

**CONSTITUTION
AND
BY-LAWS**

***AMERICAN POSTAL
WORKERS UNION
AFL-CIO***

**MILWAUKEE AREA LOCAL
#3**

AS AMENDED AND ADOPTED OCTOBER 29, 2021

THE CONSTITUTION AND BY-LAWS

TABLE OF CONTENTS

Article Number	Title	Page
	Members Bill of Rights	1.
1	Name	2.
2	Objectives	2.
3	Membership	3.
4	Jurisdiction	4.
5	Legislative Power and Meetings	4.
6	Representation	6.
7	General Officers	6.
8	Craft Officers	12.
9	Officers, Nominations, Committees, Elections	13.
10	Fiscal Year-Revenues and Charters	20.
11	Prohibition	22.
12	Referendum	22.
14	Union and Membership Protection	23.
15	Suspension of Officers and Staff	28
16	Terms of Office, Succession and Vacancies	28.
17	Amendments	29.

Article Number	Title	Page
By-Laws		30.
1.	Order of Business	30.
2.	Disposal of Records	30.
3.	Officers Oath of Obligation	31.
4.	Obligation of New Members	31.
5.	Personal Expense	32.
6.	Amendments	32.

**CONSTITUTION OF THE
MILWAUKEE, WISCONSIN AREA LOCAL
OF THE AMERICAN POSTAL WORKERS UNION, AFL-
CIO**

MEMBERS BILL OF RIGHTS

The following Bill of Rights shall not abridge any other rights guaranteed to a Union member under the constitution and the laws of the state of Wisconsin and the United States of America.

SECTION 1. No Person otherwise eligible for membership in this union shall be denied membership on a basis of unqualified equality, because of sex, race, age, creed, color, national origin, or political belief.

SECTION 2. Members shall suffer no impairment of freedom of speech concerning the operations of the union. Active discussion of union affairs shall be encouraged and protected within this organization.

SECTION 3. Members shall have the right to fair and democratic elections at all levels of the union. This includes due notice of nominations, elections, equal opportunity for competing candidates, and proper election procedures, which shall be constitutionally specified qualifications uniformly applied.

SECTION 4. Members shall have the right to a full and clear accounting of all union funds at all levels. Such accounting shall include, but not limited to, reasonable periodic reports to the membership by the appropriate fiscal officers.

SECTION 5. Members shall have the right to full participation, through discussion and vote, in the decision making process of the union, and to pertinent information needed for the exercise of this right. All members have an equal right to vote and each vote cast shall be of equal weight.

SECTION 6. Charges against a member or officer shall be specific and shall be only on the grounds provided in this constitution. Accused members or officers shall have the right to fair hearing with strict adherence to due process. The accused shall be considered innocent until proven guilty.

ARTICLE 1 NAME

The name of this organization shall be the American Postal Workers Union, AFL-CIO, hereafter known as the APWU.

ARTICLE 2 OBJECTIVES

The objectives of this union shall be:

SECTION 1. To secure through collective bargaining and legislative efforts a better standard of living for the members of this union and their families.

SECTION 2. To affirm its belief in a single union of all postal workers in non supervisory levels. This union will further make every effort to bring into being a single union of all postal workers, by mergers with other postal unions, and initiate intensive all out organizing campaigns reflecting the APWU philosophy.

SECTION 3. To vigorously oppose any labor unions outside the Postal Service moving into the Postal Service union field.

SECTION 4. To call on the AFL-CIO and its national, Wisconsin, and local presidents, to aid in the cause of merging all postal unions into one single union.

SECTION 5. To continue to organize the unorganized.

SECTION 6. To unite within one organization, regardless of sex, race, age, creed, color, national origin or political belief, all employees under the jurisdiction of the Milwaukee sectional center.

SECTION 7. To educate our membership in the history of the labor movement and to develop and maintain an intelligent and dignified membership; to vote and work for the election of candidates who favor the passage of improved legislation in the interest of labor; to work for the repeal of laws which are unjust to labor and the postal worker, such as the denial of the right to strike and the denial of the right to support political candidates of their choice; and to educate all members in the area of economic, political and social injustice.

OBJECTIVES

SECTION 8. To engage in legislative and political education, civic welfare and other union activities which further, directly or indirectly, the joint interest of the members of this union in the improvement of general economic and social conditions in the United States of America.

SECTION 9. To work as an autonomous union affiliated with the AFL-CIO together with other local and state unions for the solidification of the entire labor movement.

SECTION 10. To resist any and all attempts to integrate assignments that will affect the crossing of crafts, except to prevent a craft reduction in force or to permit the creation of a full-time regular position, and to impose upon its governing body the obligation to support such resistance to the limit of its ability.

ARTICLE 3 MEMBERSHIP

SECTION 1. Active membership shall be any person employed by the Postal Service in a position without supervisory function within the jurisdictional claim of the APWU. There shall be five categories of membership in this union: active, inactive, retired, honorary, and associate.

SECTION 1A. All applications for membership to the Milwaukee Area Local shall be in writing on a signed 1187, authorizing dues deductions from their postal salary, and submitted to the recording secretary for presentation at a regular membership meeting.

SECTION 2. Membership in the union may be retained in the following ways:

SECTION 2A. Honorary membership shall be members with (50) years of Union membership, or any person so honored by the general membership for any reason. They shall be ineligible to hold any local elective office, to serve as an official delegate to any convention, or to vote in any election.

SECTION 2B. Inactive membership shall be employees in supervisory positions who wish to retain fringe benefits available to membership and to receive official publications of the union.

SECTION 2C. Retired membership shall be retired employees of the United States Postal Service who were bona fide members of the American Postal Workers Union upon retirement. Such members who retire may retain all rights and benefits in the union by paying the full appropriate local dues structure. All retirees who do not desire to retain full rights and benefits in the union, may pay the appropriate yearly per capita tax to the national union.

ARTICLE 4 JURISDICTION

SECTION 1. This union claims jurisdiction over all postal and mail handling operations including, but not limited to, sorting machines (1st, 2nd, 3rd class, parcel post, sack, etc.) all areas and levels of postal and federal maintenance, motor vehicle service and maintenance, all transport and special delivery of mail and all technical advancement in the area of mail processes.

ARTICLE 5 LEGISLATIVE POWER AND MEETINGS

SECTION 1. The law-making power shall be vested in the voting membership of the union exclusively.

SECTION 2. A general membership meeting shall be held at least once a month, except during December or as approved in Section 2B.

SECTION 2A. A general membership meeting shall be held in the months of January, March, May, July, September, and November of each year. The general membership meetings will be scheduled on a rotating basis in the following manner: the first meeting (after adoption of this constitutional amendment) will be held on Monday, the next Wednesday, and the next Friday. The Start time for each subsequent meeting will be determined by majority vote at each preceding meeting. General membership meetings will continue to rotate in this manner. General membership meetings may be held in the other months upon a two-third (2/3) vote of all members present at any general membership meeting and will continue in the rotating fashion. General membership meeting dates may be scheduled for the following calendar year in whole or part of the last general membership meeting of the previous year.

SECTION 3. **Twenty (20)** voting members shall constitute a membership quorum to commence transaction of the business of this union. Fifteen (15) minutes grace shall be allowed to establish this quorum past the scheduled starting time of the meeting.

SECTION 3A. In the absence of a membership quorum, the meeting shall enter into executive session. The executive board will constitute the executive session with a quorum of two-thirds (2/3) of the members of the board present to transact any business. The members present shall have the opportunity to be heard on the issues before the executive board; however, the vote of the executive board will decide the issues. This constitution shall not be amended in executive session. In the absence of the membership quorum and the executive session quorum, the meeting must adjourn. Although the meeting had entered into executive session, it shall be returned to the membership by presence of a **twenty (20)** member quorum.

ARTICLE 5 LEGISLATIVE POWER AND MEETINGS

SECTION 3B. All members are required to sign in the official roster before being heard or casting a vote. Any member unable to sign himself in shall have his/her name entered into said book by the sergeant-at-arms or any officer. Said book shall be kept in the custody of the recording secretary and be in possession of the sergeant-at-arms during the membership meeting.

SECTION 4. Special meetings may be called by the president, with the concurrence of at least two (2) craft directors, or a two-third (2/3) vote of the executive board, or upon written request to the president by seventy-five (75) members in good standing. The members requesting are obligated to attend. Written notice of all special meetings must be posted on all union bulletin boards in our jurisdiction twenty-four (24) or more hours prior to the meeting.

SECTION 5. All general membership meetings shall be limited to two and one-half hours (2 1/2) and may be extended by a majority vote.

SECTION 6. The executive board shall set the general membership meeting date in the event no date has been set at a membership meeting.

SECTION 7. Craft meetings may be called by the director of each of the respective crafts on such occasions as he/she may deem necessary or upon receipt of a petition of respectively: Twenty-five (25) members of the clerk craft; Ten (10) members of the maintenance craft; (3) Eight (8) members of the motor vehicle craft.

SECTION 7A. Those craft members petitioning such a craft meeting are obligated to attend.

SECTION 7B. The craft director will be guided by the directions of the craft so assembled in a craft meeting.

SECTION 7C. Notice of craft meetings shall be posted on respective bulletin boards 24 hours prior to the meeting.

ARTICLE 6

REPRESENTATION

SECTION 1. By virtue of their positions, the president and vice president shall be delegates to all conventions of the APWU, the Milwaukee County Labor Council, and the Wisconsin State AFL-CIO Convention. By virtue of their positions, the local business agent, customer service director, automation director, mechanization director, west sectional director, south sectional director, north sectional director, MVS director, and the maintenance director shall be automatic delegates to all Wisconsin and National Conventions of the APWU. By virtue of their elected positions, the treasurer and recording secretary shall be automatic delegates to all Wisconsin and National Conventions of the APWU only if they are stewards.

ARTICLE 7 GENERAL OFFICERS AND TRUSTEES

SECTION 1A. PRESIDENT: The office of the president shall be a full-time paid position. He/She shall be salaried at the rate of Level 11, Step P. Said salary will not increase or decrease during the term of office. He/She shall be entitled to wage increases and bonuses as negotiated in the national agreement. The union shall pay the government obligations for retirement at the rate of Level 11, Step P, the employer's portion of social security, government life insurance, and all other obligations as required by law. His/Her duties shall be prescribed in this constitution, in accordance with the needs of the membership.

It shall be the duty of the president to have charge of the welfare of the union and to promote its interests in such ways as seem to him/her advisable, or as may be directed by the membership. He/She shall preside at all meetings of the general membership and executive board and shall govern by Robert's Rules of Orders Revised in all cases to which they are applicable and that are not inconsistent with this constitution and bylaws.

He/She shall have the general superintendence of its affairs with authority to make appropriations necessary to the daily operations of this union and the protection of its assets. He/She shall have the authority to assign representatives for the purpose of engaging in organizational activities, policing collective bargaining agreements, investigating and settling grievances, unfair labor practices, labor disputes, and related activities, as the needs of the union from time to time may require.

He/She shall have the authority and responsibility for carrying out the collective bargaining duties of the union. He/She may designate such members of the bargaining committee as he/she chooses upon approval of the executive board, and take all steps he/she deems necessary and proper to enforce the rights of the union and its members under all collective bargaining agreements.

ARTICLE 7 GENERAL OFFICERS AND TRUSTEES

He/She shall be the ex-officio chairperson of the negotiating committee and labor/management committee.

The executive board shall appoint the editor and associate editor of the union publication at the beginning of the term of office. The executive board may remove and replace either the editor and/or associate editor upon a two thirds (2/3) majority vote of those in attendance at either a regular or special executive board meeting.

Full-time officers of this union shall be ineligible to serve as editor and associate editor during the period they serve the organization full time. Any vacancy that might occur during the term of office will be filled in accordance with Article 16, Sections 3 and 4 of this constitution. At the beginning of his/her term, He/She shall appoint all committees not specifically appointed on motion in the general assembly, subject to approval of the executive board. This shall not abrogate his/her authority to make subsequent appointments.

He/She shall countersign all orders drawn by the treasurer. If the treasurer is not available to perform his/her obligations, the president shall sign warrants or checks; these to be countersigned by the vice president. He/She shall make all vacancies from any cause whatsoever, subject to the approval of the executive board. He/She shall make a monthly report of his activities as president to the membership.

The president shall keep a bi-weekly record of his/her work hours and all annual and sick leave used. This record shall be submitted to the treasurer by pay period and shall be available to any member upon request.

Upon approval of the executive board, the president shall appoint the designated number of delegates to the Milwaukee County Labor Council.

SECTION 1A-1. The president's normal work schedule shall be from 8:00 a.m. to 4:30 p.m. with Saturday-Sunday as off days. The president may deviate from said schedule for just cause without prior executive board or general membership approval; however, such deviation must be accounted for by the president at the next general membership meeting. Chairing general membership meetings outside of normal work schedule shall not be an acceptable reason for deviating from normal work schedule.

ARTICLE 7 GENERAL OFFICERS AND TRUSTEES

SECTION 1A-2. The president shall advise at each executive board meeting the amount of annual leave, sick leave, or leave without pay he/she used and the dates involved since the previous executive board meeting. Such information shall not be recorded in the executive board meeting minutes. Upon leaving office, any earned unused annual leave shall be paid in full, not to exceed 440 hours, at the prevailing rate upon leaving office. Any earned unused sick leave shall be paid in full, at the prevailing rate upon leaving office.

SECTION 1A-3. The president shall not hold any regional or national positions during his/her term of office.

SECTION 1A-4. The president shall function as chief organizer officer of the local, and shall coordinate these responsibilities with the vice president and the local business agent.

SECTION 1A-5. At the first executive board meeting of the term of office, the president will appoint one clerk steward or clerk craft officer to serve as the Local's RI-399 representative. The RI-399 representative will receive direction from the president in the performance of his/her duties and will receive training related to RI-399 issues as needed.

SECTION 1B. VICE PRESIDENT: The vice president shall perform the duties of the president in case of his/her absence or inability to attend to the duties of his/her office. He/She shall be a member of the labor/management and negotiations committee. He/She shall be charged with the responsibility of keeping in close communication with the national industrial relations department and develop records on precedent arbitration and grievance awards to assist stewards in the processing of grievances. The vice president will be responsible for the coordination and planning of all locally approved seminars/conferences/conventions that are to be attended by representatives from the local. This includes any registration, lodging, travel, and identification of per diem amounts.

He/She shall serve as director of legislation, and in such capacity shall guide and direct all activities of this union relating to legislation.

He/She shall be required to submit no less than four (4) articles each year (April 1st to March 31st) to the Hi-Lites.

ARTICLE 7 GENERAL OFFICERS AND TRUSTEES

SECTION 1C. LOCAL BUSINESS AGENT: The office of the local business agent shall be a full time paid position. He/She shall be salaried at the rate of Level 10, Step N. Said salary will not increase or decrease during the term of office. He/She shall be entitled to wage increases and bonuses as negotiated in the national agreement. The union shall pay the government obligations for retirement at the rate of Level 10, Step N, the employer's portion of social security, government life insurance, and all other obligations as required by law.

SECTION 1C-1. He/She shall have the responsibility of insuring the continuity of operation of all departments of this local, as directed by the president. He/She shall have the responsibility of representing all areas of the local, under the direction of the president. He/She shall have the responsibility of policing the collective bargaining agreement, of investigating, settling, and reviewing grievances, unfair labor practices, and labor disputes, and shall perform related activities as directed by the president. He/She shall be a member of the executive board, the negotiations committee and the labor management committee. He/She shall be charged the responsibility of keeping in close communication with the national industrial relations department, and shall develop records on precedent, arbitration, and grievance awards in order to assist stewards in the processing of grievances. He/She shall act as liaison between the membership and the APWU Health Plan. The local business agent shall keep a biweekly record of his/her work hours and all annual and sick leave used. This record shall be submitted to the treasurer by pay period and shall be available to any member upon request.

He/She shall be responsible for administering educational programs at the local level that: assists members, stewards, and officers in the performance of their duties and advances the objectives of the union.

SECTION 1C-2. The local business agent's normal work schedule shall be from 8:00 a.m. to 4:30 a.m. with Saturday/Sunday as off days. He/She may deviate from said schedule for just cause without prior executive board or general membership approval, under the direction of the president. Attending general membership meetings outside of normal work schedule shall not be an acceptable reason for deviating from normal work schedule.

ARTICLE 7 GENERAL OFFICERS AND TRUSTEES

SECTION 1C-3. The local business agent shall advise at each executive board meeting the amount of annual leave, sick leave, or leave without pay he/she used and the dates involved since the previous executive board meeting. Such information shall not be recorded in the executive board meeting minutes. Upon leaving office, any earned unused annual leave shall be paid in full, not to exceed 440 hours, at the prevailing rate upon leaving office. Any earned unused sick leave shall be paid in full, at the prevailing rate upon leaving office.

SECTION 1C-4. The local business agent shall not hold any regional or national positions during his/her term of office.

SECTION 1C-5. The local business agent shall be required to submit no less than four (4) Articles each year (April 1st to March 31st) to the Hi-Lites.

SECTION 1D. RECORDING SECRETARY: The recording secretary shall keep an accurate record of the proceedings of all general membership and executive board meetings. The handwritten notes taken at such meetings shall be the property of the union and filed. Typewritten copies of general membership and executive board meetings shall be provided for distribution to all members attending the meetings. Any member sending a self-addressed envelope may request a copy of the executive board and general membership meeting. He/She shall provide copies to all units and stations within seven (7) days after the meeting. He/She shall maintain an official copy of the constitution with all current amendments. He/She shall be responsible for maintaining an accurate list of all members and their current addresses. It shall be his duty to post all notices for general membership and executive board meetings and their minutes. He/She shall keep a record of all funds and of all roster changes and furnish a record of such changes to the editor of the union publication. The processing of the application for membership forms shall be his/her responsibility.

ARTICLE 7

GENERAL OFFICERS AND TRUSTEES

SECTION 1E. TREASURER: The treasurer shall have charge of all funds of this union. He/She shall be directed as to the investment of funds by the membership. He/She shall review all bills and if proper, prepare vouchers and submit vouchers to the president for his/her review. The treasurer shall honor all vouchers, properly countersigned by the president. He/She shall give a report in writing at each general membership meeting and provide copies to the president, recording secretary, treasurer, and post a copy on the bulletin board in the union office. Such a copy to remain posted until the conclusion of the next regular membership meeting, at which time it shall be placed in the permanent library volume to be kept in the union office. He/She shall submit the books of the union to a certified public accountant at the close of each fiscal year. He/She shall be the official custodian of the monies of the union. He/She shall have charge of the collection of all funds of the union and shall be responsible for the safe deposit of such funds in a depository as directed by the membership. He/She shall submit a proposed annual budget for the next fiscal year for consideration no later than the February general membership meeting.

SECTION 1F. DIRECTORS; NORTH, SOUTH AND WEST SECTIONAL CENTER: The North, South, and West associate offices shall be represented by the North Sectional Center Director, the South Sectional Center Director, and the West Sectional Center Director respectively. The duties and obligations of the Sectional Directors shall include the negotiation of local memorandums of understanding and calling associate office labor/management meetings as necessary.

SECTION 1G. All general officers shall be elected by the general membership. They shall perform all duties as prescribed by the President and/or membership.

SECTION 1H: In the event the president and vice president are absent or unavailable to perform the duties of president, the order of performing the duties of the president will be as follows: 1) local business agent; 2) recording secretary; 3) treasurer.

SECTION 1I: TRUSTEES: It shall be the duty of the trustees to: 1) Audit the books of the treasurer of the local each month and prepare and distribute a report of such auditing together with any recommendations they consider pertinent to the local at the general membership meetings. 2) Be charged with the accounting of all funds and properties of the local. 3) See that no bills are paid without proper authorization. 4) Keep a record of their official acts.

ARTICLE 7 GENERAL OFFICERS AND TRUSTEES

There shall be two (2) trustees. The trustees shall be elected for concurrent terms by the general membership. One (1) trustee shall be designated secretary of the trustees. The chairperson of the trustees shall be determined by the most votes received in the election. The secretary of the trustees will be determined by who received the second largest number of votes. In the case of a tie vote for the chairperson or the secretary of the trustees, the candidates tied shall cast lots for rank. The trustees shall not be part of the executive board and will not be an officer or steward of the local.

ARTICLE 8 CRAFT OFFICERS

SECTION 1. Craft directors duties and obligations shall be: to preside over craft meetings, to make necessary appointments of stewards as vacancies occur, subject to the approval of the executive board, to maintain a file on all postings with responsibility of reviewing such postings for irregularities, submit no fewer than four (4) articles each year (April 1st to March 31st) to the editor of the union publication, to serve as a member of the labor/management and negotiations committees and be responsible for submitting agenda items affecting his/her craft for all such meetings, and to make decisions that affect his/her craft.

The craft directors shall coordinate the education of their specific craft members with the president, vice president and local business agent.

It shall be the duty of each craft officer to schedule and preside over no less than one craft meeting per year during the duration of his/her term of office.

SECTION 2. CLERK CRAFT DIRECTOR MANUAL/MECHANIZATION OPERATIONS: Shall be responsible for all manual mail processing operations. Additionally, will be responsible for all areas of mechanized equipment (SPBS and FSM 1000 machines) and the members employed therein, exclusive of the maintenance craft.

SECTION 2A. CLERK CRAFT DIRECTOR OF AUTOMATION: Shall be responsible for all areas of automated mail processing equipment and members employed therein. This shall include the OCR's, BCS's, DBCSs, LMLM, Tabber, AFMS 100s, and all future automated mail processing operations.

ARTICLE 8 CRAFT OFFICERS

SECTION 2B. DIRECTOR OF MAINTENANCE: Shall be responsible for all areas of maintenance/custodial. This shall include maintenance/custodial at stations and branches and all members employed therein.

SECTION 2C. DIRECTOR OF MOTOR VEHICLE SERVICES: Shall be responsible for all areas of motor vehicle, vehicle maintenance facility driver instructor examiner and all members employed therein.

SECTION 2D. CLERK CRAFT DIRECTOR CUSTOMER SERVICES; Shall be responsible for all stations, main office window, AMC, CFS, bulk mail unit, madison building, and all members employed therein.

SECTION 3. Each craft director shall be actively employed in their respective crafts.

ARTICLE 9 OFFICERS, NOMINATIONS, COMMITTEES, ELECTIONS

SECTION 1. The officers of this union shall be elected by secret ballot, by plurality vote, and shall consist of the general officers and two (2) trustees (Article 7) elected by the general membership, and the craft officers (Article 8), all of which shall be elected by their respective craft members.

SECTION 2. All nominations shall be made at the membership meeting held in January of every third year beginning in 2023.

SECTION 2A. No member may serve or be eligible to accept nomination for election to any official office or position with this union as defined in the provisions of Article 10, Section 12B, of the national constitution.

SECTION 2B. To be eligible for an office under this constitution, a candidate must be present at the nomination meeting or submit a letter of intent to the recording secretary stating position desired, prior to the nomination board.

SECTION 2C. No nominated member may be a candidate for more than one (1) elective office in this union. He/She shall be considered a candidate unless such nomination is declined at the meeting at which nominations were made. Subsequent withdrawals must be in writing, signed and dated by the election committee.

ARTICLE 9
OFFICERS, NOMINATIONS, COMMITTEES, ELECTIONS

SECTION 3. Officers shall be elected triennially and installed at the next regular meeting.

SECTION 4. The president, with approval of the executive board, shall establish an election committee at the *November* executive board meeting of election years. Members of the election committee are to be announced at the November executive board meeting. They shall be the judges of all elections. No member of the committee shall be a candidate for election while serving on the committee. The election committee shall be responsible for the conduct of union elections and shall decide all controversies arising out of the election process.

Any member who feels aggrieved in connection with the conduct of a union election, including nominating procedures, shall file his/her grievance with the election committee within seventy-two (72) hours after the grievance arises.

The election committee shall have the authority to adopt rules and regulations as it deems desirable to properly accomplish the objectives of this article, and where it finds merit in a grievance it shall have the authority to direct and impose such remedies as it considers necessary or proper.

SECTION 4A. A member may appeal the decision of the election committee to the national appeals committee under Article 21 of the national constitution. The appeal must be in writing and shall set forth the relevant facts on which the appeal is based, from the date of the decision appealed from pending appeal; the decision of the election committee will stand.

SECTION 4B. Officers elected through the election procedures of this union shall assume and hold office pending final determination under the appeals procedures of this Article and of Article 21 of the national constitution.

SECTION 4C. The election committee shall be charged with the security of all ballots, and all other records and paraphernalia pertaining to each election, which shall be preserved for one year following each election in an appropriately secured place.

**ARTICLE 9
OFFICERS, NOMINATIONS, COMMITTEES, ELECTIONS**

SECTION 5. It shall be the duty of the election committee to procure all printed envelopes required in an election of a proper size and design, in sufficient numbers to cover the eligible membership; these envelopes to be addressed so that one can be mailed to each member in good standing.

SECTION 5A. No later than the fifth (5th) day of March, following nominations, the election committee shall mail to each member a ballot, together with a plain envelope bearing first-class postage, addressed to the Election Committee, Milwaukee, Wisconsin Area Local, American Postal Workers Union, AFL-CIO, Post Office Box 1995, Milwaukee, Wisconsin 53201.

SECTION 5B. The election committee shall engage the services of a local bonded and insured firm, for the purpose of receiving and securing the reply envelopes returned in each election.

SECTION 5C. It shall be the duty of the recording secretary to inform the election committee to delete from the official printed ballot the names of any candidates who may be deceased, or promoted to a supervisory position, or otherwise disqualified from serving as officers of the union.

SECTION 5D. In the event there is no opposition for an elective office of the union, the election committee chairman shall cast a unanimous ballot for the unopposed candidate, and the election committee shall certify and sign the results of the unanimous ballot. The election results shall be posted in a conspicuous place in the union office. This list must be certified by both the president and the recording secretary.

SECTION 5E. The method of handling requests for absentee ballots shall be determined by the election committee.

SECTION 6. No member shall vote by proxy.

SECTION 6A. Write-in votes shall not be valid, counted, or considered.

SECTION 7. The ballots shall bear the names of all regularly nominated candidates. Position on the ballot shall be determined by drawing by lot at the nomination meeting. All names shall be printed with the same size and style of type.

All commercially printed ballots must bear the printer's individual trade label to insure not only union printing, but also positive identification to avoid fraudulent ballots.

ARTICLE 9
OFFICERS, NOMINATIONS, COMMITTEES, ELECTIONS

SECTION 7A. There shall be two (2) separate ballots or categories for each voting member; 1. A ballot marked: "General Ballot" for candidates for general offices. 2. A ballot marked: "Craft Ballot" with the names of the candidates for offices of that particular craft. Different color-coded ballots shall be utilized for this purpose.

SECTION 7B. Directly above the nominees for the general officers (except for trustees) and the craft officers shall appear, in quote, the following language: "Vote for one." Directly above the nominees for trustees shall appear, in quote, the following language: "Vote for up to three (3)."

SECTION 8. The envelope addressed to the member containing his/her ballot shall contain two (2) envelopes. One shall be described in Section 5B. The second envelope shall have printed on the face "BALLOTS ONLY", seal it, place it in the envelope addressed to the election committee, seal it, place his/her name, address, and craft designation on the reverse side thereof and mail it.

SECTION 9. In the event of a tie in the election to an office, a special election shall be held by the election committee. The provisions of Article 12, Section 6 of the National Constitution and By-Laws shall be followed.

SECTION 9A. A plurality of legal votes cast in any election shall be sufficient for election as an officer.

SECTION 9B. The election committee is hereby instructed to accept and tally any part of a legal ballot which was correctly voted and reject the part or whole of the ballot which is incorrectly voted.

SECTION 9C. Any candidate, in any election, shall have the right to submit his/her commonly known name to the election committee in writing as he/she desires it to appear on the ballot, and it shall so appear.

SECTION 9D. Each candidate shall have the right to be present or have one challenger present when the votes are tabulated, providing that such challenger shall be a member of this union.

**ARTICLE 9
OFFICERS, NOMINATIONS, COMMITTEES, ELECTIONS**

SECTION 10. The election committee shall make an election report at the regular membership meeting following the election. Persons designated on such reports shall be considered elected. If a recount is requested and approved by the membership, the election committee shall proceed with the recount of votes immediately, with observers allowed for candidates involved in the recount. Where the report of the election committee cannot be accepted at the meeting in its normal time, the meeting shall be extended until a report can be accepted by the membership, or it cannot be completed in a reasonable time, the membership meeting may adjourn but a special meeting must be called within two (2) weeks, at which time a report must be made by the election committee. If the membership meeting has adjourned, the election committee may recess to an appropriate time to continue the recount. In the event of a recess to any candidate involved in the election contest.

SECTION 11. STEWARDS: Stewards shall be selected by the **President (effective April 1, 2019)** or craft directors subject to the approval of the executive board. They shall be required to take such training courses as are provided for them, attend seminars, and be present at no less than four (4) general membership meetings each year (April 1st to March 31st). They shall process grievances as required by the members of their craft in the manner prescribed by the executive board. By virtue of their elected positions, all officers of the executive board shall automatically be stewards except recording secretary and treasurer. However, during the first executive board meeting of the term of office, the executive board will appoint the aforementioned officers when appointing stewards if those officers are interested.

Stewards will be appointed to perform duties in multiple sections, stations, etc., however, in lieu of assigning stewards duties under this guideline, stewards may also be appointed to perform stewards' duties at only one city station or associate office, either of which is the location of the steward's duty assignment. (See Article 9, Section 14 for pay salaries).

Failure to fulfill stewards' duties shall require suspension or removal of said appointment by the president and/or present craft director of the steward and majority of the executive board that is present and voting. A steward, who has been suspended or removed, may request in writing to any executive board officer to appeal that action. Any suspension or removal of a steward shall be rescinded upon a two-thirds (2/3) vote of the executive board present and voting.

SECTION 12. The executive board of the union shall consist of the general and craft officers as described in Article 7 and Article 8.

ARTICLE 9
OFFICERS, NOMINATIONS, COMMITTEES, ELECTIONS

SECTION 12A. The executive board shall be the governing body of the union, except when a membership meeting is in session. All matters affecting the policies, aims, and means of accomplishing the purpose of this union, not specifically provided for in this constitution, or by action of the membership at a regular or special meeting shall be decided by the executive board.

SECTION 12B. The executive board shall meet in December, February, April, June, August, and October or meet at the call of the president or a majority of the members of the board. A report on all actions taken by the executive board shall be made to the membership at the next following meeting. A majority of the members of the executive board shall be required for a quorum. All actions requiring a vote during an executive board meeting will be a "roll call" vote and recorded as such in the minutes.

SECTION 12C. In any matter coming before the executive board, except for election appeals, the board may, by a majority vote, authorize any persons of its choosing to conduct, in the name of the board, an investigation or hearing on the matter, and to report his/her or their findings and recommendation to the board for decision. Any decision made to the board under such procedure shall have the same force and effect as if the investigation or hearing had been conducted by the executive board as a body. In making such authorizations, the board may act on individual appeals, or may make general authorizations covering specific types of appeals, and for specific periods of time.

SECTION 12D. At the direction of the president, when an executive board meeting is not in session, the recording secretary will poll the members of the executive board for their vote regarding any action that requires immediate attention. If the recording secretary is unavailable, the president will appoint a designee to conduct the vote. An attempt will be made to contact all members of the executive board for their vote and a record will be kept of those board members who voted, abstained, or could not be contacted. A majority of board members must vote (abstentions do not count as a vote) for the action to be approved.

SECTION 13. STANDING COMMITTEES: There shall be the following standing committees within this union to be known as BUDGET, ENTERTAINMENT, SAFETY AND HEALTH, PARKING, BUILDING, LEGISLATIVE, CONSTITUTION, HUMAN RELATIONS, MILWAUKEE POSTAL EMPLOYEES ACTIVITIES, ERGONOMICS, ORGANIZING and SCHOLARSHIP.

**ARTICLE 9
OFFICERS, NOMINATIONS, COMMITTEES, ELECTIONS**

Members of said committees shall be appointed by the president from a list of candidates submitted to him/her by the executive board at the beginning of his/her term of office. He/She shall have the power to remove or replace any member of any committee, subject to the approval of the executive board.

Committee chairmen shall render reports at membership meetings only when such subject matter is pertinent or called for by the membership.

All crafts have the opportunity to be represented on all committees.

SECTION 14. The following general officers shall be compensated at the listed rate per annum and shall be paid quarterly:

Vice President	Level 7, Step O at 80 hours
Recording Secretary	Level 7, Step O at 50 hours
Treasurer	Level 7, Step O at 70 hours
Director, North Sectional Center	Level 7, Step O at 50 hours
Director, South Sectional Center	Level 7, Step O at 50 hours
Director, West Sectional Center	Level 7, Step O at 50 hours

Full-time Officers shall be paid bi-weekly.

The following craft officers shall be considered at the listed rate per annum and shall be paid quarterly:

Director, Clerk Craft Manual/Mechanization	Level 7, Step O at 50 hours
Director, Clerk Craft Automation	Level 7, Step O at 50 hours
Director, Maintenance Craft	Level 7, Step O at 50 hours
Director, Motor Vehicle Service Craft	Level 7, Step O at 50 hours
Director, Clerk Craft Customer Services	Level 7, Step O at 50 hours

The following department and administrative officers shall be compensated at the listed rate per annum and shall be paid quarterly

Editor	Level 7, Step O at 40 hours
Associate Editor	Level 7, Step O at 25 hours

(Pay in bold print effective April 1st, 2019)

**ARTICLE 9
OFFICERS, NOMINATIONS, COMMITTEES, ELECTIONS**

Stewards will be compensated at \$125.00 per month and shall be paid quarterly. However, those appointed as a steward to serve at ONE city station or associate office in accordance with Article 9, Section 11, will be paid a total of \$40.00 per month.

Trustees will be compensated \$25.00 per month provided they make the scheduled meetings and give a report at each general membership meeting.

SECTION 15. No union officer shall be compensated for more than one (1) elected position salary.

SECTION 16. The Treasurer shall deduct all necessary amounts from the above compensation schedule for all lawful withholding required by law.

SECTION 17. OFFICIAL ORGAN: The official organ of this union shall be published by the Editor and Staff, under the guidance of the President and executive board, with headquarters at the union office, 417 N. Third Street, P.O. Box 1995, Milwaukee, WI. 53201.

Membership in this union shall include a subscription to the official organ.

**ARTICLE 10
FISCAL YEAR - REVENUES AND CHARTERS**

SECTION 1. The fiscal year of this union shall begin on January 1st and end on December 31st.

SECTION 2. The principle revenues of this union shall be derived from active membership dues plus the applicable national per capita tax per pay period, per member. These amounts shall increase in accordance with the provisions of the national constitution.

SECTION 2A. Local retired membership dues shall be ten (\$10.00) per year off setting the cost of the subscription to the local's newspaper payable in January of each year. Newly local APWU retired members wishing to pay these dues must begin to do so within one (1) year of retiring from the Postal Service. Any retired member who wishes to retain full membership rights shall pay the current monthly dues structure of local active members.

ARTICLE 10

FISCAL YEAR - REVENUES AND CHARTERS

SECTION 2B. Honorary members shall pay no dues.

SECTION 2C. Change in dues status shall be automatic upon official change in member's status.

SECTION 2D. No member shall be suspended for dues delinquency because of personal hardship. If a member notifies the union, stating the reason or reasons of personal hardship, the executive board may grant said member a dispensation from paying membership dues.

SECTION 3. Special assessments may be levied by the membership at a regularly constituted meeting, whenever it becomes necessary to carry on the work of this union. A motion to enact an assessment may be acted at the next meeting, by secret ballot, provided the membership is duly notified via union bulletin boards and by prominent publication in the official organ. Explanation and intent of why such action is proposed must be stated in such notice.

SECTION 3A. Any union or national assessment levied will be in addition to the present dues structure.

SECTION 3B. When an increase of national per capita tax is approved by action of a national convention, such increase shall be in addition to the present dues structure.

SECTION 4. This union was formed, organized, and chartered by the merger of the following honorable organizations: The United Federation of Postal Clerks Local No. 3; The National Postal Union-Milwaukee Branch; The National Association of Post Office Maintenance Employees Local No. 27; The National Association of Special Delivery Messenger; The National Federation of Post Office Motor Vehicle Employees-Milwaukee; on March 7, 1972.

SECTION 5. This union is officially designated and chartered as an Area Local.

SECTION 6. This union is a fully autonomous union formed and known as the American Postal Workers Union, AFL-CIO.

ARTICLE 11 PROHIBITION

SECTION 1. No criticism, reflection, argument or debate touching on any member's sex, race, age, creed, color, national origin, or political belief shall be allowed at any meetings of this union.

ARTICLE 12 REFERENDUM

SECTION 1. Any motion, resolution, or amendment rejected in whole or in part at a regular or special membership meeting may be submitted to referendum vote of the membership. A petition signed by fifteen (15) percent of the total active membership shall be sufficient to initiate each section.

SECTION 2. Before such a petition may be circulated and prior to the next regular membership meeting, the recording secretary must be notified by registered mail and be furnished with a copy of the proposed petition which shall include the question to be voted on. The recording secretary shall advise the petitioner, within three (3) days of receipt of a copy of the petition, of the number needed for a valid referendum petition.

SECTION 3. The petition, properly signed, must be submitted to the recording secretary no later than the day of the membership meeting next succeeding at which notification was accepted.

SECTION 4. The recording secretary shall read the petition to the membership meeting. The election committee shall conduct the referendum, count, and tally the ballots, and declare the results in a report submitted to the membership immediately following the completion of the referendum.

ARTICLE 14

UNION AND MEMBERSHIP PROTECTION

SECTION 1. The following are procedures that shall apply in the event that charges are levied against an officer or member of this union.

SECTION 2. The person preferring the charges shall do so by writing specific and detailed charges and presenting said charges to the recording secretary by registered mail, no later than thirty (30) days from which time the charging party first learned or may reasonably have been expected to have learned of the incident. The recording secretary shall notify the president upon receipt of all charges.

SECTION 3. The local executive board or separate elected trial board for a subordinate body shall constitute the trial board before which hearings on charges may be held; provided, however, that any such trial board may appoint one (1) or more of its members who shall be impartial, to act for it as hearing officer (s) for the purpose of holding hearings. In cases in which a hearing officer (s) is appointed, such hearing officer (s) shall hold such trial under such trial procedure as shall be determined by the trial board; shall make findings of fact and conclusions of law in respect to such charges; and shall recommend to the trial board what disciplinary action, if any, is to be taken by the trial board. In all cases, including those in which a hearing officer (s) is appointed, the trial board itself shall determine for itself what disposition should be made of the charges before it. The president shall affix the date, time, and place for the hearing in such a manner as to afford the maximum convenience to both the accused and the accuser, to the extent practicable.

SECTION 4. The following, and no other, shall constitute the basis for the filing of charges:

A. Violation of any provision of this constitution, or of any officially adopted and approved constitution to which the member being accused is subject.

ARTICLE 14

UNION AND MEMBERSHIP PROTECTION

- B.** Misappropriation, embezzlement, or improper or illegal use of union funds.
- C.** Acting in collusion with management to the detriment of the welfare of this union or its membership.
- D.** Any activity which assists, or is intended to assist, a competing organization, within the jurisdiction of this union.
- E.** Refusal or deliberate failure to carry out legally authorized decisions of the executive board, or the membership of which the accused is part.
- F.** Willful violation of a legally negotiated and approved collective bargaining agreement.
- G.** Instituting or urging others to institute action outside the union against this union or any officer of the union without first exhausting all internal remedies within this union; provided the foregoing shall not apply where the action was instituted in order to prevent the loss of rights under an applicable statute of limitations, and the member had diligently pursued his/her internal remedies.
- H.** Using the name of the union, or any element of part thereof, in an unauthorized manner, or for an unauthorized purpose.
- I.** Obtaining membership through fraud or misrepresentation.
- J.** Deliberately interfering with any official of this union in the discharge of his/her lawful duties.
- K.** Solicitation or acceptance of a bribe, or the acceptance of any gift of more than nominal value from any employer, member, or group of members of the union; or from any person or firm which has or is seeking to establish a business relationship with the union.
- L.** Conviction of a crime, the nature of which is such to bring the union as an organization into disrepute.
- M.** Knowingly submitting a false per capita tax or other financial audit or report to the national union, or any other lawfully constituted body.

ARTICLE 14 UNION AND MEMBERSHIP PROTECTION

SECTION 5. Within ten (10) days following the receipt of the charges, the recording secretary shall send by registered mail, return receipt requested, an exact and full copy of the charges to the accused party, together with a copy of this article and an explanation of the hearing procedure to be followed. Copies thereof shall also be submitted to the national secretary treasurer.

SECTION 6. It shall not be necessary to maintain a verbatim record of the hearing, unless a request for such record is made by a directly interested party to the proceeding. If such a request is made, the party making it shall be responsible for the cost of such records, and three (3) copies, one of which shall be furnished to the hearings committee and one to the opposing party. The reporter shall attach an affidavit to each copy of the transcript, stating that it is a true and accurate record of the hearing.

SECTION 7. The accused person shall be guaranteed the following rights;

- A.** The right to be served with a full copy of the charges within ten (10) days after they are filed, and at least thirty (30) days before the hearing date.
- B.** The right to file a written answer to the charge.
- C.** The right to a hearing within sixty (60) days after receiving a copy of the charge.
- D.** The right to have at least twenty (20) days advance notice of the date, time, and place of hearing.
- E.** The right to confront his/her accuser.
- F.** The right to cross-examine his/her accuser and any witnesses.
- G.** The right to present witnesses in his/her own behalf.
- H.** The right to compel the production of union records pertinent to the case.
- I.** The right to select a person of his/her own choosing to act as council or representative in the case.
- J.** The right to be presumed innocent unless proven guilty.

ARTICLE 14 UNION AND MEMBERSHIP PROTECTION

K. The right to refuse to testify against himself, provided however, that this shall not include the right to refuse to produce at any hearing any paper, books, or financial or other records, which are the property of this union, and which are pertinent to the case.

L. The right to appeal in the manner hereinafter provided.

M. The right to choose either an open or closed hearing.

SECTION 8. The person bringing the charge shall be guaranteed the following rights:

A. The right to receive a copy of any written answer to the charge which may be filed by the accused within ten (10) days after the time such answer is filed.

B. The right to have the charges heard.

C. The right to have at least twenty (20) days advance notice of date, time, and place of the hearing.

D. The right to give personal testimony.

E. The right to present the testimony of others and to cross-examine witnesses presented by the accused.

F. The right to select a person of his/her own choosing to act as his counsel or representative in the case.

G. The right to appeal in the manner hereinafter provided.

SECTION 9. The person bringing the charge shall be under the following obligations:

A. To file the original charge in sufficient detail so as to afford the accused person full opportunity to prepare his/her defense.

B. To appear in person at the hearing.

C. To assume the burden of proof.

ARTICLE 14 UNION AND MEMBERSHIP PROTECTION

SECTION 10. All decisions must be rendered by the hearings committee within thirty (30) days following completion of the hearing; except when stipulated to by both the accused and the accuser. Such a decision shall be in writing and shall be transmitted by registered mail, return receipt requested, to all parties.

SECTION 11. The hearing committee's report shall be submitted to the recording secretary of this union, including a synopsis of the testimony introduced at the hearing, together with the verdict "Guilty" or "Not Guilty", and recommended disciplinary action, if any.

Upon receiving the report, the recording secretary shall read it at the next regularly scheduled membership meeting. Both parties to the charges, or their counsels or representatives shall be granted five (5) minutes to speak on the decision. The hearings committee shall be afforded the opportunity to expound on its deliberations.

In the event of a guilty verdict, first the question of sustaining guilt or innocence shall be submitted to the membership, and if guilt is determined, then the question of accepting or rejecting the recommended disciplinary action.

The decision of the membership or appeal body at all levels shall be in full force and effect from the day of decision, until and unless reversed or modified by an appellant body at a higher level.

Any appeal body, upon receiving notice of appeal, may order a delay in the execution of any penalty which has been assessed, pending its hearing and disposition of the appeal.

SECTION 12. The decision of the membership may be appealed by either party as follows:

A. Within thirty (30) days following the decision, file an appeal to the next higher appeal body, in the same manner as is provided for the filing of the original charges. The appeal shall be in writing and shall be accompanied by a copy of the original charge and of the decision which is being appealed. The appeal shall set forth in substance the appellant's reasons for believing the decision was in error and the nature of the error.

B. All appeals to a higher body shall be made through the office of the recording secretary who shall provide the hearings committee and other party to the charge, via registered mail return receipt with copies of said appeal and all other supporting evidence.

ARTICLE 14 UNION AND MEMBERSHIP PROTECTION

C. A decision of this union, in matters other than protests concerning elections, may be appealed under the provisions of Article 15, Section 4, of the national constitution. Administrative assistance or advice for this appeal shall be provided by the union if requested by the appellant.

SECTION 13. Persons against whom charges were made, or who brought charges, shall be obliged to exhaust all remedies provided for in this constitution, or the national constitution before resorting to a court of law or other tribunal.

SECTION 14. Inspection of records. All records of this union shall be subject to inspection at anytime, either by a committee appointed by the president, or by a committee elected by the membership, at a regular or special meeting.

ARTICLE 15 SUSPENSION OF OFFICERS AND STAFF

SECTION 1. Notwithstanding any other provision of this constitution, the president shall have the authority to order the immediate suspension, pending full investigation of officers or staff employees who in his/her opinion are engaging in conduct imminently dangerous to the welfare of this union. Such action shall not affect the membership rights of an officer or staff employee so suspended. In all such cases, the president shall immediately notify the members of the executive board of his/her action, which shall be automatically approved or disapproved by the executive board whether or not it is formally appealed to the board. In any such situation, the order of the president shall be in effect for not more than thirty (30) days and may not be renewed unless formal charges have been filed against the officer or staff employee so suspended within the thirty (30) day period.

ARTICLE 16 TERMS OF OFFICE, SUCCESSION, AND VACANCIES

SECTION 1. Terms of office shall begin on April 1st, formal installation notwithstanding. Officers shall hold their official position for three (3) years.

SECTION 2. All officers who are absent from three (3) executive board meetings or membership meetings of this union, within a year of their term of office (April 1st – March 31st), for any unexcused reason, shall be automatically removed from office, subject to further action at the following membership meeting.

ARTICLE 16

TERMS OF OFFICE, SUCCESSION, AND VACANCIES

SECTION 3. In the event of the resignation, death, or removal of the president, his/her office shall be declared vacant, and the vice-president shall immediately assume the presidency for the duration of the current term.

SECTION 4. In the event of the resignation, death, or removal of an officer, with the exception of the president, the respective position shall be declared vacant at the first executive board meeting thereafter.

Upon being declared vacant, the position and its requirements shall be posted on all official union bulletin boards for a fifteen (15) day period. All letters of application must be received by the close of business on the 15th day.

At the first executive board meeting following the 15th day period, the executive board shall take action upon application of those qualified under the provisions of this constitution, filling the position by a simple majority vote.

ARTICLE 17

AMENDMENTS

SECTION 1. Any article or section of this constitution may be submitted for amendment, upon written request of twenty-five (25) active members. The amendment, the written request of twenty-five (25) active members, and the name and signature of the amendment author must be present on each submission. The proposed amendment shall be presented at a regular or special meeting for a first reading, then laid on the table until the next regular or special meeting. The proposed amendment shall then be publicized on all union bulletin boards and in the official organ.

SECTION 2. At the next membership meeting, following the first reading, the amendment shall be presented to the membership. The author of the amendment must be physically present at this meeting in order to clarify the intent of the amendment. If the author of the amendment fails to attend this meeting, the amendment will be ruled out of order. Any germane amendments to the amendment may be offered. Such amendments to the amendment shall be adopted by a majority vote. The amendment in either its original or amended form shall then be presented to the membership present and may be adopted by a two-thirds (2/3) favorable vote of the members present and voting. Any adopted amendment shall be published in the official organ.

**BYLAWS OF THE
MILWAUKEE AREA LOCAL OF THE
AMERICAN POSTAL WORKERS UNION, AFL-CIO**

**ARTICLE 1
ORDER OF BUSINESS**

SECTION 1. The order of business of the union shall be as follows and may not be altered except through majority consent of the members present.

**ROLL CALL OF OFFICERS
MINUTES OF THE PREVIOUS GENERAL MEMBERSHIP MEETING
MINUTES OF THE PREVIOUS EXECUTIVE BOARD MEETING
PRESIDENTS REPORT
ACTION UPON APPLICATIONS OF NEW MEMBERSHIP
NEXT MEMBERSHIP MEETING - TIME AND DATE
REPORT OF THE COMMITTEES AND OFFICERS
READING OF COMMUNICATIONS AND BILLS
UNFINISHED BUSINESS
NEW BUSINESS
GOOD AND WELFARE
ADJOURNMENT**

**ARTICLE 2
DISPOSAL OF RECORDS**

SECTION 1: All records of the union shall be filed in the union office, and such records shall not be destroyed except by action of the membership.

ARTICLE 3 OFFICERS OATH OF OBLIGATION

SECTION 1. The following Oath of Obligation shall be administered to all officers of this union at the beginning of their terms of office: "I, (state name), do hereby sincerely pledge my word and honor to perform the duties of my office as prescribed by the Constitution and Bylaws of the American Postal Workers Union, Milwaukee, Wisconsin Area Local, and be governed by it in the performance of those duties. I will deliver to my successor all books, papers and all other property of this UNION that may be in my possession at the close of my official term. I will also deliver all property of the American Postal Workers Union, Milwaukee, Wisconsin Area Local to the President of the same. I do further promise that I will never knowingly wrong a brother or sister, or see him/her wronged, if in my power to prevent it. All of this I solemnly promise. And I further pledge that once I no longer hold an office with the American Postal Workers Union and am no longer a bargaining unit employee, I will never testify in support of the United States Postal Service in any United States Postal Service arbitration or administrative hearing about internal Union discussions and/or decisions that are made by the Union leaders in regard to the American Postal Workers Union's internal policies. I further subscribe and affirm that if I resign or enter into an EAS position, whether detailed or permanent, within one year of resignation or completion of term of office, I will subject myself to full reimbursement to the American Postal Workers Union for any and all training I received during the preceding year whether National, State, or Local."

ARTICLE 4 OBLIGATION OF NEW MEMBERS

SECTION 1. The President calls all prospective new members to the front of the assembly. The President shall inquire of each prospective member: "Do you, of your own free will sincerely promise to abide by the Constitution and Bylaws of the American Postal Workers Union, Milwaukee, Wisconsin Area Local? Do you further promise that you will never knowingly wrong a brother or sister or see him/her wronged, if it is in your power to prevent it? All of this, do you sincerely promise?" New member (s) respond: "I do so promise."

ARTICLE 5 PERSONAL EXPENSE

SECTION 1. Personal expenses for officers of this union shall be established at the meeting prior to nominations. The personal expense rate for any officer shall neither increase or decrease during said officer's present term of office.

SECTION 2. Delegates of this union attending conventions and authorized conferences, or meetings shall have their minimum personal expenses computed as follows:

- A. Necessary travel expenses to be borne by the union.
- B. Where air travel is necessary, at coach rate fare rates.
- C. Payment of lost time at individual pay rate.
- D. To use the government rate for per diem per the city/state, not to include the additional hotel rate. Any additional expenses incurred by delegates may be authorized by action of the union upon submission of proof of such necessary additional expenses.

SECTION 3. Upon authorization of the President and submission of an approved PS Form 3971, union members or designated representatives will be compensated for lost work hours to conduct union business at their individual Postal Service hourly rate, plus benefits, subject to approval by the membership

SECTION 4. Delegates to state and national conventions shall provide resolutions to these conventions. All convention delegates shall meet at scheduled local meetings for this purpose. Each delegate shall submit at least three (3) resolutions one month prior to state convention.

ARTICLE 6 AMENDMENTS

SECTION 1. These bylaws may be amended by presentation of a written motion to do so at any general or special membership meeting and acted upon at the following meeting and adopted by a majority vote of the membership present and voting.