



GENERAL POLICY

Active Members

1. When a member holding any elected position applies for or relieves in a management position, they must present their written resignation of that position to the Local Executive effective immediately.

This is not in violation of para. 2, Section 9 (1) of the Human Rights Act. (January 1989)

2. Relieving management supervisors shall not report on any matters that can be construed as being of a disciplinary nature, or evaluation of an employee. (January 1996)
3. Union policy shall be non-signature of any Employee Evaluation Form (e.g. SP23). (January 1996)
4. No member shall participate in participatory management groups until the Company agrees to the TWU policies on participatory management as laid out by the Executive Council. (January 1996)
5. Whereas the Free Company Medicals could be used to the workers' detriment, let the membership be advised that these medicals are not mandatory. (Refer to Doctors' "Code of Ethics".)
6. The Secretary-Treasurer of the Union shall receive, by appointment, any member of the Union in good standing who wishes to inspect the books and records of the Union.
7. In cases of identical seniority dates in order to make final selections, a "lottery style" draw will take place. This draw to be conducted by an officer of the Union or Local. (June 1983)

Retired Members

8. Members shall be considered retired when they begin collecting any pension negotiated by the Union, or where there is no pension, at the decision of Executive Council. (January 1997)
9. The TWU Secretary-Treasurer shall organize an annual banquet for retired Union members. (January 1996)
10. The retired members of the Union shall be placed on the mailing list. (January 1996)

Job Transfers

11. Job classifications not changed by a Job Posting Procedure can only be changed by a Letter of Agreement, giving a reason for the change and receiving approval by the Executive Council. (January 1992)
12. Lateral transfers must have the approval of both the involved Local's Executive and also the Executive Council. Such approvals must be in writing and must be a product of a duly constituted meeting of the approving body.

Compassionate Transfers shall be governed by the Human Rights Act under the Duty to Accommodate. The affected Locals shall be notified of Compassionate Transfers prior to completion. (February 2000)

Locals

13. Local Membership Jurisdiction (January 1992)
 - (1) Members must belong to Local having jurisdiction for their classification in their permanent headquarters. Paid Officers may retain Local membership for as long as they hold office.
 - (2) For Local Officers changing jurisdictional boundaries, the original Local shall decide whether or not a transferring Officer can retain office for the remainder of that elected term only.
 - (3) The new Local of the transferring member shall process the transferring member and shall be empowered to initiate, process and effect the transfer with or without the signature of the transferring member. (January 1982)
14. (a) The Executive Council shall encourage and assist Locals to amalgamate.
 - (b) Amalgamation Process
 - (1) A joint meeting of the affected Locals shall be held to discuss the amalgamation.
 - (2) A membership vote shall be taken in each affected Local in order to proceed with amalgamation.
 - (3) A Bylaw Committee shall be formed with equal representation from each of the affected areas.
 - (4) The proposed Bylaws must be passed in each of the affected Locals.
 - (5) A copy of the proposed Bylaws and the ballot counts shall be sent to the TWU Constitution Committee.
 - (6) Upon Convention approval, the new Local shall then be formed.



(January 1996)

15. A member in good standing in the TWU shall be entitled to attend any Local meeting. The member shall be entitled to a voice but not be eligible to hold any office nor be entitled to any voting privileges on Local matters, except in the Local in which they are a member. (June 1986)
16. A copy of all minutes shall be sent to the Secretary-Treasurer of the Union no later than fourteen (14) days after each Local meeting.
17. Locals should co-ordinate their meeting times in order to cut down on the need for repeated trips of Business Agents. (January 1992)
18. All proposed Constitutional Changes shall be included with the meeting notice. (January 1996)

Education

19. Selection of members for CLC Education courses shall be made by the Locals and Executive Council.

Local participation will be based on the following formula:

1 - 300	- 1 candidate
301 - 500	- 2 candidates
501 - 800	- 3 candidates
801 - 1200	- 4 candidates
1201 - 1600	- 5 candidates

(January 1994)

20. All education videos created for the TWU which require acting skills will be made by unionized firms utilizing unionized actors and actresses. (June 1990)

Executive Council

21. **The Executive Council shall meet a minimum of nine (9) times per calendar year at the call of the President. (February 2003)**
22. Executive Council meetings shall be open to a maximum of three observers per Local and that those observers be members of their Local Executive or appointees of their Executive. No Union compensation for time or expenses are to be involved. (January 1996)



23. That in order to expedite the meetings of the Executive Council all correspondence be reviewed by the Table Officers and where applicable formulate recommendations as to the disposition of that correspondence. (March 2003)
24. Effective immediately, recorded votes are to be mandatory at all Executive Council meetings. (January 1984)
25. Business Agents should have at least one Local to service and make every effort to attend the Local's meetings. (January 1996)
26. In order to reduce the Union's legal costs, the paid Officers shall assume more of the responsibility of presenting cases at arbitration. (January 1996)
27. No paid TWU officer or TWU Union representative shall meet with management on Union business without another paid TWU officer or TWU representative with them as a witness. (March 2007)
28. The Executive Council will arrange to compile and file all existing official bargaining notes for entry into the TWU computer. (January 1995)

Letters of Agreement

29. When a surplus has been identified by the Company, a Committee from the Locals involved will be formed to provide assistance to the Executive Council in both the preparation and implementation of Letters of Agreement regarding the surplus members. (January 1985)
30. Letters of Agreement formulated during negotiations shall be approved by the Bargaining Committee and included in the bargaining package. Letters of Agreement formulated outside of negotiations shall be signed only after discussion and approval of the Executive Council. (January 1996)
31. All new Letters of Agreement shall be distributed to Convention Delegates and Local Secretary-Treasurers for information at least annually. (March 2002)

Councillors

32. Councillors should participate in grievances that are taken to the Industrial Relations level and in arbitrations in order to give them experience and reduce dependency on Business Agents. (January 1996)

Business Agents meeting with the Company on Local issues shall have a Councillor from the Locals involved at those meetings. (January 1994)

Before the Union withdraws from a 4th level grievance, the servicing Business Agent shall inform the Local. (January 1998)

33. Councillors in outlying districts should be allowed to do more servicing of their areas in order to relieve pressure on Business Agents, with the approval of the Executive Council. (January 1996)

Other Conventions/Conferences

34. Delegates from Locals of the TELUS Bargaining Unit shall meet in Convention during the second week in September in bargaining years for the purposes of determining the bargaining package. (February 2000)
35. Provincial Federation of Labour Convention Delegates shall be elected by Locals on the basis of one Delegate for each 500 members or less and one additional Delegate for each 500 members or the major portion thereof. Executive Council may authorize elections of additional Delegates by the Locals. (January 2001)
36. The TWU delegation to the Provincial Federation of Labour Convention shall hold caucuses to keep all TWU delegates informed as to what resolutions will be coming up each day for debate. The first caucus shall be held prior to opening of the Conventions to debate positions on issues and elect whips. (January 2001)
37. All persons voting on behalf of the Telecommunications Workers Union shall be members in good standing of the Telecommunications Workers Union. (January 1996)

General

38. When the Bargaining Committee considers that all other means available through the process of collective bargaining have been exhausted, it shall authorize the taking of a strike vote in the bargaining unit affected.
- Upon receipt of a favourable strike vote, the Executive Council and Tactical or Strike Committee shall have the authority to implement the strike. (June 1983)
39. The TWU shall make a determined effort to upgrade the "Job Evaluation Clause" in the Clerical Appendices. (January 1996)
40. **The TWU shall not use 800 or 900 line numbers except for the purposes of a National 800 Hotline and shall encourage members to use live Operator Services wherever possible. (January 2006)**
41. All "Hot" edicts and places not to be patronized shall be published in the Transmitter and other bulletins by the TWU. (January 1996)
42. The Tactical Committee shall begin involving the membership from the day the contract proposals are exchanged with the Company, and the involvement shall continue on a regular basis throughout the bargaining process. (January 1996)