall furnish to the International Officers  
11 and Executive Board quarterly reports of the financial  
12 operations of the International Union.

13 Section 14. The International Secretary-Treasurer  
14 shall make the necessary arrangements for the maintenance  
15 of financial books and records, the receipt of all funds due  
16 the International Union and shall deposit all such funds  
17 in the name of the International Union in depositories  
18 approved by the International Executive Board. The  
19 International Secretary-Treasurer shall invest all such  
20 funds as may be deemed by the International Executive  
21 Board to be in excess of current need in such securities as  
22 the International Executive Board may decide.

23 Section 15. The International Secretary-Treasurer  
24 shall give a bond in an amount to be fixed by the  
25 International Executive Board to insure the faithful  
26 discharge of the International Secretary-Treasurer's duties.  
27 Said bond shall be approved by the International Executive  
28 Board. In addition, bonds for the other International  
29 Officers, Executive Board members and employees of the  
30 International Union, to the extent and in such amounts

1 deemed necessary by the International Executive Board,  
2 shall be provided and approved by the International  
3 Executive Board. The cost of said bonds shall be paid out  
4 of the funds of the International Union.

5       Section 16. The International Secretary-Treasurer  
6 shall keep copies of all important correspondence sent out  
7 and received by the International Secretary-Treasurer's  
8 office.

9       The International Secretary-Treasurer shall perform  
10 such other duties as pertain to the International Secretary-  
11 Treasurer's office or may be assigned by the President or  
12 the International Executive Board.

13       Section 17. The International Secretary-Treasurer  
14 shall have the authority, subject to the approval of the  
15 International President, to employ with compensation  
16 such assistants as may be necessary to conduct the affairs  
17 of the International Secretary-Treasurer's office. The  
18 compensation and, where appropriate, job rates fixed  
19 for such assistants shall be subject to the approval of the  
20 International Executive Board.

### **Canadian National Director**

21       Section 18. The National Director of Canada shall  
22 be the spokesperson for the Union in Canada on national  
23 issues and on Union issues applicable to more than one  
24 Canadian District. The National Director of Canada shall  
25 chair the National Policy Conference which is the Union's  
26 forum in Canada to set priorities and policies for legislative  
27 and collective bargaining matters in Canada consistent  
28 with this Constitution and the Union's overall policy.

## **International Executive Board**

1       Section 19. The International Executive Board shall  
2 consist of the International Officers, the International Vice  
3 President at Large, the International Vice President and  
4 the District Directors.

5       Section 20. International Executive Board members  
6 shall attend all regular and special meetings of the  
7 International Executive Board and shall administer the  
8 affairs of the International Union in their Districts and  
9 perform such duties as may be assigned to them subject  
10 to the direction of the International President. The  
11 International Executive Board shall meet twice a year and  
12 at such other times as provided for herein. It shall enforce  
13 the Constitution and carry out the instructions of the  
14 International Conventions and, between the International  
15 Conventions, shall have power to direct the affairs of  
16 the International Union. It shall cause the books of the  
17 International Secretary-Treasurer to be audited by certified  
18 public accountants annually and shall transmit a copy of  
19 the audit to all Local Unions upon the completion thereof.

20       The funds and property of the International Union  
21 shall be managed, invested, expended or otherwise used  
22 to implement and carry out the objects, rights, activities  
23 and responsibilities of the International Union, and to  
24 administer the affairs of the International Union, in  
25 accordance with the Constitution and policies of the  
26 International Union.

27       Section 21. Each January 1, the annual salary for the  
28 International Executive Board Members shall be changed  
29 by the same percentage that average annual earnings for

1 USW members for the most recent calendar year changed  
2 from the average annual earnings for the year which  
3 preceded it.

4 International Executive Board Members,  
5 International Officers, representatives and employees of  
6 the International Union shall receive, in addition to their  
7 salaries, reimbursement for their legitimate expenses, and  
8 such fringe benefits as have been or may from time to time  
9 be approved by the International Executive Board.

10 Section 22. Real estate necessary to the affairs of  
11 the International Union may be acquired, held, leased,  
12 mortgaged and disposed of by the International Executive  
13 Board in the names of the International President and the  
14 International Secretary-Treasurer and their successors in  
15 office as trustees for the International Union.

16 Section 23. The International Executive Board shall  
17 have the power to remove any of the officers or officials  
18 enumerated in Section 1 and Section 28 hereof who,  
19 (a) after due trial upon written charges of which a copy  
20 shall be given to the accused at least fifteen (15) days  
21 before trial, is found guilty of dishonesty, malfeasance or  
22 maladministration, or (b) has been expelled as a member of  
23 the International Union in accordance with the provisions  
24 of this Constitution.

25 Section 24. Vacancies among the International  
26 Executive Board, shall be filled by the remaining members  
27 of the International Executive Board for the balance of  
28 the term. The International Executive Board shall have  
29 the power to fill vacancies among International Tellers  
30 for the unexpired term. Any member designated by the

1 International Executive Board to fill a vacancy pursuant  
2 to this Section must meet the eligibility requirements for  
3 the office involved.

4 Section 25. The International Executive Board shall  
5 have the power to decide all appeals made to it and its  
6 decisions shall be effective when rendered, except that  
7 it may stay execution of the decision pending an appeal  
8 to the International Convention, notice of which shall be  
9 filed with the International Secretary-Treasurer within  
10 thirty (30) days after the International Executive Board's  
11 decision is made known to the parties interested. The  
12 International Executive Board may delegate or assign all  
13 or part of its authority under this Section to a committee  
14 of its members.

15 Section 26. A quorum of the International Executive  
16 Board shall be a majority of the members. Questions  
17 coming before the International Executive Board shall  
18 be decided by a majority vote of its members present  
19 at a quorum, except as otherwise provided in this  
20 Constitution. Any member may demand a roll call vote  
21 on any question and in such event each member of the  
22 International Executive Board shall have one (1) vote and  
23 one (1) additional vote for each 1,000 members or majority  
24 fraction thereof in good standing in the District which  
25 such International Executive Board member represents. In  
26 the absence of a roll call vote, the International Executive  
27 Board members shall be entitled to one (1) vote each. In the  
28 event a roll call vote is taken, the International President  
29 shall be entitled to a vote equal to the number of votes cast  
30 by the Board member who has the highest number of votes.  
31 The International Secretary-Treasurer, the International

1 Vice President (Administration), the International Vice  
2 President (Human Affairs), the Canadian National  
3 Director, the International Vice President at Large and the  
4 International Vice President shall each have a vote equal  
5 to one half (1/2) of the vote of the International President.

6       Section 27. The International Executive Board shall  
7 have the power to effectuate the merger or affiliation of  
8 any other labor organization with the United Steelworkers.  
9 Where such action is necessary to effectuate the merger  
10 or affiliation, the International Executive Board may for  
11 a period of up to four (4) years waive the application of  
12 any provision of this Constitution to the members of the  
13 newly merged or affiliated labor organization or continue  
14 in existence for those members any provision of such other  
15 labor organization's constitution with such modifications  
16 as are appropriate.

### **International Tellers**

17       Section 28. There shall be five (5) International  
18 Tellers elected at each regular Convention which precedes  
19 an International election without another Convention  
20 intervening. The International Tellers shall be elected  
21 according to geographical areas designated by the  
22 International Executive Board for a term which shall expire  
23 at the next Convention where International Tellers are  
24 elected. The method of election shall be established by the  
25 International Executive Board. The International Tellers  
26 shall perform their duties in connection with elections to  
27 International offices as provided in this Constitution. No  
28 paid staff representative of the International Union shall  
29 be eligible for the position of International Teller.



1       The International Tellers may separate into hearing  
2 panels in order to expedite the hearing of election contests.  
3 To be eligible to serve as an International Teller, a member  
4 must meet the requirements of Section 3 of this Article IV.

5       Section 29. For each day employed, each International  
6 Teller shall receive the greater of \$175.00 or lost time, in  
7 addition to legitimate expenses.

### **Delegates to the Conventions of the Federation**

8       Section 30. The members of the International  
9 Executive Board shall be the delegates of the International  
10 Union to the conventions of the National Federation  
11 with which the International Union is affiliated  
12 (hereinafter referred to as the “Federation”). Delegates  
13 to the conventions of the Federation shall represent the  
14 International Union. They shall render a report to the  
15 regular International Convention immediately following  
16 the convention of the Federation which they last attended.  
17 The delegates to the conventions of the Federation shall  
18 cast their vote as a unit, on all questions coming before  
19 the convention in accordance with the instructions of the  
20 International Convention or the International Executive  
21 Board. In the absence of such instructions, the decision of  
22 a majority of the delegates shall determine.

## ARTICLE V

### Nominations and Elections of International Executive Board Members

Section 1. The International President, the International Secretary-Treasurer, the International Vice President (Administration) and the International Vice President (Human Affairs) shall be elected by referendum vote of the members of the International Union.

The International Vice President at Large and the International Vice President shall be elected by referendum vote of the members of the International Union.

The National Director of Canada shall be elected for the same term in the same manner and at the same time as the other International elections by the members within Canada.

The members of the International Union within each District shall elect their District Director by referendum vote.

Such elections shall be conducted in accordance with the provisions of this Constitution and an International Union Elections Manual to be adopted by the International Executive Board prescribing procedures and rules governing nominations and elections under this Article.

The candidates for the respective positions receiving a plurality of the votes cast and meeting the eligibility requirements set forth in Section 3 of Article III and Sections 3 and 4 of Article IV, shall be declared elected.

Section 2. The next election of the International Executive Board shall be held on Tuesday, November 25, 2025, and in every fourth year thereafter on the Tuesday

1 immediately preceding the U.S. Thanksgiving, and the  
2 persons elected shall assume their duties beginning March  
3 1, 2026 and shall serve until their successors are elected  
4 and qualified at which time all money, official records and  
5 documents and all property belonging to the International  
6 Union shall be turned over to such successors.

7       Section 3. All members in good standing shall be  
8 entitled to vote.

9       Section 4. Each Local Union shall have the right to  
10 nominate a member for each office to be filled. During  
11 the month of June, 2025 each Local Union shall designate  
12 a date, time and place for the holding of a nomination  
13 meeting to be held in the month of September, 2025.  
14 Each Local Union Recording Secretary shall have the  
15 duty to transmit immediately to the International the  
16 information respecting the date, time and place selected  
17 for the nomination meeting. The International Secretary-  
18 Treasurer shall provide a notice reasonably calculated  
19 under the circumstances to inform the members of each  
20 Local Union of the nomination meeting in their Local  
21 Union.

22       The International Secretary-Treasurer shall prepare  
23 nomination certificates and envelopes and send them to the  
24 Local Unions not later than August 15, 2025. The Local  
25 Union Recording Secretary shall complete the nomination  
26 certificate, filling in the names of the members nominated  
27 by the Local Union for the various offices, together with  
28 the vote recorded, and shall forward the same to reach the  
29 International Secretary-Treasurer's office not later than  
30 eight (8) days after the Local Union's nomination meeting.

1       Section 5. The International Tellers shall meet at  
2 the Headquarters of the International Union to open and  
3 tabulate the nomination returns and shall file a report  
4 with the International Secretary-Treasurer setting forth  
5 the names of all the members nominated and the total  
6 number of nominations received. Only those nomination  
7 returns which conform to the requirements of this Article  
8 and the International Union Elections Manual shall  
9 be tabulated by the Tellers, except that timely returns  
10 which are deficient only in ministerial respects shall be  
11 tabulated if the International Tellers are able to ascertain  
12 by independent investigation that they are authentic and  
13 accurate. The International Secretary-Treasurer shall, not  
14 later than October 10, 2025, notify all candidates of the  
15 tabulation of nomination returns and ask them to have the  
16 officers of their Local Union certify to their membership  
17 in good standing.

18       For the International President, the International  
19 Secretary-Treasurer, the International Vice President  
20 (Administration), the International Vice President (Human  
21 Affairs), the International Vice President at Large and  
22 the International Vice President, the required number  
23 of Local Union nominations shall be five (5) plus one for  
24 each 10,000 members (or majority fraction thereof) in  
25 good standing as of March 31, 2025. The required number  
26 of Local Union nominations for the National Director of  
27 Canada shall be five (5) plus one for every 10,000 members  
28 (or majority fraction thereof) in good standing in Canada  
29 as of March 31, 2025.

30       The required number of Local Union nominations for  
31 District Director shall be five (5) plus one for every 10,000  
32 members (or majority fraction thereof) in good standing in  
33 the District as of March 31, 2025.

1 Section 6. Any nominees notified in accordance  
2 with Section 5 of this Article who desire to continue as  
3 candidates must have their certificate of membership in  
4 good standing attested by the officers of their Local Union  
5 and return said certificate to the International Secretary-  
6 Treasurer by October 24, 2025.

7 All protests in connection with nominations must be  
8 filed with the International Executive Board and must be  
9 received by the International Secretary-Treasurer not later  
10 than October 6, 2025, except for protests filed pursuant  
11 to the fourth paragraph of this Section which must be  
12 received by the International Secretary-Treasurer by  
13 October 20, 2025.

14 The Board shall have the power to decide all questions  
15 involved in such protests, including the question of  
16 whether any violation is sufficient to require invalidation  
17 of a particular Local Union nomination.

18 If a protest alleges that a candidate was properly  
19 nominated by a particular Local Union but was not  
20 credited with that nomination because the return was not  
21 received or was not received in timely fashion, and if the  
22 International Executive Board determines that a candidate  
23 was in fact properly nominated by such Local Union, it  
24 shall credit the candidate involved with such nomination.  
25 The Board shall invalidate any protested Local Union  
26 nomination if it finds that there was a violation which may  
27 have affected the outcome of the nomination at that Local  
28 Union.

29 If the International Executive Board invalidates  
30 the nomination of one or more Local Unions, and if the  
31 International Executive Board determines that the rerun of  
32 such Local Union nominations might enable a candidate  
33 to have a sufficient number of nominations to appear on

1 the ballot, then the International Executive Board shall  
2 direct immediate new nominations to be run under its  
3 supervision in any Local Unions whose nominations were  
4 invalidated. In such event, the International Executive  
5 Board is empowered to postpone the election for the office  
6 involved where, in its judgment, it is necessary to do so.  
7 The Local Union nominations which are not invalidated  
8 shall remain in effect. The new date for any postponed  
9 election shall be set by the International Executive Board,  
10 and the International Secretary-Treasurer shall institute  
11 the machinery for such new nominations.

12 Immediately following the ruling of the International  
13 Executive Board on the nomination protests, the  
14 International Secretary-Treasurer shall notify all  
15 candidates who have received the required number of  
16 nominations and ask if they desire to be placed on the  
17 ballot. In order to be placed on the ballot, candidates  
18 must respond in writing within five (5) days of the date of  
19 notification.

20 The procedure set forth in this Section is the  
21 only procedure by which protests in connection with  
22 nominations may be processed. Nomination protests are  
23 not subject to further review within the Union following  
24 the election. A candidate who does not receive sufficient  
25 nominations to appear on the ballot, following the  
26 disposition of any nomination protests under this Section  
27 6, shall have received the final disposition of such efforts  
28 to become a candidate.

29 If only one eligible member receives a sufficient  
30 number of nominations, no election for that position shall  
31 be held and such member shall automatically be declared  
32 the person elected for that office.

1       Section 7. No nominee filing an acceptance with  
2 the International Secretary-Treasurer shall be allowed to  
3 withdraw such acceptance.

4       If a nominee for International Officer, International  
5 Vice President at Large, International Vice President, or  
6 District Director who has complied with Section 6 above  
7 shall die prior to the date of the election, the election for  
8 the office involved shall be postponed and nominations  
9 for that office reopened. Any other nominees for said  
10 office who have complied with Section 6 above shall  
11 continue to be candidates and hold the nominations from  
12 the Local Unions previously received by such nominees.  
13 The International Executive Board shall set a new early  
14 election date for the office involved and the International  
15 Secretary-Treasurer shall institute the machinery to permit  
16 additional candidates to be nominated for that office in the  
17 same manner as in the case of regular elections, subject to  
18 the previous sentence.

19       Section 8. The International Secretary-Treasurer shall  
20 prepare ballots giving the names and places of residence  
21 of those accepting nominations, also showing the positions  
22 for which the various nominees are candidates, and  
23 forward them to the Local Unions in sufficient numbers  
24 to supply each member not later than two (2) weeks prior  
25 to the date of election. "Tally Sheets," one "Return Sheet,"  
26 and one envelope for "Return Sheet," must accompany the  
27 ballots sent each Local Union. In arranging the ballots, the  
28 International Secretary-Treasurer shall place the names of  
29 the different candidates on the ballot in graduated order,  
30 in accordance with the number of nominations received.

31       The ballot shall be prepared on special paper,  
32 employing a special watermark, to protect against

1 duplication of the ballot.

2 The ballot shall be numbered in the upper left-hand  
3 corner, in such a manner that the number can be torn off  
4 before the ballot is placed in the ballot box. The ballot  
5 shall contain a statement instructing the voter to tear off  
6 the number before depositing the ballot in the ballot box,  
7 and assuring the voter that when this is done, it will be  
8 impossible to determine which ballot the voter has cast.

9 Notwithstanding any other provision in this Article,  
10 the International Executive Board may establish standards  
11 for the authorization of the use of (i) voting machines, (ii)  
12 mail ballot or (iii) remote electronic voting systems under  
13 procedures which provide safeguards for their proper use.

14 Section 9. Every Local Union with members eligible  
15 to vote shall be required to conduct an election. In the event  
16 that the International Secretary-Treasurer should conclude  
17 that any such Local Union may not be planning to conduct  
18 an election, the International Secretary-Treasurer shall  
19 contact the Local Union to assure that the Local Union is  
20 planning to hold such election or, failing such assurance,  
21 shall make arrangements for the International Union to  
22 conduct such election at Local Union expense.

23 Section 10. Each Local Union shall designate, at a  
24 regular meeting of the Local Union held in June, 2025, the  
25 place or places where its November 25, 2025 election shall  
26 be held, the hours of the election at each such place, and  
27 the place where the votes shall be tabulated. The voting  
28 place or places so designated shall be the official voting  
29 place or places of such Local Union. The hours designated  
30 shall be such as will permit all members who so desire to  
31 vote.



Each Local Union shall promptly furnish to the International Secretary-Treasurer the information respecting the place or places and hours of its election and the place where votes shall be tabulated when requested to do so by the International Secretary-Treasurer.

At least fifteen (15) days prior to the election, notice of the date, place and hours of the election and the offices to be filled shall be mailed by the International Secretary-Treasurer to each member in good standing of the Local Union to the member's last known home address.

Each candidate for International Office or District Director shall, upon request, following the International Executive Board's disposition of all nomination protests filed pursuant to Article V, Section 6, be entitled to obtain from the International Secretary-Treasurer the information concerning the date, place and hours of the election and the place where the votes are to be tabulated in each Local Union under procedures set forth in the International Union Elections Manual.

Under no circumstances shall the votes of any Local Union be tabulated in any place other than the place so designated for such tabulation by the Local Union. No member shall be allowed to interfere with the official Local Union Tellers during the tabulation.

Section 11. No member shall be allowed more than one (1) vote for any candidate for a particular office, nor shall the Local Union Tellers record the vote of any member who is not present at the time the election is held, except that any member whose work will require the member to be more than fifty (50) miles away from the polling place and any member who is prevented from appearing at the polls because of service in the armed forces or vacation

1 may cast an absentee ballot under procedures specified in  
2 the International Union Elections Manual.

3       Section 12. Each Local Union shall establish a  
4 committee of Local Union Tellers. The committee shall  
5 consist of the Local Union President, Financial and  
6 Recording Secretaries, who shall automatically be Local  
7 Union Tellers. The Local Union may select additional Local  
8 Union members to serve as Tellers on the committee. The  
9 Local Union Tellers shall supervise the election, and when  
10 requested, assist the members in voting, and tabulate the  
11 votes cast by the members for the respective offices, and  
12 enter on the "Return Sheet" furnished by the International  
13 Secretary-Treasurer for that purpose the total number  
14 of votes cast for each candidate. The correctness of the  
15 "Return Sheet" must be attested with the Local Union seal  
16 and signatures of the President and Recording Secretary  
17 of the Local Union.

18       Section 13. Should it be proved that more votes are  
19 recorded on the "Return Sheet" than were actually cast  
20 by the members, the vote of the Local Union shall be  
21 invalidated, and those responsible for the fraud shall be  
22 punished.

23       Section 14. After the votes have been tabulated and  
24 the "Return Sheet" attested, it shall be turned over to the  
25 Recording Secretary, whose duty it shall be to see that  
26 the "Return Sheet" is properly attested, enclosed in a  
27 special envelope furnished by the International Secretary-  
28 Treasurer for that purpose, and forwarded at once by  
29 certified mail or some other method demonstrating  
30 transmission to the International Tellers, in care of the

1 International Headquarters. "Return Sheets" post-marked  
2 later than ten (10) days after the election shall not be  
3 tabulated by the International Tellers.

4 Section 15. The envelopes for "Return Sheets"  
5 furnished the Local Unions must have the name of the  
6 International Tellers, and the address of the International  
7 Headquarters, and the following printed thereon:

### **Election Returns**

From L.U. No \_\_\_\_\_ District \_\_\_\_\_

8 The Local Union Recording Secretary shall insert  
9 the numbers of the Local Union and District in the blank  
10 spaces on the envelope.

11 Section 16. When the "Return Sheets" reach the  
12 International Tellers, they shall examine the envelopes to  
13 see if they are intact, make a proper record of their receipt,  
14 and deposit them unopened in a securely locked receptacle  
15 provided for that purpose.

16 Section 17. The International Tellers shall retain the  
17 services of a public spirited and impartial organization  
18 experienced in the conduct of elections. The organization  
19 so retained by the International Tellers shall, under the  
20 supervision of the International Tellers, tabulate the votes  
21 cast for the various nominees and file this tabulation with  
22 the International Tellers.

23 Section 18. Except as hereinafter provided in  
24 Section 27, all contests in connection with the votes of any

1 Local Union must be received by the International Tellers  
2 within fifteen (15) days of the election. Such contests can  
3 be filed only by a member of the Local Union whose vote  
4 is contested for any of the offices for which such Local  
5 Union was voting, or by any candidate for the office for  
6 which the member was running, in accordance with the  
7 International Union Elections Manual to be adopted by the  
8 International Executive Board.

9       Section 19. Except as hereinafter provided in  
10 Section 27, the International Tellers shall decide the  
11 legality of the votes of any Local Union. The International  
12 Tellers shall not count the votes of any Local Union that  
13 is not in good standing. The International Tellers shall  
14 not count the votes of any Local Union that has cast more  
15 votes than the number of members in good standing during  
16 the month preceding the one in which the election is held  
17 unless and until they determine that there is a satisfactory  
18 explanation therefore. The International Tellers shall not  
19 count the votes of any Local Union whose "Return Sheet"  
20 is not attested as required by Section 12 of this Article  
21 unless and until they have investigated and verified that the  
22 "Return Sheet" is authorized and accurate.

23       Section 20. The votes cast by members of each  
24 Local Union shall be tabulated, and the results published  
25 separately. The entire total vote shall also be tabulated.  
26 The complete report shall be prepared and sent out to the  
27 Local Unions, to each member or group of members of a  
28 Local Union who filed a contest, and to each candidate  
29 by the International Tellers not later than February  
30 11, 2026. In the event the International Tellers refuse,  
31 for any reason to tabulate the vote of any Local Union,

1 their reason must in every instance be shown on their  
2 report. Any of those receiving a copy of the report of the  
3 International Tellers who disagree with the disposition  
4 by the International Tellers of a contest filed pursuant to  
5 Section 18 of this Article may file comments on the report  
6 with the International Executive Board. In addition, a  
7 candidate or an affected Local Union may file with the  
8 International Executive Board a contest to the report of the  
9 International Tellers if the contest arises initially out of the  
10 report of the International Tellers (for example, failure of  
11 the International Tellers to include in their tabulation the  
12 vote of a Local Union). Such a contest must be received  
13 within fifteen (15) days following the distribution of the  
14 report of the International Tellers.

15       Section 21. The International Executive Board shall  
16 consider the report of the International Tellers, the report  
17 of the Campaign Conduct Administrative Committee  
18 referred to in the last paragraph of Section 27 of this  
19 Article, any contest filed pursuant to Section 18 or Section  
20 20 of this Article and any comments on either of these  
21 reports and shall render its decision on the election prior  
22 to March 1, 2026.

23       If the International Executive Board invalidates the  
24 vote of one or more Local Unions, and if the International  
25 Executive Board determines that the outcome of the  
26 election for any office may have been affected by the  
27 invalidated votes, then the International Executive  
28 Board shall direct a rerun of the entire election under its  
29 supervision or, in its discretion, shall direct that a new  
30 election under its supervision be held in the Local Unions  
31 whose votes were invalidated and the results of the voting  
32 in those Local Unions shall be added to the total valid

1 votes of the candidates.

2 If a contest protests the failure to count a “Return  
3 Sheet” because it was postmarked too late, received after  
4 the International Tellers have issued their report, or was  
5 not properly attested, and if the International Executive  
6 Board determines that the votes shown on the “Return  
7 Sheet” accurately reflect a proper vote of the Local Union,  
8 then the International Executive Board shall count the  
9 votes of the Local Union. If a contest alleges that a valid  
10 election was held in a Local Union which failed to send  
11 in its “Return Sheet” and the International Executive  
12 Board determines that a Local Union did properly vote but  
13 failed to send in its “Return Sheet,” then the International  
14 Executive Board shall credit each candidate with the  
15 number of votes received.

16 No other contests or appeals will be permitted.

17 Section 22. In case of a tie vote for any of the  
18 candidates for a particular office, another election shall be  
19 held for that office among the candidates involved in the tie.

20 Section 23. The Local Union Tellers shall seal the  
21 ballots on completion of their tabulation and shall turn over  
22 such sealed ballots and all other records in their possession  
23 pertaining to the election to the Recording Secretary at the  
24 conclusion of their report to the Local Union. Such sealed  
25 ballots and other records pertaining to the election shall  
26 be retained by the Recording Secretary for at least one  
27 (1) year. The Financial Secretary shall retain the records  
28 in the Financial Secretary’s possession pertaining to the  
29 election for at least one (1) year.

30 Section 24. No member shall be allowed to loiter

1 around the voting place or to interfere in any way with  
2 the elections of any Local Union. If a candidate so desires,  
3 that candidate shall have the right at the candidate's  
4 expense to have an observer, who shall be a member of the  
5 International Union, at the polls and at the counting of the  
6 ballots at each Local Union.

7       Section 25. Local Union Tellers shall be held  
8 personally responsible for any irregularities in connection  
9 with the conduct of the elections in their Local Unions.

10       Section 26. It shall be the imperative duty of the Local  
11 Union Tellers to make a complete report of the election at  
12 the first regular meeting of their Local Union following  
13 the election, and it shall be further the duty of the Local  
14 Union Recording Secretary to make a complete record of  
15 same in the minutes of said meeting.

### **Campaign Conduct Administrative Committee**

16       Section 27. No candidate (including a prospective  
17 candidate) for any position set forth in Article IV, Section  
18 1, and supporter of a candidate may solicit or accept  
19 financial support, or any other direct or indirect support of  
20 any kind (except an individual's own volunteered personal  
21 time) from any non-member. For purposes of this Section,  
22 the term non-member means any person who is either not  
23 eligible for membership under Article III or not in good  
24 standing or any foundation, corporation or other entity  
25 whose funds are derived in whole or in part from any  
26 person not eligible for membership under Article III or not  
27 in good standing.

1           The International Executive Board shall adopt  
2 regulations, for incorporation into the International  
3 Union Elections Manual, as necessary to implement this  
4 provision and to assure conformity with the obligations  
5 prescribed in this Section. Such regulations shall include  
6 requirements for reporting by candidates and their  
7 supporters of information pertinent to administration of  
8 and compliance with this Section, with such frequency,  
9 not to exceed weekly, as the International Executive Board  
10 deems appropriate.

11           A Campaign Conduct Administrative Committee  
12 shall administer and enforce this Section. This Committee  
13 shall consist of three persons who shall be distinguished,  
14 impartial citizens who are not members of the International  
15 Union. The term of the present Committee shall end on  
16 July 31, 2024. Upon the completion of this term and each  
17 subsequent term, the International Executive Board shall  
18 appoint successors for a four year term. If a Committee  
19 member dies or resigns, the International Executive Board  
20 shall appoint a replacement. A quorum shall consist  
21 of two members of the Committee. The International  
22 President shall fix the compensation and expenses of the  
23 Committee members, and shall arrange for the provision  
24 of supplies, services, and all other assistance required by  
25 the Committee. The Committee shall have the following  
26 powers:

27           (a) The Committee shall have the authority to contact  
28 any and all non-members who it feels may be providing, or  
29 attempting to provide, prohibited support to any candidate,  
30 and attempt by persuasion to convince such non-members  
31 to refrain from providing such support.



(b) The Committee shall have the power (i) to direct any candidate, or any supporter, to cease and desist from any course of conduct which the Committee believes breaches this Section or the regulations of the International Executive Board adopted pursuant to this Section, and (ii) to direct any candidate, supporter or non-member to take such corrective action as the Committee deems appropriate to cure the effects of any violation and/or assure that any improper conduct will not have an effect upon the election.

(c) The Committee shall receive and promptly review the information candidates and their supporters are required to file by the regulations of the International Executive Board and by such additional requirements as the Committee may establish. The Committee may require candidates and their supporters to report whatever additional information the Committee deems appropriate to perform its functions.

(d) In the event that a candidate, or a supporter of a candidate with that candidate's knowledge or acquiescence, willfully and substantially breaches the obligations prescribed in this Section, or the regulations adopted by the International Executive Board pursuant to this Section, the Committee shall, upon notice and hearing under such expedited conditions as the Committee deems appropriate in the circumstances, have the power to declare such candidate disqualified, and to so notify the International Tellers.

(e) If the Committee in its sole discretion determines that legal proceedings are necessary for the enforcement of this Section 27, it may institute whatever legal proceedings

1 it deems appropriate, in the name of the International  
2 Union. The Committee shall be the only party authorized  
3 to institute legal proceedings to enforce the provisions of  
4 this Section 27.

5 (f) The Committee may recommend to the  
6 International Executive Board that additions or  
7 amendments be made to the regulations adopted by the  
8 International Executive Board pursuant to this Section and  
9 shall have such other powers as the International Executive  
10 Board determines are necessary for the implementation of  
11 this Section or, if the International Executive Board deems  
12 it advisable, any other Section of Article V.

13 Any member who believes that another member is  
14 violating these provisions may file a complaint with the  
15 Committee. The Committee shall process that complaint  
16 in such manner as it deems appropriate, and may adopt  
17 rules with respect to the filing and processing of member  
18 complaints.

19 With respect to any pre-election matters within its  
20 jurisdiction, decisions of the Committee shall be final and  
21 binding, and not subject to review by any tribunal within  
22 the Union.

23 The Campaign Conduct Administrative Committee  
24 shall have exclusive jurisdiction of all post election  
25 contests to all or part of the election based upon the  
26 following grounds:

27 (1) Alleged violations of this Section 27;

28 (2) Alleged violations of any rules or regulations  
29 adopted pursuant to this Section 27; or

30 (3) Alleged violations of the prohibition (contained

1 in the International Union Elections Manual adopted  
2 pursuant to Article V) against the use of union or employer  
3 funds or facilities for campaign purposes.

4 A candidate who wishes to file a contest on any of the  
5 above grounds must, in order to perfect such contest, file  
6 the contest with the Campaign Conduct Administrative  
7 Committee within such time period and pursuant to such  
8 rules as the Committee shall establish. The Committee  
9 shall investigate such contests, make determinations on  
10 those contests and make a report of its determinations and  
11 recommendations to the International Executive Board  
12 in time to be considered by the International Executive  
13 Board prior to March 1, 2026.

## **ARTICLE VI**

### **Conventions**

14 Section 1. The next regular International Convention  
15 shall be held on the third Monday of April, 2025, and  
16 regular International Conventions shall be held on the  
17 same date every three years thereafter at such places  
18 as may be determined by the International Executive  
19 Board, provided that the date of holding such Convention  
20 may be advanced or postponed upon a resolution to that  
21 effect adopted by the International Executive Board and  
22 approved by a majority of the members of the International  
23 Union upon a referendum vote.

24 Where availability of suitable facilities or other  
25 related circumstances warrant or require, the date of  
26 holding such Convention may be advanced or postponed,  
27 without referendum vote of the membership, to another  
28 date in March through August of the Convention year, by

1 action of the International Executive Board.

2 The Call for each regular International Convention  
3 shall be mailed by the International Secretary-Treasurer  
4 at least sixty (60) days prior to the convening of the  
5 Convention.

6 Section 2. Each Local Union shall be entitled to the  
7 number of delegates to the International Convention as  
8 follows:

|                    |                              |
|--------------------|------------------------------|
| 9 1-200 members    | 1 delegate                   |
| 10 201-350 members | 2 delegates                  |
| 11 351-700 members | 3 delegates                  |
| 12 701 and over    | 3 plus 1 additional delegate |
| 13                 | for each additional 500      |
| 14                 | members or majority          |
| 15                 | fraction thereof             |

16 Each delegate to the International Convention shall  
17 have one (1) vote for the first 100 members or less in  
18 the Local Union which the delegate represents and one  
19 (1) additional vote for each additional 100 members or  
20 majority fraction thereof, but no delegate shall have more  
21 than ten (10) votes.

22 Amalgamated Local Unions may elect delegates  
23 through the alternative method below:

24 Amalgamated Locals may elect delegates by Unit.  
25 Each Unit with two hundred (200) members or more may  
26 elect their own delegate to the International Convention  
27 and those with less than two hundred (200), may be  
28 grouped together to reach the minimum of two hundred  
29 (200) members and vote as a miscellaneous group.

30 If election of delegates by Unit is selected, each Unit

1 of two hundred (200) members or more shall be allowed  
2 election of their own delegate and all others shall be  
3 combined to allow the maximum number of delegates.  
4 It shall be the responsibility of the Local Union to notify  
5 the International Secretary-Treasurer of its intent to select  
6 delegates by the amalgamated option method, stipulating  
7 the designated Units and any and all combining of Units.

8 In no event shall the total number of delegates elected  
9 using the alternative method allow more than one and  
10 one-half times the delegates allowed under the standard  
11 method.

12 Section 3. Representation shall be based upon  
13 the average of the paid and exonerated membership of  
14 the Local Union for the first three quarters of the year  
15 preceding the year in which the International Convention  
16 is held. Such membership shall be based upon the records  
17 of the International Union. A Local Union which has  
18 been chartered for less than three (3) months preceding  
19 the month in which the International Convention is held  
20 shall be entitled to send guests only to the International  
21 Convention.

22 Section 4. Local Unions of less than 500 members  
23 may combine with similar Local Unions within a  
24 reasonable radius of one another in the same District,  
25 and elect delegates to represent them, but no delegates so  
26 elected shall be entitled to more than ten (10) votes in the  
27 International Convention.

28 Section 5. No Local Union shall be entitled to  
29 representation at the International Convention unless the  
30 Financial Secretary has paid to the International Secretary-

1   Treasurer all dues, initiation fees and assessments collected  
2   from the members.

3       Section 6. Any Local Union becoming delinquent  
4   must comply with Section 9 of Article XIV and be in  
5   good standing for four (4) months previous to the month in  
6   which the International Convention is held, before it will  
7   be entitled to representation.

8       Section 7. No member shall be eligible to be a delegate  
9   to an International Convention unless the member (a) is  
10   employed in an enterprise, public or private, or any other  
11   place within the jurisdiction of the International Union  
12   or is one of the staff representatives of the International  
13   Union. The International Officers and the members of  
14   the International Executive Board shall be ex-officio  
15   delegates to all International Conventions; (b) shall have  
16   been in continuous good standing for a period of twenty-  
17   four (24) months immediately preceding the International  
18   Convention; or if the member's Local Union has been in  
19   existence for less than twenty-four (24) months prior to the  
20   International Convention, the member must have been in  
21   continuous good standing from the time that said member  
22   joined such Local Union; and (c) has attended at least one-  
23   third (1/3) of the regular meetings held by the member's  
24   Local Union during the twenty-four (24) month period  
25   immediately preceding the month in which the delegate  
26   election is to be held. Meetings which a member was  
27   prevented from attending because of such member's Union  
28   activities, working hours, service in the armed forces of  
29   the United States or Canada, sickness which confines,  
30   childbirth (if the meeting occurs within twelve (12) weeks  
31   of the date of birth), death in the immediate family, or jury

duty, shall not be counted as meetings held in determining such member's eligibility under this Section 7(c); provided, that the member shall have the burden of proving inability to attend for one of the prescribed reasons, in accordance with procedures to be specified in the Local Union Elections Manual.

Section 8. The International Secretary-Treasurer shall furnish the Local Unions with credential blanks in duplicate, which must be attested as required on the blanks. The duplicate shall be retained by the delegate and the original forwarded to the International Secretary-Treasurer and no credentials shall be accepted later than ten (10) days prior to the date for convening the International Convention without the consent of the Convention.

Section 9. The Credentials Committee shall not transfer votes to any delegate unless authorized by the Local Union to do so.

Section 10. Delegates to the International Convention must be elected at an official meeting of a Local Union or by referendum ballot election, after the Call for the International Convention is received and has been read to the Local Union. The Recording Secretary shall issue a Notice, signed by the Recording Secretary and the Local Union President, at least one (1) week prior to such meeting or election, stating that delegates are to be elected on a certain day. Delegates must receive a plurality vote of the members voting.

Section 11. When any delegate's credentials are to be contested, notice of such contest shall be sent to the

1 International Secretary-Treasurer not later than five (5) days  
2 prior to the date for convening the International Convention.  
3 Any delegate whose credentials are contested may be  
4 unseated at any time during the International Convention.

5 Section 12. All Local Union resolutions to be  
6 considered by the International Convention must be adopted  
7 by the Local Union and shall be sent to the International  
8 Secretary-Treasurer. They must be in the International  
9 Secretary-Treasurer's hands not later than ten (10) days  
10 prior to the convening of the International Convention.  
11 The International Secretary-Treasurer shall submit all  
12 Local Union resolutions and any recommendations of the  
13 International Executive Board to the chairpersons of the  
14 appropriate committees.

15 Section 13. Resolutions bearing on different subjects  
16 must be typewritten on separate papers and only on one  
17 side of the paper. Resolutions must be properly signed by  
18 the President and Recording Secretary of the Local Union  
19 and impressed with the Local Union seal, otherwise they  
20 will not be considered official.

21 Section 14. International Conventions shall not  
22 consider internal appeals or grievances unless they have  
23 been previously considered by the lower tribunals of the  
24 organization.

25 Section 15. On questions coming before the  
26 International Convention a roll-call vote shall be taken  
27 upon a request of thirty (30) percent of the delegates.  
28 The Secretary-Treasurer shall have a roll of accredited  
29 delegates prepared and make such other arrangements as



1 will expedite and facilitate the calling of the roll.

## **Special International Conventions**

2 Section 16. Special International Conventions shall  
3 be called by the International President when so instructed  
4 by the International Executive Board, or upon request of  
5 twenty-five (25) percent of the Local Unions.

6 Section 17. Representation in special International  
7 Conventions shall be upon the same basis as govern  
8 regular International Conventions.

9 Section 18. Local Unions demanding a special  
10 International Convention must state the reason or reasons  
11 why such International Convention is desired, and it shall  
12 be the duty of the International President to state said  
13 reason or reasons in the Call for the special International  
14 Convention.

15 Section 19. Special International Conventions shall  
16 not have authority to consider any matter other than that  
17 which is specifically stated in the Call for the special  
18 International Convention.

## **Credentials Committee**

19 Section 20. Prior to the opening date of any regular  
20 or special International Convention, the International  
21 Executive Board shall meet and constitute itself, or a  
22 subcommittee, as the Credentials Committee for the  
23 International Convention. Appeals from its decisions shall  
24 be made to the International Convention. The International

1 Convention shall not be constituted for business until the  
2 Credentials Committee shall have examined and reported  
3 on the credentials of all delegates present at the scheduled  
4 time of opening.

## ARTICLE VII

### Local Unions

5 Section 1. One hundred (100) or more persons  
6 eligible for membership in the International Union shall  
7 constitute a Local Union upon receipt of a charter from the  
8 International Secretary-Treasurer under the terms herein  
9 provided, except that the International President may  
10 authorize the International Secretary-Treasurer to issue  
11 a charter to a Local Union with less than this number in  
12 special circumstances.

13 The International Executive Board may establish rules  
14 and procedures under which all or part of the jurisdiction  
15 of one Local Union may be transferred to another Local  
16 Union, with appointment of provisional Unit officials and  
17 Amalgamated Local Officers where necessary.

18 Section 2. Upon approval of the charter application  
19 by the International Officers, subject to review by the  
20 International Executive Board, the International Secretary-  
21 Treasurer shall issue to the applicants a Local Union charter  
22 which shall contain such provisions as the International  
23 Union may require; the International Secretary-Treasurer  
24 shall also deliver to said applicants one Local Union seal  
25 and such other initial supplies as may be necessary to  
26 conduct the affairs of the Local Union.

1       Section 3. No Local Union shall be dissolved, except  
2 with the approval of the International Executive Board.

3       Section 4. The Local Unions shall be charged with  
4 the duty of enforcing this Constitution as affecting their  
5 membership.

6       The funds and property of the Local Union shall  
7 be managed, invested, expended or otherwise used to  
8 implement and carry out the objects, rights, activities and  
9 responsibilities of the Local Union or the International  
10 Union, and to administer the affairs of the Local Union,  
11 in accordance with the Constitution and policies of the  
12 International Union and the By-Laws of the Local Union.

13       Section 5. Local Unions may adopt, subject to  
14 approval by the International Union, such by-laws and  
15 rules as do not conflict with any of the provisions of this  
16 Constitution or the policies of the International Union.  
17 Local Unions which do not adopt such by-laws shall be  
18 deemed to have adopted the standard By-Laws for Local  
19 Unions issued by the International Union.

20       Notwithstanding any provisions of the Constitution  
21 to the contrary, the International Executive Board shall  
22 issue rules and special by-laws governing Amalgamated  
23 Local Unions, and may issue special by-laws governing  
24 Construction Local Unions, and may also issue special  
25 by-laws governing other Local Unions whose particular  
26 circumstances warrant special by-laws with respect to  
27 Local and International elections and other administrative  
28 matters.

29       Notwithstanding any provisions of the Constitution to  
30 the contrary, the International Executive Board shall issue  
31 special by-laws for Local Unions representing employees

1 in transportation, including great lakes seamen, river craft,  
2 railroads, airlines, pipelines, and trucking, to deal with the  
3 special needs, circumstances, and conditions of members  
4 in these industries on such matters as Local Union and  
5 International Union elections, conduct of meetings,  
6 formation of committees, duties of Local Union Officers,  
7 and trial of members.

8       Section 6. Local Unions shall hold a general  
9 membership meeting at least once every month, except that  
10 a Local Union may, with the approval of the membership  
11 and the District Director, hold meetings less often, but in  
12 no event less than quarterly.

13       Section 7. All Local Unions are required to affiliate  
14 with the appropriate central and local bodies chartered by  
15 the Federation.

16       Section 8. All Local Union Officers and Grievance  
17 Committee Members shall be elected for a term of three  
18 (3) years at the last meeting in April, 2024 (or during such  
19 other hours or day in April designated by the membership)  
20 by a plurality vote of the members participating in a  
21 referendum vote, and shall serve until their successors  
22 are elected and qualified, at which time all money, official  
23 records and documents, and all property belonging to the  
24 Local Union shall be turned over to such successors. The  
25 International Executive Board shall establish procedures  
26 which permit members who are prevented from appearing  
27 at the polls because of service in the armed forces or  
28 vacation to vote by absentee ballot.

29       An officer who retires from an enterprise serviced by  
30 the Local Union shall not be permitted to continue in office.

1 The date of Local Union elections for Local Union  
2 Officers and Grievance Committee Members must be  
3 advertised among members at least fifteen (15) days  
4 previous to the date of the election by mailing notice of  
5 the date, place and hours of the election to each member in  
6 good standing at the member's last known home address.  
7 The notice must also specify the Local Union offices to  
8 be filled. Nominations shall be made at the immediately  
9 preceding meeting. However, where a Local Union holds  
10 two meetings in each month, nominations may be made  
11 at the last meeting in the month preceding the month  
12 in which the election is held. Notice of the nominations  
13 meeting shall be given to the membership at least one (1)  
14 week in advance of the meeting.

15 The requirements regarding method of election and  
16 notices may be modified for Local Unions in Canada by  
17 the International Executive Board.

18 No member shall at the same time be a candidate for  
19 or hold more than one of the following offices: President,  
20 Vice President, Recording Secretary, Financial Secretary,  
21 Treasurer, Guide, Guard, and Trustee.

22 A Local Union which has a membership of one  
23 hundred (100) or less may adopt a by-law provision  
24 providing only for the offices of President, Vice President,  
25 Recording Secretary, Financial Secretary and Treasurer,  
26 and the by-laws shall provide how the duties of the offices  
27 of Guide, Guard and Trustee are to be allocated among  
28 these five (5) offices. In the alternative, a Local Union  
29 which has a membership of one hundred (100) or less may  
30 adopt a by-law provision which, in addition to providing  
31 for the five (5) offices mentioned above, combines the  
32 office of Guide and/or Guard with the office of Trustee.

Section 9. No member shall be eligible for election as a Local Union Officer or Grievance Committee Member unless:

(a) The member shall have been in continuous good standing for a period of twenty-four (24) months immediately preceding the month in which the election is held, or if the member's Local Union has been in existence for a lesser period prior to the election, the member must have been in continuous good standing from the time that the member joined such Local Union; and

(b) The member is employed in an enterprise, public or private, or other place within the jurisdiction of the Local Union.

Section 10. In order to be eligible for election as a Local Union Officer or Grievance Committee Member in any regular election or election to fill a vacancy, a member shall have attended at least one-third (1/3) of the regular meetings held by the member's Local Union during the twenty-four (24) month period immediately preceding the month in which the election is to be held.

Meetings which a member was prevented from attending because of such member's Union activities, working hours, service in the armed forces of the United States or Canada, sickness which confines, childbirth (if the meeting occurs within twelve (12) weeks of the date of birth), death in the immediate family, or jury duty, shall not be counted as meetings held in determining such member's eligibility under this Section 10; provided, that the member shall have the burden of proving inability to attend for one of the prescribed reasons, in accordance

1 with procedures to be specified in the Local Union  
2 Elections Manual.

3 In the event none of the members nominated for  
4 a particular office is eligible, then both Section 9(a) and  
5 this Section 10 will be considered waived automatically  
6 for that office and the election for that office will be  
7 conducted among those members nominated who meet  
8 the requirements of Section 9(b) of this Article.

9 Section 11. A Workers' Compensation Committee  
10 and a Safety and Health Committee, under the direction  
11 of the International Union or its designated representative,  
12 shall be established in each Local Union.

13 Section 12. A Civil Rights Committee (which may  
14 also be known as a Human Rights Committee), under  
15 the direction of the International Union or its designated  
16 representative, shall be established in each Local Union to  
17 implement our Union's commitment to the protection and  
18 extension of civil and human rights and liberties.

19 With respect to an Amalgamated Local Union, the  
20 Local Union President shall for each Unit either appoint  
21 a Unit Representative to the Committee or cooperate with  
22 the Unit Chair to establish a Unit-based Committee.

23 Section 13. To further our commitment to  
24 encourage activism, leadership development and greater  
25 understanding of gender issues in our Local Unions with  
26 female membership, a Women's Committee, under the  
27 direction of the International Union or its designated  
28 representative, shall be established by such Local Unions.

29 Section 14. An Organizing Committee under the

1 direction of the International Union or its designated  
2 representatives shall be established in each Local Union to  
3 assist in organizing unorganized workers in the geographic  
4 area in which the Local Union is situated.

5 Section 15. A Veteran's Committee, under the  
6 direction of the International Union or its designated  
7 representative, shall be established in each Local Union.

## **ARTICLE VIII**

### **Duties of Local Union Officers**

8 Section 1. Duties of President. The President shall  
9 preside at all meetings of the Local Union and preserve  
10 order, and shall decide all questions of order, subject to  
11 an appeal to the Local Union. The President shall have  
12 the right to vote at all elections of officers, and, when the  
13 members are equally divided on other questions, shall  
14 have the deciding vote. The President shall call special  
15 meetings by request of ten (10) members in good standing  
16 of the Local Union, and shall enforce the provisions of this  
17 Constitution. The President shall appoint all committees  
18 not otherwise provided for and be ex-officio member of all  
19 committees. The President shall perform such other duties  
20 as the Local Union may assign.

21 In the event that a vacancy occurs in the office of  
22 Vice President, Recording Secretary, Financial Secretary,  
23 Treasurer, Guide, Guard or Trustee or in the position  
24 of Grievance Committee Member at any time during  
25 the term of office, the remaining Local Union Officers  
26 shall, by majority vote, select a successor to serve for the  
27 remainder of that term.



Section 2. Duties of Vice President. The Vice President shall assist the President in the discharge of the President's duties and during the President's absence shall perform the duties of the President. In the event that a vacancy occurs in the office of President, the Vice President shall act as President for the unexpired term.

Section 3. Duties of Recording Secretary. The Recording Secretary shall record the proceedings of the Local Union in a book kept for that purpose, read all papers and perform such other duties required under this Constitution and as the Local Union may assign. The Recording Secretary shall also have custody of the Local Union Seal, and shall be responsible for any misuse of same.

Section 4. Duties of Financial Secretary. The Financial Secretary shall receive all money due the Local Union and pay the same to the Treasurer, from whom the Financial Secretary shall take a receipt. The Financial Secretary shall also keep accurately the accounts of the Local Union with its members, and shall at all times have the books open for examination by the Auditing Committee, and perform such other duties required under the Constitution and as the Local Union may assign. The Financial Secretary shall make out the various reports required by the International Secretary-Treasurer and forward such reports to the International Secretary-Treasurer in accordance with instructions.

Should it be proved that a Local Union Financial Secretary has failed to report monthly the full membership of the Local Union as provided for in the report to the International Secretary-Treasurer and transmit the full

1 amount of initiation fees and dues, the Financial Secretary  
2 shall be suspended from all privileges and benefits until  
3 the deficiency is made good, and shall be liable to the  
4 International Union for the full amount unpaid.

5 The Financial Secretary shall keep a record of all  
6 transfer request forms issued and received.

7 The Financial Secretary's accounts shall be subject at  
8 all times to audit by the International Secretary-Treasurer.

9 Section 5. Duties of Treasurer. The Treasurer shall  
10 receive from the Financial Secretary all money collected  
11 by the Financial Secretary and shall deposit all money  
12 belonging to the Local Union in a bank designated by  
13 it. All initiation fees and dues shall be deposited in a  
14 separate bank account to be designated as a trust fund for  
15 the International Union. The Treasurer shall cause to be  
16 issued to the Financial Secretary a receipt for all money  
17 turned over to the Treasurer or deposited to the Treasurer's  
18 credit in the regular bank account. The Treasurer shall  
19 issue a separate receipt for the amount of money turned  
20 over at any time or for such deposit made, and shall sign all  
21 checks and have them countersigned by the President and  
22 the Financial Secretary. At the option of the Local Union,  
23 a Vice President, who is designated in advance, can serve  
24 as an alternative signatory.

25 The Treasurer shall keep regular and correct accounts  
26 of all money received and paid, and report at each meeting  
27 the balance of cash shown by the last report, the amount  
28 received since, the total checks issued and authorized, and  
29 the balance remaining. The Treasurer's accounts shall be  
30 open for examination by the Auditing Committee at any  
31 time when called upon. The Treasurer's books shall be  
32 subject at all times to audit by the International Secretary-

1 Treasurer of the United Steelworkers. The Treasurer shall  
2 perform such other duties required under the Constitution  
3 and as the Local Union may assign.

4 Section 6. It shall be the duty of the President,  
5 Financial Secretary and Treasurer to insure that the  
6 funds and property of the Local Union are preserved,  
7 managed, invested and expended in accordance with the  
8 International Constitution and policies and Local Union  
9 By-Laws.

10 Section 7. Duties of Guide. It shall be the duty of the  
11 Guide to see that all present are entitled to remain.

12 Section 8. Duties of Guards. It shall be the duty of  
13 the Guards to take charge of the door and see that no one  
14 enters who is not entitled to do so.

15 Section 9. Duties of Trustees. It shall be the duty of  
16 the Trustees to have charge of the hall and all property  
17 of the Local Union, subject to the direction of the Local  
18 Union, and perform such other duties as the Local Union  
19 may require.

## **ARTICLE IX**

### **Suspension or Revocation of Local Union Charters**

20 Section 1. In the event the International President  
21 shall have reason to believe that any Local Union is  
22 failing to comply with any provision of the Constitution,  
23 or that action may be required for one of the purposes  
24 specified in the following Section, the International

1 President may, unilaterally or at the request of officers or  
2 members of the Local Union, institute proceedings, with  
3 due notice of the basis therefor and of a hearing before  
4 any member or members of the International Executive  
5 Board or representative or representatives designated by  
6 the International President. The Local Union shall be  
7 afforded a full and fair hearing. Upon the basis of the  
8 hearing the International Executive Board is authorized to  
9 render a decision, dismissing the proceedings, suspending  
10 or revoking the charter of any such Local Union, or  
11 directing such other action as may be necessary to secure  
12 compliance with the Constitution. The International  
13 Executive Board may act at a meeting or by means of a  
14 mail or telegraphic poll.

15       Section 2. Included in the other action which the  
16 International Executive Board (or such committee of  
17 its members as it may select to perform all or part of  
18 its functions) may direct are the removal, by it or by  
19 the Administrator provided for in this Article, of all  
20 or any of the Local Union Officers, grievance or other  
21 committee members or stewards, and appointments of  
22 an Administrator over the affairs and property of any  
23 such Local Union for any of the following purposes: (a)  
24 correcting corruption or financial malpractice, (b) assuring  
25 the performance of collective bargaining agreements or  
26 other duties of a bargaining representative, (c) restoring  
27 democratic procedures, or (d) otherwise carrying out the  
28 legitimate objects of the International Union or such Local  
29 Union.

30       If the decision of the International Executive Board on  
31 the report and recommendations of the hearing commission  
32 is rendered by means of a poll when it is not in session, the

1 matter shall be considered again at the next meeting of the  
2 International Executive Board following request for such  
3 consideration by an aggrieved party provided such request  
4 is filed with the International Secretary-Treasurer within  
5 thirty (30) days after the decision is made known to the  
6 Local Union.

7       Section 3. Notwithstanding anything to the contrary  
8 herein, in case of emergency, where in the opinion of the  
9 International President the best interests of the International  
10 Union or Local Union require, the International President  
11 is empowered to suspend officers of, and establish an  
12 administratorship over, the affairs and property of a Local  
13 Union prior to notice and hearing. In such cases notice  
14 shall be given and a hearing as specified above shall be  
15 conducted within sixty (60) days following the emergency  
16 action.

17       Section 4. The Local Union shall be notified of  
18 the time and place of any meeting of the International  
19 Executive Board at which the Local Union's status will  
20 be considered. The parties shall have the right to appear  
21 before the International Executive Board at such meeting.  
22 The International Executive Board may affirm, reverse or  
23 modify the action of the International President and shall  
24 render its decision as soon as practicable following such  
25 hearing.

26       Section 5. The decision of the International Executive  
27 Board may be appealed to the next International  
28 Convention, provided that notice of the appeal is filed  
29 with the International Secretary-Treasurer within thirty  
30 (30) days after the decision is made known to the Local

1 Union. Pending the appeal the decision of the International  
2 Executive Board shall remain in full force and effect. The  
3 International Convention may affirm, reverse or modify  
4 the decision of the International Executive Board.

5 Section 6. In the event that an Administrator is  
6 appointed for a Local Union, the Administrator shall take  
7 full charge and conduct all the affairs of the Local Union  
8 until the International Executive Board determines that  
9 the Local Union is capable of conducting its own affairs  
10 in conformance with the Constitution and policies of the  
11 International Union and By-Laws of the Local Union. The  
12 Administrator shall have the right to demand and receive  
13 in the name of the International Union, and the Local  
14 Union Officers shall have the obligation to turn over, the  
15 charter and all books, records, monies, assets and property  
16 of the Local Union, to be held in trust for the Local Union  
17 and to be used and expended only in the proper conduct  
18 of its affairs. The Administrator shall have the right to  
19 replace officers, grievance or other committee members  
20 or stewards removed by the International Executive Board  
21 or the Administrator, by appointing temporary officers,  
22 grievance or other committee members or stewards.

23 All officers, grievance or other committee members or  
24 stewards, incumbent or temporary, shall function under the  
25 supervision, direction and control of the Administrator. The  
26 International President shall have the right, with or without  
27 cause, to remove or replace the Administrator at any time.

28 It shall be the policy of the International Executive  
29 Board to terminate an administratorship as soon as it  
30 deems practicable under all the circumstances. When  
31 the International Executive Board determines to restore  
32 the autonomy of an administered Local Union, the

1 Administrator shall (unless the International Executive  
2 Board or its delegee determines otherwise), prior to such  
3 restoration, be responsible for conducting an election,  
4 in accordance with the applicable provisions of the  
5 Constitution and policies of the International Union and  
6 By-Laws of the Local Union, to fill vacant offices and  
7 other elective positions vacated on account of removal or  
8 departure of the former elected incumbents.

9       Section 7. In the event an enterprise, public or private,  
10 which constitutes the sole jurisdiction of a Local Union, is  
11 abandoned, the International Secretary-Treasurer with the  
12 consent of the International Executive Board, may revoke  
13 the charter of said Local Union.

14       Section 8. In the event of a suspension of a Local  
15 Union, the members thereof and the Local Union shall not  
16 be deemed to be in good standing during the period of  
17 suspension.

18       Section 9. In the event that a Local Union's charter  
19 is revoked, or the Local Union disbands, the charter and  
20 all books, records, monies, assets, and property shall be  
21 delivered and turned over immediately to the International  
22 Union on demand by the International Secretary-Treasurer  
23 or the International Secretary-Treasurer's designee.

24       Section 10. After a charter of a Local Union has been  
25 revoked, the International Executive Board may charter a  
26 new Local Union having the same jurisdiction as the Local  
27 Union whose charter was revoked. The members of the  
28 Local Union whose charter was revoked may be readmitted  
29 only by action of the International Executive Board.

# ARTICLE X

## Districts

1       Section 1. The International Union shall be divided,  
2 except as may be changed in accordance with Section 2  
3 hereof, into the following Districts:

| 4  | District Number | District Name                                  |
|----|-----------------|------------------------------------------------|
| 5  | 1               | Michigan and Ohio                              |
| 6  | 3               | Alberta, British Columbia, Manitoba, Northwest |
| 7  |                 | Territories, Nunavut, Saskatchewan and the     |
| 8  |                 | Yukon                                          |
| 9  | 4               | Connecticut, Delaware, Maine, Massachusetts,   |
| 10 |                 | New Hampshire, New Jersey, New York, Puerto    |
| 11 |                 | Rico, Rhode Island and Vermont                 |
| 12 | 5               | Quebec                                         |
| 13 | 6               | New Brunswick, Newfoundland and Labrador,      |
| 14 |                 | Nova Scotia, Ontario and Prince Edward Island  |
| 15 | 7               | Illinois, Indiana and Wisconsin                |
| 16 | 8               | The District of Columbia, Kentucky, Maryland,  |
| 17 |                 | Virginia and West Virginia                     |
| 18 | 9               | Alabama, Florida, Georgia, Mississippi, North  |
| 19 |                 | Carolina, South Carolina, Tennessee and the    |
| 20 |                 | Virgin Islands                                 |
| 21 | 10              | Pennsylvania                                   |
| 22 | 11              | Iowa, Kansas, Minnesota, Missouri, Montana,    |
| 23 |                 | Nebraska, North Dakota, South Dakota and       |
| 24 |                 | Wyoming                                        |
| 25 | 12              | Alaska, Arizona, California, Colorado, Hawaii, |
| 26 |                 | Idaho, Nevada, New Mexico, Oregon, Utah and    |
| 27 |                 | Washington                                     |
| 28 | 13              | Arkansas, Louisiana, Oklahoma and Texas        |



1           Section 2. The territorial boundaries of the Districts  
2 have been fixed by vote of the International Executive  
3 Board. The International Executive Board, by a two-  
4 thirds (2/3) vote, shall have the authority, as conditions  
5 may require, to change the boundaries of the Districts  
6 or to consolidate two or more Districts. In the event of  
7 such consolidation, the Executive Board shall have the  
8 authority, by a two-thirds (2/3) vote, to determine which  
9 District Director among the consolidated Districts shall be  
10 the District Director of the single District.

11           Section 3. In the event the International Executive  
12 Board between International Conventions establishes a  
13 new District, it shall proceed to arrange for an election of  
14 a District Director for such new District by a referendum  
15 vote of the members of the International Union in such  
16 new District in the same manner as a regular election.

## **ARTICLE XI**

### **Membership**

17           Section 1. No applicant for membership shall be  
18 regarded as being a member in good standing until the full  
19 amount of the initiation fee has been paid.

20           Section 2. A member shall pay dues promptly  
21 commencing with the month during which the member  
22 shall have been admitted, and shall continue to pay all  
23 dues, assessments and fines or other obligations promptly  
24 when due in order to be and remain in good standing.

25           Section 3. A member who has not lost good standing

1 under other provisions of this Constitution shall be in good  
2 standing if not more than three (3) months in arrears in any  
3 constitutional obligations, except in respect to assessments  
4 on which the member shall be not more than one (1) month  
5 in arrears.

6 Section 4. Members who lose good standing shall  
7 stand automatically expelled and devoid of all membership  
8 rights, and shall not be reinstated in good standing except  
9 upon such terms as the Local Union and the International  
10 Executive Board may decide.

11 Section 5. Any member who retains employee status  
12 in a bargaining unit represented by the International  
13 Union but who because of layoff has not, for twenty-  
14 four (24) continuous months, performed at least five (5)  
15 days' work in any month in such bargaining unit shall  
16 be deemed not in good standing (but not expelled) and  
17 devoid of all membership rights until such time as the  
18 member is recalled or obtains employment in a bargaining  
19 unit represented by the International Union and resumes  
20 payment of current dues, at which time the member shall  
21 automatically be restored to good standing. No Local  
22 Union Officer or Grievance Committee Member shall lose  
23 good standing under this Section for the remainder of the  
24 term in office.

25 The International Secretary-Treasurer shall,  
26 upon request and under procedures established by the  
27 International Executive Board, issue honorary withdrawal  
28 cards to members in good standing whose membership is  
29 involuntarily terminated.

30 Section 6. A member not in good standing shall not

1 be permitted to vote, nominate for office, hold office, or be  
2 a candidate for office.

3 Section 7. A member whose membership is  
4 terminated shall have no right or interest in any property  
5 of the Local Union or of the International Union, including  
6 any dues, assessments or other financial obligations paid  
7 by such member in advance of the effective date of such  
8 termination.

9 Section 8. To further organization in Canada and  
10 elsewhere, the International Executive Board, during  
11 organizational campaigns and until collective bargaining  
12 contracts are negotiated, may grant dispensations  
13 from payment of initiation fees, dues or other financial  
14 obligations or may reduce the amount of dues, initiation  
15 fees or other financial obligations payable by members  
16 and prospective members and may determine the  
17 apportionment thereof between the International Union  
18 and Local Unions when, in its judgment, such dispensation  
19 or reduction will promote the growth or interests of the  
20 International Union, and such members, meeting all  
21 other eligibility requirements of the Constitution, shall be  
22 regarded as being members in good standing during such  
23 organizational period, for all purposes, any provision of  
24 this Constitution relating to initiation fees, dues and other  
25 financial obligations to the contrary notwithstanding.

## ARTICLE XII

### Discipline

1       Section 1. Any member may be penalized for  
2 committing any one or more of the following offenses:  
3 (a) violation of any of the provisions of this Constitution,  
4 any collective bargaining agreement, or by-laws or rules  
5 of the Local Union; (b) obtaining membership through  
6 fraudulent means or by misrepresentation; (c) instituting,  
7 or urging, or advocating that a member of any Local Union  
8 institute action outside the Union against the International  
9 Union, Local Union or any of their officers without first  
10 exhausting all remedies through the forms of appeal of  
11 the International Union; (d) advocating or attempting to  
12 bring about the withdrawal from the International Union  
13 of any Local Union or any member or group of members;  
14 (e) publishing or circulating among the membership false  
15 reports or misrepresentations<sup>1</sup>; (f) working in the interest  
16 of or accepting membership in any organization dual to the  
17 International Union; (g) slandering or willfully wronging  
18 a member of the International Union<sup>1</sup>; (h) using abusive  
19 language or disturbing the peace or harmony of any  
20 meeting in or around any office or meeting place of the  
21 International Union; (i) fraudulently receiving any money  
22 due the organization or misappropriating the monies of the  
23 organization; (j) using the name of the Local Union or the  
24 International Union for soliciting funds, advertising, etc.,  
25 of any kind without the consent of the appropriate body or  
26 officer of the International Union; (k) furnishing a complete

<sup>1</sup> A resolution of the International Executive Board adopted on February 11, 1976 in accordance with applicable law restricts enforcement of this provision in the United States.

1 or partial list of the membership of the International Union  
2 or of any Local Union to any person or persons other than  
3 those whose official position entitles them to have such  
4 a list; (l) deliberately interfering with any official of the  
5 International Union in the discharge of that official's  
6 duties; (m) deliberately engaging in conduct in violation  
7 of the responsibility of members toward the organization  
8 as an institution; and (n) deliberately interfering with the  
9 performance of the organization's legal or contractual  
10 obligations.

11       Section 2. It is an offense under this Constitution to  
12 harass a member at a union or workplace-related location  
13 or activity on the basis of race, creed, color, sex, sexual  
14 orientation, gender identity, age, disability, nationality, or  
15 other legally protected status.

16       Section 3. Any member convicted of any one or  
17 more of the above offenses may be denied the right to  
18 be a candidate for or hold office or position in the Union,  
19 declared a member not in good standing, fined or otherwise  
20 appropriately disciplined.

21       Section 4. If any officer of the Local Union, or  
22 delegate to an International Convention, is convicted of  
23 any one or more of the above-named offenses, such person  
24 may be penalized as described above, and removed from  
25 office or position.

## ARTICLE XIII

### **Trials of Members and Local Union Officers<sup>2</sup>**

1       Section 1. Any charges against a member or a Local  
2 Union officer must be first submitted in writing to the  
3 Local Union of which the individual charged is a member  
4 or an officer. The charges shall be sufficiently specific so  
5 as to enable the accused to prepare a defense.

6       Section 2. Upon the submission of the charges, the  
7 Recording Secretary of the Local Union shall send a copy  
8 thereof by certified mail or registered mail to the accused  
9 member at that member's last known address. The charges  
10 must be presented to the membership at the next regular  
11 meeting of the Local Union for designation of a Trial  
12 Committee.

13       Section 3. The Local Union shall designate a Trial  
14 Committee in a manner to be specified by the Local  
15 Union By-Laws. Neither the accuser nor the accused  
16 shall be eligible for membership on the Trial Committee.  
17 Immediately after the Local Union meeting referred  
18 to in Section 2, the Recording Secretary shall provide  
19 the accused and the accuser at their last known home  
20 addresses with written notification of the time and place  
21 when the hearing will be held before the Trial Committee.  
22 The hearing shall take place no sooner than two weeks and

<sup>2</sup> An August 11, 1999 resolution of the International Executive Board prohibits the processing of charges instituted as a means of retaliating against a member for asserting rights under Civil Rights legislation in the United States and Human Rights legislation in Canada, regardless of whether such rights are asserted using the Union's internal procedures, contractual provisions or external statutory procedures.

1 no later than four weeks after the mailing of said notice.

2 Section 4. The Trial Committee shall report its  
3 findings to a meeting of the Local Union. The membership  
4 shall be given adequate notice of the fact that the findings  
5 will be presented at the particular meeting. The Local  
6 Union shall take such action on the report of the Trial  
7 Committee as it may deem proper and, in the event the  
8 accused is found guilty of the charges preferred, shall  
9 impose such penalties as in its judgment it may deem  
10 fitting and proper.

11 Section 5. In the event that the accused fails to appear  
12 at the hearing at the time and place provided in the notice  
13 and presents no reasonable excuse for absence, the hearing  
14 shall proceed with the same force and effect as if the  
15 accused were present.

16 Section 6. The accused or the accuser may appeal  
17 to the International Executive Board and thereafter to  
18 the next regular International Convention provided that  
19 such person files notice of appeal with the International  
20 Secretary-Treasurer within thirty (30) days after notice  
21 of the decision of the Local Union or the International  
22 Executive Board from which the appeal is taken. For  
23 appeals to the International Executive Board, the  
24 International Executive Board shall adopt procedures  
25 which insure that all parties are afforded the opportunity  
26 to present all arguments and facts whether or not presented  
27 at the earlier stages in the proceedings and that decisions  
28 on such appeals are based upon the evidence presented in  
29 the appeal. The International Executive Board shall not,  
30 in making its decision, be limited to the arguments or

1 testimony presented at the earlier stages in the proceedings  
2 and shall be permitted to cure by its appeal proceedings  
3 procedural defects which may have occurred at earlier  
4 stages in the proceedings. The decisions of the Local  
5 Union and of the International Executive Board shall be  
6 given full force and effect unless a stay thereof is obtained  
7 from the International Executive Board. The Executive  
8 Board, in its discretion, may in reversing a decision order a  
9 Local Union to compensate an individual member for any  
10 loss incurred as a result of said decision.

11       Section 7. At any time during the processing of  
12 charges alleging a serious violation by a Local Union  
13 official or member of Section 2 of Article XII, the  
14 International President may, upon written request (sent by  
15 certified mail, overnight courier or other means providing  
16 proof of receipt), and where supported by preliminary  
17 investigation conducted on behalf of the International  
18 President, summarily remove such Local Union official  
19 from office or suspend such member from good standing  
20 during all or a portion of the time necessary to process  
21 the charge.

22       Section 8. It shall be the duty of a member to exhaust  
23 all said member's internal remedies and appeals provided  
24 under the Constitution and policies of the International  
25 Union and the Local Union By-Laws.

26       Section 9. Notwithstanding any provisions of  
27 this Article XIII to the contrary, any member of the  
28 International Executive Board who believes that a violation  
29 of the International Constitution or the International Union  
30 Elections Manual has occurred and that such violation is



1 not being properly pursued under this Article XIII may  
2 file a charge alleging such violation. The International  
3 Executive Board may (1) cause a hearing on such charge  
4 to be conducted and issue a decision thereon, or (2) refer  
5 such charge to the Local Union involved for appropriate  
6 handling under Article XIII.

## **ARTICLE XIV**

### **Finances**

7 Section 1. Except for newly organized Units, where  
8 initiation fees are waived pursuant to Section 2, the  
9 initiation fees shall be Ten Dollars (\$10.00).

10 Section 2. The International Executive Board may  
11 grant dispensations from payment of initiation fees when  
12 in its judgment such dispensation will promote the growth  
13 or interests of the International Union.

14 Section 3. Monthly dues for a member shall be an  
15 amount equal to 1.3% of said member's total earnings  
16 during the month provided that monthly dues shall not be  
17 less than \$5.00 and provided further that monthly dues  
18 shall not be more than 2.5 times the member's average  
19 hourly earnings. For lump sum payments, dues shall  
20 be calculated separately by applying the 1.3% to such  
21 payments. The International Executive Board shall issue  
22 appropriate interpretive rulings.

23 Section 4. Notwithstanding any other Section of  
24 this Article, Local Unions whose dues at the time of  
25 the adoption of this Constitution exceed the amount

1 provided for in Section 3 of this Article may maintain  
2 such differential. In such cases the dues shall be computed  
3 by adding such differential to the amount required by the  
4 applicable provisions of this Article.

5 In addition, a Local Union which has removed the  
6 cap of 2.5 (or other multiple) times the member's average  
7 hourly earnings referred to in Section 3 of this Article  
8 may, with the approval of the International Secretary-  
9 Treasurer, establish a supplemental local strike and  
10 defense fund to be financed by an increase in dues adopted  
11 by the Local Union by secret vote, which increase shall  
12 not exceed \$3.50 per member per month. Distributions  
13 from the local supplemental strike and defense fund shall  
14 be in accordance with the rules of the International Strike  
15 and Defense Fund and such additional rules as may be  
16 established by the International Secretary-Treasurer.

17 Section 5. The full amount of all dues and initiation  
18 fees and assessments collected by each Local Union shall  
19 be deposited by the appropriate officers of the Local  
20 Union in a bank account designated as a trust fund held for  
21 the International Union. The officers of each Local Union  
22 shall forward to the International Secretary-Treasurer  
23 within fifteen (15) days after the close of any month, the  
24 full amount of the dues and initiation fees and assessments  
25 collected by such Local Union.

26 Section 6. The International Secretary-Treasurer  
27 shall, upon receipt of any remittance of initiation fees  
28 referred to in Section 1 of this Article, determine and remit  
29 to the Local Union Financial Secretary a per capita refund  
30 which shall be one-half (1/2) of the amount received, the  
31 balance to be retained by the International Secretary-

1 Treasurer subject to the provisions of Section 14 of this  
2 Article.

3 Section 7. The International Secretary-Treasurer  
4 shall, upon receipt of any remittance of dues referred to  
5 in Section 3 of this Article, allocate, determine and remit  
6 such dues in the following manner:

- |    |     |     |                                           |
|----|-----|-----|-------------------------------------------|
| 7  | (a) | 1%  | to the applicable District Education Fund |
| 8  |     |     | operated under guidelines established by  |
| 9  |     |     | the International Executive Board         |
| 10 |     | 1%  | to the applicable District Political      |
| 11 |     |     | Education and Legislative Fund operated   |
| 12 |     |     | under guidelines established by the       |
| 13 |     |     | International Executive Board             |
| 14 |     | 7%  | to Strike and Defense Fund                |
| 15 |     | 3%  | to Organizing                             |
| 16 |     | 44% | to the Local Union Financial Secretary    |
| 17 |     |     | as a per capita refund                    |
| 18 |     | 44% | to the International Union                |

19 (b) With the approval of the International President,  
20 the International Secretary-Treasurer is authorized to  
21 deduct from the per capita refunds of Local Unions per  
22 capita payments to state and provincial federations and  
23 provide for their payment.

24 (c) The additional amounts referred to in Section 4 of  
25 this Article shall be returned or sent to the Local Union  
26 Financial Secretary as a per capita refund.

27 Section 8. When any Local Union fails to report  
28 and remit to the International Secretary-Treasurer the

1 full amount of initiation fees and dues and assessments  
2 as provided for herein, said International Secretary-  
3 Treasurer shall notify the Local Union President and the  
4 Recording Secretary of the Local Union of the fact, and  
5 failing to receive a satisfactory response within ten (10)  
6 days thereafter, the Local Union shall stand suspended.  
7 The International Secretary-Treasurer may publish and  
8 distribute a delinquent list of all such Local Unions so  
9 suspended.

10       Section 9. Local Unions placed on the delinquent list  
11 shall not be reinstated until they have filed all delinquent  
12 reports and have complied with any penalties prescribed  
13 by the International Executive Board.

14       Section 10. An individual member shall be entitled to  
15 exoneration from the payment of dues for any month for  
16 which the member has not become entitled to five days'  
17 pay or its equivalent in wages and benefits in lieu of wages.  
18 The International Executive Board shall adopt rules and  
19 regulations governing the implementation, application and  
20 administration of this Section.

21       Section 11. In all cases, other than those provided  
22 in Section 10 of this Article, and Article XI, Section 8,  
23 where Local Unions desire exoneration from the payment  
24 of dues or initiation fees for certain of their members,  
25 the request for exoneration must be signed by the Local  
26 Union President, the Local Union Financial Secretary,  
27 and the Local Union Recording Secretary, and approved  
28 by the District Director and the International Secretary-  
29 Treasurer. No dues shall be deducted from the pay of a  
30 deceased member regardless of when it was earned.

Section 12. When exoneration is granted, the request on the required report must be renewed each month.

Section 13. Local Union Presidents, Vice Presidents, Financial Secretaries and Treasurers shall be bonded in amounts to be determined by the International Executive Board. Such bonds shall be obtained by the International Secretary-Treasurer. Clerks employed by a Local Union and handling finances in any way must be bonded by the Local Union through arrangement with the International Secretary-Treasurer.

Section 14. The International Executive Board on request of a Local Union shall have the power to make special arrangements with respect to the dues schedules established in this Article where unusual circumstances justify such arrangements. The International Executive Board shall establish a procedure under which any individual, who is required as a condition of employment to pay dues to the International Union pursuant to a union security arrangement, who has elected to be a financial core member and thereby has no rights of membership, and who objects to supporting partisan political or ideological expenditures by the International Union which are not necessarily or reasonably incurred for the purpose of performing the duties of an exclusive collective bargaining representative shall have the right upon perfecting a notice of objection to obtain a reduction of a portion of such individual's dues obligation commensurate with such expenditures unrelated to Collective Bargaining as required by law.

Section 15. The International Secretary-Treasurer

1 shall cause to be established a separate Strike and Defense  
2 Fund, to be financed in the manner provided in this  
3 Article. The depositing and investment of the monies in  
4 this Fund shall be in accordance with Article IV, Section  
5 14. Expenditures from the Fund shall be determined by  
6 the International President and International Secretary-  
7 Treasurer subject to the review of the International  
8 Executive Board. Withdrawals from the Fund shall  
9 require the signatures of the International President and  
10 the International Secretary-Treasurer. For any month for  
11 which the General Fund balance of the International Union  
12 drops below \$18,000,000. The International President  
13 with approval of the International Executive Board is  
14 authorized to transfer from the Strike and Defense Fund to  
15 the General Fund an amount up to the amount necessary  
16 to bring the level of the General Fund to \$20,000,000.

17       Section 16. Effective January 1, 1999, an Organizing  
18 Fund will be created that will be funded and administered  
19 as follows:

20       (a) Effective January 1, 1999, monthly dues for a  
21 member shall be an additional \$.01 per hour for hours  
22 included in total earnings during the month. Effective  
23 January 1, 2000, monthly dues for a member shall be an  
24 additional \$.01 per hour, for a total of \$.02 per hour, for  
25 hours included in total earnings during the month.

26       (b) The International Secretary-Treasurer, upon  
27 receipt of any remittance of dues referred to in this Section,  
28 shall allocate such dues in the following manner:

29               (1) 50% to approved district organizing plans,

1 which will include assistance for local  
2 union organizing programs.

3 (2) 25% to industry-wide multi-district  
4 organizing programs that will involve  
5 Local Unions from the particular  
6 industries being targeted.

7 (3) 25% for ongoing training and  
8 development of local union organizers.

9 (c) The \$.01 (or \$.02) per hour dues for the Organizing  
10 Fund will end on the first day of the second month  
11 following twelve consecutive months during which the  
12 Union has organized an average of 8% or more of its  
13 average dues paying membership.

14 (d) The International Secretary-Treasurer shall have  
15 authority to allocate Organizing Fund revenue to cover  
16 Strike and Defense Fund and member mobilization and  
17 communications costs.

18 (e) The International Executive Board shall issue  
19 appropriate interpretive rulings.

20 Section 17. To improve the ability of the Union to  
21 support the membership through the use of the Strike  
22 and Defense Fund, member dues shall be increased as  
23 described below, and the full amount of the increase shall  
24 be designated for the Strike and Defense Fund.

25 (a) Effective November 1, 2008, monthly dues for  
26 a member shall be increased by 0.15% to 1.45% of total

1 monthly earnings, but in no event shall monthly dues be  
2 more than 2.8 times the member's average hourly earnings  
3 ("cap"). For lump-sum payments, dues shall be calculated  
4 separately by applying the 1.45% (1.3% plus 0.15%) to  
5 such payments. The International Executive Board shall  
6 issue appropriate interpretative rulings.

7 (b) Alternatively, in lieu of the 0.15% increase, for the  
8 period November 1, 2008 through December 31, 2012, a  
9 Local Union on a Local Union-wide basis may elect to  
10 increase monthly dues for each member by an additional  
11 three cents (\$0.03) per hour for hours included in total  
12 earnings during the month. Effective January 1, 2013 and  
13 thereafter, the 0.15% option will apply. A Local Union  
14 adopting this subsection must notify the International  
15 Secretary-Treasurer of its determination by September 30,  
16 2008.

17 (c) Notwithstanding (a) and (b) above, the Union will  
18 continue to honor merger agreements that provide for dues  
19 transition schedules and equivalent dues arrangements.  
20 The International Executive Board shall take these  
21 agreements into account in determining the level of Strike  
22 and Defense Fund benefits.

23 (d) In addition, a Local Union may, by secret vote and  
24 with the approval of the International Secretary-Treasurer,  
25 further increase members' monthly dues by a percentage  
26 no higher than 0.1% of its members' total earnings during  
27 the month, provided that monthly dues shall not be less  
28 than \$5.00 nor more than an appropriate adjusted cap  
29 as determined by the International Secretary-Treasurer.  
30 This additional dues of up to 0.1% shall be distributed in



1 accordance with Section 7 above.

## **ARTICLE XV**

### **Transfer Certificates**

2 Section 1. A Local Union in good standing may  
3 issue to a member in good standing a “transfer request”  
4 transferring membership to another Local Union.  
5 All transfer request forms must be obtained from the  
6 International Secretary-Treasurer by the Local Union  
7 Financial Secretary.

8 Section 2. All members must immediately transfer to  
9 the Local Union having jurisdiction over the enterprise,  
10 public or private, at which they are employed.

11 Section 3. Transfer requests issued in violation of this  
12 Article shall be invalid.

13 Section 4. The International Secretary-Treasurer  
14 may issue transfer requests to the members of any Local  
15 Union which is being disbanded in accordance with the  
16 provisions of this Constitution.

## **ARTICLE XVI**

### **Strikes**

17 No strike shall be called without the approval of the  
18 International President.

## ARTICLE XVII

### Contracts

1       Section 1. The International Union shall be the  
2     contracting party in all collective bargaining agreements  
3     and all such agreements shall be signed by the International  
4     Officers.

5       Section 2. Where check-off clauses are contained in  
6     collective bargaining agreements, they shall provide that  
7     the Company shall make the check payable to and be sent  
8     to the International Secretary-Treasurer.

9       Section 3. The International Union and the Local  
10    Union to which the member belongs shall have the right  
11    to exclusivity in presenting, maintaining, negotiating,  
12    adjusting and settling any grievance or other matter  
13    relating to a member's wages, hours and conditions of  
14    employment.

15      Section 4. No officer, member, representative, or agent  
16    of the International Union or of any Local Union or of any  
17    subordinate body of the International Union shall have the  
18    power or authority to counsel, cause, initiate, participate  
19    in, or ratify any action which constitutes a breach of any  
20    collective bargaining contract duly entered into.

21      Section 5. No Local Union or other subordinate body,  
22    and no officer, agent, representative, or member thereof  
23    shall have the power or authority to represent, act for,  
24    commit, or bind the International Union in any matter  
25    except upon express authority having been granted therefor

- 1 by this Constitution or in writing by the International
- 2 President or the International Executive Board.

## **ARTICLE XVIII**

### **Associate Membership**

3       The International Executive Board is authorized to  
4 establish, on a geographic, employer and/or other basis,  
5 associate organization(s) to serve the needs and advance  
6 the interests of the categories of workers described below.  
7 Such associate organization(s) shall be affiliated with the  
8 United Steelworkers. Those eligible for membership in  
9 a USW associate organization shall include former and  
10 potential members. Those eligible for regular membership  
11 in USW pursuant to Article III shall not be eligible for  
12 membership in a USW associate organization. Persons  
13 who meet the conditions for membership in a USW  
14 associate organization shall not be entitled to vote or  
15 run for an office or position in an election governed by  
16 Articles IV, V, VI or VII of this Constitution. However,  
17 such persons shall be entitled to vote and hold office and  
18 otherwise participate fully in the associate organization to  
19 the extent and under rules provided by the International  
20 Executive Board.

## **ARTICLE XIX**

### **Steelworkers Organization of Active Retirees (SOAR)**

21       Section 1. The Steelworkers Organization of Active  
22 Retirees (SOAR), an affiliate organization of the United  
23 Steelworkers, is governed by By-Laws which are subject

1 to amendment by the International Executive Board of the  
2 United Steelworkers.

3 Section 2. All members in good standing of the  
4 International Union who retire shall, at the time of  
5 retirement, be granted membership in SOAR. All members  
6 of SOAR shall be eligible for SOAR chapter membership  
7 under conditions and with such rights as are set forth in the  
8 SOAR By-Laws.

9 Section 3. Local Unions and SOAR Chapters

10 (a) Each Local Union having more than twenty-five  
11 (25) retired members is encouraged to form and sponsor  
12 a SOAR Chapter. Local Unions may, where appropriate,  
13 form one SOAR Chapter for the retirees of several Local  
14 Unions within a geographical area or region.

15 (b) Each Local Union is encouraged to select a  
16 representative to serve in an advisory capacity to the  
17 SOAR Chapter and each SOAR Chapter is encouraged to  
18 select a designee to serve in an advisory capacity to the  
19 Local Union.

20 (c) In each set of collective bargaining negotiations  
21 conducted by the Union, the bargaining committee  
22 shall be expected to meet with the appropriate SOAR  
23 representative to become acquainted with the needs of the  
24 retirees, to attempt to arrange for a SOAR representative to  
25 be present during negotiations for the purpose of making a  
26 presentation on those matters of concern to the retirees and  
27 to keep the SOAR representative advised of the progress  
28 of negotiations on those matters.

1       Section 4. The elected members of the SOAR  
2 Executive Board, as established by By-Laws, shall be  
3 ex-officio delegates to all International Conventions and  
4 entitled to one vote each.

## **ARTICLE XX**

### **Effective Date**

5       This Constitution shall become effective August 9,  
6 2022.

## **ARTICLE XXI**

### **Amendments**

7       This Constitution may be amended by majority  
8 vote at the International Convention, provided that no  
9 amendment shall have the effect of shortening the term of  
10 any of the offices specified in Article IV, Section 2, before  
11 the expiration of such term.

## **ARTICLE XXII**

### **Severability**

12       In the event any clause or provision of this Constitution  
13 is determined to be unlawful or unenforceable, in whole or  
14 in part, such clause or provision shall, in the jurisdiction in  
15 which and to the extent that it is unlawful or unenforceable,  
16 be considered severable from all other clauses and  
17 provisions of this Constitution and all other provisions of  
18 this Constitution shall remain in full force and effect.

## ARTICLE XXIII

### **Leadership of Rubber/Plastics Industry Conference, National Oil Bargaining Sector and National Paper Bargaining Sector**

1        In recognition of the commitment made in the  
2 merger between the former USWA Union and the former  
3 URW Union, the person assigned to be head of the  
4 Rubber/Plastics Industry Conference (R/PIC), by the  
5 International President shall come out of the R/PIC and  
6 be knowledgeable about the rubber and plastic industries  
7 and its bargaining.

8        In recognition of the commitment made in the merger  
9 between the former USWA Union and the former PACE  
10 Union, the person assigned as Chairperson of the National  
11 Oil Bargaining Sector by the International President to  
12 be responsible for the administration of the National Oil  
13 Industry Bargaining Program, shall come out of, and be  
14 knowledgeable about the oil industry and its bargaining.

15       In recognition of the commitment made in the merger  
16 between the former USWA Union and the former PACE  
17 Union, the person assigned by the International President  
18 to be responsible for bargaining in the paper industry,  
19 shall come out of, and be knowledgeable about the paper  
20 industry and its bargaining.

# MANUAL

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## Opening of Meeting

The hour of the meeting having arrived, the President shall take the chair and give one rap with the gavel, upon which all officers and members shall be seated. If no regular Guards are present, the President shall appoint one of the members to see that none but members of the Union are admitted.

President: The time for opening this meeting having arrived, I declare this meeting duly convened and qualified to consider measures tending to conserve the best interest of this Local Union, and the United Steelworkers.

## ORDER OF BUSINESS FOR CONDUCTING LOCAL UNION MEETINGS

1. **Call meeting to order.**
2. **Roll call of officers** - by Recording Secretary.
3. **Reading of the minutes of the previous meeting.**  
After the minutes have been read by the Recording Secretary a motion must be made and seconded that the minutes be “approved” (or adopted) as read. Such a motion means that in the opinion of the members, the Secretary has recorded the minutes of the previous meeting correctly. Should the reading reveal any errors or omissions, a member may move to correct the minutes. If this motion is carried, another

motion should follow that the minutes “as corrected” now be approved.

IT IS VERY IMPORTANT THAT BRIEF, COMPREHENSIVE MINUTES OF EACH MEETING BE KEPT BY THE RECORDING SECRETARY. THESE MINUTES ARE THE OFFICIAL RECORD OF THE BUSINESS TRANSACTED BY THE LOCAL UNION MEETING. A REGULAR BOOK IS PROVIDED BY THE INTERNATIONAL UNION FOR THIS PURPOSE AND SHOULD ALWAYS BE KEPT UP TO DATE.

**4. Reading of Communications.**

RECORDING SECRETARY: The Recording Secretary reads the letters which require attention. Those which do not require much discussion may be dealt with immediately; others may be laid over to “New Business” or referred to a standing committee. If no action is required or desired, the communications may be read and, upon a motion, filed. The Recording Secretary keeps the files of the Local Union.

**5. Report of Officers.**

FINANCIAL SECRETARY: The Financial Secretary should make a detailed financial report at least once each month at the Local Union meeting covering the receipts and expenditures of all funds of the Local Union. If the expenses of the Local Union exceed its current income or impair its reserves, the Financial Secretary is obligated to call this fact to



the attention of the membership.

**TREASURER:** The Treasurer is the custodian of the Local Union funds. The Treasurer should report to each meeting the money received from all sources, such as rebates from the International Office and other monies turned over to the Treasurer for deposit by the Financial Secretary. The Treasurer should be certain that the amount reported by the Financial Secretary to the Local Union as having been turned over agrees with what the Treasurer actually received and that the Recording Secretary records the amount in the minutes.

**TRUSTEES:** The Trustees are the custodians of the hall and all property of the Local Union subject to the direction of the Local Union. They shall audit the books and financial records of the Local Union every three (3) months and give a report of such audit at the next regular Local Union meeting.

6. **Report of Organizer or International Representative.**
7. **Initiation of New Members.**
8. **Report of Special Committees.**  
Such as: Celebrations, picnics, relief, citizenship, etc.
9. **Reports of Standing (or Permanent) Committees.**
  - a. Grievance Committee.
  - b. Report of delegates to Federation Council.

10. **Unfinished Business.**

These matters are those remaining over from previous meetings. They are usually recorded in the minutes of the previous meeting. The Recording Secretary should inform the President of any unfinished business so it may be included in the order of business in this section.

11. **New Business.**

These are matters which have been laid aside earlier in the meeting or which have come up since the last meeting.

12. **Good and Welfare.**

All miscellaneous matters for the good of the Union which should be brought to the attention of the meeting should come to the floor at this time. These matters usually do not require any action by the meeting. They are simply matters of information and education.

13. **Adjournment.**

PRESIDENT: The business of this meeting having been duly transacted, I declare it adjourned until our next regular session, unless you are especially called together, when I hope to see all members present.

NOTE: All money paid out by the Local Union from its treasury must be approved by the members at a Local Union meeting. Bills charged to the Local Union should be submitted to the Recording Secretary, who in turn submits them to the Local Union meeting for approval. If the Local Union agrees that the bills should be paid a motion should

be made, seconded and passed authorizing the Treasurer to draw up a check and pay the bill. All Local Union checks must be signed by the Treasurer and countersigned by the Financial Secretary and the President.

Under no circumstances is it legal for officers or members to pay bills without authorization by a Local Union meeting, nor shall the members authorize payment of any bill or incur any obligation for which funds are unavailable, nor shall the members authorize the payment of or incur a debt for any activity not in accordance with the Constitution and policies of the International Union and the By Laws for Local Unions. Under no circumstances shall any of the cash dues or fees collected be spent before it is sent to the International Secretary-Treasurer.

It is of prime importance that the Trustees shall audit the books and financial records of the Local Union every three (3) months and give a report of such audit at the next regular Local Union meeting. The Trustees should give special attention when checking disbursements recorded by the Financial Secretary and Treasurer that proper authorization for such payments have been entered by the Recording Secretary in the Minutes of the Local Union. (Constitution: Article VII, Section 4; Article VIII, Section 6. By Laws for Local Unions: Article V.)

## INITIATION OF NEW MEMBERS

President - Raise your right hand.

“Recognizing that the United Steelworkers is a strong labor organization dedicated to the advancement of my interests and the interests of all workers and that the strength of the Union depends on the commitment which its members make to it and to each other, I do sincerely promise, of my own free will, to abide by the laws of this Union; to bear true allegiance to, and keep inviolate the principles of the United Steelworkers; never to discriminate against a fellow worker on the basis of race, creed, color, sex, sexual orientation, gender identity, age, disability, nationality, or other legally protected status; to defend freedom of thought, whether expressed by tongue or pen, to defend on all occasions and to the extent of my ability the members of our organization, and never to reveal to any employers or their agent a member’s name without proper authorization. I will cease work when authorized and approved by the organization to do so.

That I will look upon my fellow members of this Union as my brothers and sisters and will never knowingly wrong a member or see a member wronged if I can prevent it. That I will assist all members of our organization to obtain the highest wages possible for their work; that I will not accept a member’s job who is idle for advancing the interests of the Union or seeking better remuneration for the member’s labor; and, as the workers of the entire country are competitors in the labor world, I promise to provide my solidarity and support whenever I am called upon by the organization to do so. And I further promise to

help and assist all members in adversity, and encourage all workers to organize and join our Union in order to enjoy more fully the fruits of their labor.

To all this I pledge my honor and I further pledge that at every opportunity I shall ‘Say A Good Word About My Union.’

## **INSTALLATION OF OFFICERS**

I, ....., do hereby sincerely pledge my honor to perform the duties of my office as prescribed by the Laws of the organization, and to bear true allegiance to the United Steelworkers. I will deliver to my successor in office all books and other property of this Union that may be in my possession at the close of my official term. All of this I solemnly promise, with full knowledge that to violate this pledge is to stamp me as a person devoid of principle and destitute of honor.

## **BURIAL SERVICE**

**FRIENDS, NEIGHBORS, BROTHERS AND SISTERS:**

We have gathered today around the last resting place of that earthly tenement which has been the temporary abiding place of the life and spirit of our departed Brother (Sister). With bowed heads and saddened hearts we have followed his (her) remains to this place in order that we may be able to show this last tribute of respect to the memory of one whose virtues we appreciate and whose faults, if he (she) had any, we are eager to forget. We have known him (her), he (she) was one of us, and our hearts grieve at his (her) departure, as the heart of man always grieves at the loss of some cherished object of

affection that can never be replaced, yet our grief is not inconsolable. Of what consequence is a few years to the age of man when compared with God's infinity? When we think of the many years that have rolled into eternity since time began and the countless ages yet to come ere time shall be no more, we realize that the short period allotted to man on this earth is but the first self conscious gleam of man's eternal soul. We are not as men without hope, for the Psalmist has said, "Man that is born of woman is full of trouble and sorrow. He cometh forth like a flower and is cut down. Our years of labor are brought to an end, our dust shall return to dust as it was, and our spirit to the God who gave it." Earth to earth, ashes to ashes, dust to dust.

Though the seasons may change, and the years pass away, the remembrance of our Brother (Sister) shall never fade until we, too, have been gathered to the place that has been prepared for us.

We sympathize with    { those dear to  
                                         { the family of    }

our deceased Brother (Sister) in their bereavement, and would commend them to the tender care of Him who holds the destinies of mankind in the hollow of His hand, and who is able to console the spouse and orphan when the words of man are vain.

Let us pray.

Our Father who art in Heaven, we bow before Thee in humble submission to Thy will. Our hearts are sore with the sorrow of bereavement. We come to Thee for consolation. Grant, O Lord, that the balm of Thy healing spirit may be poured down upon us like the balm of Gilead to our wounded hearts. May the peace that passeth all understanding, which Thou alone can give, abide with the

family of our deceased Brother (Sister). Comfort them in their affliction. Guide us all in the paths of righteousness while we live, and when we are done with this life receive us into that home which Thou hast prepared for all Thy children, eternal in the Heavens. Amen.

## **BENEDICTION**

And now may the grace, mercy and peace of God, the Father, Son and Holy Spirit, rest and abide with you now and forever. Amen.











