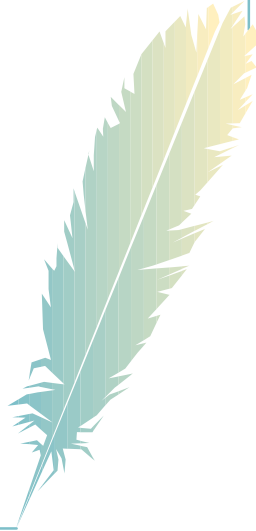


Election Guidelines
LOCAL 1285, C.A.W.

2011



Article 1

A Local Election Chairperson should be elected by secret ballot for a period of two (2) years

The Local Election Chairperson shall have charge of all Local elections during these two years. In-plant Election Chairpersons are elected for a period of three (3) years.

Article 2

The election chairperson shall appoint members to form his/her committee. His/her decision of the committee selection being final.

No candidate may be a member of the committee.

Article 3

Any issue that is not covered under these guidelines will be dealt with at the discretion of election chairperson.

Article 4

The local election chairperson shall receive instruction from the President of the Local as to all vacancies.

The election for any vacancy must be held within ninety (90) days. In the interim the vacancy may be filled with a temporary appointment - but should not exceed the ninety (90) day

If the President's office is vacant the Vice-President will fill the vacancy for the duration of the unexpired term.

Article 5

No campaigning or lobbying shall take place within 100 feet of the polling stations or within line of sight or earshot of the polling stations on Election Day.

The election committee shall have the right to remove any and all campaign material within the above mentioned area. The election chairperson or his/her designated alternate will settle any disputes – their decision being final.

Article 6

Swearing in of the newly elected representatives shall take place at the next regular meeting following the election. Any candidate who is acclaimed to any position will assume office immediately following the completion of the first round of elections.

Article 7

The triennial Executive Board nominations must take place at the General Membership meeting in March of the election year. Nominations for C.A.W. Council will be held in conjunction with the triennial Executive Board nominations.

Candidates must signify their intention of accepting or declining nomination or request the 72 hour option at the meeting, or in writing prior to the meeting. The election committee is not responsible for notifying absent nominees but all such nominees will be afforded the 72 hour option. If these candidates do not respond in **writing** to the Local Election Chairperson (Local Union Office) within the 72 hours they will be considered declined. Any candidate wishing to change his/her intention must provide written notice to the Local Election Chairperson within 72 hours from the closing of the nominations at the meeting. The election for the Local Executive Board and C.A.W. Council is to be held in month of April in the election year.

Nominations for the C.A.W. Constitution Convention are to be conducted in the same manner as above only after the issuance of the convention call letter and upon receipt by the local union of their credentials and the number of delegates entitled. This election must be completed a minimum of twenty-one days prior to the opening of the convention.

Nominations for all other elections must be in writing and hand delivered during the specified times. **All written notices must be hand delivered to the Local union office, 23 Regan Rd, Brampton.**

A candidate may withdraw his/her name from the list of nominees provided he/she has done so in writing to the election chairperson prior to the printing of the ballots.

A candidate shall be permitted the right to submit in writing his/her commonly known name, including nickname, to the election chairperson as he/she desires it to appear on the ballot and it shall so appear.

Article 8

The following rules will apply to the holding of an advance poll:

RE: C.A.W. Policy Letter #12

- a) An advance poll will be available to ONLY THOSE MEMBERS WHO WILL NOT BE PRESENT IN THE PLANT ON THE REGULAR ELECTION DAY.
- b) The advance ballot must be cast in such a manner that no member of the election committee shall know how any member voted.
- c) The location for all advance polls will be the Local Union Hall, 23 Regan Rd, Brampton, ON.

Article 9

- a) In all elections conducted where retirees and laid-off workers are eligible to participate, the Election Committee will set up a special poll to allow voting to take place.
- b) All ballot boxes are to be sealed, and shall remain sealed for the duration of the election.
- c) Each member must cast his/her vote personally.
- d) All elected positions shall be determined by a majority vote (the first whole number after the 50% point), with the exception of C.A.W. Council and Constitution Delegates, and Trustees (when there are six (6) or less candidates). When multiple candidates are seeking election to multiple positions and / or offices, the majority point is determined by adding the total valid votes cast for the positions, dividing by the number of positions to be filled, again dividing by two (2). The majority point is the first number higher than the 50% mark.
- e) All polling stations must remain open for the posted times.
- f) All candidates are entitled to have one (1) challenger at their own expense. The challenger may be present during any phase of the election; however they must not interfere with the electoral process in any manner. Any concerns must be addressed to the election chairperson or their alternate.
- g) Any request for a challenger must be made in writing to the election chairperson, a minimum twenty-four (24) hours prior to the election.
- h) Challengers must be members in good standing from Local 1285. The union is not responsible for any lost wages or leave of absence requests.
- i) The **candidate** will be notified of the time and place the count will begin. No access will be permitted by any challenger after the count begins.
- j) At no time is a challenger permitted to handle the ballots.

- k) Upon completion of the count the challenger will witness their approval of the proceedings.
- l) The voting list is private and confidential and cannot be scrutinized.
- m) The ballots must be counted the next day at the Union Hall.
- n) Photo ID must be presented to receive your ballot or an in-plant committee member must vouch for your identity.
- o) No CAW Local 1285 Logo's can be used on campaign material.

Article 10

All recount requests must be in writing.

Requests for recounts may be granted if the difference between the candidate requesting the recount and the candidate receiving the highest number of votes is less than one percent (1%) of the total votes cast for that office, or if the number of spoiled ballots could affect the results.

Any recount will be conducted in the same general manner as the original count.

All ballots from all elections must be preserved for a period of one (1) year after the close of the election. The ballots from any dispute or appeal must be preserved until it is settled.

In order for any appeal to be valid it must be raised in accordance to the rules outlined in the C.A.W. Constitution Article 34, sec 11.

In the event of an appeal, the candidates who would have been elected if the election was not challenged will occupy the office.

Article 11

If a vacancy occurs any time during the three year term, the newly elected representative will hold office only until the next triennial election.

Article 12

Any member found guilty of misrepresenting returns, altering, mutilating or destroying deposited ballots, voting fraudulently, intimidating others or otherwise interfering with a members right to vote will be subject to charges under the by-laws of the Constitution and may also face civil litigation for election cost.

Article 13

In case of conflict between any of the provisions of these Guidelines and the provisions of the National Constitution, the Constitution shall prevail.

These Guidelines shall be amended, altered or revised only in conformity with the following procedure:

- a) A resolution or motion, in writing, calling for amendment, alternations or revision, shall be presented and read at a regular membership meeting. It must be seconded by a member other than the maker.
- b) The resolution or motion shall then be referred to the by-laws committee and shall be reported out by said committee at the next regular meeting, together with the recommendations of the committee.