

ARTICLE I

Name

This organization shall be known as The Licensed Ushers and Ticket Takers, SEIU Local 176, of the Service Employees International Union.

ARTICLE II

Membership

Section 1. This Local union shall have such jurisdiction as granted and approved from time to time by the International Union in accordance with the International Constitution and Bylaws.

This Local Union shall be composed of and have jurisdiction over licensed ushers and ticket takers who are employed in the operation of sports arenas, ball parks, stadia and sports centers, convention centers, located in New York City or Nassau County.

Section 2. The object of this Local Union shall be to develop a closer union and more complete organization of all wage earners under its jurisdiction, and to assist its members in obtaining adequate compensation for their labor and the general improvement of the conditions under which they work. It shall be the object and duty of this Local Union to organize within its jurisdiction completely and fully. This Local Union shall, as an affiliate of the International Union, carry out all of the objects and purposes of the International Union.

ARTICLE III

Membership V

Section 1. Any person employed in any employment over which this union claims or exercises jurisdiction shall be eligible to be considered for membership.

Section 2. This Local Union can, with the approval of the International Union, establish different categories of membership and rates of dues for persons represented and not represented by this Local Union for collective bargaining purposes including retired members and associate members.

Section 3. No member shall discriminate or advocate discrimination against any other member on the basis of race, creed, color, religion, sex, sexual orientation, national origin, citizen status, marital status, ancestry, age, or disability.

Section 4. Newly elected members before being admitted to membership shall subscribe to the Membership Obligation set forth in the International Constitution and Bylaws.

Section 5. Every member by virtue of his or her membership in this local Union, is obligated to adhere to and follow the terms of the International Constitution, this local Constitution and the working rules promulgated in accordance to this Constitution with respect to his or rights, duties, privileges and Immunities by them and by statute. Each person shall carryout such duties and obligations and shall

not interfere with the rights of fellow members.

Section 6. Every member by virtue of his or her membership in this Local Union, authorizes this local union to act as his or her exclusive bargaining representative with full and exclusive power to execute agreements with his or her employer governing terms and conditions of employment and to act for him or her and have final authority in presenting, processing and adjusting any grievance, difficulty or dispute arising under any collective bargaining agreement or out of his or her employment. With such employer, in such manner as this Local Union or its officers deem to be in the best interest of this Local Union.

This Local Union or its officers, business representatives or agents may decline to process any such grievance, complaint, difficulty or dispute, if in their discretion and judgment such grievance, complaint or dispute lacks merit.

Section 7. No member shall interfere with the elected officers or business representatives or business agent of this organization in the performance of their duties and each member shall, when requested, render such assistance and support in the performance of such duties as may be required of him or her, provided that this does not interfere with his or her individual rights as a member. Each member shall adhere to the terms and agreement of the pertinent collective bargaining agreement and shall refrain from any conduct that would interfere with the performance of this Local Union of its legal or contractual obligations.

Section 8. No member shall engage in dual membership or espouse dual unionism or disaffiliation in the course of any meeting, or shall slander or libel this Local Union, its members, or officers, and shall not be a party to any activity to secure the disestablishment of this Local Union as the collective bargaining agent for any employee.

Section 9. No member shall be permitted at any assembly or meeting of members, to engage in any of the conduct heretofore described. No person shall be admitted to membership unless he/she shall be at least eighteen years of age and known personally by one member in good standing.

Section 10. All head ushers and their assistants are invited to join, provided they are on a per diem basis and not on a yearly salary.

Yearly salary.

ARTICLE IV

Section 1. Officers

The Officers shall be a President, a Vice-President, a Secretary-Treasurer, a Recording Secretary, a Business Agent, and a Sergeant-at-Arms.

Section 2 — Trustee

There shall be a Trustee who shall be elected by the membership.

Section 3 – Executive Board

There shall be an Executive Board consisting of the President, Vice-President, Secretary-Treasurer, Recording Secretary, and five (5) members of the Local Union, who shall be elected by the membership.

Section 4 — Term of Office

The term of office for all officers and members of the Executive Board shall be three (3) years and the officers and members of the Executive Board shall hold office until their successors are duly elected and installed.

ARTICLE V

Section 1. —Duties of the President

- (a) He/she shall preside at all meetings of the members and of the Executive Board and generally perform the duties pertaining to his/her office. He/she shall have supervision over all organization work in conjunction with the Business Agent, and whenever he/she deems necessary, shall conduct all negotiations with Employers involving Union business. He/she shall appoint all committees. he/she shall, subject to the approval of the Executive Board, decide all questions on the scale of wages.
- (b) He/she shall have the power to suspend any employee for neglect of duty, or malfeasance in office, and in case of defalcation or misappropriation of funds he/she shall file claims on any surety bonds which shall be required under this Constitution.
- (c) He/she shall be a member ex officio of all committees. He/she shall designate counsel for all appeals made by the Local Union to the International Union. He/she shall countersign all vouchers issued by the Treasurer and execute all contracts. He/she shall appoint all delegates to labor bodies with which this Local Union may affiliate except delegate to the New York State Federation of Labor who shall be elected by the membership, and except further for delegates to the International Convention, inasmuch as the International Convention shall consist of duly elected delegates from their Local Union and none but duly elected delegates elected in accordance with the laws of the International] Union shall be eligible to represent any Local Union at the International Convention or be entitled to vote. He/she shall call such special meetings as he/she in his/her judgment may deem necessary.

Section 2. Duties of the Vice—President

In case of the death, resignation or disability of the President, the Vice-President shall assume all the duties of the President until his/her successor shall have been elected at the next general election.

Section 3. — Duties of the Financial Secretary—Treasurer

The Financial Secretary—Treasurer shall be responsible for all financial records and transactions. The

Financial Secretary- Treasurer shall collect all dues and other revenues of this Local Union and issue official receipts of same, and notify all suspended members two (2) months in arrears of the amount of their indebtedness.

The Financial Secretary Treasurer shall send to the International Union an accurate record of all dues payments and other revenue. He or she shall forward to the International Secretary-Treasurer of the International Union and to any state council with which this local is affiliated the correct names and addresses and Social Security numbers (including e-mail addresses and phone number, if available) of all members initiated or readmitted, and of all other persons from whom revenue is derived, as well as those suspended for non-payment of dues or for any other cause. Also a correct list of those who take transfer or withdrawal cards and other membership information as specified by the International Executive Board. The proper zip code shall be included for each address. Beginning in 2006, the Financial Secretary-Treasurer shall forward to the International Secretary-Treasurer, by April 1 of each year, information and supporting documentation showing the average gross wage rate its membership for the previous year.

The Financial Secretary-Treasurer shall submit his or her books and receipts to the Trustees for their audit and approval when called upon to do so, and at the expiration of his or her official term of office shall turn over to his or her successor all moneys and property of the Local Union that may be in his or Possession.

All funds shall be deposited in a bank in the name of the Local Union, subjects to an order signed by the President and the Financial Secretary-Treasurer.

The Financial Secretary-Treasurer shall keep all membership records and application cards, and a record of all members admitted by initiation or otherwise, as well as rejections and suspended or expelled members. The Financial Secretary-Treasurer shall send to the International Union an accurate record of all dues payments and other revenue, and he or she shall forward to the International Secretary—Treasurer of the International Union the correct names and addresses and Social Security or Social Insurance numbers of all members initiated or readmitted, and of all other persons from whom revenue is derived, as well as those suspended for nonpayment of dues or for any other cause; he or she shall also forward a correct list of those who take transfer or withdrawal cards. The proper Zip code shall be included for each address.

The Financial Secretary Treasurer shall promptly forward to the International Secretary-Treasurer copies of all annual audit reports and copies of all financial reports setting forth a statement of assets and liabilities and a statement of receipts and disbursements which are required by law.

Section 4. Recording Secretary

It shall be the duty of the Recording Secretary to keep a correct and impartial account of the proceedings of each meeting of the Local Union and Executive Board. The Recording Secretary shall furnish the chairperson of each committee a copy of such resolutions as may be adopted by the Local Union, applicable to its respective duties. The Recording Secretary shall notify the International Union of the names and addresses (with Zip codes) of all officers elected to office within fifteen (15) days after the election. The Recording Secretary shall, on behalf of the Local Union, receive all official communications and correspondence except that addressed to the Financial Secretary-Treasurer.

Section 5- Duties of Business Agent

He/she shall attend to all Local Union business between the regular meetings subject, however, at all times to the orders of the President and the Executive Board.

Section 6 – Duties of the Sergeant-at-Arms

He/she shall assist the President or other presiding officer in maintaining order at all membership meetings. He/she shall inspect all dues books of members before admitting them to meetings, and shall perform all other duties required of him/her by the President or other presiding officer.

Section 7 — Duties of the Trustees

He/she shall examine into and report to the membership the financial condition of the Local Union at least once every year. He/she shall have the right at all reasonable times to inspect all books of accounting and all records.

Section 8 Duties of the Executive Board

(a) The Executive Board shall meet at least bi – monthly, however special meetings may be called by the President at any time at his/her direction.

(b) A majority of the members of the Board shall constitute a quorum necessary for a meeting of the Board.

(c) The Executive Board shall be the governing board and shall have the power to act upon all questions referred to it by the President in addition to its powers and duties contained in this Constitution.

(d) The decision of the Board shall in all matters and things be final and conclusive unless overruled by a majority vote of the members present at the regular meeting of the Local Union.

(e) Decisions of the Executive Board shall be made upon a majority vote of those present.

Section 9 Shop Chairperson

(a) The members employed in arenas, stadia and similar centers over which the Local Union has jurisdiction shall elect one of their members to serve as Shop Chairperson for a period of one year, subject to removal by the Executive Board.

(b) He/she may examine dues books and demand immediate payment to the office of the Local Union from those members who shall be in arrears. Any member who shall, without just cause, refuse to exhibit his/her dues book upon demand shall be ordered to appear before the Executive Board.

(c) The Shop Chairperson shall at all reasonable times see that all rules and regulations of the Local Union are faithfully observed.

Section 10 – Bonding

All officers and employees handling any moneys of this Local Union shall be bonded in the amounts and the form required by applicable statutes, said bond or bonds to be procured immediately upon

assuming office or employment, the premiums to be paid for by this Local Union. The International Secretary-Treasurer of the International Union may direct the increase or decrease in the amount of the bond when he or she deems it advisable and may direct bonding of any Local Union not required by statute to obtain a

ARTICLE VI

Initiation Fees, Dues and Assessments

Section 1. The revenues of this Local Union shall be derived from initiation fees, monthly fees, monthly dues, fines and assessments, agency shop or service or fair share fees, associate member dues, and such other sources as may be approved by the Executive Board.

Section 2. - Initiation Fees

The initiation fee shall be Three Hundred Dollars plus three (3) months dues in advance, and may be adjusted from time to time by a majority vote by secret ballot of the members present at a regular or special meeting.

Section 3. The dues of this Local Union shall be \$20.00 a month. Each member must pay the dues or assessments of this Local Union on or before the last day of the month in which the same are due and the Local Union must remit the member's per capita tax to the International Union not later than the last day of the month following the payments by the member.

The minimum dues of all members of any Local Union shall be ten dollars (\$10.00) per month except that by action of a Local Union they may be reduced to not less than two dollars and fifty cents (\$2.50) per month for retired members and organizing committee members and two dollars (\$2.00) per month for associate members.

For Local Unions employing a percentage dues system, the minimum dues of all members of any Local Union shall be one percent (1%) of gross monthly salary per month or ten dollars (\$10.00) per month, whichever is greater, except that by action of a Local Union dues may be reduced for retired members, organizing committee members and associate members.

The International President, with the approval of the International Executive Board, may waive these requirements for such period as he or she deems advisable as long as such waiver does not, in his or her judgment, impair the ability of the Local Union to properly represent its members.

All dues, whether below, at or above the minimum of ten dollars (\$10.00) shall be increased by no less than one dollar (\$1.00) no later than September 1, 1992, unless otherwise determined by the International President.

All dues, whether below, at or above the minimum of (\$10.00) shall be increased by no less than one dollar (\$1.00) no later than September 1, 1993, unless otherwise determined by the International President.

All dues, whether below, at or above the minimum of ten dollars (\$10.00) shall be increased by no less than one dollar (\$1.00) no later than September 1, 1995, unless otherwise determined by the International President.

Section 4. Any member failing to pay dues and assessments of the Local Union on or before the last day of the month in which the same are due shall stand automatically suspended from membership in this Local Union, and from all rights and privileges of such membership. Any suspended member may be readmitted to membership within thirty (30) days after automatic suspension upon payment of back and current dues, but in no event shall such readmission restore any privileges, death gratuities or other benefits. Any member who has been in suspension for a period greater than thirty (30) days can be readmitted upon the payment of a readmission fee of \$25.00 in addition to the amount of dues, fines, and assessments owed, but in no event shall such readmission restore any privileges, death gratuities or other benefits.

Section 5. All members of the Local Union are under a positive duty to see that their dues are paid on or before the last day of the month in which the same are due at the office of the Local Union.

Section 6. The failure of a steward or any officer of the Local Union to appear or to collect the dues shall not in any manner excuse the member from his or her obligations to pay his or her dues on or before their due date at the office of the Local Union.

Section 7. A suspended member who pays his or her back dues and assessments shall from the date of such a payment, be considered the same as a new member.

Section 8. At his or her request, a member may be issued a withdrawal card provided all of his or her dues and assessments shall have been paid to the date of his or her application for such Withdrawal card.

Section 9. A member taking out a withdrawal card from this Local Union shall be entitled to no benefits of any kind. A withdrawal card shall become null and void two years after its issuance.

Section 10. Any increase in the rate of dues or initiation fees or the levying of any general or special assessment which has not been mandated by a Convention of the International Union shall, when required by applicable law, be made only in accordance with the following procedure:

- (a) Reasonable notice shall be given by the Financial Secretary-Treasurer to the membership at least fifteen (15) days prior to the meeting at which the membership will consider the question of whether or not such dues, initiation or reinstatement fees, general or special assessment, shall be changed or levied. The notice shall indicate that an increase or assessment is to be voted on. Such meeting may be regular or special.
- (b) At the regular or special meeting called as provided for in this section, voting shall be by secret ballot of the members in good standing.
- (c) A majority vote by secret ballot of the members in good standing voting at such meeting shall decide the issue.

Section 11. This Local Union shall pay per capita tax to the International Union for any person from whom the Local Union receives revenue, whether called dues or otherwise. This Local Union shall likewise pay any other obligations due to the International Union, and it shall have no right to pay any bill before it pays its full obligations to the International Union each month.

Section 12. All records of this Local Union pertaining to income, disbursements and financial transactions of any kind whatsoever must be kept for a period of at least six (6) years, or longer if required by applicable law.

Section 13. Neither this Local Union nor any subdivision thereof, nor members or groups of members, including councils, conferences, leagues, clubs or any other association composed of members of this Local Union, or subdivision thereof, shall in any manner, directly or indirectly, use, exploit or trade upon the name of the International Union, or affiliated body, or this Local Union, or any similar name or designation; nor in the name of the International Union, or affiliated body, nor in the name of this Local Union, levy or collect any taxes, dues, or other moneys; nor in the name of the International Union, or affiliated body, nor in the name of this Local Union, conduct any affair or any other activity, for the purpose of raising funds, including programs or soliciting advertising in any publication, either directly or indirectly, without first obtaining written permission from the International President of the International Union.

All of the aforesaid matters covered by this section, including without limitation, funds, solicitations, gifts and donations, collected in the name of the International Union, shall at all times be subject to audit by the International Union, and all books, records, and documents pertaining to matters covered by this section shall be available for inspection, copying and audit by the International Union.

ARTICLE VII

Section 1 – Charges

PREAMBLE: In order to ensure members protection from the filing of frivolous charges, the following procedures shall apply:

- (a) Any charge preferred against any member, officer, trustee or member of the Executive Board must be in writing duly witnessed and contained a plain and concise statement of the material facts. Any such charge must be submitted to the President, provided, however, that if the charge is directed against the President, it shall be submitted to the Recording Secretary. The charges must specify the events or acts which the charging party believes constitutes a basis for charges and must state which subsection(s) of Section 1 of this Article or Section 1 of Article XVII of the International Constitution the charging party believes has been violated. If the charges are not specific, the trial body may dismiss the charges either before or at a hearing, but the charging party shall have the right to re-file more detailed charges which comply with this Section. No charges may be filed more than six months after the charging party learned, or could have reasonably learned, of the act or acts which are the bases of the charges.

- (b) It shall be the duty of the President or Recording Secretary as the case may be, to present the charge to the Executive Board at its next regular or special meeting. The Executive Board shall provide for and hold a trial of said charge.
- (c) The Recording Secretary shall give to all parties involved not less than ten (10) days written notice of the time and place of the trial. The notice shall contain a clear and concise statement of the charge together with a duplicate copy of the charge itself. If the party against whom the charge shall have been preferred shall fail to appear, a hearing may take place, or the charge may be dismissed. The trial or hearing on the charge shall be held not less than ten (10) days from the date the charges are served upon the accused.
- (d) Any member under charges may have another member of the Local Union act as counsel, to represent him/her in the presentation of his/her defense.
- (e) Charges and the basis for charges shall be governed by the provisions of the Constitution and Bylaws of the International Union.

Section 2 Penalties

The trial body, after requisite due process has been afforded, may impose such penalty as it deems appropriate and as the case requires.

Where the penalty of a fine is imposed, it shall provide for its payment to the Local Union. If the penalty consists only of a fine and an appeal is filed, the accused may deposit such fine (but such deposit need not exceed the sum of \$100.00) with the Local Union or the International Union pending the outcome of the appeal and thereupon the accused shall be restored to all rights of membership. If the decision is reversed the fine shall be refunded.

Section 3 - Appeals

An appeal taken from the decision of the Executive Board after ratification by a majority of the members present at a regular or special meeting shall be in accordance with Article VII, Section (4) as follows.

Every member or officer of this Local Union against whom charges have been preferred and disciplinary action taken agrees, as a condition of membership or affiliation and the continuation of membership or affiliation, to exhaust all remedies provided for in the Constitution and Bylaws of the International Union and the Local Union and further agrees not to file or prosecute any action in any court, tribunal or other agency until those remedies have been exhausted.

ARTICLE VIII

Section 1 — Strikes and Lockouts

- (a) In the event of a controversy between members and an employer which may result in a strike or lockout, the Shop Chairman shall notify the Business Agent who shall proceed in person to investigate the cause of the dispute and endeavor to make whatever adjustments may be necessary to avert a strike or lockout.
- (b) If the Business Agent is unable to settle the controversy, he/she shall request the President to present the matter at a regular or special meeting of the Executive Board. If the Employer refuses to abide by the decision of the Executive Board, the President shall call a special meeting to inform the members of the action taken.
- (c) A majority vote of the members present at such meeting shall finally determine the matter provided, however, that if a strike is necessary to enforce any decision of the Executive Board, permission and approval must first be obtained from the International Union in accordance with Article XI of the International Constitution and Bylaws, before such strike shall be declared.
- (d) Nothing contained in this section shall prohibit the business Agent, subject to the provisions of any applicable collective bargaining contract, as well as to the provisions of the Constitution and Bylaws of the International Union, from ordering a member to stop work provided, however, that the Business Agent shall at all times exercise due care to avoid a strike or lockout. The Business Agent shall be held responsible for issuing any such order and must submit a full report of the matter to the Executive Board.

Section 2 — Strike Committee

When a strike is ordered, as provided in Section 1 of this Article, the President and Business Agent together with the Executive Board shall constitute a Strike Committee shall keep an accurate and complete list of members on strike or lockout.

Section 3 — Financial Assistance

- (a) The Strike Committee may in its discretion extend financial assistance to any member who shall be on strike or lockout as the case may be. All payments for such assistance or for any other purpose in connection with strikes or lockouts shall be paid by the Secretary-Treasurer or vouchers signed by the President.
- (b) The decision of the Strike Committee shall be binding unless overruled by a majority vote of the members present at a regular or special meeting of the Local Union.

Special 4 — Assessments

Assessments shall be levied only by a two—thirds vote of the members present at a regular or special meeting, and are payable before dues, in the same manner as is provided for the rate of dues or initiation fees in Article VI, Section 10.

ARTICLE IX

Section 1 — Meetings

Regular business meetings shall be held bi-monthly at such time and place as shall be designated by the President. Each member shall be notified thereof not less than five (5) days prior to the date of each meeting, except for special meetings which may be called on three (3) days' notice.

Section 2 — Quorum

Seven (7) members in good standing shall constitute a quorum necessary to conduct business at a regular meeting.

ARTICLE X

Section 1 — Salaries

(a) The President, the Secretary-Treasurer, the Recording Secretary and the Business Agent shall be the only paid officers.

(b) The amount of their compensation shall be recommended by the Executive Board and approved by a majority of the members at a regular meeting.

ARTICLE XI

Section 1. Nominations and Elections

(a) Nominations for office shall be made at a special meeting called for that purpose on the last Saturday in April.

(b) No member shall be nominated for any office unless he/she shall be actually present at such special meeting. Every nomination made by a member shall be seconded by another member. A member nominated for any office shall have his/her name placed on a list together with the title of the office for which he was nominated. The Recording Secretary shall have the complete list printed, and the same shall constitute the official ballot.

(c) The regular elections shall be held the third Saturday in May. Voting will be conducted by Mail Ballot. The entire voting process will be facilitated by an external agency chosen by the Executive Board, in conjunction with the Election Committee. Once the Nominations Process is Complete, the Recording Secretary will submit the Ballot to the process facilitator together with the membership mailing list. The Facilitator will send each member a ballot, together with instructions on how to complete and a submission deadline. A Self Addressed Stamped Envelope, for purposes of returning the ballot, will be included in the package to each member. Voting results will be reported to the Executive Board and Election Committee no later than 10 days after the Voting Deadline. No person shall be eligible for office in this International Union who has not been a member in continuous good standing for at least two (2) years immediately preceding his or her election in Local Unions chartered by this International Union or any labor organization which becomes affiliated with this International Union. No person who has been convicted of a felony as defined in Section 504 of the Landrum-Griffin Act (or an indictable offense in

Canada) shall in accordance with the provisions of applicable law be eligible to hold office in this International Union.

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(d) Retired members and life members paying less than the full dues required for working members of the Local Union shall not be eligible for nomination as an officer, member of the Executive Board, delegate, or any other office in the Local Union.

(e) All elected members shall take office July 1st for a period of three years.

(f) No Candidate (including prospective candidates) for any office in this Local Union or affiliated body or supporter of a candidate may solicit or accept financial support or any other direct or indirect support of any kind from any non-member of the International Union.

Section 2 — Election Committee

The preparation of the ballots and the conduct of all elections shall be held under the supervision of a Committee of Elections composed of five (5) members who shall not be candidates for any office at elections. The Committee may make rulings on challenges and on all matters involving the conduct of the election and the polling of the vote. The decision on any question by a majority of the Committee shall be final and conclusive, unless overruled by a majority vote of the members present at a regular meeting of the Local Union.

Section 3 — Officers Elect

All newly elected officers before entering upon the discharge of their duties shall subscribe or assent to the installation obligation as prescribed by the Constitution and Bylaws of the Service Employees International Union. The newly elected officers shall take office on the first day of July following the election.

Section 4 — Death, Removal, or Resignation of Officers

Upon the death, resignation, or removal for cause of any officer, it shall be the duty of the President to appoint an officer in the interim and at the next regular meeting after such death, removal, or resignation, to order an election to fill such vacancy.

ARTICLE XII

Section 1 – Amendments

Section 1. The Constitution and Bylaws of this Local Union may be amended by a two-thirds (2/3) vote at any regular meeting of this Local Union, provided the amendment to be voted on has been presented in writing by not less than six (6) members in good standing to the recording secretary to be read at a regular or special meeting, and read at a second regular or special meeting at which time action is taken. No amendment shall be valid or become effective until approved by the International Union.

Section 2. The Constitution and Bylaws of this Local Union shall at all times be subordinate to the International Constitution and Bylaws, as it may be amended. If any conflict should arise between the Constitution and Bylaws of this Local Union, or any amendments thereto and the International

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Constitution and Bylaws, or any amendments thereto, the provisions of the International Constitution and Bylaws shall control.

ARTICLE XIII

Procedure and Debate

The meetings of this Local Union shall be governed by the manual of common procedure, rules of debate, and order of business set forth in the Constitution and Bylaws of the International Union. Every member shall follow and be subject to such rules governing debate at all meetings of this Local Union.

ARTICLE XIV

Collective Bargaining

Section 1. The authority to bargain collectively for the Local Union shall be vested in a Negotiating Committee which shall consist of one (1) officer and not less than three (3) elected members, subject to the mandate of the membership.

Section 2. The results of any collective bargaining negotiations shall be subject to ratification by the members affected.

Section 3. The international Union shall be notified in writing when any collective bargaining negotiations or memoranda of understanding have been concluded and be advised of the number of employees covered and the expiration of the contract.

Section 4. A true copy of all collective bargaining agreements and contracts entered into by this Local Union shall, immediately upon execution, be filed with the International Department of Research.

Section 5 – Interpretation

Whenever the male gender such as he or him is used it shall be deemed to include the female gender such as she or her.

ARTICLE XV

Affiliations

This Local Union shall affiliate with the Central Labor Body and the State Federation of Labor, where these exist, and with the appropriate Service Employees Joint Council, Conference, Division or Service Council, as determined by the International Union and in accordance with the procedures contained in ARTICLE XXV of the International Constitution and Bylaws.

ARTICLE XVI

Committees

Section 1. The Executive Board of this Local Union shall appoint a Civil and Human Rights Committee to assist it in carrying out the civil and human rights programs and policies of the International Union.

Section 2. The Executive Board of this Local Union shall appoint a Committee on political Education to assist it in carrying out a program for sound political education and political action and encouraging its members and their families to register and vote. No Local Union shall establish its own registered federal political action committee or any political candidates fund for contributions in connection with federal elections, provided, however, that the International President may in his or her discretion waive this provision or establish such conditions as the International President may deem necessary.

Section 3. The Executive Board of this Local Union shall appoint a Senior members Committee to assist it in developing a program for senior members and retired members.

Section 4. The Executive Board of this Local Union shall appoint an Organizing Committee to assist it in developing organizing programs for this Local Union.

Section 5. The International Secretary—Treasurer shall be notified promptly by each Local Union of the composition of the Civil and Human Rights Committee, the Committee on Political Education, the Senior Members Committee, and the Organizing Committee.

ARTICLE XVII

Section 1 - Approval of International

This Constitution and Bylaws shall become effective only upon approval by the International Union.

Section 2 — Interpretation

The ultimate source of interpretation of this Constitution and Bylaws shall be as provided for in the International Constitution and Bylaws. In the event any grievance or situation arises which is not provided for therein, the matter shall be determined by the International president of the Service Employees' International Union or the International Executive Board, or the International Convention.

ARTICLE XVIII

Section 1 — Duration

This Local Union cannot dissolve, secede or disaffiliate while there are seven (7) dissenting members. In the event of secession, dissolution or disaffiliation, all properties, funds and assets, both real and personal, of this Local Union shall become the property of the International Union. Under no circumstances shall this Local Union distribute its funds, assets or properties individually among its membership.

Section 2 - Property Rights

Membership in this organization shall not vest any member with any rights, title or interest in or to the funds property or other assets of this Local union, now owned and possessed or that may hereafter be acquired, and each member hereby expressly waives any right, title or interest in or to the property of this Local Union, including the funds of this Local Union.

The title to all property, funds and other assets of this Local Union shall at all times be vested in the local Executive Board for the joint use of the membership of this Local Union, but no member shall have any coverable. Proprietary right, title or interest therein.

ARTICLE XIX

Section 1 — International Constitution
and Bylaws

The Constitution and Bylaws of this Local Union shall at all times be subordinate to the International Constitution and Bylaws, as amended. If any conflict should arise between the Constitution and Bylaws of this Local Union, or any amendment thereto, and the International Constitution and Bylaws or any amendments thereto, the provisions of the International Constitution and Bylaws shall control.

SEIU MEMBER BILL OF RIGHTS AND RESPONSIBILITIES ON THE JOB

The right to have work that is worthwhile to society, personally satisfying to the worker, and which provides a decent standard of living, a healthy and safe work environment, and the maximum possible employment security.

The right to have a meaningful and protected voice in the design and execution of one's work and in the long-term planning by one's employer as well as the training necessary to take part in such planning.

The right to fair and equitable treatment on the job.

The right to share fairly in the gains of the employer.

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The responsibility to participate fully in the union's efforts to expand the voice of workers on the job.

The responsibility to give fully and fairly of one's talents and efforts on the job and to recognize the legitimate goals of one's employer.

The right to participate fully in the work of the union on the scope, content and structure of one's job.

The responsibility to participate in the union's efforts to establish and uphold collective principles and values for effective workplace participation.

The responsibility to recognize and respect the interests of all union members when making decisions about union goals.

The responsibility to be informed about the industry in which one works and about the forces that will affect the condition of workers in the industry.

The responsibility to participate fully in the union's efforts to expand the voice of workers on the job.

The responsibility to give fully and fairly of one's talents and efforts on the job and to recognize the legitimate goals of one's employer.

SEIU MEMBER BILL OF RIGHTS AND RESPONSIBILITIES IN THE UNION

The right to have opinions heard and respected, to be informed of union activity, to be educated in union values and union skills.

The right to choose the leaders of the union in a fair and democratic manner.

The right to a full accounting of union dues and the proper stewardship over union resources.

The right to participate in the union's bargaining efforts and to approve union contracts.

The right to have members' concerns resolved in a fair and expeditious manner.

The responsibility to help build a strong and more effective labor movement to support the organizing of unorganized workers, to help build a political voice for working people, and to stand up for one's co-workers and all workers.

The responsibility to be informed about the internal governance of the union and to participate in the conduct of the union's affairs.

The responsibility to contribute to the support of the union.

The responsibility to treat all workers and members fairly.

The responsibility to offer constructive criticism of the union.

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MANUAL
OF COMMON PROCEDURE

INITIATION RITUAL

PRESIDENT: - "It is my duty to inform you that the Service Employees International Union requires perfect freedom of inclination in every candidate for membership. An obligation of fidelity is required; but let me assure you that in this obligation there is nothing contrary to your civil or religious duties. With this understanding are you willing to take an obligation?"

(They Answer.)

PRESIDENT: -- "You will now, each of you, raise your right hand and recite the following obligation:

MEMBERSHIP OBLIGATION:

"I, (NAMES), pledge upon my honor that I will faithfully observe the Constitution and Bylaws of this Union and of the Service Employees International Union.

"I agree to educate myself and other members in the history of the labor movement and to defend to the best of my ability the principles of trade unionism, and I will not knowingly wrong a member or see a member wronged if it is in my power to prevent it."

PRESIDENT:--"You are now members of the Service Employees International Union."

OFFICERS
INSTALLATION OBLIGATION

"I, (name) accept my responsibility as an elected officer of the Service Employees International Union.

I pledge upon my honor that I will faithfully observe the constitution and Bylaws of the Service Employees International Union.

I pledge to do everything in my power to properly represent the members. including organizing the unorganized workers within my jurisdiction.

I agree to defend to the best of my ability the principles of trade unionism, to work to improve the lives of working people in my community and to assist in electing to government office, Official's who will serve the interests of the membership and the community.

I wi11 not knowingly wrong a member or see a member wronged it is in my power to prevent jt.

I also pledge that I will work to the best of my ability to provide effective and reasonable leadership to the members I am privileged to represent.

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DEBATE

The following rules shall be used to govern debate unless the Local Union has adopted its own rules or regulations:

Rule 1. The regular order of business may be suspended by a vote of the meeting at any time to dispose of urgent business.

Rule 2. All motions (if required by the chair) or resignations must be submitted in writing.

Rule 3. Any conversation, by whispering or otherwise, or any other activity which is calculated to disturb or may have the effect of disturbing a member while speaking or disturb the conduct of the meeting or hinder the transaction of business shall be deemed a violation of order.

Rule 4. Sectarian discussion shall not be permitted in the meetings.

Rule 5. A motion to be entertained by the presiding officer must be seconded, and the mover as well as the seconder must rise and be recognized by the chair.

Rule 6. Any member having made a motion can withdraw it with consent of the seconder, but a motion once debated cannot be withdrawn except by a majority vote.

Rule 7. A motion shall not be subject to debate until it has been stated by the chair.

Rule 8. A member wishing to speak shall rise and respectfully address the chair, and if recognized by the chair, he or she shall be entitled to proceed.

Rule 9. If two or more members rise to speak, the chair shall decide which is entitled to the floor.

Rule 10. Any member speaking shall be confined to the question under debate and avoid all personal, indecorous or sarcastic language

Rule 11. Attending meetings under the influence of liquor or any controlled substance not lawfully prescribe is basis for removal.

Rule 12. No member shall interrupt another while speaking, except to a point of order, and the member shall definitely state the point, and the chair shall decide the same without debate.

Rule 13. Any member who is called to order while speaking shall be seated until the point of order is decided, after which, if decided in order, such member may proceed.

Rule 14. Any member who feels personally aggrieved by a decision of the chair may appeal such decision to the body.

Rule 15. When an appeal is made from the decision of the chair, the Vice President shall act as chairperson; the appeal shall be stated by the chair to the meeting in these words: "Shall the decision of

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the chair be sustained as the decision of this Union?" The member will then have the right to state the grounds of appeal and the chair will give reasons for its decision; thereupon the members will proceed to vote on the appeal without further debate, and it shall require a majority vote to overrule the chair.

Rule 16. No member shall speak more than once on the same subject until all who wish to speak have spoken, nor more than twice without unanimous consent, nor more than five (5) minutes at any one time without consent of a two-thirds vote of all members present.

Rule 17. The presiding officer shall not speak on any subject unless such officer retires from the chair, except on a point of order or to make an official report or give such advice and counsel as the interests of the organization warrant. In case of a tie the presiding officer shall have the deciding vote.

Rule 18. When a question is before the meeting, no motion shall be in order except

1. To adjourn;
2. To lay the question on the table;
3. For the previous question;
4. To postpone to a given time;
5. To refer or commit;
6. To amend.

These motions shall have precedence in the above order. The first three of these motions are not debatable.

Rule 19. If question has been amended, the question on the amendment shall be put first; if more than one amendment, has been offered, the question shall be put as follows:

1. Amendment to the amendment.
2. Amendment.
3. Original proposition.

Rule 20. When a question is postponed indefinitely, it shall not come up again except by a two-thirds vote.

Rule 21. A motion to adjourn shall always be in order, except:

1. When a member has the floor;
2. When members are voting.

Rule 22. Before putting a question to vote, the presiding officer shall ask, "Are you ready for the question?" Then it shall be open for debate. If no member rises to speak or the debate is concluded, the presiding officer shall then put the question in this form: "All in favor of this motion say 'aye';" and after the affirmative vote is expressed, "Those of the contrary opinion, say 'no'." After the vote is taken, the presiding officer shall announce the result in this manner: "It is carried (or lost) and so ordered."

Rule 23. Before the presiding officer declares the vote on a question, any member may ask for a division of the house. The chair is required to comply with this request. A standing vote shall thereupon be taken.

Rule 24. When a question has been decided it can be reconsidered only by two-thirds vote of those present.

Rule 25. A motion to reconsider must be made and seconded by two members who voted with the majority.

Rule 26. A member ordered to be seated three (3) times by the chair without complying shall be debarred from participating in any further business at that session.

Rule 27. All questions, unless otherwise provided, shall be decided by a majority vote.

Rule 28. The presiding officer of the meeting shall enforce these rules and regulations and may direct that members be removed from the meeting for violation of these rules.

ORDER OF BUSINESS

1. Opening.
2. Roll call of officers.
3. Reading of minutes of the previous meeting.
4. Applications for membership.
5. Initiation of new members.
6. Communications and bills.
7. Reports of officers, executive board and committees.
8. Unfinished business.
9. New business.
10. Good and welfare.
11. Adjournment.

