



Local 2002/Section locale 2002

## **JOB DESCRIPTION**

### **Health & Safety Representative**

- Willingness to commit to the full 3 year term.
- Are committed to improving the working conditions of the membership.
- Will exhibit an ability to resolve contentious health and safety issues in a committee atmosphere with management representatives.
- Regular attendance at and contribution to Health and Safety meetings.
- Health and Safety Representatives must show a willingness to be responsible for personal learning in the field of Health and Safety and may be required to donate some time to attend classes and courses.
- Will attend meetings as directed by the Executive Board.
- Be responsible for maintaining the effectiveness of the local Union within the District, ensuring constant representation with local managements for the purpose of discussion of changes affecting the work and working conditions of members and administering the collective agreement within the District.
- The term of office for all elected officers is three (3) years. Assumes office the first of the month following the election.

The union co-chairperson of the Joint Committee will be selected by consensus of the union members of the Health and Safety Committee.

The performance of members of the committee is subject to review by the District Chairperson and the Regional Vice President.

## **DESCRIPTION DE POSTE**

### **Représentant ou représentante en santé et sécurité**

- Volonté de s'engager pour un mandat de 3 ans.
- Engagés à améliorer les conditions de travail des membres.
- Manifestent la capacité de résoudre des questions litigieuses en matière de santé et sécurité en coopération avec les représentants de la direction.
- Participent régulièrement et contribuent aux réunions de santé et sécurité.
- Doivent être disposés à assumer la responsabilité pour leur formation personnelle en matière de santé et sécurité et peuvent être tenus de consacrer du temps aux classes et aux cours.
- Assisteront à des réunions conformément aux directives du Bureau exécutif.
- Responsables de voir au maintien de l'efficacité de la section locale dans le district, en assurant la représentation constante auprès de la partie patronale locale, afin de discuter de changements touchant le travail et les conditions de travail des membres et d'administrer la convention collective à l'intérieur du district.
- Tous les dirigeantes et dirigeants sont élus pour trois (3) ans et entrent en fonction le premier jour du mois suivant leur élection.

Les membres du Comité de santé et de sécurité choisissent le coprésident ou la coprésidente du Comité mixte par consensus.

Le rendement des membres du comité pourrait être évalué par le président ou la présidente de district et le vice-président ou la vice-présidente régional(e).



Local 2002/Section locale 2002

## Code of Conduct and Ethics

Unions are voluntary democratic organizations in which we view each other as equals. Discrimination, harassment, unreasonable dissention and personal attacks violate our principals, undermine our Solidarity and erode our strength.

Our Collective Bargaining strength, influence and credibility in the workplace is based on our internal organization, mobilization and Solidarity.

We, the members of CAW Local 2002 have joined together to help one another and unite our strength to win better wages, working conditions and social justice through collective bargaining and political action.

We recognize that human beings are fallible but we believe in democratic principles and Solidarity and want a local which operates by rule of law, constitution, bylaws and common sense.

Subject to reasonable rules and regulations each member has freedom of speech, the right to run for office, nominate and to vote in free, fair and honest elections.

In a democratic union, as in a democratic society, all members have rights but they also must accept corresponding obligations. All members have the right to freely criticize the policies of union officials, however, this does not include the right to undermine the union as an institution or vilify or humiliate other members of the union.

Should any member or officer disagree with or wish to appeal action of the local or officers they must first attempt to resolve the matter within the local union and exhaust all avenues of appeal in the local union prior to seeking outside recourse.

In accepting nomination for office members agree to uphold these principles, rights and obligations.

## Code de conduite et d'éthique

Les syndicats sont des organisations démocratiques volontaires où les gens se considèrent les uns les autres comme des égaux. La discrimination, le harcèlement, les dissensions déraisonnables et les attaques personnelles sont contraires à nos principes, sapent notre solidarité et minent notre pouvoir.

Notre pouvoir de négociation collective, notre influence et notre crédibilité en milieu de travail reposent sur notre organisation, notre mobilisation et notre solidarité à l'interne.

Nous, les membres de la section locale 2002 des TCA, joignons nos efforts pour nous aider les uns les autres et pour consolider notre pouvoir pour remporter de meilleurs salaires, de meilleures conditions de travail et la justice sociale par l'intermédiaire de la négociation collective et de l'action politique.

Nous reconnaissons que l'être humain est faillible, mais nous avons foi dans les principes démocratiques et dans la solidarité et nous voulons une section locale qui fonctionne dans le respect de la loi, des Statuts, des Règlements et du bon sens.

Sous réserve de règles et de règlements raisonnables, chaque membre est libre de parler, de briguer une fonction électorale, de mettre une personne en candidature et de voter dans le cadre d'élections libres, équitables et honnêtes.

Dans un syndicat démocratique autant que dans une société démocratique, tous les membres ont des droits, mais ils doivent aussi accepter des obligations correspondantes. Tous les membres ont le droit de critiquer librement les politiques des dirigeantes et dirigeants officiels du syndicat; cependant, ce droit ne s'étend pas au droit de miner le syndicat en tant qu'institution ni de diffamer ou d'humilier d'autres membres du syndicat.

Les membres et les dirigeantes et dirigeants en désaccord ou souhaitant en appeler d'actions de la section locale ou de ses dirigeantes ou dirigeants doivent en premier lieu tenter de régler la question au sein de la section locale et épuiser toutes les avenues d'appel au sein de la section locale avant d'envisager un recours extérieur.

En acceptant leur mise en candidature, les membres acceptent d'adhérer à ces principes, droits et obligations.



**Please Post**

**Members in Good Standing**

**TO:** CAW Local 2002 Members

**FROM:** The District Elections Committee

In order for members to vote in an election, **per CAW Local 2002's Bylaws:**

**SECTION 2 -MEMBER IN GOOD STANDING**

**2.2.01** Except as otherwise provided for in these Bylaws or the CAW Constitution, in order to be a member in good standing, the following conditions must be met: (a) An application for membership must have been made and accepted in accordance with Articles 2.4 and 2.5. (b) The member shall be up to date in the payment of the application requirements of Articles 2.8 and 2.9. (c) A member under suspension from the Union is not considered to be in good standing.

**2.2.02** Membership in the Local Union and in the National Union, CAW, shall date from time of acceptance of application for membership.

**2.2.03** A member shall lose his/her good standing status when in arrears in the payment of dues and assessments for a period of thirty (30) calendar days or more, and may only regain such status by the payment of all overdue arrears.

**2.2.04** A member in arrears in the payment of dues and assessments for a period of ninety (90) calendar days or more, shall forfeit the right to stand for or to hold office pursuant to the CAW Constitution.

Therefore, please contact your District Elections Committee or the District Chairperson to fill out a membership card.

**Per Bylaw 2.11.01:**..... in the event a member changes his/her name, work location, mailing address, telephone number or classification, it shall be the responsibility of the member to advise the Local 2002 and his/her District Chairperson in writing of such change in order to maintain a correct District and Local Union record.

In Solidarity,

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District Elections Committee Chairperson

**OFFICIAL APPLICATION FOR MEMBERSHIP  
IN THE NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION AND GENERAL WORKERS  
UNION OF CANADA (CAW-CANADA)**

LOCAL UNION NO. \_\_\_\_\_

NAME \_\_\_\_\_ BIRTH DATE \_\_\_\_\_  
(PRINT) D. M. YR

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ PROV. \_\_\_\_\_

POSTAL CODE \_\_\_\_\_ NAME OF COMPANY \_\_\_\_\_ DEPT. NO. \_\_\_\_\_

CO.I.D NO. \_\_\_\_\_ S.I.N. \_\_\_\_\_

COMPANY LOCATION \_\_\_\_\_

SENIORITY DATE \_\_\_\_\_ CLASSIFICATION \_\_\_\_\_ PHONE NO. \_\_\_\_\_  
D M YR

I hereby designate, select and empower the National Automobile, Aerospace, Transportation and General Workers Union of Canada (CAW-Canada), its agents or representatives, to act for me as my exclusive representative for the purposes of collective bargaining in respect to rates of pay, wages, hours of employment or other conditions of employment, and to enter into contracts with my employer covering all such matters, including contracts requiring the continuance of my membership in said Union as a condition of my employment or continued employment, and contracts requiring the employer to deduct, collect, or assist in collecting from my wages or a regular supplemental unemployment benefit payable under its supplemental unemployment benefit plan any dues and fees payable to said Union; and I hereby revoke every selection or designation which in any manner may heretofore have been made by me, of any other representative for any of such purposes.

I further irrevocably designate, authorize and empower the said Union exclusively to appear and act for me and in my behalf before any board, court, committee or other tribunal in any matter affecting my status as an employee, or as a member of said Union, and exclusively to act as my agent to represent and bind me in the presentation, prosecution, adjustment and settlement of all grievances, complaints or disputes of any kind or character arising out of the employer-employee relationship as fully and to all intents and purposes as I might or could do if personally present.

I pledge my honour to faithfully observe the Constitution and laws of this Union and the Constitution of the Dominion of Canada, to comply with all the rules and regulations for the government thereof; not to divulge or make known any private proceedings of this Union; to faithfully perform all the duties assigned to me to the best of my ability and skill; to so conduct myself at all times as not to bring reproach upon my Union, and at all times to bear true and faithful allegiance to the National Automobile, Aerospace, Transportation and General Workers Union of Canada (CAW-Canada).

(Applicant's Signature) \_\_\_\_\_

(Witness) \_\_\_\_\_

**(LOCAL UNION COPY)**

**AUTHORIZATION FOR CHECK-OFF OF DUES**

TO THE \_\_\_\_\_ COMPANY Date \_\_\_\_\_  
D. M. YR.

I hereby assign to Local Union No. \_\_\_\_\_ National Automobile, Aerospace, Transportation and General Workers Union of Canada (CAW-Canada) from any wages earned or to be earned by me or a regular supplemental unemployment benefit payable under its supplemental unemployment benefit plan as your employee (in my present or

in any future employment by you), such sums as the Financial Officer of said Local Union No. \_\_\_\_\_ may certify as due and owing from me as membership dues, including an initiation or reinstatement fee and monthly dues in such sum as may be established from time to time as union dues in accordance with the Constitution of the National Union, CAW. I authorize and direct you to deduct such amounts from my pay and to remit same to the Union at such times and in such manner as may be agreed upon between you and the Union at any time while this authorization is in effect.

This assignment authorization and direction shall be irrevocable from the date of delivery hereof to you until the termination of the collective agreement between the Company and the Union which is in force at the time of delivery of this authorization and I agree and direct that this assignment, authorization and direction shall be automatically renewed, and shall be irrevocable for the period of each succeeding applicable collective agreement between the Company and the Union.

\_\_\_\_\_  
(Signature of Employee here) (Address of Employee)

\_\_\_\_\_  
(Type or print name of Employee here) (City) (Province) (Postal Code)

\_\_\_\_\_  
(Date of Sign.) (Emp.I.D. No.) (Soc. Ins. No.) (Date of Del. to Employer)

FORM A-230-95



**(EMPLOYER COPY)**

**PLEASE PRINT CLEARLY - S'IL VOUS PLAÎT IMPRIMER**

Section 1. Nominée / Candidat(e)

Surname /  
Nom de famille : \_\_\_\_\_

1st Name / Prénom : \_\_\_\_\_

Address / Adresse : \_\_\_\_\_

Email: \_\_\_\_\_

Home Phone / Tél. (d) : \_\_\_\_\_

Business Phone / Tél. (b) : \_\_\_\_\_

Base / Work Location /Lieu de travail: \_\_\_\_\_

Section 2. Nominator /

Auteur de la mise en candidature

Surname /  
Nom de famille : \_\_\_\_\_

1st Name / Prénom : \_\_\_\_\_

Address / Adresse : \_\_\_\_\_

Email: \_\_\_\_\_

Home Phone / Tél. (d) : \_\_\_\_\_

Business Phone / Tél. (b) : \_\_\_\_\_

Base / Work Location /Lieu de travail: \_\_\_\_\_

Section 3. Secondor / Personne appuyant  
la mise en candidature

Surname /  
Nom de famille : \_\_\_\_\_

1st Name / Prénom : \_\_\_\_\_

Address / Adresse : \_\_\_\_\_

Email: \_\_\_\_\_

Home Phone / Tél. (d) : \_\_\_\_\_

Business Phone / Tél. (b) : \_\_\_\_\_

Base / Work Location /Lieu de Travail: \_\_\_\_\_

Nominee's Declaration / Déclaration du  
candidat (de la candidate)

I declare that I am a member in good standing of the  
CAW and I accept nomination for the above named  
office. / Je déclare que je suis membre en règle des TCA et  
j'accepte de me porter candidat(e) au poste indiqué ci-dessus.

Signed / Signé : \_\_\_\_\_

Date : \_\_\_\_\_

Nominator's Declaration /

Déclaration de l'auteur de la mise en candidature

I declare that I am a member in good standing of the CAW  
and hereby nominate the candidate appearing in Section 1./  
Je déclare que je suis membre en règle des TCA et par la  
présente je propose le (la) candidat(e) nommé(e) à la section 1.

Signed / Signé : \_\_\_\_\_

Date : \_\_\_\_\_

Secondor's Declaration / Déclaration de la personne  
appuyant la mise en candidature

I declare that I am a member in good standing of the CAW  
and I second the nomination contained herein. / Je déclare  
que je suis membre en règle des TCA et j'appuie la mise et  
en candidature ci-incluse.

Signed / Signé : \_\_\_\_\_

Date : \_\_\_\_\_

**NOTE:** This form, when properly completed by bona fide members, shall be deemed to comply with those regulations pertaining to nominations prescribed under Article 4 Section 1 of the CAW Local 2002 By-Laws. Upon completion it must be submitted, **via FAX (please call office to confirm receipt) or by Registered/Express Mail to be received by the deadline**, to CAW Local 2002, 5-Tranmere Dr, Mississauga On L5S 1M2; Fax (905) 678-0100/1-866-635-5956. Deadline for receipt is **October 25, 2011**. / À condition d'être correctement rempli par des membres authentiques, ce formulaire sera jugé conforme aux règlements relatifs à la mise en candidature prescrits au chapitre 4, article 1 des Règlements de la Section locale 2002 des TCA. Une fois rempli, ce formulaire doit être envoyé, **par TÉLÉCOPIEUR (prière d'appeler le bureau pour confirmer la réception) ou par courrier enregistré/express, de manière à parvenir avant l'échéance du délai** à la Section locale 2002 des TCA, 5-Tranmere Dr, Mississauga On L5S 1M2; télécopieur : (905) 678-0100/1-866-635-5956. La date limite de réception est le **25 octobre 2011**.

**Nominations close at/ Les mises en candidature sont acceptées jusque : Tuesday, 25 October 2011/ mardi 25 octobre 2011.**  
**Nomination Forms received after this date will be declared invalid / Les formulaires de mise en candidature reçus après cette date seront déclarés nuls.**