

Rules for the Election of Local Officers, Executive Committee, Unit Officers and the Representative Assembly

(ADOPTED BY THE REPRESENTATIVE ASSEMBLY NOV. 23, 2013)

The Local Elections shall be conducted in accordance with the Bylaws of the Pacific Media Workers Guild, effective Jan 1, 2011, and The Newspaper Guild Constitution.

These rules shall be interpreted and applied liberally to ascertain the actual intent of the voter and the true result of any election, and shall not be interpreted or applied so as to unnecessarily disqualify eligible voters for immaterial irregularity.

These rules are guided by the principles adopted by the 2010 Newspaper Guild Sector Conference that elections be conducted in a manner that promotes transparency, verifiable results, compliance with law and enfranchisement of voters.

Section 1 - Election Dates

In the event of a contest, Local elections shall be held entirely by mail ballot in all shops and units. The Executive Committee has set the following Election Dates:

- Ballots shall be mailed on Dec. 2
- Ballots must be received by Dec. 20 before 5 pm.
- Results will be tallied on Dec. 20

Section 2 – Election positions

If contested, the following positions shall be voted upon by all members of the Local:

- Executive Officer
- President
- First Vice President
- Secretary
- Treasurer

If contested, the following positions shall be voted on according to categories:

- Vice President-CFI (CFI members may vote)
- Vice President-California (Members of non-CFI units with California membership may vote)
- Vice President-Hawaii (Members of Hawaii units may vote)

In addition, each unit will vote on its own unit officers if contested:

- Unit Chair
- Vice Chair
- Secretary
- Any additional Representative Assembly delegates in accordance with the bylaws

According to 2013 membership totals there will be 45 members of Representative Assembly.

Section 3 - Local Elections Committee

In the event of a contest, the Local Elections shall be supervised by the Local Elections Committee (LEC).

During the voting period, the Local shall post online the name of the chairperson and members of the LEC, along with an e-mail address by which members can contact the LEC. The Local also will request that unit chairs post this information on Guild Bulletin Boards, unit websites and social media pages.

Section 4 - The Ballot

Individual nominees or slates for offices shall be placed in columns across the ballot from left to right. They shall receive their positions on the ballot according to lots drawn under the supervision of the Local Elections Committee.

The ballot shall be arranged so that the voter will vote for individual candidates by marking the box to the left of each candidate's name. The ballot instructions shall clearly indicate this choice.

Members of a slate may select a name for their slate. Selection of slate names, if any, shall be made in the same order as the drawing for placement on the ballot. The slate on the extreme left shall make its selection

first, then the next slate or individual nominee, etc.

Section 5 - Eligibility

All members of Pacific Media Workers Guild in good standing as of Nov. 23, 2013 may vote. Cases of doubt as to eligibility shall be resolved by calls to Guild headquarters.

Section 6 - Voting Procedure

The Local elections shall be conducted entirely by mail ballot.

The Local Elections Committee, in consultation with the Local, shall approve a current list of those to receive mail ballots. This list shall include the names of all eligible unemployed, Labor Press and Registered members, as well as the names of all eligible striking or locked-out members and the names of all eligible members on approved Military leave, leaves of absence, maternity leave, etc.

The Local Elections Committee shall verify that everything required for mail voting is prepared and mailed out to all members, whose names are verified as being currently on the mail ballot list.

Every member voting by mail shall be sent an instruction slip, a ballot, a small plain envelope, and a larger stamped envelope, addressed to the Local Elections Committee, care of the correct Post Office Box number. The back of the larger envelope will include a unit designation and a line upon which the voter is to sign and print his or her name. This material shall be mailed to the voter in an envelope whose return address shall be a second, separate Post Office Box used by the Local Elections Committee.

The instruction slip shall state:

"After marking your vote on the enclosed ballot, fold it face in. Do not otherwise mark the ballot. Place the folded ballot in the smaller envelope and seal it. Do not sign or otherwise mark the smaller envelope containing the ballot. Place the smaller envelope containing the ballot in the addressed return envelope. Sign and print your name on the designated spot on the addressed return (outer) envelope (hand-written or hand-printed signatures only). No ballot returned in an unsigned outer envelope will be counted. Only ballots in the official return envelopes in the PMWG Post Office Box on or before 5 pm Dec. 20 will be counted."

The Local Elections Committee will hire a union-represented printer and mailing house to copy, assemble and mail the ballots, which must be mailed on Dec. 2.

Returned ballots shall be collected at the Post Office by at least two designees of the Local Elections Committee and taken to the offices of Local 39521 to be counted.

The designees of the Local Elections Committee will also check weekly the second Post Office box for returned ballots, and will immediately begin attempts to send fresh ballots to members who did not receive them. **Additionally, the designees will also check with the US postal staff as to the number of ballots received, and whether ballots are coming in from the membership outside of the state of California (Hawai'i, Arizona, Colorado) to the PMWG elections Post Office box.**

The ballot collection shall happen just before 5 p.m. Pacific Time on Dec. 20, 2013.

Section 7 - Counting the Ballots

Only ballots in the voter's official return envelope, and in the Post Office Box by the date(s) designated by the SERC for ballot collection shall be counted.

The Local Elections Committee shall assemble at the offices of Local 39521 to begin tallying returned ballots on Dec. 20 at 5 pm. The collection and separation of the units shall be supervised by the Local Elections Committee. Only members in good standing may take part in tallying.

In the event the Local Elections Committee decides for any reason not to tally a group of ballots, the Local Elections Committee shall immediately notify the Chairperson of the elections committee of the unit involved, including the reason for the action. This notification must be confirmed by a certified letter sent from the Local Elections Committee to the Unit Elections Committee not later than three days after the ballot counting. A copy of this letter shall be mailed at the same time to the Unit Chairperson involved and to the President of the Local.

After the tally is complete, the results shall be certified by a majority of the Local Elections Committee members present.

Disputes shall be ruled upon by the Local Elections Committee, subject to review by the Local Representative Assembly whose decision may be appealed to the next Local Membership meeting.

Section 8 – Notice of Election Rules

Copies of these Election Rules shall be posted online and at the Local office and shall be made available to any member upon request to the LEC.

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