

# LOCAL UNION ELECTIONS MANUAL



UNITED STEELWORKERS OF AMERICA  
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Pittsburgh, Pa. 15222

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(Revised)

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***TO: Officers and Members of All  
Local Unions of the United  
Steelworkers of America***

The attached Local Union Elections Manual has been approved and adopted by the International Executive Board of the United Steelworkers of America in accordance with its powers under the International Constitution. This Manual is substantially similar to the Manual adopted by the Executive Board in 1956 with such changes as are required to assure Local Union compliance with the requirements of the Labor-Management Reporting and Disclosure Act of 1959 (Landrum-Griffin Act).

The Constitution of the United Steelworkers of America provides that all Local Union Officers and Grievance Committeemen shall be elected for a term of three (3) years at the last meeting in June commencing June, 1970.

The conduct of these elections is governed by the applicable provisions of the International Constitution and those Local Union By-Laws which have been approved by the International Union and are consistent with this Manual.

In addition, the conduct of these elections is governed by the applicable provisions of the Landrum-Griffin Act.

We are setting forth in this Manual the provisions of the International Constitution which control the election of Local Union Officers and Grievance Committeemen. This Manual also contains a section explaining

and interpreting these provisions of the Constitution and setting forth appropriate procedures where the Constitution is silent.

Also included in this Manual are rules and procedures which must be complied with by every Local Union in order to satisfy its obligations under the Landrum-Griffin Act.

It is the policy of the International Union, as declared by the International Executive Board, that Local Union elections must be conducted in accordance with the provisions of the Constitution and the notes, interpretations, rules and procedures set forth in this Manual. Any Local Union By-Laws or rules inconsistent with the provisions of this Manual are hereby superseded and shall not be enforced, even if they have previously been approved by the International Union. Local Union By-Laws and rules which have been approved by the International Union and are not inconsistent with the provisions of this Manual shall continue to be applicable to the conduct of Local Union elections.

The rules and procedures stated in this Manual do not cover every last detail involved in Local Union elections. However, they do cover the main points fully and are based on the practical experiences of our Local Unions in the holding of Local Union elections. These rules and procedures, as


well as those By-Laws and rules already approved by the International Union which are consistent with this Manual, give recognition to the varying needs of our Local Unions on account of differences in size of membership, work schedules, and plant locations.

The primary objective in all cases is to assure our membership of the enforcement of their democratic rights by fair and impartial elections.

Adherence to the minimum rules and procedures set forth in this Manual will accomplish this objective. Adherence to these rules and procedures is also required to assure compliance with the International Constitution and the Landrum-Griffin Act.

Sincerely yours,

  
International President

  
International Secretary-Treasurer

  
International Vice President

Approved and adopted by International Executive Board, United Steelworkers of America, April 30, 1969.

# **I. Provisions of International Constitution Governing Local Union Elections**

(With Notes Pertaining to Requirements of Landrum-Griffin Act)

## **ARTICLE III—Eligibility**

Section 4. No person shall be eligible for membership, or for nomination or election or appointment to, or to hold any office, or position, or to serve on any Committee in the International Union or a Local Union or to serve as a delegate therefrom who is a member, consistent supporter, or who actively participates in the activities of the Communist Party, Ku Klux Klan, or of any fascist, totalitarian or other subversive organization which opposes the democratic principles to which the United States and Canada and our Union are dedicated.

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

**Note:** Under Section 504 of the Landrum-Griffin Act, persons who are or have been members of the Communist

Party or who have been convicted or imprisoned for certain crimes, are barred from serving as an officer, official, representative or employee of a Local Union (other than as a clerical or custodial employee) for five (5) years after termination of such membership or for five (5) years after such conviction or imprisonment.

Hence, no such person is eligible to be nominated or elected as a Local Union Officer or Grievance Committeeman. It is a criminal offense for such a person to serve in such a position, and for a Local Union or officer thereof knowingly to permit any such person to assume or hold any such position. See "Eligibility" under Part II of this Manual (page 18) for the rule and procedure which must be followed to meet this requirement of the Act.

## **ARTICLE VI—Conventions**

Section 7. No member shall be eligible to be a delegate to an International Convention unless (a) he shall have been in continuous good standing for a period of twenty-four (24) months immediately preceding the International Convention; or if his Local Un-



ion has been in existence for less than twenty-four (24) months prior to the International Convention, he must have been in continuous good standing from the time that he joined such Local Union; (b) he has attended at least one-half (1/2) of the regular meetings of his Local Union during the twenty-four (24) months preceding the election unless his Union activities or working hours prevented such attendance; and (c) he is employed in a plant or mill or any other place within the jurisdiction of the International Union or is one of the staff representatives of the International Union. The International Officers and the members of the International Executive Board shall be ex officio delegates to all International Conventions.

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

#### **ARTICLE VII—Local Unions**

Section 8. All Local Union Officers and Grievance Committeemen shall be elected for a term of three (3) years at the last meeting in June commencing June, 1970 by a plurality vote of the members participating in a referendum vote, and shall serve until their successors are elected and qualified, at which time all money, official records and documents, and all property belonging to the Local Union shall be turned over to such successors.

**Note: All Local Unions must conduct their elections of Local Union Officers and Grievance Committeemen by secret ballot. However, in any case in which**

only one eligible member has been nominated for an office, and that member has indicated acceptance of his nomination within the time limits and in the manner prescribed by the approved By-laws or rules of the Local Union, no election need be held for that office, and the member who has been so nominated shall be deemed elected.

The date of Local Union elections for Local Union Officers and Grievance Committeemen must be advertised among members at least fifteen (15) days previous to the date of the election by mailing notice of the date, place and hours of the election to each member in good standing at his last known home address. The notice must also specify the Local Union offices to be filled. Nominations shall be made at the immediately preceding meeting. Notice of the nominations meeting shall be given to the membership at least one (1) week in advance of the meeting.

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

**Note:** See "Notices" under Part II of this Manual (page 14) for the method of

complying with these requirements. Canadian Local Unions should also particularly refer to the special Note pertaining to Canada on page 17 of this Manual.

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

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

(a) He shall have been in continuous good standing for a period of twenty-four (24) months immediately preceding the election, or if his Local Union has been in existence for a lesser period prior to the election, he must have been in continuous good standing from the time that he joined such Local Union; and

(b) He is employed in a plant or mill or other place within the jurisdiction of the Local Union; and

(c) He has attended at least one-half ( $\frac{1}{2}$ ) of the regular meetings of his Local Union for thirty-six (36) months previous to the

June, 1970, election, unless his Union activities or working hours prevented his attendance.

#### **ARTICLE VIII—Duties of Local Union Officers**

Section 1. (Paragraph 2) In the event that a vacancy occurs in any of the elected offices or in the position of Grievance Committeeman prior to the last year of the term of such office or position, the President shall appoint a member of the Local Union to fill such vacancy until a successor has been elected. The President shall call for a special election as promptly as possible but such election shall not be held later than two (2) months following the occurrence of the vacancy. The date of the special election shall be advertised among the members at least one (1) week prior to that date. Nominations shall be made at the immediately preceding meeting, the date of which shall also be advertised in advance among the members.

(Paragraph 3) In the event that a vacancy occurs in any of the elected offices or in the position of Grievance Committeeman during the last year of the term of such office or position, the remaining Local Union Officers shall, by majority vote, select a successor to serve for the remainder of that term.

Section 2. Duties of Vice President. The Vice President shall assist the President in the discharge of his duties and during his 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.

#### **ARTICLE XI—Membership**

Section 5. A member not in good standing shall not be permitted to vote or to second a nomination, nominate for office, hold office, or be a candidate for office.

In addition to the foregoing provisions of the International Constitution, note shall also be taken of Article XIII, Section 3 of the Standard By-Laws for Local Unions, Form 150 (Rev.), which provides:

“The Local Union may choose to have the Local Union President, if nominated at the official meeting, elected separately as a delegate by acclamation. In such event, he shall be a delegate if approved by a majority of the members voting. Otherwise, the delegates to be selected from among the nominees must receive a plurality vote of the members voting.”

## **II. Explanation and Interpretation of Provisions of International Constitution and Requirements of Landrum-Griffin Act Gov- erning Local Union Elections**

### **General**

Local Union elections must be conducted in accordance with the foregoing provisions of the Constitution, and the notes, interpretations, rules and procedures set forth in this Manual. Any Local Union By-Laws or rules inconsistent with the provisions of this Manual are hereby superseded and shall not be enforced, even if they have previously been approved by the International Union. Local Union By-Laws and rules which have been approved by the International Union and are not inconsistent with the provisions of this Manual shall continue to be applicable to the conduct of Local Union elections.

Election of all Local Union Officers and Grievance Committeemen shall take place at the last Local Union meeting in June, or during such other designated hours or day in June which will permit all members who so desire to vote.

The date of the election should be set so that the members will be informed of the election in the manner specified below under "Notices."

The term of office shall be three years commencing June, 1970.

Election shall be by plurality vote of the members in good standing participating in a secret ballot vote. Only members in good standing are permitted to vote. In any case in which only one eligible member has been nominated for an office, and that member has indicated acceptance of his nomination within the time limits and in the manner prescribed by the approved By-laws or rules of the Local Union, no election need be held for that office, and the member who has been so nominated shall be deemed elected.

Elected Officers and Grievance Committeemen shall serve until their successors are elected and qualified.

No member shall at the same time be a candidate for or hold more than one of the following offices:

President

Vice President

Recording Secretary

Financial Secretary  
Treasurer  
Guide  
Guard  
Trustee

A Grievance Committeeman is not considered a Local Union Officer although he must be elected at the same time, in the same manner, and for the same term of office, as well as meet the same qualifications as a Local Union Officer. A member, therefore, may run for one of the above offices and for the position of Grievance Committeeman at the same time.

Note: While the International Constitution makes no provision for a Local Union Executive Board, if a Local Union provides for such a body the members thereof must be persons elected to office or position in the Local Union in accordance with the provisions of this Manual.

### **Notices**

Nomination Meeting Notice. Prior to the nomination meeting, reasonable and adequate notice must be given of the offices to be filled, of the time and place of the nom-

ination meeting, and of the fact that candidates shall be nominated from the floor at such meeting. As the Landrum-Griffin Act has been interpreted by the Secretary of Labor, the manner of giving this notice must be reasonably calculated to inform all members of the nomination meeting.

It is suggested that an announcement of the above information as to the nomination meeting be made at the meeting preceding the nomination meeting.

The actual notice must be given to the membership at least one (1) week prior to the nomination meeting by any one or more of the following methods as are reasonably calculated, under the particular circumstances in each Local Union, to inform all members:

- (a) Posting of the official Local Union bulletin board in the office or regular meeting place of the Local Union, and on bulletin boards throughout the plant;
- (b) Prominent publication in the Local Union paper;
- (c) Prominent publication in the newspaper in the town in which the Local Union is located;

- (d) Mailing to the last known address of each member; or
- (e) Any other method which will meet the above requirements of the Act.

Election Notice. At least fifteen (15) days prior to the election, notice of the date, place and hours of Local Union elections must be mailed to each member in good standing at his last known home address. The notice must also specify the Local Union offices to be filled.

A postcard or other notice mailed to each member's home will satisfy this mailing requirement of the Landrum-Griffin Act. For a Local Union which has a Local Union paper, the mailing requirement may be met by incorporating the foregoing data in a prominent place in the paper and mailing a copy of the paper to each member. In addition, it is recommended that the notice be posted on the official Local Union bulletin board and on bulletin boards throughout the plant.

The Recording Secretary, in conjunction with the Financial Secretary, shall be responsible for giving the nomination meeting and election notices.

**Note: Where possible, the Local Union may decide to mail a combined no-**

tice to each member at his last known address, advising the date, time, and place of the nomination meeting at which candidates shall be nominated from the floor, and the date, time, and place of the election. This combined notice must also list the offices for which nominations and the election are to be held. If this procedure is followed, the notice must be mailed calculated to reach the membership at least one (1) week prior to the nominating meeting.

**Note: The requirement of a 15-day mail notice of the election need not be applied in Canada provided other suitable notice of the election is given to the membership at least one (1) week previous to the date of the election.**

### **Nominations**

Nominations shall take place from the floor at the meeting immediately preceding the date on which the Local Union election is to be held.

Nominations and elections must not take place at the same meeting. Only members in good standing may nominate for office or second a nomination. The names of members nominated for office or position by action of



the membership shall be recorded in the Local Union Minute Book.

No member shall at the same time be a candidate for or hold more than one Local Union office. However, a member may be a candidate for and hold the position of Grievance Committeeman in addition to one of the enumerated Local Union offices.

Nominees must indicate their acceptance or rejection of their nomination within the time limits and in the manner prescribed by the approved By-Laws or rules of the Local Union.

### **Eligibility**

Under Article III, Section 4, of the Constitution, no person shall be eligible for nomination, election or appointment to, or to hold any office or position in a Local Union or serve as a Local Union delegate who is a member, consistent supporter, or who actively participates in the activities of the Communist Party, Ku Klux Klan, or of any fascist, totalitarian, or other subversive organization which opposes the democratic principles to which the United States and Canada and our Union are dedicated. Moreover, no such person is eligible for membership in the International Union or a Local Union.

In order to declare a member ineligible for Local Union office or position under this provision, it is necessary for charges to be processed against him in accordance with Articles XII and XIII of the Constitution. If these charges are finally upheld, the member must be barred from membership as well as from Local Union office.

Under the Landrum-Griffin Act, persons who are or have been members of the Communist Party or who have been convicted or imprisoned for certain specified crimes, are ineligible for Local Union office or position for five years after termination of such membership or for five years after such conviction or imprisonment. Not only is it illegal for any such person to hold Local Union office or position, but it is illegal for a labor organization or its officers knowingly to permit any such person to assume or hold any Local Union office or position. Any person who willfully violates these provisions is subject to be fined \$10,000, or imprisoned for one year, or both.

The crimes specified in the Act are: robbery, bribery, extortion, embezzlement, grand larceny, burglary, arson, violation of narcotics laws, murder, rape, assault with in-

tent to kill, assault which inflicts grievous bodily injury, or a violation of Title II (reports by labor organizations, officers and employees) or Title III (trusteeships) of the Act, or conspiracy to commit such crimes.

A person is deemed to have been "convicted" as of the date of the trial court judgment, or in the case of an appeal, the date of the final court decision on appeal, whichever is later. This restriction with respect to persons convicted of any of these crimes is inapplicable to persons whose citizenship rights, having been revoked as a result of the conviction, have been fully restored, or who have been determined by the Board of Parole to be exempt from this restriction in the Act.

If a member is alleged to be ineligible under the preceding three (3) paragraphs, he shall be apprised of such allegations by the Local Union Tellers. If he disputes such allegations, it is necessary for charges to be processed against him in accordance with Articles XII and XIII of the International Constitution in order to bar him from Local Union office. If the allegations are not disputed by such member and the Local Union Tellers have knowledge that he is disqualified

under the Act, they shall declare him ineligible to run for Local Union office or position.

In addition to the above requirements, a member must satisfy the following requirements of Article VII, Section 9 of the International Constitution to be eligible to run for Local Union office or Grievance Committeeman:

(a) He shall have been in continuous good standing for twenty-four (24) months immediately preceding the election, or if his Local Union has been in existence for a lesser period prior to the election, he must have been in continuous good standing from the time that he joined such Local Union.

A member who has transferred from one Local Union to another Local Union within the twenty-four (24) months prior to the election is permitted to count his continuous good standing in his old Local Union for purposes of this requirement. He would thus satisfy this requirement if he could show continuous good standing in his old and present Local Union in the twenty-four (24) months immediately preceding the election.

(b) He must be employed in a plant, mill or other place within the jurisdiction of the Local Union.

(c) He must have attended at least one-half ( $\frac{1}{2}$ ) of the regular meetings of his Local Union for thirty-six (36) months prior to the election, unless his Union activities or working hours prevented his attendance.

A member who is prevented from attending certain meetings because of Union activities or his working hours must be given credit for these meetings as if he had attended them. However, the granting of credit for meetings not attended is limited solely to instances where the reason for non-attendance is Union activities or working hours. No credit may be given for meetings missed on account of sickness, death in the family, absence from the city or any other reason except Union activities or working hours.

For Example:

Your Local Union holds one regular meeting per month or a total of thirty-six regular meetings during the three-year period prior to the elections in June.

In order to be eligible for office, a member must have an attendance credit of at least eighteen regular meetings.

If a member's working hours or Union activities prevented his attendance dur-

ing eight of the above thirty-six meetings, he is given credit for these eight meetings. It is then necessary that he have attended at least ten more of the regular Local Union meetings in order to have the minimum eighteen required by the Constitution to meet the eligibility requirements of Article VII, Section 9 (c).

A member who has transferred from one Local Union to another Local Union within the thirty-six (36) months prior to the election must have attended one-half ( $\frac{1}{2}$ ) of the combined total of the regular meetings held by each of the Local Unions during the period he was a member of the respective Local Unions.

For Example:

Your old Local Union holds one regular meeting per month and your present Local Union holds two regular meetings per month. You were in your old Local Union for twenty months and in your present Local Union for sixteen months of the thirty-six months prior to the election. In order to be eligible for office you would have to have an attendance

credit of twenty-six regular meetings. (One-half of twenty regular meetings of your old Local Union plus one-half of thirty-two regular meetings of your new Local Union, or one-half of the combined fifty-two equals twenty-six.)

The eligibility of each candidate for election under Article VII, Section 9, shall be determined by the Local Union Tellers who constitute the election committee, with the assistance of those officers or committeemen who have the necessary records and information.

#### **Election Committee (Tellers)**

The election committee (Tellers) may be appointed by the President or the Executive Board of the Local Union (subject to approval and change by the membership), or it may be elected by the membership.

The election committee should have at least three (3) members.

The election committee shall be selected following the completion of nominations and during the same meeting. The names of election committee members shall be recorded in the Local Union minutes.

No candidate for Local Union office or

grievance committeeman shall serve as a member of the election committee.

A separate election committee shall be selected for each separate election and serve for that particular election only.

Each election committee shall select a chairman in the event that the Local Union President has not designated a chairman of the committee.

#### **Duties of Election Committee (Tellers)**

1. The Recording Secretary shall provide the election committee with the list of nominees as recorded in the Local Union minutes.

2. The election committee shall check to see that acceptances or rejections of nominations by the nominees are obtained in accordance with the By-Laws of the Local Union and within the stated time limit.

3. Eligibility of nominees shall be verified through the records of the Financial Secretary insofar as continuous good standing as well as plant employment are concerned. Meeting attendance shall be checked with attendance records maintained by the Local Union and, if necessary, with plant work records.

4. Ineligible nominees shall be notified in

writing of the reason for their failure to meet eligibility requirements.

5. The decision of the election committee on eligibility questions shall remain in force unless overruled by the membership at the regular meeting when duly-filed protests shall be heard.

6. A list of eligible candidates, date, polling place or places, and hours of election shall be posted at suitable spots or suitably advertised among the membership. (This shall be in addition to the requirements set forth under "Notices" above.)

7. The election committee shall then have ballots prepared properly and in readiness for day of election.

8. The election committee shall supervise the voting and maintain strict order at the polling place or places. The necessary Financial Secretary's records shall be available at the polling place to enable checking the good standing of members voting. A list of those voting shall be recorded and become part of the Local Union records.

9. The election committee shall assist voters only when personally requested by the voter.

10. The election committee, at the designated tabulating place, shall tabulate the votes cast for the respective offices and make suitable record thereof.

11. The election committee shall seal the ballot box at the conclusion of the tabulating procedure and store it in a safe place designated by the membership for safekeeping.

12. The results of the election shall be posted promptly by the election committee at the Local Union headquarters and any other place designated by the By-Laws or the membership.

13. The Chairman of the election committee shall submit the committee report to, and for acceptance by, the membership at the next regular meeting following the election.

14. The list of new Officers on the form provided by the International Office must be signed by the election committee, the retiring President and retiring Recording Secretary, and mailed by the retiring Recording Secretary to the International Secretary-Treasurer.

## **Ballots and Election Records**

The election committee shall see that ballots are prepared and available by the date of the election. Names of candidates for each office or position shall be placed on the ballot either in order in which nominated or in the order resulting from a drawing.

A "Sticker" or "Write-in" candidate is not permitted and shall not be considered.

No absentee ballots shall be permitted in Local Union elections.

No votes by proxy shall be permitted.

Ballots may be numbered if number is removed before ballot is dropped in box.

The election committee shall turn over the sealed ballot box and all other records pertaining to the election in its possession to the Recording Secretary at the conclusion of the committee's report to the Local Union.

The sealed ballot box and all other records pertaining to the election shall be retained by the Recording Secretary and Financial Secretary for at least one (1) year.

## **Polling Places**

The election committee shall be responsible for the fair and impartial conduct of the election, and the strict enforcement of election rules at the polling place.

The election may take place during a Local Union meeting or at such polling place or places and during hours that enable all members to vote.

No candidate for office shall be allowed at the polling place at any time except for the purpose of casting his own vote.

If he so desires, any candidate shall have the right at his own expense to have an observer at the polls and at the counting of the ballots, who shall be a member of the Local Union in good standing.

(Note: A member designated by a candidate to act as an observer shall identify himself and report to the Tellers in sufficient time prior to the election to enable the Tellers to check his identity and membership status.

The Tellers shall afford observers a reasonable opportunity to observe the conduct of the election on election day, including observation of: the voting at the polling places; the check made by the Tellers, against the Local Union membership list, of the eligibility of members desiring to vote; the handling of members whose eligibility to vote is challenged; the ballots and tally sheets during the tabulation conducted by



the Tellers; and the sealing of the ballot boxes by the Tellers.

Observers shall not interfere with the Tellers' performance of their duties, and shall not interfere with or seek to influence voters, or electioneer in any way. Any comments the observers may have regarding the conduct of the election or tabulation shall be made directly to the Tellers.)

No loitering shall be permitted by any one at the voting polls.

### **Reports, Protests and Appeals**

The election committee shall submit a report of its activities, decisions, and election results to the membership at the next regular meeting following the election.

All protests of nominees who have been declared ineligible by the election committee, of defeated candidates, and of other members of the Local Union, must be filed in writing with the Local Union prior to the membership meeting at which the report of the election committee is read, or made orally or in writing at such meeting immediately following the election committee report.

At this same meeting, the Local Union membership shall consider and act upon the election committee report and the protests.

The decision of the membership regarding a protest may be appealed by interested parties within ten (10) days of Local Union action to the International Office for consideration by the International Executive Board.

The International Executive Board may affirm, set aside or modify the action of the Local Union.

The Local Union action shall remain in effect unless set aside or modified by action of the International Executive Board.

The action of the International Executive Board may be appealed to the International Convention.

Unless it stays execution of its decision, the action of the International Executive Board shall remain in effect until set aside or modified by the International Convention.

In the event that the election for any Local Union office or position of Grievance Committeeman is invalidated as a result of an election protest, the office or position shall be filled by the pre-election incumbent until a new election is held and his successor is elected and qualified. The new election shall be held promptly in accordance with the procedures outlined in this Manual.

### **Installation of New Officers**

Officers shall be installed and the oath of office administered at the first regular meeting in July. At that time all money, official records and documents, and all property belonging to the Local Union shall be turned over to the new officers.

The oath of office is as follows:

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 of America. 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 man devoid of principle and destitute of honor.

### **Vacancies**

Vacancies in Local Union office or position of Grievance Committeeman may occur by death, by termination of employee relationship, by loss of good standing, by suspension, by expulsion, or by resignation. Article

VIII, Sections 1 and 2 of the International Constitution set forth the rules for filling such vacancies.

(a) In the event that a vacancy occurs in the office of President, the Vice President shall act for the unexpired term.

(b) In the event that a vacancy occurs in any of the elected offices or in the position of Grievance Committeeman prior to the last year of the term of such office or position, the President shall appoint a member of the Local Union to fill such vacancy until a successor has been elected. The President shall call for a special election as promptly as possible but such election shall not be held later than two (2) months following the occurrence of the vacancy. The date of the special election shall be advertised among the members at least one (1) week prior to that date. Nominations shall be made at the immediately preceding meeting, the date of which shall also be advertised in advance among the members at least one (1) week prior to that date. The advertising shall be by any one or more of the methods specified above under "Notices" as may be reasonable to inform the members.

(c) In the event that a vacancy occurs in any of the elected offices or in the position of Grievance Committeeman during the last year of the term of such office or position, the remaining Local Union Officers shall, by majority vote, select a successor to serve for the remainder of that term.

(d) (1) Whenever a Local Union Officer or Grievance Committeeman, because of receipt of an extended vacation benefit or otherwise, will be unable to serve during an extended temporary period, a temporary replacement will be designated in accordance with the following procedures, who shall carry out all the duties of the office or post during such temporary period.

(d) (2) Where the temporary vacancy is in the office of Local Union President, the Vice President shall assume the duties of the President including the authority to be one of the signatories to checks, and shall be known as "Temporary Acting President." When the temporary period has ended, the "Temporary Acting President" shall revert to his position as Vice President.

(d) (3) Where the temporary vacancy is in another Local Union Office or in a Grievance Committee post the Local Union

Officers shall, by majority vote, select a "Temporary Acting" replacement. Temporary Acting Treasurers and Financial Secretaries shall be authorized, during the temporary period of their service, to be signatories to checks. A replacement shall serve only until the temporary period is ended.

In the event that the election for any Local Union office or position of Grievance Committeeman is invalidated as a result of an election protest, the office or position shall be filled by the pre-election incumbent until a new election is held and his successor is elected and qualified. The new election shall be held promptly in accordance with the procedures outlined in this Manual.

### **Other Important Requirements**

Local Unions must comply with all reasonable requests of any candidate to distribute, by mail or otherwise, at the candidate's expense, campaign literature in aid of such person's candidacy to all members in good standing.

Local Unions must refrain from discriminating in favor of or against any candidate with respect to the use of lists of members. Strict adherence to the International Union policy against the copying or dissemination

of such lists, and against the distribution, at the Local Union's expense, of campaign literature on behalf of any candidate or of the Local Union itself will assure compliance with this requirement of the Act.

Every bona fide candidate shall have the right, once within thirty (30) days prior to the election, to inspect (but not to copy) a list containing the names and last known addresses of all members of the Local Union who are subject to a collective bargaining agreement requiring membership in the Union as a condition of employment. This list shall be maintained and kept at the principal office of the Local Union by the Financial Secretary.

Every member in good standing shall have the right to vote for or otherwise support the candidate of his choice without being subject to penalty, discipline, or improper interference or reprisal of any kind.

No moneys of any Local Union and no moneys of an employer shall be contributed or applied to promote the candidacy of any person. Moneys of the Local Union may be utilized for notices, factual statements of issues not involving candidates, and other ex-

penses necessary for the holding of an election.

It is a crime, under Section 610 of the Landrum-Griffin Act, for any person to use or threaten force or violence for the purpose of interfering with or preventing the exercise by any member of a labor organization of any rights (including rights relating to election of officers) protected under the Act. Any person, who willfully violates this Section, shall be fined not more than \$1,000 or imprisoned for not more than one year, or both.

### **III. International Convention Delegates**

The rules for election of Local Union delegates to an International Convention are set forth in Article III, Section 4, and Article VI, Sections 7 and 10, of the Constitution.

Article III, Section 4, bars a member, consistent supporter or active participant in the activities of a subversive organization from serving as a delegate.

Article VI, Section 7, provides:

"No member shall be eligible to be a delegate to an International Convention

unless (a) he shall have been in continuous good standing for a period of twenty-four (24) months immediately preceding the International Convention; or if his Local Union has been in existence for less than twenty-four (24) months prior to the International Convention, he must have been in continuous good standing from the time that he joined such Local Union; (b) he has attended at least one-half ( $\frac{1}{2}$ ) of the regular meetings of his Local Union during the twenty-four (24) months preceding the election unless his Union activities or working hours prevented such attendance; and (c) he is employed in a plant or mill or any other place within the jurisdiction of the International Union or is one of the staff representatives of the International Union."

The interpretations of these provisions which are set out above under "Eligibility" are also applicable to election of Convention delegates.

Article VI, Section 10, provides:

"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 himself 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."

In addition to the foregoing provisions of the International Constitution, note shall also be taken of Article XIII, Section 3 of the Standard By-Laws for Local Unions, Form 150 (Rev.), which provides:

"The Local Union may choose to have the Local Union President, if nominated at the official meeting, elected separately as a delegate by acclamation. In such event, he shall be a delegate if approved by a majority of the members voting. Otherwise, the delegates to be selected from among the nominees must receive a plurality vote of the members voting."

The election provisions of the Landrum-Griffin Act are not applicable to the election

of delegates to the International Convention of the United Steelworkers of America. Existing procedures for such elections shall continue to be followed.

### **Conclusion**

Our Union is dedicated to perpetuation of the cherished traditions of our democracy and to guaranteeing to all members in good standing the fundamental democratic right of the franchise and free elections. Scrupulous conformance with the foregoing rules and procedures for Local Union elections will assure the fulfillment of these principles and the conduct of fair and impartial elections.