

**UWUA LOCAL 132
NOMINATION AND TRANSITION ELECTION GUIDELINES**

- I. INTRODUCTION.** These Guidelines describe the procedures for nominations and the transition election of all Officers. The election will take place in accordance with the Local 132 By-Laws and the UWUA National Constitution. The Election Committee is Greg Paaske, Belen Smith and Kurtis Sakatani. The Chair is Greg Paaske. The Election Committee will oversee the nominations and election. These Guidelines are on the UWUA Local 132 website (www.uwua132.org) and have been sent to all UWUA Local 132 Stewards for posting on Union bulletin boards. These Guidelines are also available at the Union office.
- II. NOTICE OF NOMINATIONS AND ELECTION.** A Notice of Nominations and Election will be mailed to all members on or about June 25, 2010.
- III. OFFICERS TO BE ELECTED.**

President

Secretary-Treasurer

Business Agent

3 Trustees

11 Regional Officers

- Regional Officer For Headquarters (Gas Company Tower, Monterey Park, Olympic and Pico Rivera)
- Regional Officer For Call Centers (Redlands and San Dimas)
- Regional Officer For Inland Empire (Chino, Corona, Fontana, Murrieta and Ramona)
- Regional Officer For South Inland (San Bernardino, Riverside, Palm Desert, Beaumont, Blythe, El Centro and Yucca Valley Satellite)
- Regional Officer For San Gabriel Valley (Azusa, Pasadena, Alhambra, Glendale, Brandford, Valencia, Canoga and Industry)
- Regional Officer For North Coastal (Saticoy, Simi Valley, Santa Barbara, Goleta, Santa Maria, San Luis Obispo, Templeton and Chatsworth)
- Regional Officer For San Joaquin Valley (Lancaster, Bakersfield, Porterville, Hanford and Visalia)
- Regional Officer For Pacific Coast (Yukon, 182nd Street, Santa Monica, San Pedro)
- Regional Officer For Orange County (LaJolla, Anaheim, Garden Grove, Aliso Viejo and Santa Anna)

- Regional Officer For Metro Northwest (Hollywood, Juanita, Crenshaw and Belvedere)
- Regional Officer For Metro Southeast (Whittier, Downey, Huntington Park and Compton)

IV. TERM OF OFFICE. The duly elected candidates will be installed in office when it is determined that the purposes of the trusteeship have been achieved, and Local 132 is released from trusteeship. Their term of office will expire March 31, 2013.

V. FILINGS. All filings must be in writing and should be addressed to the Election Chair at Local 132, 7200 Greenleaf Avenue, Suite 380, Whittier, CA 90602. Nomination petitions must be filed by hand delivery or by certified mail, return receipt. All other filings pertaining to nominations and the election, such as acceptances, requests for reconsideration of rejections of nomination, election challenges, etc., must be by mail or by hand delivery or by fax. The fax number is 562-696-0374. Email will not be accepted for any filing.

VI. TELEPHONE INQUIRIES. Informal telephone inquiries regarding the procedures should be directed to Sam Weinstein or Greg Paaske. They can be reached at Local 132 (Tel. No. 562-696-0142). If you call with an informal inquiry, please leave your name, telephone number and date and time of phone call so your call may be returned. Email inquiries will not be answered.

VII. ELIGIBILITY FOR OFFICE.

- A. For President, Secretary-Treasurer, Business Agent and Trustee, any member in good standing who has not held or accepted a regular or temporary management position with the Company at any time after the effective date of the Local 132 By-Laws (December 18, 2009) is eligible for Office.
- B. For each of the 11 Regional Officers, a member in good standing who has not held or accepted a regular or temporary management position with the Company at any time after December 18, 2009 is eligible for Regional Officer *for the Region where he/she is employed*. For example, only a member employed in the Headquarters Region may be nominated for Regional Officer for Headquarters.

VIII. NOMINATION BY PETITION.

- A. Nominations will be by written petition. Any member in good standing may nominate a candidate for any office. A nomination petition should include the nominator's printed name, signature and Company ID number and the nominee's name and the specific office for which he/she is nominated. A nomination petition may nominate more than one member for office, provided that each member is being nominated for a different office, and that the office for which each member is being nominated is specifically indicated.
- B. Nominations for President, Secretary-Treasurer, Business Agent and the 11 Regional Officers may be presented as individual nominations or as a full slate nomination on a single petition. Only full slates with 14 Officers (President, Secretary-Treasurer, Business Agent and 11 Regional Officers, *but not Trustees*) will have a slate voting

box on the ballot. If a partial slate is nominated, each nominee will be treated as an individual candidate on the ballot.

- C. A candidate for Trustee must run as an individual and cannot be part of a slate on the ballot.

IX. NOMINATION SCHEDULE.

- A. Anytime after June 25, 2010, nomination petitions may be filed at the Union. The deadline for filing a nomination petition is 5:00 p.m. on July 14, 2010. Each petition must be filed by mail (certified, return receipt) or by hand delivery to the Union office. A nomination petition may not be filed by any other means. A sample nomination petition is attached, but any nomination petition which contains the required information is satisfactory.
- B. By no later than 5:00 p.m. on July 14, 2010, each nominee who wishes to accept nomination must file a signed statement accepting nomination for the stated office. The acceptance must contain the nominee's name as he/she would like it to appear on the ballot, the office for which he/she has accepted nomination, the nominee's Region, the nominee's slate (if applicable), and the nominee's signature. The acceptance should also contain the nominee's contact information. A nominee who fails to file a timely acceptance will be deemed to have declined nomination. No member may accept nomination for more than one office. A sample acceptance statement is attached, but any acceptance which contains the required information is satisfactory.
- C. The Election Committee will promptly rule on nominations and notify a nominee if his/her nomination is rejected. The Election Committee will also promptly notify each nominee if he/she has been properly nominated, the office for which he/she has been nominated, and whether he/she has been nominated as a member of a full slate. Any individual whose nomination is rejected may have the Election Committee reconsider its ruling by filing a written protest as soon as possible but no later than July 18, 2010.
- D. A candidate unopposed for office will be declared elected by the Election Committee.

X. BALLOTS.

- A. **Slates.** Full slates that have candidates for President, Secretary-Treasurer, Business Agent and 11 Regional Officers (but not Trustees) will have a slate voting box on the ballot identifying the name of the slate and listing the candidate for each office. A vote may be cast for the entire slate by marking the slate box or a vote may be cast by marking the individual boxes for individual candidates who are part of the slate. Full slates will be listed first on the ballot. The order of full slates on the ballot will be determined by drawing lots.
- B. **Individual Candidates.** The order of individual candidates on the ballot, including candidates for Trustee, will be determined by drawing lots.

- XI. INSPECTION OF THE MEMBERSHIP LIST.** Any candidate for office has the right, once from June 28, 2010 to July 19, 2010, to inspect (but not copy in any way) the list of names and

addresses of members who are covered by the collective bargaining agreement. A candidate who wishes to inspect the membership list must contact Amante Diza, Local 132 Administrative Assistant; and the inspection will be scheduled in coordination with the Election Committee. Any candidate who, following an inspection, believes there is a problem with the membership list should promptly file written notice with the Election Chair.

XII. DISTRIBUTION OF CAMPAIGN LITERATURE. Each candidate or slate has the right to have campaign literature distributed to the membership at the candidate's or slate's expense. The procedures for distribution are set forth below.

- A. Upon written request, the Union will prepare membership name and address data for a mailing. Mailing data will be prepared by the Union at no cost for all or any portion of the members for which data can be reasonably segregated, such as by zip code, by classification or by Region. Because of the database limitations, mailing data by classification or by Region may contain inaccuracies. A minimum of 2 business days is required to prepare membership mailing data. A written request should be addressed to Greg Paaske at Local 132.
- B. The Union will provide the requested membership mailing data to Oxford Mailers, an outside mailing company authorized to perform mailings. Oxford Mailer address is 4901 Patata Street, Unit 208, Cudahy, CA 90201 and its telephone number is 323-773-1603. The contact person is Alfonso Damasco. Oxford Mailers is a union company. Oxford Mailers has been advised to charge its standard rates to any candidate or slate that wishes to mail campaign material; to require advance payment for any mailing; and to maintain strict confidentiality of any member data provided by the Union. Oxford Mailers may require several business days to perform a mailing, depending on the size and complexity of the work.
- C. Provided the Union has authorized the mailing, a candidate or slate must deal directly with Oxford Mailers regarding mechanics, time, cost, payment, etc. for the mailing.
- D. The Union does not engage in prior approval or disapproval of the contents of campaign literature.

XIII. ELECTION.

- A. All members in good standing are eligible to vote.
- B. The election will be by secret mail ballot which will be conducted by the American Arbitration Association (AAA). Ballots, together with voting instructions, will be mailed to each member in good standing on or about July 20, 2010.
- C. A member who does not receive a ballot package on a timely basis should notify Amante Diza at Local 132 by phone (562-696-0142) or by fax (562-696-0374). The Union will promptly notify AAA to mail a replacement ballot package to any such member.
- D. Ballots must be returned by mail to the post office box reserved for that purpose by 12:00 midnight on August 8, 2010.

- E. **Observers.** Each individual candidate may have 1 observer and each full slate may have 3 observers: (1) when American Arbitration Association picks up the ballots at the post office at 9:00 a.m. on August 9, 2010; and (2) during the tabulation of ballots at the offices of AAA on August 9, 2010. Each slate or candidate should file the name(s) of any observer(s) in writing with the Election Chair by August 5, 2010.
 - F. Candidates for President, Secretary-Treasurer, Business Agent and 11 Regional Officers will be elected by a plurality of votes (i.e., the candidate with the most votes wins the election for each office).
 - G. The 3 individual candidates for Trustee with the highest total of votes win the election.
 - H. Write-in candidates are not permitted.
- XIV.** Any election challenge should be filed promptly. Election challenges will be governed by the applicable provisions of the Local 132 By-Laws and the UWUA National Constitution.
- XV.** These Guidelines may be modified as necessary in order to conduct a fair and orderly election.