

TWU POLICIES

CONVENTION POLICY

Convention Agenda/ Reports

1. Delegates shall receive the Agenda and Committee reports approximately two (2) weeks prior to the Convention, including a list of all Delegates by Local and Bargaining Unit. R
Jan 96

That the TWU Convention delegates be listed in vertical order including the first names, Locals and Bargaining Unit of each delegate in Convention Minutes and Agendas. R
Jan 92
2. The Agenda shall provide for fifteen (15) minutes at the end of each day, and not less than five (5) minutes nor more than fifteen (15) minutes immediately prior to each lunch break, for Good of the Order. R
Jan 96
3. Guest speakers at Convention will be limited to a maximum of three (3) with a total time of 1-1/2 hours. R
Jan 96
4. The President's and Executive Council Reports shall be made in writing to the Convention, with the exception of certain items originating from the Solidarity Committee. Upon appointment of any new committee, the President's Report shall include a clear mandate of the committee along with the number of members appointed and a date by which the committee will complete its work. R
Feb 10
5. The Union Trustees of the Telecommunication Workers Pension Plan shall report to all regular Conventions regarding the workings and welfare of the Plan. The report shall be followed by a question period from the Convention Delegates. R
Jan 96

Nominations/ Elections

6. Nominations for paid Officers and Committees shall take place on the first day of the Convention and election shall take place on the final day of Convention. On a one-day Convention, the nominations shall be one of the first items of business, and the election to take place at the end of the Convention. Nominations shall be re-opened to fill the duration of a term vacated by a successful candidate. R
Jan 96
7.
 - A) The Constitution Committee shall consist of a minimum of six (6) Convention Delegates nominated and elected at Convention. Any increase to these numbers shall be included on the Agenda that is put forward by Executive Council and approved by Convention.
 - B) The Finance Committee shall consist of a minimum of six (6) Convention Delegates nominated and elected at Convention. Any increase to these numbers shall be included on the Agenda that is put forward by Executive Council and approved by Convention.
 - C) The Education Committee shall consist of a minimum of six (6) Convention Delegates nominated and elected at Convention. Any increase to these numbers shall be included on the Agenda that is put forward by Executive Council and approved by Convention.

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- D) The Bargaining Committee for the TELUS Bargaining Unit shall consist of the President, a minimum of three (3) members of Executive Council and a minimum of six (6) Convention Delegates nominated and elected by Delegates of that Bargaining Unit. Any increase to these numbers shall be included on the Agenda that is put forward by Executive Council and approved by Convention. R
May 00
8. Alternate delegates shall not be eligible to run for the positions of Chair, Vice-Chair or for Committees. R
Mar 03
9. The term of office for Convention Committees shall be two years, with staggered elections, except for the Bargaining Committee which shall not stand down until after the contract is signed and the Credentials Committee which shall stand down after each Convention. R
Jan 96
10. CLC Convention Delegates shall include the President, Secretary-Treasurer, and eight (8) delegates plus two (2) alternates nominated and elected at Convention. The number of delegates may be increased by the Executive Council. R
Jan 92
11. Nominees for Officers and Bargaining Committee positions of Bargaining Units over 1000 members shall:
- (a) Submit a written resume, to be circulated to Delegates at the Convention.
 - (b) Address a three (3) minute speech to the Convention.
12. There shall be an all-candidates forum held during Convention for the offices of President, Vice-President, Secretary-Treasurer and Business Agents, under a format designed by the Political Action Committee. R
Jan 96
13. The number of votes cast for each candidate on each round of balloting for any elected position shall be recorded on a blackboard for the information of the delegates. R
Jan 96
14. Each ballot must contain a number of votes corresponding exactly to the number of positions to be filled on that ballot. R
Jun 86

Committees

15. Cut-off date for recommendations to Committees from Locals shall be December 15th for the following March Convention and May 1st for the following September Convention. Locals shall prepare their recommendations to the fullest extent, e.g. article, paragraph and reason when presenting same to Convention. R
Jan 01
16. Committee Chairs or their appointees shall gather and prepare all needed material and make it available to committee members ten (10) days prior to any meetings. The Chair shall determine the number of days the committee will meet. The President shall ensure committee Chairs are trained. R
Mar 03
17. The Secretary-Treasurer shall arrange time off for Committee Meetings in sufficient time to enable all members to attend. Committee Meetings should not be held during Convention unless absolutely necessary. R
Jan 96
18. All elected committees will report annually. All other committees may prepare written submissions to be included in the Convention Kit for information only. A committee R
Jun 92

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desiring to report may do so with notification to the Secretary-Treasurer fifty (50) days prior to the submission of the Agenda to Convention.

19. Committee members who are not Convention Delegates shall be allowed time off to participate when the Committee reports, and they shall be paid by the TWU when they attend. R
Jan 96
20. Delegates shall not be on more than one elected Committee. Delegates may, however, be appointed to other Committees provided they have expertise in the subject area of that Committee. This expertise shall be explained to Convention. All appointed committees shall be reviewed by Executive Council on an annual basis. Should a reduction be necessary, any member sitting on more than one appointed committee will be removed first. R
Jan 96
21. All committees, appointed, elected, working and Executive Council committees have a specific mandate and that that mandate be in writing and available to any member requesting it.
- Note: Elected committees' mandates are covered in the Constitution, Article XIII. Convention Policy No. 4 covers other committees' mandates. Mandates are available from the Secretary-Treasurer upon request.* R
Jan 99

Officers

22. If an Officer takes early retirement on terms imposed by the Company, this early retirement will take effect on the date stipulated for all employees affected. R
Jan 96
23. At the time a Union officer's term expires, the Union shall make every attempt to place the outgoing officer per seniority and the provisions of their Collective Agreement. R
Jan 96

General

24. All Conventions are declared non-smoking on the main Convention floor area. R
Jan 92
25. Immediate members of delegates' families shall be allowed to sit at Convention with prior approval of the Credentials Committee. Executive Council shall establish criteria to determine the eligibility of visitors. R
Jan 96
26. A room shall be made available outside of Convention hours for any groups of members wishing to use it. The allocation of this room will be made by the Chair on an availability basis. All caucus meetings are to be open to any TWU members. R
Mar 03
27. The Secretary-Treasurer shall update the policy papers after each Convention and distribute them to each Convention Delegate as soon as possible. R
Jan 96
28. All TWU Policies shall be subject to mandatory review every four (4) years. R
Jan 91