

CONSTITUTION
of the
BROTHERHOOD OF
RAILROAD SIGNALMEN



General Offices
Front Royal, Virginia
Effective October 1, 2014

Affiliated with
American Federation of Labor
Congress of Industrial Organizations

Attend Local Lodge Meetings

Local Lodge meetings form the roots of our organization. From them come the views and desires of our members, which guide Local Lodge, General Committee, and Grand Lodge officers in formulating policies for the betterment of working conditions. Further, all Local Lodges have their own problems, such as grievances and maintaining a strong attendance at meetings. Hardly an event can take place at a meeting that does not affect every member in the Local Lodge. Those who fail to attend not only run the danger of missing out on decisions directly affecting themselves, they also retard the broader aims of the organization to improve the working conditions of all members. If it were possible to devise a more just and efficient method than meetings to act collectively and unify ideas of large groups of men for their own welfare, somewhere, long before now, in the development of self-governing bodies the substitute would have been discovered. Just as governments are strong in proportion to the interest and support of their peoples, so do labor organizations progress according to the will of their members to give all their support to the most important activity of their organization — which is the Local Lodge meeting.

CONSTITUTION
of the
BROTHERHOOD OF
RAILROAD SIGNALMEN

General Offices
917 Shenandoah Shores Road
Front Royal, Virginia, 22630

Effective October 1, 2014
Adopted at the First Annual Convention
Philadelphia, Pennsylvania
August 16 and 17, 1908

As amended at the Fifty-First Regular Convention
Las Vegas, Nevada — July 14–18, 2014

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PREAMBLE

To promote the interests and general welfare of its members; to provide methods for relief of sickness and distress; to inculcate the principles of trade unionism and unity, that members may secure the recognition of rights to which they are justly entitled; to advance and elevate the profession of railroad signaling; to educate its members that their happiness, prosperity, and general well-being may be enhanced; to perpetuate itself on the basis of truth, justice, and brotherly love; and to provide laws for its government, the Brotherhood of Railroad Signalmen adopts and ordains this Constitution.

This Constitution shall govern the officers, subordinate units, and members of the Brotherhood in the discharge of their duties and obligations according to the high standards of officer-member responsibility and conduct herein required. It also establishes certain rights and privileges, subject to reasonable qualifications, rules, or regulations uniformly imposed governing their exercise, in order to prevent abuse of such rights and privileges by a few members contrary to the interests of the great majority and to promote the interests and welfare of all concerned.

References to gender, if any, may appear in this Constitution in the masculine term. It is understood that such references include both the masculine gender and feminine gender.

**CONSTITUTION
of the
BROTHERHOOD OF RAILROAD SIGNALMEN**

ARTICLE I — GRAND LODGE

Grand Lodge, Name of

Sec. 1. This organization shall be known as “Brotherhood of Railroad Signalmen.”

Sec. 2. The Brotherhood of Railroad Signalmen shall consist of one Grand Lodge and all such Lodges as now hold or may hereafter be granted legal charters by the Grand Lodge.

Grand Lodge Sovereign Body

Sec. 3. The sovereign body of the Brotherhood of Railroad Signalmen shall be Grand Lodge in Convention assembled. When in Convention assembled, the Grand Lodge shall be composed of a President, a Secretary-Treasurer, six Vice Presidents, a three-member Grand Board of Trustees and Delegates. (7/2010)

The President shall appoint a Chaplain, a Lever, an Inside Semaphore, an Outside Semaphore, three Tellers, and six Assistant Tellers to serve during the Convention. During the election of officers, the Tellers shall receive and count the votes. The President shall have full and final authority to remove any and all those so appointed when necessary to preserve harmony and decorum in the election. (7/2010)

Grand Lodge Between Conventions

Sec. 4. The Grand Lodge between Conventions shall be composed of a President, a Secretary-Treasurer, six Vice

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Presidents, and a three-member Grand Board of Trustees.
(7/2010)

Grand Lodge, Jurisdiction of

Sec. 5. The Grand Lodge officers between Conventions assembled shall have jurisdiction over all subjects pertaining to the Brotherhood of Railroad Signalmen.

Grand Lodge, Powers of

Sec. 6. The Grand Lodge alone shall have power to issue charters, and it may suspend, revoke, and recall the charter of any Local Lodge which violates the Constitution or the principles of the Brotherhood of Railroad Signalmen. It may reprove and punish misconduct of all Local Lodges, hear all matters of controversy brought before it on appeal, and its decisions shall be final, except where a referendum vote is provided for. It shall establish, print, and supply all charters, official receipts, rituals, dispensations, withdrawal and transfer cards, make assessments for revenue when necessary to defray the expenses of Grand Lodge, and do all other things necessary to promote the general welfare of the Brotherhood of Railroad Signalmen.

Headquarters of Grand Lodge Officers

Sec. 7. The President, Secretary-Treasurer, and one designated Vice President shall be located at the Brotherhood of Railroad Signalmen Grand Lodge headquarters. Relocation of Grand Lodge headquarters shall be made only upon unanimous approval of the Grand Executive Council and the Grand Board of Trustees.
(7/2010)

Sec. 8. The headquarters of the regional Vice Presidents shall be at locations designated by the Grand Executive Council and, when so established, shall not be changed except upon approval of the Grand Executive

Council. Such approval may be overridden by unanimous vote of the Grand Board of Trustees. Each full-time Grand Lodge officer shall reside within a reasonable commuting distance of his headquarters. The headquarters of members of the Grand Board of Trustees shall be at their respective homes. (7/2010)

Official Grand Lodge Seal

Sec. 9. The official seal of the Brotherhood of Railroad Signalmen, known as Grand Lodge Seal, shall be circular in form and shall bear the inscription, “Brotherhood of Railroad Signalmen, Grand Lodge,” with the official emblem in the center of the circle.

Sec. 10. The Grand Lodge Seal shall be attached to all charters granted to Local Lodges and any other official documents requiring an official seal.

Official Brotherhood Badge

Sec. 11. The official badge of the Brotherhood of Railroad Signalmen is the badge approved and adopted by Grand Lodge in Convention assembled. (See Appendix A) (8/2002)

Sec. 12. The official badge shall under no circumstances be worn or displayed or used by anyone not a member in good standing, and neither the badge nor the Grand Lodge Seal shall ever, without the consent in writing of the President, be used or loaned for purposes of display, advertising, or for any other purpose whatsoever than that for which such seal and badge were designed and intended. (7/2010)

Sec. 13. Any officer or member violating the provisions of Article I, Section 12, shall, upon being found guilty, be punished in accordance with the laws of the organization; and any person not a member illegally using either badge or seal shall be subject to prosecution under the laws of the state where the offense occurs.

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Merger or Dissolution, Brotherhood

Sec. 14. The Brotherhood of Railroad Signalmen shall never be dissolved so long as the members of three Local Lodges in good standing, by a majority vote, dissent from any resolution or enactment favoring a dissolution. This shall not apply to any amalgamation or merger with one or more standard national railroad labor organizations which has been ratified by proper Convention action.

The Brotherhood of Railroad Signalmen shall not be merged or joined with any other labor organization without the ratification by Convention and General membership ratification. (7/1998)

Officers

Sec. 15. The Grand Lodge officers shall consist of the officers designated in Article I, Section 4.

Officers, Eligibility of

Sec. 16. Only a member who has been in continuous good standing both with Grand Lodge and a Local Lodge for at least two years immediately preceding the Convention, shall be eligible to election as a Grand Lodge officer. A member while holding any office in another railroad labor organization with which the Brotherhood of Railroad Signalmen is not affiliated shall be ineligible for election or appointment as a Grand Lodge officer. No person holding a management position shall be eligible to hold any Brotherhood position. Every Grand Lodge officer must maintain the condition of eligibility for election to office; any officer who fails to do so will be ineligible to remain in office and his office will be vacant.

Officers, One Elective Position

Sec. 17. No officer shall hold more than one elective position, either in Grand Lodge or in Grand Lodge and a Local Lodge or General Committee, at the same time. However, this shall not prevent officers of a Local Lodge or a General Committee from serving on the Grand Board of Trustees.

Officers, Election of

Sec. 18. The officers shall be elected at each regular convention. The election shall be the first order of new business. The Offices for election are as follows: President, Secretary-Treasurer, Vice President Headquarters, Vice President NRAB, Vice President West, Vice President Commuter, Passenger, Transit/Political Director, Vice President East, Vice President Midwest, Trustee, Trustee, Trustee. This would not prohibit the President from changing assignments or titles of the Vice Presidents between Conventions. (7/2010)

Sec. 19. When nominations for any particular office have been properly closed, additional nominations for that office shall not be considered. Where a candidate for office is unopposed, a secret ballot shall not be required to be taken. Write-in votes and voting by proxy shall not be permitted.

Sec. 20. A majority of all votes cast shall be necessary to elect. Whenever there is no choice on the first ballot, the candidate receiving the least number of votes shall be dropped, and so on, until a choice is properly made. In the event of a tie vote between two or more candidates, balloting shall continue until a choice is made. In compiling the votes, the Tellers shall report to the Convention the total number of votes cast for each office and the number received by each candidate.

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Officers, Installation of

Sec. 21. The officers elected shall be installed during the Convention at which they were elected, at such time as may be directed by the delegates in that Convention, provided, however, the elected officers not present at the Convention shall be installed as soon as possible thereafter, either by the Chairman of the Grand Board of Trustees or another member of the Grand Board of Trustees so authorized by him, at such place as will be most convenient for such installation.

Officers, Term of Office

Sec. 22. All terms of office shall commence on October 1 following the Convention and, except as otherwise provided, the term shall be for four years. When, however, an officer is elected or appointed to fill an unexpired term or where a new office has been created, the officer shall take charge of his office immediately upon being approved and shall serve for the remainder of the term.

Sec. 23. When, for any reason, it is expedient in the opinion of the Grand Executive Council to grant a leave of absence to any member of this Council upon his written request, such leave shall be for a specific time, not to extend beyond the next Convention, and such leave will be without pay.

Officers, Privileges in Convention

Sec. 24. Grand Lodge officers shall have a voice but shall neither be permitted to vote nor represent Local Lodges as Delegates at Convention.

Salaries and Benefits, Grand Lodge Officers, Trustees, and Grand Lodge Representatives

Sec. 25. Officers shall be paid annual salaries (aside from any cost-of-living adjustments made and provided for in any escalator clause agreement) as follows (effective 7/1/2014):

President	\$146,459.86
Secretary-Treasurer	119,260.10
Vice President	113,677.55
Grand Board of Trustees (when devoting full time to Lodge work per day) (7/2014)	344.11

Sec. 26. Grand Lodge Representatives shall be paid monthly salaries as follows (effective 7/01/2014):

Grand Lodge Representative (7/2014)	\$8,466.68
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Sec. 27. The salaries provided for in Article I, Sections 25 and 26, shall be adjusted upward or downward in accordance with any wage adjustments upward or downward which affect a majority of the members of the Brotherhood of Railroad Signalmen working on the Class I railroads in the United States and effective the same date. Such adjustments in the annual salaries of the officers shall be made on the basis of 2,972 hours per year. Adjustments in the salaries for the Grand Board of Trustees shall be made on the basis of eight hours per day. The adjustments of salaries shall be computed by the Secretary-Treasurer and shall be submitted to the Grand Board of Trustees for their approval. (7/2010)

Sec. 28. A Grand Lodge officer, or full-time Grand Lodge Representative, who has already retired, or who may in the future retire under the provisions of the Railroad Retirement rules, and who has been in service of Grand Lodge for five (5) years or more (a major portion of each of the five years to count as a year of service) at the time of retirement, shall be paid a retirement annuity amounting to

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five dollars and fifty cents (\$5.50) per month for each year or major portion of a year of service with Grand Lodge, such annuity payments to be paid monthly.

(NOTE: By Resolutions dated December 8, 1976, the Grand Executive Council and Grand Board of Trustees repealed and held for naught the foregoing paragraph and took action necessary to secure the already vested liabilities thereunder. That action was confirmed by the Chicago Convention on August 10, 1979, by adopting the following new Section.)

Sec. 29. A full-time Grand Lodge officer who has already retired or who may in the future retire under the provisions of the Railroad Retirement rules, and who at the time of his retirement is a member in good standing and has been during the preceding two years and has been in service of Grand Lodge for five (5) years or more (a major portion of each of the five years to count as a year of service) at the time of retirement, shall be paid a retirement annuity amounting to twenty-three dollars and sixty-six cents (\$23.66) (effective 7/1/2014) per month for each year or major portion of a year of service with Grand Lodge, such annuity payments to be paid monthly. The annuity, set forth herein, shall be adjusted upward or downward in accordance with any wage adjustments upward or downward which affect a majority of the members of the Brotherhood of Railroad Signalmen working on the Class I railroads in the United States and effective the same date.

A Grand Lodge Representative, who is a member in good standing and has been during the preceding two (2) years and has been in the service of Grand Lodge for six (6) months shall receive a quarterly payment of one hundred seventeen dollars and forty-seven cents (\$117.47) (effective 7/1/2014) until such Grand Lodge Representative retires or ceases to hold the position of Grand Lodge Representative. Such quarterly payments shall be retroactive to six (6) months after the date an individual first held the position of Grand Lodge Representative, for all active Grand Lodge

Representatives in good standing, and to any retired Grand Lodge Representative who, at the time of retirement, was a member in good standing. The payment set forth herein shall be adjusted upward or downward in accordance with any wage adjustments upward or downward which affect a majority of the members of the Brotherhood of Railroad Signalmen working on Class I railroads in the United States and effective the same date. (7/2006)

Sec. 30. The Grand Lodge officers and Grand Lodge Representatives shall be granted paid vacation, sick leave, and all other benefits in a like manner and effective the same date and on the same basis as are granted to the members of the Brotherhood of Railroad Signalmen working on carriers in the United States and secured for them through national agreements. General Committees shall be eligible to participate in the health and welfare, sick leave, and other insurance plans established by Grand Lodge in accordance with the above provisions for their General Committee, when they so desire. If a General Committee desires to participate in such plans, necessary arrangements must be made between the Secretary-Treasurer and the General Secretary-Treasurer to cover all costs of said participation on a monthly basis. (7/2010)

Officers, Expenses and Reports

Sec. 31. When away from their respective headquarters, all Grand Lodge officers and Grand Lodge Representatives shall receive reimbursement for their actual expenses while performing service pertaining to the Brotherhood of Railroad Signalmen or special work assigned to them. When traveling, if air transportation is used, the highest class of service shall be coach class. The officers and representatives may use a higher class of service when it is practical, prudent, and in the best interest of the Brotherhood. Whenever first class air fare is used, a written explanation will be attached to the expense form as

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to the reason coach class was not used. They shall keep a daily itemized account of expenses and file same semi-monthly with the Secretary-Treasurer on forms provided by Grand Lodge. Members appointed by Grand Lodge to perform temporary special service may submit their daily itemized account of expenses to the Secretary-Treasurer on forms provided by Grand Lodge as provided for herein, or if such temporary assignment is for a period of less than a semi-monthly period, the account of expenses may be filed at the end of such assignment. Copies of all such reports shall be furnished to the President and the Grand Board of Trustees by the Secretary-Treasurer. (7/2010)

Vacancies, Elective Positions

Sec. 32. In the event of a vacancy in the office of President, either by death, resignation, removal, or suspension, or any other cause, the Secretary-Treasurer shall assume charge of the office and immediately convene the Grand Executive Council and the General Chairmen, which shall by a majority vote, secret ballot, elect a successor to fill the unexpired term. (7/2010)

Sec. 33. In the event of a vacancy in the office of the Secretary-Treasurer either by death, resignation, removal, or suspension, or any other cause, the President shall immediately convene the Grand Executive Council and the General Chairmen, which shall by a majority vote, secret ballot, elect a successor to fill the unexpired term. (7/2010)

Sec. 34. If and when the office of Secretary-Treasurer becomes vacant, the Grand Board of Trustees shall be notified immediately of the vacancy. The Chairman shall promptly arrange to have the books and accounts of the former Secretary-Treasurer audited by a firm of certified public accountants and thereafter transfer all funds to his successor, who shall be governed by the laws and regulations concerning the office as provided for in this Constitution. (7/2010)

Sec. 35. In the event of a vacancy in the office of a Vice President or a member of the Grand Board of Trustees, the President shall assume charge of the office and immediately convene the Grand Executive Council and the General Chairmen, which shall by a majority vote, secret ballot, elect a successor to fill the unexpired term. (7/2010)

Duties of President

Sec. 36. The President shall preside at all sessions of Conventions, both regular and special, and shall call a special Convention when requested by a majority of the Local Lodges, as provided in Article I, Section 90. He shall exercise general supervision over the affairs of the Brotherhood of Railroad Signalmen and perform its executive duties. (7/2010)

Sec. 37. He shall supervise and direct the organization of all Local Lodges, grant and sign all charters and dispensations emanating from Grand Lodge, and approve all Bylaws of said Local Lodges. He may convene any Local Lodge and call meetings when, in his judgment, such procedure is necessary.

Sec. 38. He shall be Chairman of the Grand Executive Council and shall preside at all meetings, unless otherwise provided in this Constitution. He may convene the Grand Executive Council when deemed necessary and, when requested, shall furnish any information in his possession pertaining to the affairs of the Brotherhood of Railroad Signalmen.

Sec. 39. He shall enforce strict obedience to the laws, rules, and regulations of the Brotherhood of Railroad Signalmen. (7/2014)

Grand Lodge Representative

Sec. 40. When an officer is not available, any member in good standing may be assigned to perform a specific act

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or series of acts in his stead. Such member shall be known as a Grand Lodge Representative. The President shall set forth in a letter of instruction the act or acts to be performed. Those instructions shall not include the performance of executive functions.

When such specific act or acts have been performed, the Representative so assigned shall file with the President a full and complete written report of his special acts, and upon acceptance of such report his specific duties and assignments shall terminate. With the exception of assignments of 30 days or less, assignments will be subject to the approval of a majority of the members of the Grand Executive Council.

Any member in good standing who desires to be appointed to the position of Grand Lodge Representative may submit a resume to the President. Appointments to the position of Grand Lodge Representative shall be based upon an applicant's demonstrated adherence to principles of the Brotherhood of Railroad Signalmen, experience in Brotherhood work, education, and ability. (7/2010)

AFL-CIO Convention; State Legislative Representative

Sec. 41. The President shall be one of the delegates to the AFL-CIO Convention. In the event he is unable to attend, he shall designate another Grand Lodge officer in his stead. The President shall, with the approval of the Grand Executive Council, appoint other Grand Lodge officers or other members of the Brotherhood as delegates to the AFL-CIO Convention in order that the Brotherhood may be fully represented. In the event delegates are selected other than Grand Lodge officers, such delegates shall attend the AFL-CIO Convention without expense to Grand Lodge.

The President may, with the approval of the Grand Executive Council, appoint members of the Brotherhood to serve as State Legislative Representatives. Such members

will act under the direction of the President and will submit their expenses, including payment for any lost time, to the Secretary-Treasurer for payment. Upon approval by the President, these expenses will be paid by Grand Lodge. (7/2010)

Duties of Vice President

Sec. 42. The Vice Presidents, under supervision and direction of the President, shall perform such duties as may be assigned to them. They shall assist him in the discharge of his duties at Conventions, organizing, visiting, and instructing Local Lodges in the work of the Brotherhood of Railroad Signalmen. They shall file written reports with the President as he may from time to time require on any phase of their work, and shall notify him of all violations of the Constitution and the general conditions of the Local Lodges. One Vice President shall be assigned to the National Railroad Adjustment Board by the President with the approval of the Grand Executive Council and shall devote as much of his full time as may be required to the business of the Board.

A Vice President will be included on national negotiations if said Vice President has a Local Lodge governed by national contract in his region. (7/2010)

Duties of Secretary-Treasurer

Sec. 43. The Secretary-Treasurer will perform his duties under direction of the President. He shall be the custodian of all funds and property of Grand Lodge and shall receive and issue proper receipt for all monies due Grand Lodge on assessments that may be levied by it, or any other monies as provided for in this Constitution. He shall furnish the General Secretary-Treasurers copies of receipts issued to Local Lodges affiliated with their respective General Committees. He shall also be custodian of the Brotherhood of Railroad Signalmen building and be

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responsible for the operation and proper maintenance of the building and grounds, and any unusual expenditures necessary in connection therewith shall be submitted to the Grand Board of Trustees for approval. (7/2010)

Sec. 44. All monies received by him from any and all sources whatsoever shall be deposited by him to the account and in the name of the Brotherhood of Railroad Signalmen, except as hereinafter provided, in banks of sound financial standing and which banks have been approved by the Grand Board of Trustees.

Sec. 45. He shall pay all the legitimate expenses of Grand Lodge which have been approved as provided for in the Constitution. He shall pay any expenses which are not provided for in the Constitution only upon the approval of the Grand Board of Trustees. He shall have absolute control of, and be responsible for the disbursement of all funds of Grand Lodge.

Sec. 46. He shall not invest the funds of Grand Lodge or any portion thereof in any manner whatsoever without first obtaining in writing and duly signed from each member of the Grand Board of Trustees their unanimous consent for such investment, and this provision shall not be valid unless all members of the Board were duly informed in writing before giving such consent, the amount, purpose, and nature of such investment, such notification to be duly signed by the Secretary-Treasurer. (7/2010)

Sec. 47. He shall submit a budget covering the fiscal year of Grand Lodge that will serve as a guide for expenditures and such budget shall be approved by the Grand Board of Trustees. He shall make a monthly report in writing of all funds received from all sources and disbursed for any purpose and shall forward a copy of such report to each member of the Grand Board of Trustees. He shall exhibit or furnish receipts and vouchers and present his books for examination when requested to the Grand Board of Trustees, together with any other information

concerning his office as the Grand Board of Trustees may request.

Sec. 48. He shall prepare a quarterly itemized report of all receipts and expenditures of funds of Grand Lodge and forward a copy of said report to the Local Recording Secretary of each Local Lodge and to the members of the Grand Board of Trustees not later than 30 days after the closing of each quarter.

A detailed report on the quarterly expenses of the Grand Lodge officers and Representatives will be provided to the Local Recording Secretary of a Local Lodge upon request. (7/1998)

Sec. 49. Before assuming the duties of his office, he shall be bonded by a reliable bonding company in an amount sufficient to satisfy the requirements of the Labor Management Reporting and Disclosures Act, but not less than \$500,000. Selection of the bonding company shall be subject to approval by the Grand Board of Trustees. The premium and other expenses incurred in securing such bond are to be defrayed by Grand Lodge.

Sec. 50. He shall be the general auditor of all accounts of Grand Lodge and of all Local Lodges and shall have authority either personally or through his duly appointed and properly accredited representatives to examine the books and accounts of any general, special, and beneficial funds of any Local Lodge or General Committee at any time that may appear necessary to protect the best interests of the Brotherhood of Railroad Signalmen.

Sec. 51. He shall seal all charters and dispensations emanating from Grand Lodge.

Sec. 52. He shall keep a register of all Local Lodges which shall contain date of organization, location, place and time of meetings, names and addresses of officers, and names of all members and their addresses, and any other information necessary.

Sec. 53. He shall also issue a series of numbers to each Local Lodge, no two series to be the same. Each member

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shall be issued a number, and all records shall be kept by numbers as well as names. Should any member be accepted by transfer card, he shall retain the number originally issued by the Local Lodge giving him his transfer card. If any member should be granted a withdrawal card, the number once assigned to such member shall never be used again for any other member.

Sec. 54. He shall act as Secretary and record all proceedings of meetings of the Grand Executive Council unless otherwise provided.

Sec. 55. He shall, in conjunction with the President and Grand Board of Trustees, assist in arranging for the sessions of Conventions, either regular or special. He shall act as Secretary at all Conventions, keep a true and complete record of all proceedings of the Conventions, read all petitions, resolutions, and communications submitted to that body, furnish all necessary books and documents which the Convention may request, and file and safely keep all important papers and documents. (7/2010)

Sec. 56. Local Lodges and General Committees may elect to have their financial affairs handled by the Secretary-Treasurer. If a Local Lodge so elects, the dues of its members shall be payable quarterly in advance to the Secretary-Treasurer.

If a Local Lodge does not so elect, but the General Committee having jurisdiction does, the Financial Secretary shall pay per capita tax both for the General Committee and Grand Lodge to the Secretary-Treasurer.

Out of the dues received by the Secretary-Treasurer, the sum equal to one and six-tenths (1.6) hours per month for each month's dues received per member shall be retained by the Secretary-Treasurer as per capita tax.

Out of the dues received by the Secretary-Treasurer, the sum equal to the General Committee's per capita tax per member shall be paid to the General Committee or, at the election of the Committee, held in an account in the name

of the General Committee representing the member paying the dues, as per capita tax to that General Committee.

Upon receipt of proper authorization, the Secretary-Treasurer will issue checks drawn on accounts of General Committees and Local Lodges, which he has been authorized to handle. He will furnish on a monthly basis statements showing receipts and expenditures to two officers of General Committees and Local Lodges designated to receive them.

The Secretary-Treasurer will cause CPA audits of all accounts under his management to be made at interval frequencies prescribed by the bonding company. Bank accounts will be reconciled monthly in accordance with established accounting practices. All checks will be signed either by the Secretary-Treasurer or Vice President at headquarters and countersigned by another officer designated by the President. (7/2010)

Sec. 57. All checks drawn on Grand Lodge funds shall be signed by the Secretary-Treasurer, except that in his absence, checks to cover payrolls and other immediate obligations of the Brotherhood of Railroad Signalmen may be signed by the Vice President assigned to Grand Lodge headquarters.

To be valid, all checks drawn on Grand Lodge funds must be countersigned by a full-time Grand Lodge officer.

Bank accounts shall be reconciled each month by an employee of headquarters' staff, who is authorized to neither deposit nor withdraw funds.

Securities shall be under the joint control of the Secretary-Treasurer — or in his absence the Vice President assigned to headquarters — and one other full-time Grand Lodge officer. (7/2010)

Duties of Vice President at Headquarters

Sec. 58. The Vice President assigned to headquarters shall assist the President in the performance of his duties.

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He will perform whatever work, either at Grand Lodge headquarters or in the field, as may be assigned to him by the President to promote the interests of the Brotherhood of Railroad Signalmen. (7/2010)

Sec. 59. Before assuming the duties of his office, the Vice President assigned to Grand Lodge headquarters and authorized to issue checks shall be bonded by a reliable bonding company in an amount sufficient to satisfy the requirements of the Labor Management Reporting and Disclosure Act but not less than \$500,000. Selection of the bonding company shall be subject to approval by the Grand Board of Trustees. The premiums and expenses incurred in securing such bond shall be defrayed by Grand Lodge. (7/2010)

Grand Executive Council, Duties of and Members

Sec. 60. The full-time Grand Lodge officers shall constitute the Grand Executive Council of the Brotherhood of Railroad Signalmen.

Sec. 61. The President shall be Chairman of the Grand Executive Council and preside at its meetings, and the Secretary-Treasurer shall act as Secretary and keep a full and complete record of all its transactions which may at any time be examined by any officer or member of the Brotherhood of Railroad Signalmen in good standing. (7/2010)

Sec. 62. Meetings of the Grand Executive Council may be called by the President whenever he deems necessary. Meetings of the Grand Executive Council must be called when requested in writing by a majority of the members of the Grand Executive Council. (7/2010)

Sec. 63. When not in Convention, the Grand Executive Council shall constitute the highest executive and judicial power of the Brotherhood of Railroad Signalmen, except that power here granted to the Grand Executive Council shall not conflict with the powers entrusted to the Grand

Board of Trustees, the referendum and recall, and the calling of special Conventions. The Grand Executive Council shall also have jurisdiction over all affairs of the Brotherhood of Railroad Signalmen and its decisions shall be final and binding, subject to appeal as provided for in Article IV, Section 30. (7/2014)

Sec. 64. The Grand Executive Council shall designate a committee of not less than three to review all unsettled disputes growing out of the interpretation and application of agreement rules which have been referred to the President's office for appeal to the National Railroad Adjustment Board or other Special Board or tribunal for further handling in accordance with the procedures of the Railway Labor Act or procedure required by agreement or labor protective condition. One member of the committee shall be the affected General Chairman. Said committee shall review all such disputes and decide whether they have merit or should be given further handling in the interests of the Brotherhood of Railroad Signalmen. Before any such dispute may be returned, the committee must advise the appropriate person of any action it believes may strengthen the case. Notice of such action being taken must be submitted to the committee within 30 days of the committee's advice of the corrective action to be taken. Following receipt of the notice that corrective action was taken, the dispute will be reconsidered by the committee. In the event a claim or grievance is returned, the committee will notify the appropriate person of the applicable time limit provisions with such notices. The decision of the committee shall be transmitted, in writing, to the General Chairman, or other individual referring the matter to the President, over the signature of the President. Notwithstanding the provisions of Article I, Section 63, and Article IV, Section 30, with respect to appeals, the decision of the committee shall be final. (7/2014)

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Sec. 65. Notices to be served on a national basis must be approved in writing by a majority of the General Chairmen affected before any such notices may be served.

Such notices must contain items specifically designated by the last Convention to appear on the next national notice.

Tentative agreement reached on national notices shall not be signed for the Brotherhood of Railroad Signalmen until such tentative agreement has been ratified in writing by a majority of the affected General Chairmen. This shall be accomplished by the President convening the General Chairmen. The vote of each affected General Chairman shall be recorded and the action taken will be published in "*The Signalman's Journal*." In the event an affected General Chairman fails to attend the ratification meeting, he shall notify the President of the Brotherhood of Railroad Signalmen in writing of his vote for or against ratification.

Upon acceptance by the General Chairmen, the Agreement will be submitted to the affected membership for its vote. The membership vote will be by mail. Majority vote of the ballots returned, by the deadline, will be required to accept or defeat the Agreement.

National concerted movements involving health and welfare, pensions, and sick leave matters, in which other crafts are involved and matters where, as a result of the laws of the land, union and management are compelled on a national basis to make changes in labor agreements, are excepted from the provisions of this Section 65.

If the terms of a national agreement are later negotiated for application on a railroad that was not involved in national handling, those members who were formerly not affected, but who thereby become affected, will be permitted a ratification vote on such application. Agreements negotiated on a Carrier-by-Carrier basis shall be subject to a ratification vote of the membership that are affected in the same manner as the National Agreement is done. (7/2010)

Sec. 66. The Grand Executive Council shall make a full and complete printed report of the official activities of the Council at each regular Convention.

Committee on Laws

Sec. 67. The Committee on Laws shall be composed of six members, two members of which shall be members of the Grand Executive Council, two members of which shall be members of the Board of Trustees, and two members of which shall be elected from among the General Chairmen of the Brotherhood of Railroad Signalmen. (The General Chairmen will select their members by majority vote, secret ballot election at the last regularly scheduled meeting preceding the Convention. Alternates will also be elected at this meeting.) The Committee on Laws shall meet within 90 days prior to the Convention to consider all proposed amendments to the Constitution and Ritual which have been submitted in accordance with provisions of Article I, Section 131. The Committee may recommend changes, additions, and alterations in the Constitution and Ritual to the Convention. It shall consider all resolutions and recommended changes in the laws of the Brotherhood of Railroad Signalmen and report its findings and recommendations to the Convention for approval. The Chairman of the Grand Board of Trustees shall act as Chairman of the Committee on Laws. (7/1998)

Duties of Grand Board of Trustees

Sec. 68. The Grand Board of Trustees shall consist of three members, as provided for in Article I, Section 4, and immediately following their election they shall organize by electing a Chairman and a Secretary. The Secretary shall keep a true and accurate record of all transactions of the Grand Board of Trustees. The Chairman shall preside at meetings and cause the records of the Secretary-Treasurer to be examined and audited annually by a firm of certified

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public accountants. A report of the audit shall be forwarded at the direction of the Grand Board of Trustees to the Local Recording Secretaries. (7/2010)

Sec. 69. All proceedings and transactions of the Grand Board of Trustees to be valid must, except where otherwise provided, be approved by at least two members of the Grand Board of Trustees.

Sec. 70. The Grand Board of Trustees shall constitute the Finance Committee of Grand Lodge and shall keep a check on the financial condition of the Brotherhood of Railroad Signalmen. It shall make any recommendations deemed necessary for the collection, disbursement, investment, and increase of the funds of Grand Lodge. The Grand Executive Council will respond in writing within 45 days of the action taken on all recommendations. Any recommendations agreed upon by the Grand Executive Council will be acted on promptly. (7/1998)

Sec. 71. The Grand Board of Trustees shall recommend to the Convention the salaries to be paid to the officers of Grand Lodge. It shall authorize and approve all salaries paid to the clerical help at Grand Lodge headquarters or other offices. For special services and emergencies not contemplated, the Grand Board of Trustees shall determine and authorize the compensation to be paid for any such services exceeding 30 days' duration. For special services rendered for a period of less than 30 days, the compensation shall be equal to the daily rate applicable to Grand Lodge Representatives.

Sec. 72. The Grand Board of Trustees shall determine the amount of and endorse the bond required of the Secretary-Treasurer and the Vice President assigned to Grand Lodge Headquarters authorized to issue checks, but it shall not prescribe an amount lower than set forth in Article I, Sections 49 and 59. (7/2010)

Sec. 73. The Grand Board of Trustees shall authorize and have jurisdiction over any special funds that may be created. Where such a fund has been created by the

Convention, the Grand Board of Trustees shall have jurisdiction over its administration, except as specifically directed by the Convention.

Sec. 74. The Grand Board of Trustees shall require that all monies on deposit in banks shall be in banks protected by the Federal Deposit Insurance Corporation.

The Grand Board of Trustees may, by unanimous written consent, authorize the Secretary-Treasurer to make investments of any funds of Grand Lodge in appropriate investment instruments. (7/2010)

Sec. 75. The Grand Board of Trustees shall act in an advisory capacity to the President and to the Secretary-Treasurer and shall assist the President in his duties when requested to do so. (7/2010)

Sec. 76. The Grand Board of Trustees may at any time examine and audit the books, vouchers, receipts, and records of the Secretary-Treasurer. It shall approve, by separate majority vote of its members, any disbursements other than those required for the normal operation of Grand Lodge, before such disbursements are made. It shall require the Secretary-Treasurer to issue a monthly report of the finances of the Brotherhood of Railroad Signalmen. It shall also direct the Secretary-Treasurer to present to each member of the Grand Board of Trustees and to each Local Lodge a quarterly report setting forth an itemized account of receipts, disbursements, and surplus funds of Grand Lodge. (7/2010)

Sec. 77. All officers of Grand Lodge shall faithfully discharge their respective duties. Should any such officer fail or refuse to perform his duties as prescribed by the laws of the Brotherhood of Railroad Signalmen, the Grand Board of Trustees shall, in the absence of satisfactory explanation of his neglect or refusal, prefer charges, in writing, to the Grand Executive Council, with a signed copy to the officer or officers charged, setting forth a complete report of the charges.

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Sec. 78. As the Grand Board of Trustees reviews the expense statements of Grand Lodge officers and Representatives furnished them under Article I, Section 31, if any are found to be excessive, the Trustees shall instruct the Secretary-Treasurer to reclaim the excess amount. The Trustees' action shall be subject to appeal under Article I, Section 63. (7/2010)

Sec. 79. The Grand Board of Trustees shall make a full and complete printed report of its official acts at each regular Convention.

Strike Ballot, Issuing of

Sec. 80. The Grand Executive Council shall give due consideration to all questions of national or international character which affect the wages and working conditions of the membership. It shall use every available means to settle peacefully and amicably all controversies which may arise, but always to the best interest of the employees involved. When, however, after mature deliberation it is the opinion of the Grand Executive Council that conditions warrant, it shall submit the questions involved in such dispute by ballot to the employees involved. The ballot, in printed form, shall state the exact nature of the controversy and the questions involved in the strained relations, and the Grand Executive Council shall submit a copy of the aforesaid ballot to each and every member of the Brotherhood of Railroad Signalmen involved in the dispute, and all such ballots shall be promptly executed and immediately returned to Grand Lodge headquarters. When such ballot is spread in connection with a controversy involving a cooperative effort of two or more of the standard railroad Brotherhoods, the closing period for receipt of the executed ballots and counting of same shall be in accord with the understanding reached by the cooperating organizations.

When such effort involves only employees represented by this organization, the limits for receipt of executed

ballots by the Secretary-Treasurer shall be 30 days from date ballot is issued.

At the close of the balloting period, in either case, the Secretary-Treasurer shall so notify the President, who will cause the ballots to be counted in such manner as had been previously provided for by the Grand Executive Council. In all cases, the unreturned ballots of eligible voters shall be recorded as voting with the majority on any question.

The result of any ballot, as herein provided, whether in favor of a strike or otherwise, shall, as soon as the Grand Executive Council deems advisable, be forwarded to the General Chairman involved. The General Chairman, in turn, shall immediately notify his committee and employees involved of the result. (7/2010)

Sec. 81. No call for a strike can be issued unless a majority of the employees involved in the dispute vote for a strike.

In the event that the necessary majority of the employees involved vote for a strike, the Grand Executive Council is thereby authorized and empowered to set the date and issue a strike order and assume charge of such strike and conduct all further negotiations.

In the event a carrier causes changes in the rates of pay, rules, or working conditions outside the provisions of Section 6 of the Railway Labor Act, the balloting provisions of this Section shall not apply. Instead, the General Chairman, with the concurrence of his General Committee, may request that the Grand Executive Council consider a strike order in response to such changes. The Grand Executive Council may set a strike date and issue a strike order in response to the request. The decision of the Grand Executive Council shall be delivered to the General Chairman involved. The General Chairman, in turn, shall immediately notify his committee and employees involved of the result.

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Strike Order

Sec. 82. Whenever a strike has been duly and properly authorized by the Brotherhood of Railroad Signalmen, all members involved shall fulfill the obligations in the strike orders.

Sec. 83. Members shall not engage in an unlawful and unauthorized strike. Neither the officers nor the funds of the Grand Lodge shall be responsible or liable in any respect for the acts of its members or Local Lodges while engaged in an unauthorized strike. Neither shall Grand Lodge, its officers, or funds be liable in any respect to any extent whatsoever for the acts of its members or Local Lodges while engaged in any strike unless such acts have been ordered or are later approved by the Grand Executive Council.

General Chairmen's Meetings

Sec. 84. The Grand Executive Council shall have full and complete control of the establishment of General Chairmen's meetings, and the President shall convene the General Chairmen of the Brotherhood of Railroad Signalmen at least once each year. (7/2010)

Clerical Help

Sec. 85. The President and Secretary-Treasurer shall employ the clerical force necessary at Grand Lodge Headquarters. A clerical employee required by a Vice President away from Headquarters shall be employed by that Vice President, subject to the approval of the President and Secretary-Treasurer. Clerical employees shall be paid salaries which have been approved by the Grand Board of Trustees. All such employees must be members of a labor union affiliated with the AFL-CIO. (7/2010)

Legal and Other Help

Sec. 86. The President or the Secretary-Treasurer shall have power to employ a competent attorney or other specialized help when, in the judgment of the above officers and with the approval of the Grand Board of Trustees, such services are necessary to fully protect the legal or other interests of the Brotherhood of Railroad Signalmen, or to protect and defend its Grand Lodge officers against charges stemming from the performance of their duties in connection with organization activities. The expenses of such help shall be paid by the Brotherhood of Railroad Signalmen out of the General Fund. (7/2010)

Report of Grand Lodge Officers

Sec. 87. Under the guidance and direction of the President and Secretary-Treasurer, a full and complete printed report of the official acts of the Grand Lodge officers shall be made at each regular Convention. (7/2010)

Conventions, When and Where Held

Sec. 88. The Brotherhood shall convene in regular Convention quadrennially on any date in the months of June through September at 9:30 A.M.

The Secretary-Treasurer shall notify all Local Lodges of the exact date at least one year prior to the opening. (7/2010)

Sec. 89. The regular quadrennial Convention shall be held in such city as shall be determined by the Delegates at the preceding Convention. For any city to be considered, the Secretary-Treasurer and/or the Chairman of the Grand Board of Trustees must receive one hundred and twenty (120) days prior to Convention information on room rates, convention facilities and other information on the city to be nominated. If no information has been sent in one hundred and twenty (120) days in advance, the Committee on Laws

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will investigate a minimum of five (5) cities to be placed in consideration for nomination. When a change is deemed necessary for the best interests of the Brotherhood of Railroad Signalmen, the reasons for such change shall be filed in writing with the Grand Executive Council at least ninety (90) days prior to the Convention. If, in the judgment of the Grand Executive Council, and with the concurrence of the Grand Board of Trustees, sufficient reasons have been filed, they shall name another Convention city and/or date. The Secretary-Treasurer shall notify all Local Lodges of the decision, and unless within sixty (60) days from the date of that notice a majority of the Local Lodges advise the Secretary-Treasurer in writing of their disapproval, the selection made by the Grand Executive Council and Grand Board of Trustees shall be final. (7/2010)

Conventions, Special Call

Sec. 90. A special Convention may be called on request of a majority of the Local Lodges, in good standing provided that the Secretary-Treasurer is notified of such request and the purpose for which the special Convention is to be called. Upon receipt of such request, properly sealed, the Secretary-Treasurer shall notify the President whereupon the latter shall at once issue a call for a special Convention at such place as the Grand Executive Council may determine and for only such purpose as was stated in the notification to the Secretary-Treasurer. Not less than 30 days' notice shall be given for a special Convention. (7/2010)

Convention, Quorum

Sec. 91. A quorum shall consist of a majority of the delegates in attendance at the Convention. However, these quorum requirements shall not act to prohibit the election

of officers as required by the United States Labor Management Reporting and Disclosure Act.

Convention, Rules and Powers

Sec. 92. The Convention shall adopt all laws and regulations of general application for the government of the Brotherhood of Railroad Signalmen, and may alter, amend, or repeal same.

Delegates, Eligibility

Sec. 93. To be eligible for election, either as a delegate or alternate, a member must have been in continuous good standing with Grand Lodge for one year prior to this election. Time during which a member held a withdrawal card shall not be used in accumulating the one year nor shall it be considered as having interrupted the continuity of his good standing. Delegates and alternates elected by a Local Lodge that has been issued a new charter must have been members in good standing since application for the charter for that Local Lodge. Members holding permanent positions in other occupations or crafts not covered by classifications rules of Brotherhood of Railroad Signalmen agreements, employer officers and supervisory personnel, contractors, and Brotherhood of Railroad Signalmen employees shall not be eligible to election as delegates or alternates. (7/1998)

Sec. 94. No member shall be eligible to election as delegate or alternate whose Local Lodge is not in good standing with Grand Lodge and the General Committee.

Sec. 95. To be represented in the Convention, a Local Lodge must not be indebted to Grand Lodge or the General Committee for per capita tax or any other money past due. If a Local Lodge is so indebted on June 1 of Convention year, the Secretary-Treasurer will notify the officers and delegates of that Local Lodge of the indebtedness and of the requirements of this Section. (7/2010)

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Sec. 96. A member, while holding office in any other labor organization, either on or off the railroad, shall not be eligible to represent a Local Lodge either as a delegate or alternate, provided, however, that this shall not apply to members holding office in central labor bodies.

Delegates-at-Large

Sec. 97. A General Committee may be represented at Convention by its General Chairman and no more than four other elected officers, who will be known as a Delegate(s)-at-Large. Delegates-at-Large will have full delegate privileges and responsibilities except that Delegates-at-Large will not nominate or vote in the election of Grand Lodge officers unless they are also elected as Elective-Delegate-at-Large as provided in Section 98 of this Article. (8/2002)

Sec. 98. If a General Committee so elects, it may be represented at Convention by one Elective-Delegate-at-Large in addition to, or in lieu of its Delegate-at-Large. Elective-Delegates-at-Large will be selected by a secret ballot election spread to the entire membership under the Committee's jurisdiction. Nomination and election of candidates will be as provided in Article III of this Constitution except that the General Chairman will automatically be a candidate. Elective-Delegates-at-Large will have full delegate privileges and responsibilities, including the privilege of participating in the election of officers.

To be eligible to be seated as a Delegate-at-Large or Elective-Delegate-at-Large, a member must be in good standing with the member's Local Lodge; that Local Lodge must be in good standing with its General Committee and Grand Lodge, and that General Committee must be in good standing with Grand Lodge. (8/2002)

Delegates and Alternates, Qualifications and Election

Sec. 99. Each Local Lodge in good standing on January 1 of the Convention year shall be entitled to be represented at any Convention by two delegates for 50 or less members and shall be entitled to one additional delegate for each additional 50 members (or major fraction thereof) in good standing with the Local Lodge on January 1 of the Convention year.

Sec. 100. A Local Lodge shall determine by a majority vote of the members present at a regular meeting whether it desires to be represented at the Convention, and whether it will send one, two, or more delegates, if entitled to more than two delegates, as provided in Article I, Section 99. If the Local Lodge decides to be represented at the Convention, it shall then proceed with the nomination and election of the delegate(s) and alternate(s). Nominations for delegates and alternates to the Convention will be made at any regular or special meeting of the Local provided at least thirty (30) days' written notice is mailed to each member at the member's last known address by the Local Recording Secretary, advising him that the nomination for delegates and alternates will take place at that meeting.

Any member who cannot attend the meeting may nominate delegates and alternates by writing the Local Recording Secretary of his Local Lodge, advising him of the names of his choice for nominees for delegates and alternates.

The Local Recording Secretary shall stipulate in the regular delegates and alternates nomination notice the last day for receipt of the nominations which may be mailed in by the member who cannot attend the meeting.

The election of delegates and alternates will take place at any regular or special meeting of the Local provided at least thirty (30) days' written notice is mailed to each member at the member's last known address advising him that the elections will take place at the meeting. If a

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member cannot be present at the election meeting, he may request the Local Recording Secretary to furnish him an official election ballot which will list the names of all nominees for delegates and alternates and the date by which it must be returned. The member may then mark his ballot, enclose it in a plain ballot envelope, and return it to the Local Recording Secretary in an envelope on which he has placed his name and return address, for counting at the election meeting. Where there are two or more nominees for a position, the member, if he so desires, may mark his ballot for the candidate of his choice in a preferential order which will permit his vote to count in case of a tie or run-off election at the meeting.

All elections for delegates and alternates shall be by a secret ballot at the officially designated election meeting. When there is only one nominee for each delegate or alternate, a secret ballot will not be required for election.

Where there are more than two candidates nominated for the same delegate or alternate position, and none of them receive a majority of the votes cast, a secret ballot will be promptly issued with the names of the two candidates who received the highest number of votes cast in the first ballot, and the candidate receiving the majority of votes cast in the second ballot will be elected. If more than two candidates tie for the highest number of votes cast on the first ballot or any subsequent ballot, only the names of those candidates who tied for the highest number of votes cast will be placed on the next ballot. (7/1998)

Sec. 101. Alternates shall be elected at the same time and in the same manner as delegates. The election procedure may stipulate the alternate to be elected for each delegate. In such case, the alternate chosen for a particular delegate position may represent the Local Lodge if that delegate fails to attend the Convention.

Where alternates are not designated for a particular delegate position, the order in which they are chosen to fill

a delegate vacancy will be determined by the number of votes they each receive in the election procedure.

Sec. 102. In the event a regularly elected delegate or his alternate is unable to attend the Convention, the Local Lodge may fill the vacancy at any regular or special meeting prior to the Convention. Such election, when necessary, will be by secret ballot.

Sec. 103. A credential certifying that the member named therein has been duly elected to represent his Local Lodge at the Convention for which it is issued, shall be furnished each delegate; it shall be signed by the Local President and Local Recording Secretary under the Local Lodge Seal, and shall be countersigned by the President and the Secretary-Treasurer. (7/2010)

Sec. 104. When nominations for delegates and alternates have been properly closed, additional nominations shall not be considered. Where a candidate is unopposed, a secret ballot shall not be required to be taken. Write-in votes and voting by proxy shall not be permitted in the election.

Sec. 105. The provisions of Article I, Sections 93 through 104, shall govern the qualifications and election of delegates and alternates to regular and special Conventions of the Brotherhood of Railroad Signalmen. No delegate or alternate can qualify to represent his Local Lodge in any Convention unless elected in accordance with these provisions.

Delegates, Rate of Pay

Sec. 106. Delegates in attendance at Conventions shall receive from their respective Local Lodges such rate of pay as Local Lodges shall determine, together with necessary expenses, provided an itemized statement of such expenses is filed with and approved by the Local Lodge. Delegates absent either at roll call or when the yeas and nays are called on any subject (unless excused by the Convention)

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shall receive no pay for that day. Delegates taken sick while attending the Conventions shall receive pay the same as if present at all meetings of the Convention upon proof of sickness to the Convention.

Delegates and Alternates, Duties of

Sec. 107. It shall be the duty of a delegate to attend all sessions of the Convention and faithfully represent the interests of his Local Lodge. He shall also strive to further the interests of the Brotherhood of Railroad Signalmen and perform to the best of his ability any work that may be assigned to him. He may submit in writing to the Secretary-Treasurer amendments to the Constitution and the Laws of the Brotherhood of Railroad Signalmen, as provided for in Article I, Section 131. Delegates shall report, in writing, to their Local Lodges the proceedings of the Convention at the first meeting of the Local Lodge following the Convention.

Each delegate shall be entitled to one (1) vote on any question at Convention and in the election of each Grand Lodge officer. Voting by proxy shall not be permitted on any question arising before the Convention requiring a vote. (7/2010)

Sec. 108. An alternate shall represent his Local Lodge at the sessions of the Convention in the event of inability of the delegate for whom he was elected to attend or qualify, and he shall be subject to the same regulations and enjoy the same privileges as his regularly elected delegate.

Duties of Chaplain in Convention

Sec. 109. The Chaplain shall assist in the opening and closing exercises of the Convention and perform the duties of Chaplain for the Convention upon public occasions. He shall be governed in his duties by the Ritual.

Duties of Lever in Convention

Sec. 110. The Lever shall introduce delegates and visiting members to the Convention, act as Marshal in public processions of the Convention, and perform other non-executive function duties as may be assigned to him by the President. (7/2010)

Duties of Inside Semaphore in Convention

Sec. 111. The Inside Semaphore shall have charge of the inner door of the Convention and shall permit no one to enter or leave without his permission. He shall perform such other non-executive function duties as may be assigned to him by the President. (7/2010)

Duties of Outside Semaphore in Convention

Sec. 112. The Outside Semaphore shall have charge of the outer door of the Convention. He shall see that it is properly secured during sessions of the Convention and permit no one to enter the outer room without permission. He shall perform such other non-executive function duties as may be assigned to him by the President. (7/2010)

Committee on Credentials, Duties of

Sec. 113. The Committee on Credentials shall consist of three members appointed by the President, one of whom shall be the Secretary-Treasurer, who shall act as Chairman. This committee shall examine the credentials of all duly elected delegates, or alternates in lieu of delegates, determine if they are entitled to a seat in the Convention, and report its findings to the Convention for approval. The Chairman of the Committee on Credentials shall certify the delegates who are entitled to be seated at the Convention, and it will not be necessary to call the roll of the delegates

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unless requested to do so by a two-thirds majority of those in attendance. (7/2010)

Committee on Committees, Duties of

Sec. 114. The President shall immediately, upon convening the Convention, appoint a Committee on Committees composed of five duly qualified delegates, no two delegates to be from the same railroad system and/or area of the United States and Canada, which committee shall be approved by the Convention. This Committee shall, as soon as practicable, appoint the following committees consisting of 11 delegates each: Rules and Order of Business, Officers' Reports, Resolutions, and Appeals. No more than three delegates from the same railroad system shall be appointed to the same committee. Each committee shall consider all matters properly referred to it by either the President or the Convention and report their deliberations and conclusions to the Convention for approval. (7/2010)

Sec. 115. When a question arises which cannot be properly referred to an existing committee, the President shall direct the Committee on Committees to appoint a committee, consisting of as many as is deemed necessary and who in its judgment are best qualified to deal with the question. (7/2010)

Religious Discussion

Sec. 116. Neither the power, funds, influence, nor sympathy of the Brotherhood of Railroad Signalmen shall ever be exerted or expended in favor of, or in opposition to any religious sect or organization.

Intoxicants

Sec. 117. Officers or members shall not be permitted to attend meetings or conduct business of the Brotherhood of

Railroad Signalmen when it appears they are under the influence of alcohol or narcotics. Officers and members shall not consume or possess alcohol or narcotics while conducting business or attending meetings of the Brotherhood of Railroad Signalmen. Violation of this Section shall be cause for expulsion from the meeting.

Circulars, Authority to Issue

Sec. 118. No General Committee, Local Lodge, or member thereof, shall put into circulation any circulars, advertising, or other piece of literature intended for general distribution among its members, or members of the Brotherhood of Railroad Signalmen or the general public or any part thereof, without first sending an exact copy of same to the President and securing in writing his approval of same, except in case of a referendum vote the Local Lodges and General Committees may circulate a letter to other Local Lodges and/or General Committees on their view of the referendum. This Section, however, shall not be so construed as to interfere with the rights of Local Lodges and General Committees to announce any entertainment or recreation, or information pertaining to Local Lodge, or General Committee affairs, but shall apply strictly to any circular or literature prepared and distributed with the intent to injure or prejudice the reputation or interest of the Local Lodge, General Committee, Grand Lodge, or any member of the Brotherhood of Railroad Signalmen. (This Section shall not pertain to material used in a campaign for union office). (7/2010)

Suspensions from Membership

Sec. 119. Any member who has been suspended for any cause whatsoever, except as provided in Article I, Section 164, shall be required to pay dues, assessments, and per capita tax during such period of suspension and shall not be reinstated until same are fully paid.

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Courts, Before Applying to

Sec. 120. A member, Committee, Local Lodge, or any other body or department of the Brotherhood of Railroad Signalmen shall not apply or appeal to any court of competent jurisdiction for any purpose whatsoever until the remedies for relief as provided in this Constitution have been resorted to and completely exhausted within a reasonable time period that will not deprive the member, Committee, or Local Lodge of their legal rights under the applicable laws.

Charter, Surrender of

Sec. 121. A Local Lodge cannot voluntarily surrender its charter in the Brotherhood of Railroad Signalmen unless and until a resolution setting forth the reasons for surrendering such charter and signed by five members in good standing is first presented to the Local Lodge for its consideration.

Sec. 122. The Local Recording Secretary shall immediately upon receipt of such resolution send a copy to the President. (7/2010)

Sec. 123. If the Local Lodge shall decide by a majority vote to present such resolution to its members, a copy of the resolution shall be mailed to every member in good standing of said Local Lodge at least 15 days before meeting at which such resolution is to be finally considered.

Sec. 124. Upon final consideration, such resolutions shall be considered to have been rejected if a majority of the members present and in good standing, vote negatively upon it.

Charter, Revocation of

Sec. 125. Whenever any Local Lodge shall have less than five members in good standing, its charter shall be revoked upon order of the President. (7/2010)

Charter, Reclaiming of

Sec. 126. Any Local Lodge violating this Constitution may, upon substantial proof thereof, have its charter reclaimed by the President, subject to an appeal to the Grand Executive Council. (7/2010)

Official Publication

Sec. 127. There shall be published and distributed at least quarterly an official publication to be known as "*The Signalman's Journal*," and each active and retired member in good standing shall receive a subscription to the *Journal*. In addition, there shall be other forms of electronic communication used as informational supplements to the *Journal*. (7/2010)

Sec. 128. "*The Signalman's Journal*" and all other informational supplements to the *Journal* shall be edited, managed, published, and distributed under the supervision and direction of the President. (7/2010)

Sec. 129. The President shall ensure the printing of such official publication in the name of "*The Signalman's Journal*" and shall assign, from the full-time officers or headquarters staff, such help as in his judgment may be necessary to publish and distribute such *Journal* and other informational supplements. (7/2010)

Amendments to Constitution

Sec. 130. This Constitution may be altered, amended or repealed, (1) at any Convention, (2) by the Grand Lodge upon submission of proposed changes to the Local Lodges

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for approval, (3) by the Local Lodges upon submission of proposed changes to a general referendum vote of the membership for approval. All amendments, alterations, or changes of any kind in this Constitution must be submitted in writing, stating the amendment, Article, and Section to be amended, and how it will read when amended. All amendments to the Constitution will appear in the Constitution with the date such amendment was adopted. (7/1998)

Amendments at Convention

Sec. 131. All proposed amendments to the Constitution and Ritual to be considered in Convention must be submitted in writing as provided for in Article I, Section 130, and must be placed in the hands of the Secretary-Treasurer at least one hundred twenty (120) days prior to the assembling of such Convention.

The proposed amendments to the Constitution and Ritual, Report of Committee on Laws, and Recommendations of Committee on Laws shall be placed in the hands of all delegates to Convention thirty (30) days prior to the date of Convention assembly.

Article I, Section 131, shall not restrict or prohibit any additional reports necessary due to unforeseen events. These reports will be furnished to all delegates to Convention as soon as possible by the Committee on Laws. (7/2010)

Amendment by Grand Lodge

Sec. 132. Grand Lodge may, by a majority vote of such body, submit any law, amendment, or alteration to the Constitution to the Local Lodges for their approval. A copy of such proposal, together with the reasons for its submittal, should be forwarded to the Local Recording Secretary of each Local Lodge in good standing, same to be presented to

the members at the next regular meeting. Each Local Lodge shall, by a majority vote of its members present, act on such proposal and communicate the results to the Secretary-Treasurer within 30 days. The majority vote of any Local Lodge shall be construed as the decision of such Local Lodge, and, in computing the vote by Local Lodges, each Local Lodge, regardless of its total vote, shall constitute one vote, either favorable or unfavorable. Before any such proposed amendment or alteration may become effective, same must be approved by a majority of the Local Lodges having submitted the result of their vote to the Secretary-Treasurer. (7/2010)

Amendment Referendum by Local Lodge

Sec. 133. Any Local Lodge in good standing, and by a majority vote of its members present, may submit amendments or alterations to the Constitution; such proposals to be prepared in duplicate, one copy to be deposited with the Grand Board of Trustees and one to be forwarded to the Secretary-Treasurer. The Secretary-Treasurer shall publish such proposal in the next issue of "*The Signalman's Journal*," and if same is then endorsed by five Local Lodges in good standing, no two of which are in the same state, territory, or province, and such endorsements are forwarded in writing to the Secretary-Treasurer, he shall submit such proposal to a general referendum vote of the Local Lodges. Such submissions to a referendum vote, however, shall only be made on the second day of January and the first day of July each year, and each Local Lodge shall be allowed 60 days from the date of such submission for the return of its vote. Before any amendment or alteration shall become effective, it must be approved by a majority vote of the Local Lodges submitting the result of their vote to the Secretary-Treasurer. The provisions of this Section 133 shall not be applicable during the year of Convention. (7/2010)

Per Capita Tax

Sec. 134. Out of the dues received monthly, quarterly, or yearly by the Local Financial Secretary of each Local Lodge, an amount equal to one and six-tenths (1.6) hours per month at the prevailing Signalman-Mechanic rate of pay (for members on carriers paying nationally negotiated rates or more: \$29.26, effective July 1, 2014; for members on other carriers paying less than the national rate: the rate on their respective properties) shall be paid either monthly, quarterly, or yearly, as the case may be, to the Secretary-Treasurer as per capita tax. Subsequent adjustments either upward or downward in the Signalman-Mechanic rate of pay will automatically result in a corresponding adjustment in both Grand Lodge per capita tax rates. The Secretary-Treasurer shall notify each General Secretary-Treasurer and Local Financial Secretary of any such adjustments at least one hundred twenty (120) days prior to the effective date.

The Grand Executive Council may, at its discretion, establish dues rates to be paid by members employed on properties where the comparable journeyman rate is below the lower rate established herein or a rate appropriate in conjunction with organizing efforts. (7/2010)

Sec. 135. Out of each member's quarterly per capita tax received by Grand Lodge, \$2.00 shall be deposited in the Contingent Fund. Should it be determined by the Secretary-Treasurer that the financial condition of the Brotherhood of Railroad Signalmen warrants a reallocation of the \$2.00 set aside, the regular allocation provided for in this Section may be changed for any quarter upon majority approval of the Grand Board of Trustees and the Grand Executive Council. (7/2010)

Sec. 136. When members in arrears later pay delinquent dues, the per capita tax for each month collected shall be paid to the Secretary-Treasurer and to the General Committee with the next regular remittance of per capita tax to each. (7/2010)

Sec. 137. When a member pays dues for two or more quarters in advance (except for yearly cards), the per capita tax due Grand Lodge and the General Committee for each quarter shall be forwarded to the Secretary-Treasurer and to the General Secretary-Treasurer with each quarter's per capita tax balance sheet for the quarter being reported.

All per capita tax due the Grand Lodge and the General Committee for each quarter must be forwarded with one report each quarter to the Secretary-Treasurer and General Secretary-Treasurer on or before the last day of the second month of each quarter. When per capita tax is more than one month late, a late fee of \$25.00 or 1 percent of the unpaid balance (whichever is greater) shall be paid for each month the per capita tax is late.

When members pay a calendar year's dues in advance for a yearly membership card, per capita tax for same shall be reported and remitted to the Secretary-Treasurer at the end of the calendar month in which such dues are paid, along with a request for yearly card, before such card will be issued. Report and remittance due the General Secretary-Treasurer shall be made at the same time. (7/2010)

Sec. 138. Each Local Lodge shall be held strictly accountable for the per capita tax or assessments due Grand Lodge or the General Committee from dues or assessments received by it.

Sec. 139. Per capita tax reports and remittances due General Committees must be made to them by each Local Lodge at the same time and date as they are made to Grand Lodge.

Sec. 140. Grand Lodge shall prepare and furnish for each Local Lodge forms on which to report the amount of per capita tax, amount of membership fee (and amount of any assessment levied), to be received from each Local Lodge each quarter. These forms with the names of all dues-paying members of record shown thereon shall be furnished not later than the first day of the second month of

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each quarter to the Local Financial Secretary except as hereinafter provided. For Local Lodges operating under the dues check-off agreements where the carrier sends all dues checked off to only one designated person, regardless of the number of Local Lodges involved, itemized deduction report forms shall be furnished not later than the first day of the second month of each quarter directly to the designated person receiving such checked off dues, and he shall prepare such forms to show the dues received for each individual during each quarter, and forward such prepared forms with the Grand Lodge per capita tax and Local Lodge portion of dues received to the Local Financial Secretary of each Local Lodge not later than the first day of the third month of each quarter, delivering the per capita tax due the General Committee direct to that Committee in lieu of the Local Lodge forwarding same to the General Committee. (8/2002)

General Fund of Grand Lodge

Sec. 141. All monies paid to Grand Lodge for per capita tax, all dues, charter fees, pro rata share of membership fees, proceeds from sale of supplies to Local Lodges, and all monies not specifically designated or set aside for other funds shall constitute the General Fund.

The General Fund shall be the exclusive property of Grand Lodge and shall be under the direction and supervision of the Secretary-Treasurer. It shall not in any way be charged, attached, or garnisheed for any debt or obligation, either by contract or otherwise, of individual members, Local Lodges, or any other body of the Brotherhood of Railroad Signalmen.

If, during the period beginning April 1 preceding the last Convention to March 31 preceding the forthcoming Convention, the total funds of Grand Lodge increase by more than \$650,000 or the General Fund increases by more than \$250,000, Grand Lodge will refund to each Local

Lodge the sum of \$12.00 per member in each Local Lodge as of March 31 of the Convention year. However, if the funds of Grand Lodge increase by more than \$850,000 or the General Fund increases by more than \$300,000 during that period, the sum to be paid will be \$15.00. The refund will be made 90 days prior to the Convention and will be in the form of a credit to the Local Lodge's per capita tax account.

Any refund to the Local Lodges shall be made from the Contingent Fund. If a refund is a credit to any Local Lodge and is not used to send a Delegate to the Convention, the money must be returned to the Contingent Fund. (7/2010)

Sec. 142. Salaries and traveling expenses of officers of Grand Lodge and any other expenses not designated to be paid from any specific fund or funds shall be paid from the General Fund established by Article I, Section 141.

Contingent Fund of Grand Lodge

Sec. 143. Except as provided in Article I, Section 135, the sum of \$2.00 shall be set aside, out of each quarterly per capita tax paid Grand Lodge, for the maintenance of a Contingent Fund under the direction of the Secretary-Treasurer. All monies set aside or received for the Contingent fund must be kept separate, distinct from all other funds, and deposited to the account of "Contingent Fund, Brotherhood of Railroad Signalmen" in a reliable bank or banks or investment per Article I, Section 46, approved by the Grand Board of Trustees. (7/2010)

Sec. 144. The Contingent Fund shall be used to assist members when they are idle due to an authorized strike or lockout. Under these conditions, premiums necessary for continued health insurance coverage shall be paid from this fund. In addition, each member shall receive \$30.00 per week so long as, in the opinion of the Grand Executive Council, such payments can be continued. The Council shall be guided by the condition of the Contingent Fund

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and based on the welfare of the members on strike or lockout, as well as being prepared for further emergencies that may entail additional disbursements from such fund to other members under similar conditions. No payments shall be made unless a strike or lockout has continued for at least two weeks or until such member or members have accumulated a loss of 10 days or more of work on account of a selective or rotating strike.

Sec. 145. When an authorized strike or lockout is of such proportions as to affect an unusually large number of members and payment as above cannot be sustained by the Contingent Fund, no payments will be made to any member or group of members except in cases of extreme emergency, and then only after thorough investigation and approval by the Grand Executive Council.

Sec. 146. The Contingent Fund shall be a trust fund for the exclusive benefit of, and be administered for, the members of the Brotherhood of Railroad Signalmen in strict accordance with the provisions of Article I, Sections 144 and 145, and any member or members in arrears with their dues, members against whom charges are preferred, members under suspension, or members expelled or voluntarily resigned from the Brotherhood of Railroad Signalmen, shall forfeit all title or right to such fund or any part thereof.

Sec. 147. The net proceeds of the Contingent Fund or any part thereof shall not be subject to charge, garnishment, levy, assessment, lien, or in any way made liable for debits, loans, judgment, or for any other purpose or obligation of the members, Local Lodges, General Committees, or Grand Lodge, except when the Grand Executive Council and the Grand Board of Trustees consider it necessary, and only if the fund is properly secured to assure immediate use when needed for the purpose this Contingent Fund is intended. Income earned through investment of the net proceeds of the Contingent Fund shall be used in the General Fund.

Sec. 148. The Secretary-Treasurer shall not pay to any member or members idle due to strike or lockout, any monies out of the Contingent Fund until the payment and amount thereof has been determined and authorized by the Grand Executive Council. (7/2010)

Local Lodge Funds

Sec. 149. All monies collected by the Local Financial Secretary, or other officers or members of the Local Lodge, and all monies turned over to the Local Financial Secretary or deposited to the account of the Local Lodge for any purpose whatsoever, shall be the property of such Local Lodge, except such funds as are due Grand Lodge and the General Committee, which shall be remitted to the proper officer of such respective body, as provided for in this Constitution. (7/1998)

Special Funds, Creation of

Sec. 150. No Local Lodge of the Brotherhood of Railroad Signalmen may set aside any portion of its funds for the creation, maintenance, or development of any relief work, sick benefits, or other charitable or benevolent purposes for the benefit of its members or others unless the purpose of such special fund, the pro rata share of each member's dues or amount set aside by the Local Lodge which goes into such fund, the purpose for which such fund is distributed, what part each member shall receive, and the conditions under which each member shall receive such fund, together with any other necessary information, is clearly set out in the Bylaws of such Local Lodge.

Special Funds, Use of

Sec. 151. Special funds, or any part thereof, which are set aside by a Local Lodge for any purpose are trust funds for the contingent benefit of the members of said Local

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Lodge and shall under no circumstances be divided, loaned, donated, or expended for or among its members, individually or collectively, or for others or to any other Local Lodge, without the assent of a majority of the members in good standing in attendance at a meeting of such Local Lodge.

Special Funds, Members' Interest in

Sec. 152. Any interest any member may have in such special funds of the Local Lodge shall only be available as provided for in this Constitution, and whenever a member ceases to be in good standing or ceases to be a member of such Local Lodge, he automatically forfeits all his rights, titles and interests of any nature whatsoever in such funds, or any other property of that Local Lodge.

Funds of Defunct Local Lodges

Sec. 153. All funds of any nature whatsoever of a Local Lodge shall be considered trust funds for carrying out and effecting the purposes of the Local Lodge and the Brotherhood of Railroad Signalmen. Whenever any Local Lodge ceases to exist, for any cause whatsoever, the Local Lodge may neither retain any funds in its possession nor pay them over to any members, officers or other Local Lodge, nor to any other body, class, or organization not connected with Grand Lodge, and all funds or any part thereof shall revert to Grand Lodge as trustee in order to carry out the purpose for which all such funds were originally intended.

Sec. 154. Article I, Section 153, shall not apply to Local Lodges which have merged, consolidated, or otherwise united with another Local Lodge of the Brotherhood of Railroad Signalmen upon first having obtained permission from Grand Lodge to effect such status.

Misuse of Funds

Sec. 155. The funds of Grand Lodge shall never, under any circumstances, be liable to any extent whatsoever on contracts entered into by Local Lodges.

Sec. 156. Any officer or member of the Brotherhood of Railroad Signalmen who shall obtain money, benefits, or properties under false pretenses or misappropriate or embezzle any funds belonging to either a Local Lodge, Grand Lodge, General Committee, or any member thereof, for said officer's or member's own use, or for any purpose contrary to the provisions of this Constitution and Bylaws, shall be in violation of this Constitution. Notice of any and all such defalcations, misappropriations, and embezzlements shall be forwarded immediately to Local Lodges by the President, and to the latter by the former, whenever occurring. For the protection of other Local Lodges and members of the Brotherhood of Railroad Signalmen, the names of officers or members found guilty of any or all of the offenses here enumerated may be published in *The Signalman's Journal*, or otherwise, without delay. Any Local Lodge failing to comply with the provisions for forwarding notice within 10 days from date of such defalcation, misappropriation, or embezzlement shall be dealt with by the Grand Executive Council according to the extent and seriousness of the offense. (7/2010)

Sec. 157. Any officer or member who shall misappropriate or embezzle any funds as set forth in Article I, Section 156, in addition to the penalty inflicted by the Brotherhood of Railroad Signalmen, shall be subject to criminal prosecution for such offense and also be liable to civil action by either the Local Lodge, Grand Lodge, General Committee, or any member thereof, or the Brotherhood of Railroad Signalmen, for the recovery of property or funds so misappropriated or embezzled.

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Membership, Eligibility for

Sec. 158. Any person who holds employment rights under a collective bargaining agreement between an employer and the Brotherhood of Railroad Signalmen (so long as those rights are actively maintained) and persons holding full-time positions in the Brotherhood of Railroad Signalmen shall be eligible to acquire and retain membership in the Brotherhood of Railroad Signalmen.

(NOTE: This provision shall not act retroactively to expel any current [1979] member. Neither shall a member lose membership upon retirement.)

Membership, How Secured

Sec. 159. Membership in any Local Lodge may be effected by admission as provided for in Article I, Section 167, or by dispensation, deposit of transfer or withdrawal card, or readmission, as provided for in other Sections of this Constitution.

Membership, Where to Make Application

Sec. 160. Any person working on any line of railroad who meets the qualifications for membership as provided for in this Constitution must file his application for membership with the Local Lodge having jurisdiction over the division of railway where he is employed, provided that his application is accompanied by the full membership fee.

When the General Secretary-Treasurer becomes aware of a person who has not applied for membership and working under that Committee's Agreement, the General Secretary-Treasurer shall serve the person notice, with a copy to the Local Secretary that the person must apply for membership and pay the applicable dues, fees, and assessments. (7/2014)

Membership — Fee

Sec. 161. The fee for membership in the Brotherhood of Railroad Signalmen shall not be less than fifty dollars (\$50.00) or more than two hundred fifty dollars (\$250.00), except those Local Lodges which elect to may raise the membership fee for persons whose entry rate is Signaller-Mechanic or above to not more than one thousand dollars (\$1,000.00). The election shall be by a majority of the voting members of a Local Lodge voting by secret ballot in a membership meeting, after reasonable advance notice of the intention to vote upon the question, or in a membership referendum and by specifying the amount of such fee in the written Bylaws approved and made effective as provided for in this Constitution. The full fee for membership must, under all circumstances, accompany the application for membership. Payment of the fee for membership shall be made to the Local Financial Secretary who shall forward to the Secretary-Treasurer, the sum of \$50.00 out of such fee for membership. The Local Financial Secretary of a new Local Lodge will not be required to forward the sum of \$50.00 to the Secretary-Treasurer for charter members. (7/2010)

Reinstatement, Non-Payment of Dues

Sec. 162. Any member who has been dropped from membership for failure to furnish information or for failure to pay dues and/or assessments, may make application upon forms prescribed for reinstatement to membership but only when payment of a reinstatement fee of not less than an amount equal to six (6) months' dues, plus the current quarter's dues and any unpaid assessments accompany the application.

The Local Financial Secretary shall distribute the reinstatement fee to the Local Lodge and General

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Committee at the rate of 75 percent to the Local and 25 percent to the General Committee.

Any Local Lodge may establish a larger reinstatement fee by specifying such amount in written Bylaws approved and made effective as provided in this Constitution.

Applications for reinstatement shall be made to the Local Lodge in whose jurisdiction the applicant is working. (7/1998)

Dues — Minimum

Sec. 163. The quarterly dues of each member of the Brotherhood of Railroad Signalmen shall be not less than an amount equal to the sum total of the following: current rate of per capita tax to Grand Lodge, current rate of General Committee per capita tax, where applicable, and amount due the Local. Where dues check-off agreements are in effect, the dues shall be payable as provided in the dues check-off agreement, and such dues shall be not less than the foregoing prescribed amount.

A non-member shall apply for membership in the Brotherhood of Railroad Signalmen within 60 days after commencing work covered by the agreement, on forms provided for that purpose, and shall remit payment in full with his application, the membership fee and dues in advance, from the first day of the month following the month in which employed to the end of the current quarterly period, and shall thereafter pay dues quarterly in advance in order to maintain membership in accordance with provisions of the applicable union shop agreement, except that an employee under a dues check-off agreement shall pay dues as prescribed by such agreement.

A Local Lodge may change the amount of dues allocated to the Local if it deems it necessary to meet its various obligations, provided such action is approved by a majority of the voting members in good standing at a regular or special meeting. Any such vote must be by secret

ballot and fifteen (15) days' written notice must be given all members prior to such meetings, or in a membership referendum.

A yearly membership card shall be issued when dues are paid for a calendar year in advance or before the end of the first quarter of such calendar year. Notwithstanding this provision, however, dues for the first quarter must be paid on or before January 31 to avoid the member becoming delinquent.

Membership — When Delinquent

Sec. 164. A member failing or refusing to pay his dues quarterly in advance or failing to furnish required information shall be considered as delinquent and not maintaining membership after the expiration of the first calendar month from the beginning of the quarter for which dues are payable.

A member subject to a dues check-off agreement, failing or refusing to pay his monthly dues or to furnish information which may exempt him from such obligation by withdrawal or dues exemption status, after being notified in writing by his Local Financial Secretary (mailed to his last known address) of the month(s) for which no dues were checked off, shall be considered delinquent and not maintaining membership until he has complied with the Local Financial Secretary's notice. (8/2002)

Membership, Application for

Sec. 165. Membership in the Brotherhood of Railroad Signalmen shall be granted by the Secretary-Treasurer upon receipt of dues and the membership fee provided for in Article I, Section 161, and a completed application in the form prescribed.

Any person who within sixty calendar days after entering service pays the membership fee and dues and before the expiration of such sixty-day period is

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furloughed, laid off, or dismissed will have refunded to him all money he has paid, provided he requests the Local Financial Secretary to make such refund. (7/2010)

Representation

Sec. 166. The Brotherhood of Railroad Signalmen, acting through its duly selected and authorized officers, committees, or representatives, has full and sole authority to represent all employees who are members in the negotiating, interpreting, and applying of agreements covering wages, hours, and other conditions of employment made and entered into under the provisions of the Railway Labor Act or under the provisions of similar laws governing labor relations; to represent such employees in all conferences, negotiations, or other proceedings with the management; to appear and represent all such employees before any tribunal authorized to consider or adjust claims arising out of the interpretation or application of such agreements and to adjust, compromise, and settle all such claims.

Membership, What Shall Constitute

Sec. 167. The acceptance by a Local Lodge of an applicant who has filled out an application form as provided in this Article I with payment of the required amounts, shall constitute membership in the Brotherhood of Railroad Signalmen.

Except as provided in Article I, Sections 172 and 178, to maintain membership each member shall pay dues quarterly or yearly in advance, as preferred (except that members subject to dues check-off agreements shall have their dues deducted as prescribed in such dues check-off agreement and must pay such dues as required in this Constitution for periods for which no dues are deducted), unless dues exemption for disability is granted, all as provided in this Constitution or in regulations and Bylaws

of Local Lodges, and failing or refusing to pay as provided in Article I, Section 164, such members shall be considered as no longer maintaining membership.

Privileges of Members

Sec. 168. Members shall be entitled to and enjoy all rights, benefits, privileges, and protection as provided for by this Constitution, the Bylaws of the Local Lodges of which they are members, and such usages, customs and courtesies as have become a part of the Brotherhood of Railroad Signalmen activities.

Sec. 169. Persons other than those having in their possession membership cards in the Brotherhood of Railroad Signalmen, showing they are in good standing as defined in Article I, Section 164, shall not be admitted to meetings of the Brotherhood of Railroad Signalmen; this provision, however, shall not apply to open meetings. Where the identity of visiting members is unknown, a Local Lodge may require such proof as it deems necessary.

Sec. 170. The provisions of Article I, Sections 168 and 169, shall not inure to the benefits of members not in good standing nor to those who do not have in their possession proof of such good standing. In addition to the provisions of Article I, Section 164, a member's good standing may be interrupted if found in violation or infraction of this Constitution.

Membership in Local Lodge 200

Sec. 171. Whenever it is found impracticable to assign new members to a Local Lodge, such members shall be assigned to hold membership in Local Lodge 200, but only until such time as it is practicable to assign them to a Local Lodge in their immediate vicinity or until a sufficient number of members are secured to make it advisable to institute a new Local Lodge to which they may be assigned or transferred. Dues for membership in Local Lodge 200

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shall be as established by the Grand Executive Council.
(7/1998)

Membership of Pensioners

Sec. 172. Any member who at the time of his retirement is not under suspension, against whom no charges are pending, and whose dues and any assessments that may have been imposed are fully paid, and who also has held membership for at least the preceding five years, during which period he has not been suspended for non-payment of dues, and who has discontinued signal work and retired under provisions of the pension laws or under pension or disability rules in effect on the railroad on which employed, is entitled to receive from Grand Lodge, upon application made by his Local Lodge therefor, a pensioner's honorary membership card, which card will, when containing the name of holder, number of Local Lodge, admit owner thereof to meetings of the Brotherhood of Railroad Signalmen, but with no power to vote. Such member shall not be eligible to hold office in the Brotherhood of Railroad Signalmen.

Membership Cards

Sec. 173. All membership cards shall be issued by the Secretary-Treasurer. Yearly cards shall be issued for all members who pay the calendar year's dues in advance and all members participating in dues check-off agreements and shall be forwarded to the Local Financial Secretaries on receipt of reports and per capita tax for dues so paid (except for those members under the dues check-off agreement).

Yearly cards issued to members on dues check-off will clearly show that such cards are for that purpose only and will be automatically invalidated upon the member's furlough, dismissal, withdrawal from dues deduction and/or other separation from active membership in the Brotherhood of Railroad Signalmen. In the cases of transfer

of membership, as provided in Article I, Section 176, a new yearly card will be issued to the transferring member upon receipt of his/her notice of transfer. (7/2010)

Sec. 174. When the holder of an unexpired card is expelled, the Local Recording Secretary shall immediately notify the Secretary-Treasurer, giving name, number, and date of expiration of card, and the latter shall notify all Local Lodges and members by publishing the above information in "*The Signalman's Journal.*" When the unexpired membership card of an expelled member is presented to any member, same shall be forwarded immediately to the Secretary-Treasurer. (7/2010)

Transfer of Membership

Sec. 175. Membership in the Brotherhood of Railroad Signalmen must be in the Local Lodge having jurisdiction over that territory of the railroad on which employed. Whenever the location of employment of any member is changed, either to a different location on the same railroad or from one railroad to another, such member shall transfer his membership to the Local Lodge which has jurisdiction over the territory to which he has been transferred by the first day of the calendar quarter following the quarter in which he transferred. Members assigned to construction positions shall only transfer their membership when permanently transferred to a new location.

Sec. 176. Any member whose place of employment has been permanently changed, as provided in Article I, Section 175, shall apply to the Local Financial Secretary of his Local Lodge for a transfer card. If such member is not under suspension and there are no charges pending and his dues and assessments are fully paid, the Local Financial Secretary shall issue such transfer card within 30 days of notification. A member failing or refusing to request a transfer card shall be considered as delinquent and not maintaining membership. The transfer card will be in

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triplicate, one card to the member transferred, one card to the Local Lodge to which transferred, and one card to the Secretary-Treasurer.

Any person working on any line or railroad covered by an agreement with the Brotherhood of Railroad Signalmen who changes his place of employment and such a person's dues, fees, and assessments are not fully paid, he must pay any such owed dues, fees, and assessments to become a member in good standing. When the Local or General Committee of the new employer serves notice to that person that he must make restitution of all such owed dues, fees, and assessments, and when that person does pay all his owed dues, fees, and assessments, and the member owes an amount of dues equal to a quarter or less, the portion of dues owed to Grand Lodge will be remitted to Grand Lodge and the dues owed his former Local will be remitted to his former Local. If that person owes an amount of dues greater than one quarter, the amount owed to the Grand Lodge will be remitted to Grand Lodge and the remaining portion of the dues will go to the new Local. (7/2014)

Sec. 177. All transfer cards shall expire within ninety calendar days from the date of issue.

Withdrawal Cards

Sec. 178. Members not under suspension and against whom no charges are pending, whose dues and assessments are fully paid, shall receive a withdrawal card from the Local Financial Secretary, provided such members are no longer in active railroad service and further provided such members are not receiving full pay under a guaranteed wage agreement or under imposed labor protective conditions.

A member in good standing with the Brotherhood of Railroad Signalmen upon being furloughed shall be granted a withdrawal card by his Local Financial Secretary as soon

as the Local Financial Secretary has been notified of such furlough, unless the member otherwise so directs.

Unless the member otherwise so directs, the recipient of a withdrawal card will be granted a refund of all dues paid (or are known to have been deducted) in advance for all calendar months following the last day of the month in which the member last worked. Such refund shall be paid to the member by the Local Financial Secretary at the time the withdrawal card is issued. The Local Lodge may take a credit on the following quarterly per capita report. (8/2002)

Sec. 179. Members who have been furloughed due to reduction in force, and who have in their possession withdrawal cards issued due to force reduction, shall be permitted to attend meetings of their respective Local Lodges but shall have no voice or vote, except on questions involving seniority brought about by changes of seniority districts on which their seniority is involved, in which case they shall have a voice and vote.

Dues Exemption

Sec. 180. Upon request to the Local Financial Secretary, dues exemption shall be granted at the end of each quarter to a member in good standing with this organization whose assessments and dues are fully paid (or known to have been deducted) to the end of the calendar month in which he last worked when he is incapacitated due to illness or injury for twenty (20) or more consecutive days, provided such member is not receiving full pay under a guaranteed wage agreement, imposed labor protective conditions, or wage continuation conditions. Per capita tax exemption by Grand Lodge and the General Committee shall be granted only on the quarterly per capita balance sheet report to the Secretary-Treasurer and the General Committee by the Local Financial Secretary and is subject to the approval of the Secretary-Treasurer. Such dues exemption shall be effective from the last day of the month

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in which the member last worked (except when the twenty (20) or more consecutive days fall in one particular month, then the member shall be dues exempt for that month), and dues paid in advance for the duration of such disability may be refunded. Per capita tax paid to Grand Lodge and to the General Committee shall be credited to the Local Lodge upon request for exemption. Dues exemption so granted must terminate upon the member's return to work, and he must resume paying dues from the first day of the month following his return to work. A member failing or refusing to resume paying dues or failing to furnish required information shall be considered delinquent and not maintaining membership. (7/2010)

Certificate Register of Members

Sec. 181. The Local Financial Secretary of each Local Lodge shall maintain a membership and certificate register showing a complete and accurate record of each member. Such register must at all times correspond with the register maintained by the Secretary-Treasurer. (7/2010)

Charter Members by Transfer or Withdrawal Card

Sec. 182. Members having in their possession unexpired transfer or withdrawal cards may, upon presentation and deposit of such cards with a new Local Lodge to be organized, become charter members of such Local Lodge without payment of membership fee.

Admission of Withdrawn Members

Sec. 183. The holder of a withdrawal card issued by the Brotherhood of Railroad Signalmen upon returning to active work covered by an agreement with the Brotherhood of Railroad Signalmen, must deposit such card with the Local Financial Secretary of the Local Lodge having jurisdiction where he is working, within thirty-five days

after return to work, and must resume paying dues from the first day of the month following return to work. If holder of such card fails to comply with these requirements, he shall be required to execute the regular application for readmission and pay the regular readmission required by Article I, Section 162. This Section shall be printed on the reverse side of withdrawal cards. (7/1998)

Sec. 184. Members requesting a withdrawal card for the purpose of entering the U.S. Armed Forces, voluntarily or involuntarily, or those who are returned to active military service and later reemployed under the provisions of the law concerning returning veterans, shall, for the purposes of this Brotherhood, be considered as having continuous good standing.

If such member holds an elected office in a Local Lodge, General Committee, or Grand Lodge, that member will be granted a leave of absence from their elected position until he returns or the position is filled by another member through regular election. (7/2010)

Retention Fee

Sec. 185. The fee provided in Article V, of the September 23, 1986, National Agreement, shall be an amount equal to membership dues in the Local Lodge having jurisdiction where seniority is carried. Any employee promoted to an official, supervisory, or excepted position from the craft or class represented by the Brotherhood of Railroad Signalmen who pays the fee shall not be entitled to any of the privileges of membership.

Any employee promoted to an official, supervisory, or excepted position who elects to pay the fee to retain and accumulate seniority and who exercises such seniority to return to the craft shall not be required to pay a reinstatement fee as provided by this Constitution.

The seniority retention fee shall be distributed on the following basis: fifty percent to the Local Lodge, twenty-

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five percent to the General Committee, and twenty-five percent to Grand Lodge. The fee shall be paid to the applicable Local Lodge in advance, monthly (payroll deduction), quarterly or yearly, so long as the employee promoted to an official, supervisory, or excepted position remains on such position and elects to retain and accumulate seniority. Subsequent adjustments either upward or downward in the applicable membership dues shall result in a corresponding adjustment in the seniority retention fee.

Headquarters Building

Sec. 186. In the event the Grand Executive Council decides by unanimous action to sell or purchase a building or property, such sale or purchase shall be made only with the unanimous approval of the Grand Board of Trustees.

The President and Secretary-Treasurer shall have authority to lease rental space in a Grand Lodge building with notification to the Grand Executive Council and the Grand Board of Trustees as to tenants and rates of lease.
(7/2010)

Prohibition of Dual Unionism

Sec. 187. A member who attempts to bring about the withdrawal from the Brotherhood of Railroad Signalmen of any member or group of members, or works in the interest of or accepts membership in any organization dual to the Brotherhood of Railroad Signalmen, is subject to internal union discipline. (8/2002)

ARTICLE II — LOCAL LODGES

Local Lodge, What Constitutes a

Sec. 1. A Local Lodge shall consist of at least five members, all of whom are in good standing in the Brotherhood of Railroad Signalmen, and each Local Lodge must hold a legally granted or unreclaimed charter with the Brotherhood of Railroad Signalmen.

Charter Fees

Sec. 2. The charter fee for the institution of a new Local Lodge shall be \$100.00 payable in advance to the Secretary-Treasurer. (7/2010)

Charter Members

Sec. 3. All charter members of a new Local Lodge shall pay a membership fee as specified in Article I, Section 161, except those members admitted by unexpired transfer or withdrawal cards.

Sec. 4. The charter of a new Local Lodge may remain open for the reception of additional charter members for a period of thirty days after permanent organization of such Local Lodge has been effected. At the expiration of such thirty days the charter cannot again be opened except by the consent in writing of the President, and if reopened with his consent such charter shall only remain open for a period not to exceed thirty days from the date such consent is given. (7/2010)

Jurisdiction of

Sec. 5. Jurisdiction of all Local Lodges shall be defined and assigned in writing by the President, provided, however, that any dispute concerning such jurisdiction shall

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be considered and disposed of by the Grand Executive Council. (7/2010)

New Local Lodge Supplies

Sec. 6. Grand Lodge shall furnish a charter and all necessary supplies required to place a newly chartered Local Lodge into operation.

Bylaws

Sec. 7. All Local Lodges shall be empowered to enact such Bylaws, rules, and regulations as are necessary for their government, but all such enactments shall only be valid when not in conflict with the provisions of this Constitution and after same have been approved in writing by the President. (7/2010)

Official Local Lodge Seal

Sec. 8. Every Local Lodge shall be provided with an official seal by the Secretary-Treasurer, and all official papers emanating from a Local Lodge must bear such seal, and the same shall be recognized and acknowledged as legal when printed. (7/2010)

Officers

Sec. 9. The officers of a Local Lodge shall be known as the Local President, First Local Vice President, Second Local Vice President, Local Recording Secretary, Local Financial Secretary (Local Recording-Financial Secretary where combined), and a Local Board of Trustees consisting of three or more members.

A Sergeant-at-Arms and a Chaplain will be appointed at each meeting by the presiding officer.

Sec. 10. Any Local Lodge may combine the offices of Local Financial Secretary and Local Recording Secretary. (7/1998)

Eligibility

Sec. 11. Any member, who has not retired, who at the time of his nomination has been in continuous good standing for the entire past year, and has actually worked under a Brotherhood of Railroad Signalmen agreement for at least one year shall be eligible to serve as an officer of a Local Lodge. No member shall be eligible to hold an office in a Local Lodge while at the same time holding office in any other labor organization not affiliated with the Brotherhood of Railroad Signalmen.

No person holding a management position shall be eligible to hold any Brotherhood position.

Every Local Lodge officer must maintain the conditions of eligibility for election to office; any officer who fails to do so will be ineligible to remain in office and his office will be vacant.

Sec. 12. A member shall neither be elected to nor hold at the same time two elective offices of a Local Lodge, except that the office of Local Financial Secretary may be combined with the Local Recording Secretary if not in conflict with Local Lodge Bylaws. This provision, however, shall not be construed to prevent a member from serving as a delegate, alternate, or on committees. (7/1998)

Term of Office

Sec. 13. Local Lodge officers shall be elected triennially by secret ballot and serve for three years. Their terms of office will begin on November 1 of the election year.

In the event an office is vacated, the Local President shall within five days appoint a successor and notify the General Chairman and President of the appointment. In the

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event the vacancy is in the position of Local President, the First Local Vice President shall fill the unexpired term. (7/2010)

Salaries

Sec. 14. All Local Lodges must pay at least \$1.00 per annum to the Local Financial Secretary but any larger compensation must be recommended by the Local Board of Trustees and approved by the Local Lodge. No Local Lodge shall be liable for any claim for any salary, compensation, remuneration, or expenses other than that as provided for herein. (7/1998)

Elections

Sec. 15. All elections under this Article II, including Local Chairmen and Committeemen, must be by secret ballot, except where a candidate for office is unopposed.

The regular triennial nomination and election of officers of Local Lodges and Local Grievance Committees shall be held between January 1 and October 15 of the election year. Nominations for Local Lodge officers shall be made at any regular or special meeting of the Local provided at least thirty (30) days' written notice must be given each member by the Local Recording Secretary, advising him that the nomination for Local Lodge officers will take place at that meeting.

Any member who cannot attend the meeting may nominate the candidates of his choice for Local Lodge officers by writing the Local Recording Secretary of his Local Lodge and advising him of the names of his choice for nominees. Any such nominations must be in writing and mailed to the Local Recording Secretary.

The Local Recording Secretary shall stipulate in the nomination notice the last date for receipt of the nominations which may be mailed in by the member who cannot attend the meeting.

The elections for Local Lodge officers will take place at any regular or special meeting of the Local, provided at least thirty (30) days' written notice is mailed to each member at the member's last known home address advising him that the election will take place at the meeting. If a member cannot be present at the election meeting, he may request the Local Recording Secretary to furnish him an official election ballot which will list the names of all nominees for Local Lodge officers and the date by which it must be returned. The member may then mark his ballot and enclose it in a plain ballot envelope and return it to the Local Recording Secretary in an envelope on which he has placed his name and return address, for counting at the election meeting. Where there are three or more nominees for a position, the member, if he so desires, may mark his ballot for the candidate of his choice in preferential order which will permit his vote to count in case of a tie or a run-off election at the meeting.

All elections for Local Lodge officers shall be at the officially designated election meeting. Write-in votes and voting by proxy shall not be permitted. (7/2014)

Sec. 16. Before election, the Local President shall appoint two Tellers who shall receive and count the votes, the Local Recording Secretary keeping tally and announcing the result to the members. (7/1998)

Sec. 17. When nominations for any particular office have been properly closed, additional nominations for that office shall not be considered.

Sec. 18. Members in good standing shall be entitled to one vote for each office, and a majority of the votes cast shall be required for election to any office.

Sec. 19. Where there are more than two candidates nominated for the same office in a Local Lodge, and none of them receive a majority of the votes cast, a secret ballot will be promptly issued with the names of the two candidates who received the highest number of votes cast in the first ballot, and the candidate receiving the majority

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of votes cast in the second ballot will be elected. In the event that more than two candidates tie for the highest number of votes cast on the first ballot or any subsequent ballot, only the names of those candidates who tied for the highest number of votes cast will be placed on the next ballot. All elections will be by secret ballot, except where a candidate is unopposed for an office.

Installations

Sec. 20. All duly elected officers of a Local Lodge shall be installed by a Grand Lodge officer, General Chairman, General Secretary-Treasurer, or Chaplain at the meeting in which the election results are announced. Following their installation, they shall assume the duties of their respective offices in accordance with the provisions of Article II, Section 13.

Local President

Sec. 21. The Local President shall be the ranking executive officer, preside at all meetings, preserve order, decide all questions of law and order, (subject to appeal as elsewhere provided), strictly enforce the laws of the Brotherhood of Railroad Signalmen, and exercise general supervision over the affairs of the Local Lodge. He shall require all officers to respond promptly to all inquiries received from his Local Lodge and to make their reports to the Local Lodge and Grand Lodge in conformity with the laws and regulations of the Brotherhood of Railroad Signalmen.

Sec. 22. He shall appoint all Local Lodge committees — the Local Grievance Committee and special committees established by other provisions of this Constitution excepted. He shall sign all orders on the Local Financial Secretary and all other documents requiring his authentication under this Constitution. (7/1998)

First Local Vice President

Sec. 23. The First Local Vice President shall assist the Local President in the discharge of his duties and perform the duties of the Local President in the latter's absence.

Second Local Vice President

Sec. 24. The Second Local Vice President shall assist the Local President and the First Local Vice President in the discharge of their respective duties. He shall conduct all meetings in the absence of both the Local President and the First Local Vice President. He shall perform such other duties as may be assigned to him.

Local Recording Secretary

Sec. 25. The Local Recording Secretary shall keep a true and accurate record of all proceedings of his Local Lodge. He shall conduct all correspondence, receive all communications, and be responsible for the safekeeping of the seal and all records. (7/1998)

Sec. 26. He shall promptly notify the Secretary-Treasurer of any and all changes in the elective officers of the Local Lodge and the place and the time of meetings. (7/2010)

Sec. 27. He shall prepare, sign, and seal all papers and cards requiring his official signature as provided for in this Constitution.

Sec. 28. He shall obtain a true and accurate mailing list of the members of his Local Lodge from the Local Financial Secretary when necessary in the performance of his duties. He shall also inform the Local Financial Secretary of any discrepancies in the list when he becomes aware of them. (7/1998)

Sec. 29. He shall prepare and forward to each member in good standing notices of special meetings as set forth in Article II, Section 61.

Local Financial Secretary

Sec. 30. The Local Financial Secretary shall receive all dues, fees, assessments, and all other monies due for any purpose whatsoever. He shall be held accountable for all funds coming into his hands. (7/1998)

Sec. 31. The Local Financial Secretary shall keep a true and accurate record of the standing of all persons paying dues into his Local Lodge.

He shall also keep at all times a true and accurate mailing list of the members of his Local Lodge and provide this list and other information such as present status, seniority district, or months of service, to the officers in the Local when it is necessary in the performance of their duties. (7/1998)

Sec. 32. The Local Financial Secretary shall receive from the Secretary-Treasurer the membership cards for all members of his Local Lodge and deliver them to members, but only upon payment of their dues, except that members on dues check-off agreement shall receive yearly cards at the beginning of the current year. A copy of each dues deduction addition-deletion report will be furnished to the Secretary-Treasurer Grand Lodge. (7/2010)

Sec. 33. At the end of each quarter, the Local Financial Secretary shall prepare and submit to the Local Board of Trustees a signed report of the financial standing of the Local Lodge containing an itemized statement showing the reason and amount for each expenditure, using form QR-1. (8/2002)

Sec. 34. During the second month of each quarter (except for yearly cards) the Local Financial Secretaries operating with or without union shop agreements, shall prepare a report on per capita tax forms provided by Grand Lodge of all persons who have paid dues, the per capita tax due both Grand Lodge and the General Committee being shown separately after each person's name, and such per capita tax shall be remitted with the original of such report

to the Secretary-Treasurer with a copy of the report to the General Secretary-Treasurer on or before the last day of the second month of each quarter. Dues paid in advance for an annual card shall be reported with remittance of the full annual per capita tax to the Secretary-Treasurer and the General Secretary-Treasurer at the end of the month in which dues payment is received, as provided in Article I, Section 137. (7/2010)

Sec. 35. Within fifteen days after receipt of each previous calendar quarter's dues checked off (except for yearly cards), the Local Financial Secretaries operating under a dues check-off agreement shall prepare a report on per capita tax forms provided by Grand Lodge of all persons who have paid dues, the per capita tax due both Grand Lodge and the General Committee being shown separately after each person's name. Such per capita tax shall be remitted with the original of such report to the Secretary-Treasurer with a copy of the report to the General Secretary-Treasurer along with such per capita tax as may be due that Committee from the Local Lodge, within fifteen days after receipt of each previous full calendar quarter's Grand Lodge per capita tax and Local Lodge portion of dues from the person who received checked off dues. Dues paid in advance for an annual card shall be reported with remittance of the full annual per capita tax to the Secretary-Treasurer and the General Secretary-Treasurer at the end of the month in which dues payment is received, as provided in Article I, Section 137. (7/2010)

Sec. 36. Each quarter in which there are additions to the membership, the Local Financial Secretary shall prepare a report on a per capita balance sheet form provided by Grand Lodge, showing the names and certificate numbers of all new applicants or former members added to his membership with the date they are received in the appropriate column, indicating whether a new applicant, reinstatement, deposit of withdrawal card or transfer card. The original of such report is to be made to

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the Secretary-Treasurer with a copy to the General Secretary-Treasurer and a copy retained for the Local Lodge files. All deductions from membership must be properly documented on the quarterly per capita balance sheet report with the date and information as to how they are being dropped from active dues-paying membership. (7/2010)

Sec. 37. The Local Financial Secretary shall receive any and all monies collected, giving his official receipt therefore. He shall deposit all monies so received in such bank or banks as shall be designated and approved by the Local Board of Trustees and to the Credit and in the name of _____ Local Lodge No. _____, Brotherhood of Railroad Signalmen. Such account or accounts shall be subject to the order of the Local Financial Secretary.

(a) Local Lodges may elect to have their financial affairs handled in accordance with Article I, Section 56.

(b) Local Lodges which do not elect subsection (a) shall cause such audits of their accounts to be made at least every twelve (12) months. Bank accounts will be reconciled monthly by a Local Lodge officer not authorized to deposit to or withdraw from such accounts. All checks will be countersigned by and securities and bank accounts will be under the joint control of the Local Financial Secretary and another officer, other than a Local Trustee, designated by the Local Lodge.

(c) Local Lodges which do not elect subsection (a) or subsection (b) above shall cause audits of their accounts to be made at least every twelve (12) months. The Local Lodges will furnish monthly the Local Board of Trustees a copy of all bank statements. The checking account bank statement furnished to the Trustees shall include images of all checks drawn on the Local funds. Securities and bank accounts will be under the joint control of the Local Financial Secretary and another officer, other than a Local Trustee, designated by the Local Lodge. (7/2014)

Sec. 38. The Local Financial Secretary of each Local Lodge shall, at all times, keep a complete and accurate record of funds in his possession or deposited to the account of his Local Lodge and shall be prepared, whenever called upon, to report separately the amounts on hand or deposited, which are the property of the Local Lodge, Grand Lodge, and the General Committee. The Secretary-Treasurer may request the report at any time. The Local Financial Secretary will forward the report within ten (10) days of the request. (7/2010)

Sec. 39. Expenditures of Local Lodges will be only from the unencumbered funds in the possession of the Local Lodge. (Encumbered funds are those collected for the payment of General Committee and/or Grand Lodge per capita tax but not yet transmitted). If any expenditure should be authorized in violation of this Section, the Local Financial Secretary shall decline to make the expenditure. (7/1998)

Sec. 40. The Local Financial Secretary shall give a good and reliable bond of not less than \$2,500.00, but for any larger amount, as approved by the Local Board of Trustees in writing, as provided for in Article II, Section 51, for the faithful performance of his duties, his Local Lodge shall defray expense of such bond. All such bonds shall be secured through the Secretary-Treasurer. (7/2010)

Sec. 41. Whenever any doubt exists as to the legality of any payment or payments, the Local Financial Secretary may communicate with the Secretary-Treasurer who shall, as soon as possible, advise the Local Financial Secretary of the proper procedure. (7/2010)

Sec. 42. The Local Financial Secretary shall not invest, for any purpose whatsoever, any surplus funds of his Local Lodge without first having in writing the consent of a majority of the Local Board of Trustees. (7/1998)

Sec. 43. The Local Financial Secretary shall, at the end of each quarter, prepare and submit to the Local Board of Trustees for approval a complete and signed report showing

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receipts, disbursements, and balance of monies to the credit of the Local Lodge, and when requested by the Local Board of Trustees shall submit all warrants and vouchers authorizing expenditures. Such report shall be approved by the Local Board of Trustees and the Local Lodge, and a copy shall be forwarded to the Secretary-Treasurer. (7/2010)

Annual Report

Sec. 44. The Local Financial Secretaries shall prepare annual reports of their respective Local Lodges for each fiscal year, said report to be forwarded on or before the tenth day of January to the Secretary-Treasurer upon blanks furnished by his office. (7/2010)

Sergeant-at-Arms

Sec. 45. The Sergeant-at-Arms shall properly arrange and prepare the meeting hall for all meetings and see that the hall is in proper condition after adjournment of meetings. He shall prepare candidates for initiation, assist the Local President in preserving order, and perform such other duties as may be assigned to him. The Sergeant-at-Arms shall attend the Inner Door and admit only those members who submit proof of their good standing and shall allow none to leave meetings without permission of the Local President.

Chaplain

Sec. 46. The Chaplain shall perform such duties as are required of him by the Ritual.

Local Board of Trustees

Sec. 47. The Local Board of Trustees shall consist of three or more members in good standing, one of whom

shall be Chairman and preside at all its meetings and deliberations.

Sec. 48. The Local Board of Trustees shall supervise and from time to time examine all financial records of the Local Lodge and devise ways and means for preserving and increasing its funds.

Any action taken by the Local Board of Trustees to recommend an increase in dues, or make an assessment for revenue when necessary to defray the expenses of the Local Lodge, must be voted upon by secret ballot by the membership in a meeting after reasonable notice of not less than fifteen (15) days to the membership of intention to vote upon a question, or by secret ballot to the membership where so provided in the Local Lodge Bylaws.

Sec. 49. The Local Board of Trustees shall approve the investment of any surplus funds of the Local Lodge, and no investments shall be made without notice to the Local Board of Trustees in writing by the Local Financial Secretary setting forth the nature, amount, and purpose of such investment, and then only after approval in writing to the Local Financial Secretary by a majority of the Local Board of Trustees. (7/1998)

Sec. 50. The Local Board of Trustees shall be responsible for the general welfare of the Local Lodge. It shall recommend a suitable place for meeting and, when approved by the Local Lodge, shall make and sign leases for the same.

Sec. 51. The Local Board of Trustees shall approve the minimum surety bond, as provided in Article I, Section 49, for the Local Financial Secretary, plus such additional amount in denominations of \$500.00 as determined necessary, said bonds to be issued through the Secretary-Treasurer. A report of such bond being in force shall be made at a regular meeting of the Local Lodge before the Local Financial Secretary-Elect assumes the duties of his office. (7/2010)

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Sec. 52. The Local Board of Trustees shall meet as soon as possible following the Board's election to examine the finances and books of the Local Financial Secretary. Thereafter, such audits must be made at least every twelve (12) months on a form prescribed by the Grand Lodge and a copy of such audit shall be furnished to the Secretary-Treasurer. If the report of the audit is not furnished to the Secretary-Treasurer annually, the Secretary-Treasurer may cause an audit and any costs associated with the audit, including travel costs, shall be borne by the Local Lodge.

The Local Board of Trustees shall require that all Local funds deposited in banks or savings and loan accounts be deposited in federally insured institutions. (7/2010)

Sec. 53. The Local Board of Trustees shall keep a complete and accurate record of all its proceedings, and at the end of each audit shall submit a full and complete report in writing to the Local Lodge for approval.

Sec. 54. The Local Board of Trustees shall have complete jurisdiction within the Local Lodge over all disputed accounts which may arise.

Sec. 55. All decisions and transactions of the Local Board of Trustees shall be governed by a majority vote of the Local Board of Trustees.

Elective Offices Vacant

Sec. 56. Whenever an elective office of a Local Lodge shall become vacant for any cause, it shall be filled pursuant to Article II, Section 13. The new officer shall serve only the unexpired term.

Sec. 57. Any elective officer of a Local Lodge or member of its Local Grievance Committee who absents himself from four successive meetings of his Local Lodge or committee may be summoned in writing by the Local Recording Secretary, when authorized, to appear before a meeting of his Local Lodge to answer for such absences. Such summons shall clearly state the offense, date of such

meeting, and any other data necessary to apprise the officer. If, in the opinion of a majority of the Local Lodge, such officer fails to present good and sufficient answer for such absence, his office or membership on such committee may be declared vacant. (7/1998)

Sec. 58. Whenever any member of a committee of a Local Lodge, Local Grievance Committee excepted, fails to attend meetings and satisfactorily perform duties, the Local President may appoint a successor at any regular meeting.

Quorum

Sec. 59. When a Local Lodge consists of more than ten members in good standing, five such members shall constitute a quorum and shall be qualified to transact the business of the Local Lodge. When such membership is ten or less, three members shall constitute a quorum. Visiting members in good standing may be included to complete such quorum only for the purpose of initiating new members. These quorum requirements shall not act to prohibit the election of officers as required by the United States Labor-Management Reporting and Disclosure Act.

Regular Meetings

Sec. 60. A Local Lodge may hold as many regular sessions at such times and places as it shall agree upon, but every Local Lodge shall hold at least one regular session each quarter, except in cases where special dispensation has been granted by the President. The Local Lodge will provide a written notice of any regular meetings stating the time and place of the meeting. (7/2014)

Special Meetings

Sec. 61. Special meetings of Local Lodges may be called (1) by the Local President when he deems such action necessary; (2) by the Local Recording Secretary in

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the absence or incapacity of the Local President; (3) at the written request of at least 10 percent of the members in good standing (and not less than 25 percent with less than 100 members in the Local Lodge), but not less than 5 members in good standing when there are less than 20 members in the Local Lodge. A notice in due form of every special meeting shall be forwarded to each member in good standing by the Local Recording Secretary at least fifteen days before date of such meeting. Such notices shall state the time, place, and purpose of meeting, and only such business shall be transacted as has been stated in the notice thereof. (8/2002)

Meetings, How Conducted

Sec. 62. All meetings of Local Lodges shall be opened and closed by the Local President strictly in accordance with the Ritual, and the meetings shall be conducted as far as practicable as outlined in Article II, Section 73.

Sec. 63. The Local President, First Local Vice President, and Second Local Vice President in the order named in the absence of the other, may conduct the meeting. In the absence of all of them, any other Local Lodge officer may conduct the meeting.

Sec. 64. After a meeting of a Local Lodge has been duly opened, any Grand Lodge officer or General Committee officer shall be privileged to assume the Chair at the request of the Local Lodge.

Rules of Order

Sec. 65. Any questions arising in conducting meetings of Local Lodges not herein provided for shall be decided in accordance with the principles of parliamentary procedure as set forth in *Robert's Rules of Order*.

Committees

Sec. 66. Every Local Lodge shall have a Local Grievance Committee and such other committees as may be necessary to properly carry on the work of the Local Lodge.

Union Shop, Dues Check-off Agreements

Sec. 67. Form US-1, to be served by Local Financial Secretaries to all persons commencing employment under a Brotherhood of Railroad Signalmen agreement not later than 10 days prior to the expiration of the 60-day period referred to in union shop agreements. (8/2002)

Sec. 68. Form US-2 shall be used by the Local Financial Secretary subject to union shop agreements to notify the General Chairman of delinquent members in violation of the union shop agreement. It shall be the duty of the Local Financial Secretaries or their designated representatives to execute and forward such forms to the parties involved by United States Mail. (Blank forms will be furnished upon request.) (8/2002)

Sec. 69. A member who has paid his dues to a Local Financial Secretary or any other officer of the Brotherhood of Railroad Signalmen who is authorized to collect dues, and has received a receipt therefor, and who later is shown as suspended for non-payment of dues because of error in the records, or because of the inability or failure of the Local Financial Secretary to remit the per capita tax to the Secretary-Treasurer in accordance with the Constitution, shall not be deemed as being in arrears on this account, and any Grand Lodge record which indicates any delinquency or suspension shall be removed and the member notified to that effect. (7/2010)

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Defunct Local Lodges

Sec. 70. A Local Lodge shall be known as a defunct Local Lodge when its charter has been voluntarily surrendered, revoked, or reclaimed by Grand Lodge.

Sec. 71. The Local President of a defunct Local Lodge shall, within thirty days after his Local Lodge becomes defunct, forward and deliver to the President the charter, seal, rituals, all supplies furnished by Grand Lodge, and all effects and property of the Local Lodge at the time of dissolution or that may since have come into its possession. (7/2010)

Dispensation of Members of Defunct Local Lodges

Sec. 72. Members who were in good standing when their Local Lodge became defunct may be granted a special dispensation by the President to become members of another Local Lodge, but such members must affiliate with such Local Lodge designated in the dispensation within thirty days from date of its issue. (7/2010)

Order of Business

Sec. 73. Order of Business:

1. Opening.
2. Roll Call of officers and Local Chairmen.
3. Reading and approval of the Minutes.
4. Reading of bills and itemized statements of receipts and expenses by the Local Financial Secretary.
5. Propositions for membership.
6. Obligation.
7. Report of Local Grievance Committee(s).
8. Report of any Special Committee(s).
9. Communications.
10. Unfinished business.
11. New Business.
12. Report of sickness of members.

13. Does anyone know of any members out of employment or in distress?
14. Good of the Union.
15. Adjournment.

ARTICLE III — LOCAL LODGES AND GENERAL COMMITTEES

Local Grievance Committee

Sec. 1. Each Local Lodge shall have one or more Local Grievance Committees consisting of at least three members, one such committee for each seniority district under the jurisdiction of such Local Lodge. Additional committees may be established within the jurisdiction of such Local Lodge if desired by the affected membership, when such arrangement is provided for in the General Committee Bylaws and is approved in writing by the President.

Any member who, at the time of his nomination, has been in good standing for the entire past year and a member who has been furloughed and granted a withdrawal card, but who has later resumed work and deposited his withdrawal card, shall be considered eligible for election to a Local Grievance Committee. No member shall be eligible for election to a Local Grievance Committee while holding office in any other labor organization, or to serve on a grievance committee of a Local Lodge of which he is not a member. (7/2010)

Sec. 2. The Local Chairman and other members of the Local Grievance Committee shall be elected triennially by secret ballot and serve for three years, or until their successors have been installed. Their terms of office will begin 30 days following their election.

Each Local Lodge may designate a member of the Local Grievance Committee to serve as Alternate Local Chairman. When such a designation is made, the Alternate Local Chairman shall be conversant with the issues and matters being handled by the Local Chairman. In the event the Local Chairman is unable to represent the seniority district on the General Committee at the time of a General Committee meeting due to illness or other good reason, the

Alternate Local Chairman shall represent the seniority district and have all rights and privileges enjoyed by the Local Chairman.

In the event an office of Local Chairman is vacated, the Local President shall within five days appoint a successor from the area of jurisdiction which is vacated and notify the General Chairman and President of the appointment.

Every Local Committee member must maintain the conditions of eligibility for election to office; any officer who fails to do so will be ineligible to remain in office and his office will be vacant. (7/2010)

Sec. 3. Each Local Chairman shall represent the seniority district or territory on the General Committee that has jurisdiction over the system of railroad on which his Local Lodge is located. (7/2014)

Sec. 4. The Local Recording Secretary of each Local Lodge shall notify the Secretary-Treasurer on forms provided for that purpose, of the newly elected Local Chairman and members of its Local Grievance Committee, as well as any changes which may at any time take place in the personnel of such committee. (7/2010)

Duties of Local Grievance Committee

Sec. 5. The Local Grievance Committee shall consider all matters of grievance or agreement violation known to the Committee. If, in its judgment, the matter warrants further action, such matters shall be presented to the proper officials, and every honorable means shall be employed to effect a satisfactory settlement. Whenever a satisfactory agreement cannot be effected, the Local Grievance Committee shall refer the matter to its General Committee as provided for in Article III, Section 23.

Sec. 6. The members on every line or system of railroad shall be represented by a General Committee consisting of the Chairmen of the several Local Grievance Committees on that particular line or system of railroad.

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Where there is but one Local Grievance Committee on a system of railroad or on a terminal, the Chairman of such Committee shall act as and be known as the General Chairman. In addition to the General Chairman, the Local may elect in its Bylaws to designate one or more members of the Local Grievance Committee to be known as Local Chairmen. The General Chairman shall also be eligible to serve as Delegate-at-Large to the Convention, provided however, this does not apply where the membership on more than one railroad or terminal is represented by one General Committee.

The members on every line system or groups of railroads may, by majority vote of the ballots returned to Grand Lodge, be represented by a General Committee having full-time representation, with the approval of the affected General Committee.

The members of any particular line or system or groups of railroads shall have the sole right to decide by a majority vote of its members of the ballots returned to Grand Lodge, whether they wish to establish, join, or withdraw from a General Committee. (7/2006)

Sec. 7. A mail ballot may be used by the Local Grievance Committee or General Committee if they so desire on any question pertaining to the Brotherhood of Railroad Signalmen.

Sec. 8. When a mail ballot is used, the Australian or similar type of double envelope non-transparent ballot shall be used.

Sec. 9. When nominations for any particular office in a General Committee have been properly closed, additional nominations for that office shall not be considered. Where a candidate for office is unopposed, a secret ballot shall not be required to be taken. Write-in votes and voting by proxy shall not be permitted.

Meetings of General Committee

Sec. 10. Each General Committee must meet at least once every four years at a time, date, and place as provided in the General Committee Bylaws. The purpose of this meeting shall be to elect officers of the General Committee and to transact such other business as may properly come before the meeting. The officers of the General Committee must be elected by secret ballot except where a candidate for office is unopposed. Write-in votes and voting by proxy shall not be permitted. Where a majority of the members of the General Committee so indicate, or where the General Committee Bylaws so provide, the nomination and election of officers of the General Committee shall be held at a regular meeting after the officers and members have been given thirty (30) days' advance written notice advising that nomination and election will be held at that meeting. The term of office of each General Committee officer shall begin as provided in the General Committee Bylaws, but not later than January 1 of the year following the election. (7/1998)

Sec. 11. In cases of emergency, the General Chairman may call a meeting at any time. If the majority of a General Committee so desires, it may meet monthly or quarterly, or request the General Chairman to call a meeting when deemed advisable for the best interest of the membership under the jurisdiction of such General Committee. Not less than 30 days' written notice shall be given for meetings at which elections will be held, levying of assessments, or increasing of per capita tax to the Committee is to be decided.

Eligibility, General Committee Officers

Sec. 12. The officers of a General Committee shall be General Chairman, one or more Assistant (or Vice) General Chairman (if provided for in the General Committee

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Bylaws), General Secretary-Treasurer, and General Board of Trustees, consisting of three members. No General Chairman shall hold more than one elective office either in the General Committee, or in the General Committee and a Local Lodge at the same time. The General Chairman and General Secretary-Treasurer's offices or the Assistant (or Vice) General Chairman and General Secretary-Treasurer's offices may be combined where provided in the General Committee Bylaws. Any General Committee officer and any Local Chairman who has been in good standing for the past two years, who maintains an employee relationship on a position covered by a Brotherhood of Railroad Signalmen agreement, and is not an officer of another labor organization shall be eligible to serve as General Chairman, Assistant (or Vice) General Chairman, General Secretary-Treasurer, or General Trustee, provided he is elected by secret ballot in accordance with the provisions of this Constitution, and provided further that a member so qualified, but who has been furloughed and granted a withdrawal card and who has later resumed work and deposited his withdrawal card, shall also be considered eligible for election.

Every General Committee officer must maintain the conditions of eligibility for election to office; any officer who fails to do so will be ineligible to remain in office and his office will be vacant. (7/2014)

General Committee Credentials

Sec. 13. No Local Chairman shall be admitted as a member of the General Committee unless he bears a credential on the form provided by Grand Lodge, certifying that he was duly elected as Local Chairman, and signed by the Local President and Local Recording Secretary and bears the seal of his Local Lodge. (7/1998)

General Committee Bylaws

Sec. 14. Each General Committee shall formulate such Bylaws as may be necessary for its government, provided such Bylaws are not in conflict with this Constitution and are approved in writing by the President. (7/2010)

Funds of General Committee

Sec. 15. The General Committee shall fix the amount of its per capita tax, and shall notify each Local Lodge under its jurisdiction of such action, provided the procedures set forth in Article III, Section 11, have been complied with.

Sec. 16. The General Committee may levy a special assessment when additional funds are required to enable the General Committee to properly perform its functions, provided the procedures set forth in Article III, Section 11, have been complied with.

Sec. 17. Any Local Lodge which is three months in arrears with its per capita tax or any special assessment that may have been levied and approved, shall be denied representation on the General Committee and in Grand Lodge. The General Secretary-Treasurer shall demand payment of such arrearages from delinquent Local Lodges and if same is not forwarded to said officer of the General Committee within fifteen days after receipt of demand in writing, the General Secretary-Treasurer shall notify the President, who shall demand payment of such arrearages. When, in his judgment, sufficient time has elapsed, he shall, with the consent of the Grand Executive Council, reclaim the charter of such Local Lodge. (7/2010)

Sec. 18. The General Secretary-Treasurer shall be bonded in an amount of at least \$10,000 or for such larger amounts as may be necessary to comply with federal statute or approved by the General Board of Trustees. The bond shall be obtained through the Secretary-Treasurer from the

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funds of the General Committee, and the General Board of Trustees shall require that all monies on deposit in banks or savings and loan accounts will be deposited in federally insured institutions.

(a) General Committees may elect to have their financial affairs handled in accordance with Article I, Section 56.

(b) General Committees which do not elect subsection (a) shall cause audits of their accounts to be made at least every twelve (12) months. Bank accounts will be reconciled monthly by a General Committee officer not authorized to deposit to or withdraw from such accounts. All checks will be countersigned by and securities and bank accounts will be under the joint control of the General Secretary-Treasurer and another officer, other than a General Committee Trustee, designated by the General Committee.

(c) General Committees which do not elect subsection (a) or subsection (b) above shall cause audits of their accounts to be made at least every twelve (12) months. The General Secretary-Treasurer will furnish monthly to the General Board of Trustees a copy of all bank statements. The checking account bank statement furnished to the Trustees shall include images of all checks drawn on the General Committee's funds. Securities and bank accounts will be under the joint control of the General Secretary-Treasurer and another officer, other than a General Committee Trustee, designated by the General Committee. (7/2014)

Expenses of General Committee

Sec. 19. The expenses of each General Committee incurred while engaged in necessary work for the interests of the members under its jurisdiction shall be paid from a fund maintained by a per capita tax or by special assessments when levied, approved, and assessed upon

members employed on the system of railroad under the General Committee's jurisdiction.

Sec. 20. Each General Committee shall establish the rate of pay for its members while in session and shall also determine the rate to which members of the General Committee shall be entitled for time lost going to and from the place of meeting, but such rate shall not exceed the rate per day allowed members while in actual sessions of the General Committee.

Reports of General Committee

Sec. 21. Each General Secretary-Treasurer shall furnish to the Secretary-Treasurer, each Local Lodge represented, and to each member of the General Committee, an itemized quarterly report of all monies received and disbursed. (7/2010)

Sec. 22. Each General Chairman shall make a quarterly report to each member of the General Committee and send a copy to each Local Lodge of the grievances which have been adjusted and those now under consideration, and a copy of all such reports, together with any other information, shall be furnished to the President. If such report is more than two quarters in arrears, the President shall notify the General Committee that failure to furnish the report may cause an audit of the General Committee's grievance records. Any cost associated with the audit, including travel costs, shall be borne by the General Committee. (7/2010)

Duties of General Committee

Sec. 23. When a Local Grievance Committee fails to satisfactorily adjust any grievance referred to it, said committee shall forward all papers and correspondence concerning the grievance to the General Chairman. Upon receipt of an unsettled grievance, the General Chairman shall, with such assistance as may be required from the

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General Committee, exert every effort and employ every honorable means to satisfactorily adjust such grievance.

Failing adjustment, the General Chairman shall review all such disputes and decide whether they have merit and should be given further handling in the interest of the Brotherhood. If the decision is for further handling, the dispute shall be handled in line with standing instructions from the President; otherwise, he shall advise the Claimant of the decision and of his rights under the Agreement and the Railway Labor Act. (7/2010)

Sec. 24. A General Committee, after giving due consideration to any controversy with an employer arising under Section 6 of the Railway Labor Act that affects the wages and/or working conditions of the membership, and after using every available means to peacefully and amicably settle such controversy to the best interests of the membership involved, may, by two-thirds vote of the General Committee and with the approval of the President or his authorized representative, submit the questions involved in such dispute to the membership by ballot. The ballot, in printed form, shall state the exact nature of the controversy and the questions involved in the strained relations, and a copy of the aforesaid ballots shall be submitted to each and every employee involved in the dispute, whether he is or is not a member of the Brotherhood of Railroad Signalmen. All such ballots shall, upon receipt of same, be promptly executed and immediately returned to the place designated in the ballot. After ample time has been allowed for the return of the ballots the General Chairman and/or other members of the General Committee, together with the President, or his authorized representative, shall count the ballots. The provisions of Article I, Section 81, shall govern the issuance of any strike order.

Before any General Committee can submit any controversy, as above provided, to the membership by strike ballot, the President, or his authorized representative,

must have used every available means to peacefully and amicably settle the controversy. After a strike ballot has been issued, the President, or his authorized representative, shall assume charge and, together with the General Committee, conduct all further proceedings and negotiations.

In the event an employer causes changes in the rates of pay or working conditions outside the provisions of Section 6 of the Railway Labor Act, the balloting provisions of this Section shall not apply. Instead, the General Chairman, with the concurrence of his General Committee, may request that the Grand Executive Council consider a strike order as provided in Article I, Section 81. (7/2010)

Authority of General Committee

Sec. 25. No General Committee shall enter into any contract or agreement for the establishment of a Board of Adjustment, Board of Conciliation, reviewing committee, or other tribunal of adjudication, nor shall any General Committee submit any controversy to any such tribunal, board or committee, or to mediation, conciliation, or arbitration without the approval of the President or his authorized representative. After a controversy has been referred to any such tribunal, board, or committee, or to mediation, conciliation, or arbitration, no General Committee shall make any settlement disposing of the controversy without the approval of the President or his authorized representative.

Upon notification from a General Committee of its desire to have the General Chairman present submissions to a Public Law Board or Special Board of Adjustment, the President may designate said General Chairman as the Brotherhood's representative. (7/2010)

Sec. 26. No General Committee shall make any agreement or contract, or any revision of an existing agreement or contract, covering wages, hours of service, or

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working conditions, without such agreement or contract being approved in writing by the President or his authorized representative.

When an officer or other officially designated representative of Grand Lodge has been assigned or has been requested to work with any Local Grievance Committee or General Committee in handling any dispute or controversy with an employer, no settlement shall be made of such controversy or dispute without the approval of such officer or representative of Grand Lodge.

When the laws of the land require, a General Chairman may agree with an individual carrier to make the required changes in the labor agreement subject to Grand Lodge approval. (7/2010)

Cooperating with Other Organizations

Sec. 27. Any General Committee, upon being authorized by a two-thirds vote of the Committee and with the approval of such action by the President, may cooperate with any recognized and legitimate railroad labor organization having jurisdiction over the same system of railroad in order to secure higher wages and better conditions of labor. Any further action contemplated and not included in the above authorization must be further approved by the President. (7/2010)

Sec. 28. Any member of the Brotherhood of Railroad Signalmen who accepts a position from an employer, when such position is vacant as a result of a strike by another union seeking, in a legal manner, to foster legitimate trade union goals, or works any other position for those whom such strike action is directed, shall be in violation of this Constitution.

Violation of Union Shop Agreement

Sec. 29. Form US-3, or such other form as may be required by a Carrier, shall be used by the General

Chairman, or his designated representative, to serve formal notice on the Carrier of each employee under his jurisdiction who is in violation of the union shop agreement. Form US-3 will be furnished by Grand Lodge on request. (8/2002)

Auditing of General Committee Books

Sec. 30. The General Board of Trustees shall audit, or cause to be audited, the accounts of the General Secretary-Treasurer at least every twelve (12) months on a form as prescribed by the Grand Lodge, and a copy of the report will be furnished to the Secretary-Treasurer and the Local Recording Secretaries of each Local Lodge. If the report of the audit is not furnished to the Secretary-Treasurer annually, the Secretary-Treasurer may cause an audit and any costs associated with the audit, including travel costs, shall be borne by the General Committee.

In the event of any irregularities discovered in the accounts of the General Secretary-Treasurer, the General Board of Trustees will immediately report the irregularities to the General Chairman and the Secretary-Treasurer. (7/2010)

ARTICLE IV — CHARGES, TRIALS, AND APPEALS

Charges, Who May Prefer

Sec. 1. Charges involving failure to pay assessments, bribery, violation, or infraction of the provisions of this Constitution or Bylaws, or conviction for a capital crime or penitentiary offense, may be preferred by and against Grand Lodge officers, Local Lodges, and officers and members thereof, and General Committees and officers and members thereof, provided that the one preferring charges is in good standing. Charges must be filed no later than six months after the charging party knew of, or after diligent inquiry should have known of, the alleged offense.

SAFEGUARDING AGAINST IMPROPER DISCIPLINARY ACTION — No member may be fined, suspended, expelled, or otherwise disciplined except for non-payment of dues by this organization or by any officer thereof unless such member has been (A) served with written specific charges; (B) given a reasonable time to prepare his defense; (C) afforded a full and fair hearing. (7/2010)

Text of Charges

Sec. 2. All charges must be in writing and when submitted must be accompanied by a statement from the one preferring the charges that the facts are true to the best of his knowledge and belief, and that same are not submitted for the mere purpose of unjustly embarrassing or intimidating the party so charged.

Sec. 3. Charges must set forth the specific nature of the offense, party or parties involved, time, place, and extent of offense, against whom committed, specific laws violated, amount of money or funds involved, if any, and must be personally signed by the one preferring the charges, and must clearly state with whom charges have been filed.

Filing Charges

Sec. 4. Charges may be originally filed with the Convention within the sixty (60) day period prior to its meeting, otherwise only as hereinafter provided. (7/2010)

Sec. 5. Charges against a Grand Lodge officer must be filed with the Secretary-Treasurer, who, within five days, will forward a copy to all members of the Grand Executive Council. When charges are preferred against the Secretary-Treasurer, such charges shall be filed with the President, who shall proceed as aforesaid. (7/2010)

Sec. 6. Charges against a General Committee officer, or against a Local Chairman arising from his alleged actions as a member of a General Committee, must be filed with the Secretary-Treasurer, who within five days will forward a copy to all members of the Grand Executive Council and the officer or member charged. (7/2010)

Sec. 7. Charges against a member who does not fall within any category set forth in Article IV, Sections 5 and 6, must be filed with the Local Recording Secretary of his or her Local Lodge, who, within five days, will serve a copy of the charge on the member charged. (7/2010)

Sec. 8. Charges against a Local Lodge must be filed with the President, who, within five days, will serve a copy of the charge on the Local Recording Secretary of the Local Lodge charged.

Charges against a General Committee must be filed with the President, who, within five days, will serve a copy of the charge on the General Secretary-Treasurer of the General Committee charged. (7/2010)

Answering Charges

Sec. 9. Every forwarded charge must be accompanied by a notice stating that the charge will be processed in accordance with Article IV of the Constitution; that a party found guilty of a charge may face serious penalties; that a

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trial will be held, where the charging party and the charged party will have the right to present evidence and to call and to cross-examine witnesses; and that the charged party may request that any witnesses be made to appear or their deposition be taken.

In addition, every notice will state that within 20 days after the charge was filed, the charged party must mail an answer to the officer or body with whom charges were filed and to the charging party, and that the answer must affirm or deny the facts alleged in the charge and designate the persons, if any, to be summoned to appear as a witness at trial or to submit to deposition prior to trial at the behest of the charged party. The officer or body will immediately issue any summonses requested by the charging party and the charged party. Charges filed against a General Committee or Local Lodge will be answered and defended by the General Chairman or Local President, as applicable.

In addition, every notice will state the date, time, and place of trial as designated by the officer or body with whom charges were filed. The notice will advise that the member charged must designate one member of the Trial Committee. Trials will commence no sooner than 45 days after a charge is filed. Trials will be held at a reasonably convenient location, taking into account where the alleged offense took place and where the likely witnesses are located. (7/2010)

Sec. 10. The filing date of a charge is the date it is delivered to the office of the officer designated to receive the charge. The date of service of a charge and notice or a summons, and the date of filing of an answer, is the date it is tendered to an overnight delivery service or sent by Express Mail to the appropriate addressees.

Trial

Sec. 11. Any person who is a charging party, a charged party, or otherwise directly involved in a proceeding will

disqualify himself or herself from appointing the members of a trial body and from sitting on a trial body, except a charged party shall retain the appointment right as set forth herein. (7/2010)

Sec. 12. The Grand Executive Council will hear a charge filed under Article IV, Section 5. The trial body shall convene at a time, date, and place specified in the notice, to hear the proceeding. The trial body shall by majority vote determine the innocence or guilt of the member charged, and, if found guilty, he shall be punished under Article IV, Section 14.

Within 45 days after a charge has been filed under Article IV, Section 6 or 8, a trial body shall be established by the Grand Executive Council. The trial body shall consist of a committee of five members, four of whom shall be appointed by the Grand Executive Council, with one being a designated Trial Committee Chairman and a fifth appointed by the charged party; but, in the event the charged party fails to do so, such fifth member shall be appointed by the President. The trial body shall convene at a time, date, and place specified in the notice to hear the proceeding. The trial body shall by majority vote determine the innocence or guilt of the member charged, and, if found guilty, he shall be punished under Article IV, Section 14.

Within 45 days after a charge has been filed under Article IV, Section 7, a trial body shall be established within the Local Lodge. The trial body shall consist of a committee of five members, two of whom shall be appointed by the Local President, two by the First Local Vice President, and a fifth by the charged party, but, in the event he fails to do so, such fifth member shall be appointed by the Local President. In the event of disqualification, the appointment power of a Local Lodge officer shall devolve to the next-lower ranking officer who is not disqualified. The trial body shall convene at the time, date, and place specified in the notice to hear the proceeding. The trial body shall by majority vote determine

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the innocence or guilt of the member charged, and, if found guilty, he shall be punished under Article IV, Section 14. (7/2010)

Sec. 13. When a charged party is properly served with the charge and notice but fails to appear at trial, the trial will proceed and guilt or innocence will be determined based on the record before the trial body. (7/2010)

Punishment, Grades of

Sec. 14. The trial body shall by majority vote determine the innocence or guilt of the charged party, and, if found guilty, shall impose punishment as follows:

(a). Any violation of this Constitution, Local or General Committee Bylaws, and any offenses committed against Grand Lodge, Local Lodges, officers, or members shall be punished by reprimand, suspension, expulsion, fine, and/or interruption of good standing as determined by the trial body, except that violation of Article III, Section 28, shall be punishable by a fine of not less than the amount earned while engaging in such activities and the member's good standing interrupted until fine is paid. Nothing in this Constitution shall prohibit civil action at law or criminal prosecution unless otherwise provided.

(b). No member shall be suspended, expelled, or in any other manner punished for the non-payment of an assessment when notice to pay same was not mailed to the member's last-known address.

(c). All suspensions shall be for a calendar month or months and shall date from the first day of the month following the fixing of such penalty.

(d). No member shall be suspended for a period longer than two months, except as provided for non-payment of dues, and a member suspended shall be reinstated at the expiration of that time.

(e). An officer of the Brotherhood of Railroad Signalmen who has been suspended shall not be paid a salary for the period of suspension. (7/2010)

General Provisions Concerning Trial

Sec. 15. No member shall willfully attempt to injure the Brotherhood of Railroad Signalmen or any member thereof by preferring baseless, frivolous, or unwarranted charges. (7/2010)

Sec. 16. Local Lodges, General Committees, and every member of the Brotherhood of Railroad Signalmen against whom charges have been preferred may, when summoned to appear on their own behalf, request that any witnesses against them or in their favor be made to appear or that a deposition be taken. (7/2010)

Sec. 17. Any member of the Brotherhood of Railroad Signalmen refusing to respond to summons to appear as a witness or to submit a deposition, or who shall refuse upon request to present letters, documents, or files in his possession shall be punished at the discretion of the officer or body issuing such summons. (7/2010)

Sec. 18. No member of the Brotherhood of Railroad Signalmen shall be punished to a greater extent than the punishment prescribed for the offense of which he has been found guilty. (7/2010)

Sec. 19. In conducting trials, the generally accepted rules of court evidence shall not apply, but the evidence must be presented, witnesses cross-examined, and testimony rejected in accordance with this Constitution and the principles of justice. (7/2010)

Sec. 20. No member shall be disciplined or punished, except for non-payment of dues, unless satisfactory proof of the facts has been established. (7/2010)

Sec. 21. When a member is requested to appear for a hearing and fails to appear, he defaults and punishment for the offense shall be imposed unless he is detained by

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circumstances not under his control and a satisfactory explanation is forwarded to the proper officer before or within five days after date set for hearing. (7/2010)

Sec. 22. Charges preferred must be specific and complete, and members charged must always be allowed sufficient time to prepare their defense. (7/2010)

Sec. 23. Whenever any member charged submits himself for a hearing, he cannot thereafter plead lack of due notice of such charges or hearing. (7/2010)

Sec. 24. Any member appearing before any person or body to deny its jurisdiction in the cause, but who, in so doing, refuses to answer, does not waive notice of charge and hearing. (7/2010)

Sec. 25. Members expelled from the Brotherhood of Railroad Signalmen after being found guilty of charges preferred cannot again be admitted to membership except as provided for in Article I, Section 162, and upon acceptance must again be obligated. (7/2010)

Appeal of Decision of a Trial Body

Sec. 26. No later than 30 days after a trial body issues its decision, a charging party or charged party may appeal to the Grand Executive Council by mailing an appeal to the Secretary-Treasurer, the Trial Committee Chairman, and the adverse party. The appeal must state the reason why the trial body erred in its decision, citing any part of the Constitution or trial record that may support such argument. The Trial Body Chairman shall immediately forward all papers, documents, and correspondence in the case to the Secretary-Treasurer. The decision of the Grand Executive Council on appeal may be further appealed to the Convention or, in the alternative, under the referendum procedures. (7/2010)

Appeal of Decision Not Arising From a Trial

Sec. 27. In matters not involving charges under Article IV, Section 1, an appeal can be taken by any member in good standing, Local Lodge, or General Committee from a decision of the person or body having original jurisdiction; however, no appeal will be allowed under any circumstances for loss of membership for failure to pay dues, reclaiming the charter of a Local Lodge, or of decisions of a committee under Article I, Section 64. An appeal must be postmarked no later than 30 days after the appealing party knew or after diligent inquiry should have known of the decision being appealed. (7/2010)

Sec. 28. A decision of a Local Lodge or General Committee or officer thereof may be appealed to the President by mailing an appeal to the President and the person or body whose decision is being appealed. Within 30 days after the President issues his decision on appeal, further appeal may be made to the Grand Executive Council by mailing an appeal to the Secretary-Treasurer and the person or body whose decision was appealed. The decision of the Grand Executive Council on appeal may be further appealed to the Convention or, in the alternative, under the referendum procedures. (7/2010)

Sec. 29. A decision of a Grand Lodge officer may be appealed to the Grand Executive Council by mailing an appeal to the Secretary-Treasurer and the person or body whose decision is being appealed. (7/2010)

Sec. 30. A decision of the Grand Executive Council may be appealed to the Convention or, in the alternative, under the referendum procedures. (7/2010)

Appeal Procedures

Sec. 31. All appeals must be submitted to the appellate body in writing, and one copy thereof is to be furnished to the opposing party to the controversy, and the original and

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two copies are to be filed with the body to which appealed, which body will pass thereon. (7/2010)

Sec. 32. Appeals must be addressed to the proper appellate body, state the parties to the controversy, decision from which appeal is taken, and the reason why the trial body erred in its decision, citing any part of the Constitution that may support such argument. (7/2010)

Sec. 33. Notwithstanding any language in this Constitution to the contrary, any person who is a charging party or a charged party, or who served as a member of or exercised power of appointment over a trial body or appellate body that previously decided the same controversy, or who is otherwise directly interested in a proceeding will disqualify himself or herself from sitting on the appellate body. Notwithstanding the foregoing, the President may participate fully when the Grand Executive Council acts as an appellate body. (7/2010)

Sec. 34. Whenever any case is brought before a body on appeal, such body must either sustain or reverse the findings of the body from which the appeal is taken, and both parties to the appeal, together with the previous trial body, must be notified immediately in writing of the action of the appellate body and its reasons for such findings. (7/2010)

Procedures of Grand Executive Council on Appeals

Sec. 35. A trial or appeal brought before the Grand Executive Council shall be considered at its next regular session unless, upon receipt of brief, a majority of the Grand Executive Council shall deem a special meeting necessary, whereupon the President shall convene the Grand Executive Council in special session. (7/2010)

Sec. 36. All parties to the appeal shall be notified in writing by the Grand Executive Council thirty (30) days prior to the date of hearing, the date, time, and place of such hearing. (7/2010)

Sec. 37. At all hearings before the Grand Executive Council, the parties may be represented in person, by counsel, or both, but in all cases counsel shall be a member of the Brotherhood of Railroad Signalmen in good standing. (7/2010)

Sec. 38. All evidence presented at hearings before the Grand Executive Council shall be reduced to writing and become a part of the records. (7/2010)

Sec. 39. Whenever important witnesses to a cause are located at remote places or if they are unable to appear before the Grand Executive Council when summoned, the testimony of such witnesses may be taken by deposition before any member of the Brotherhood of Railroad Signalmen in good standing appointed and authorized as a commissioner for such purpose by the Grand Executive Council. Such testimony must clearly state each question and the answer thereto, where the deposition was taken, and must be personally signed by the witness and the party acting as commissioner. (7/2010)

Sec. 40. Any member of the Brotherhood of Railroad Signalmen in good standing shall be permitted to attend sessions of the Grand Executive Council when it is conducting hearings. (7/2010)

Sec. 41. The Grand Executive Council shall render its decision within three days after the close of hearings on any trial or appeal, and immediately serve the decision on all parties. (7/2010)

Appeal to Convention

Sec. 42. A decision on appeal issued under Article IV, Section 26, 28, or 29, may be further appealed to the Convention by filing such further appeal with the Secretary-Treasurer, who shall forward the appeal together with all papers, documents, and records in evidence at the time of trial or hearing to the Convention. (7/2010)

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Sec. 43. All cases of appeals to the Convention shall be referred to the Committee on Appeals, which shall report its findings and recommendations to the Convention for approval. (7/2010)

Sec. 44. The findings and recommendations of the Committee on Appeals, when presented to the Convention, shall be approved or rejected by a majority vote. (7/2010)

Sec. 45. The Convention, if it desires, may order the parties before it to hear their argument and that of counsel and decide the cause by a majority vote. (7/2010)

Appeal by Referendum

Sec. 46. As an alternative to further appeal to the Convention, a decision on appeal issued under Article IV, Section 26, 28, or 29, may be further appealed by a referendum vote of the entire membership, provided that the member making the appeal secures the consent of ten (10) members in good standing; a Local Lodge secures the consent of five other Local Lodges in good standing and further provided that a duly certified copy of such consent from each Local Lodge accompanies the request to the President for an appeal to referendum vote; a General Committee secures the consent of two other General Committees in good standing and further provided that a duly certified copy of such consent from each General Committee accompanies the request to the President for an appeal to referendum vote. (7/2010)

Sec. 47. No appeal to a referendum vote will be allowed unless such appeal has been filed with the Secretary-Treasurer within thirty 30 days after the decision being appealed was issued and more than ninety (90) days prior to Convention. (7/2010)

Sec. 48. The Secretary-Treasurer, within ten (10) days after receipt of an appeal, shall send to each Local Recording Secretary a complete record of the charge or decision at issue and all prior decisions issued in the matter,

together with instructions to vote either to sustain or reverse the decision from which the appeal is taken. (7/2010)

Sec. 49. The vote on the appeal shall be returned to the Secretary-Treasurer within forty (40) days after receipt of same and shall be counted under the direction of Grand Lodge officers at headquarters, except where one such officer is a party to the controversy, in which event the vote shall be canvassed by the Grand Board of Trustees, and the parties to the appeal shall be notified in writing of the result, and a notice of such result shall be published in "*The Signalman's Journal*." (7/2010)

Effect of Appellate Decisions

Sec. 50. The decision of the highest appellate body to consider an appeal, or of the trial body if no appeal is taken, will be final and conclusive. Enforcement of a final and conclusive decision will be handled internally at the level of original trial jurisdiction. The President will have the power to enforce decisions of the Convention. Upon request of a Local Lodge that is unable to collect a fine duly imposed under this Constitution, the matter will be turned over to the Grand Executive Council for appropriate handling. The Grand Executive Council is empowered to file a lawsuit in a court of proper jurisdiction to enforce a final and conclusive decision. (7/2010)

Sec. 51. When a Grand Lodge officer is suspended or expelled and removed from his office by the Grand Executive Council, but the decision of the Grand Executive Council is reversed on appeal, such officer shall be held to be reinstated and paid his full salary from the date of suspension or removal to date of reinstatement. (7/2010)

Sec. 52. An appeal may be dismissed or the prior decision sustained whenever such appeal has not been taken in strict accordance with the provisions set forth in this Constitution. (7/2010)

Challenge of Election

Sec. 53. An election of officers may be challenged by any member by filing such challenge in writing with the Local Recording Secretary, in the case of a Local Lodge, or the Secretary-Treasurer, in the case of Grand Lodge. Challenges of the election of General Committee officers may be filed by a committee member with the General Secretary-Treasurer.

The challenge shall set out the basis for complaint, shall be in writing, and shall be filed within thirty (30) days following the date of the election. One copy of the challenge will be sent to the President and another to each member whose election is challenged (electee).

Answers to challenges shall be filed by the electee with the same officer who received the challenge. Such filing shall be within thirty (30) days from receipt of the challenge by the electee.

Within 15 days thereafter, the Local President (in the case of a Local Lodge), the General Chairman (in the case of a General Committee), or the President (in the case of Grand Lodge) will decide if the election was improper under this Constitution and/or federal statute. He will thereupon notify the parties to the dispute, and if the decision is that the election was improper, announce dates for a new nomination and election.

If the parties to the dispute, or any of them, should be dissatisfied with the decision of the Local President or General Chairman, the decision may be appealed within 30 days of receipt to the President. A decision of the President may be appealed within thirty (30) days of receipt to the Grand Executive Council, and a decision of the Council may be appealed to the Convention. (7/2010)

Trusteeship

Sec. 54. The Grand Executive Council shall have authority to place any subordinate body (Local Lodge or General Committee) under trusteeship if it is satisfied after notice and hearings that a trusteeship is warranted and the interests of the Brotherhood so require. Trusteeship may be established and administered over a subordinate body only in accordance with this Constitution and for the purpose of correcting corruption or financial malpractice, assuring the performance of collective bargaining agreements or other duties of a bargaining representative, restoring democratic procedures, or otherwise carrying out the legitimate objectives of this Brotherhood. (7/2010)

Sec. 55. Trusteeship shall not be imposed until subordinate body involved is given at least ten (10) days' written notice that the Grand Executive Council contemplates placing such body in trusteeship and given an opportunity for a hearing. Interested officers and members, including representatives of the Brotherhood, may appear at the hearing to present evidence as to why a trusteeship should or should not be imposed. The hearing shall be conducted by the Grand Executive Council within the area of jurisdiction of the subordinate body. If, upon the evidence introduced at such hearing, the Grand Executive Council is satisfied that a trusteeship is required, it may impose a trusteeship for such period as it deems reasonably necessary, not to exceed eighteen (18) months. (7/2010)

Sec. 56. A trustee will be appointed by the President to take charge of the activities of the subordinate body. (7/2010)

Sec. 57. Such trustee shall hold in trust all funds, properties, books, and assets of the trustee body and expend only to the extent necessary for the proper conduct of the affairs of the subordinate body. The trustee shall be adequately bonded and empowered to remove any or all officers and appoint temporary officers for the duration of

Article IV

his trusteeship, and to remove or replace other representatives or employees of such trustee body, and take such other actions as in his judgment are necessary, subject to the approval of the President. Expenses incurred by reason of the trusteeship shall be paid out of the funds of the subordinate body if they are available, otherwise they shall be borne by the Grand Lodge. The trustee shall coordinate and reorganize the affairs of the subordinate body and shall conclude the trusteeship as soon as practicable, but within the eighteen (18) month period provided for in Section 55.

The trustee subordinate body shall have the right to appeal to the Grand Executive Council for removal of the trusteeship if, before the end of the allotted time, it is deemed that such trusteeship has served its purpose. If it becomes necessary to revoke permanently the charter of the subordinate body, then any balance remaining to the "credit" of the subordinate body and other properties shall be forwarded to the Secretary-Treasurer and held for the reorganization of such subordinate body, subject to regulations established by the Grand Executive Council. Any trustee body shall have the right to appeal to Convention as provided in this Constitution. (7/2010)

Sec. 58. In any situation where an emergency imminently threatens the welfare, funds, or property of the subordinate body, the President may place a subordinate body in trusteeship, subject to a subsequent hearing by the Grand Executive Council. Such hearing shall be held within sixty (60) days after the imposition of such emergency trusteeship. The President shall immediately make a report to the members of the Grand Executive Council on the emergency trusteeship, and the Grand Executive Council will take such action in the premises as it deems advisable, pending outcome of required hearings. (7/2010)

Sec. 59. A limited trusteeship may be imposed on a Local Lodge if, in the opinion of the President, he deems it

necessary to protect the interest of the members and the welfare of the Brotherhood. Such trusteeship shall not exceed ninety (90) consecutive days and shall be under the conditions and manner prescribed by the Brotherhood.
(7/2010)

ARTICLE V — MERGERS

Sec. 1. Reconciliation of agreements and readjustment of seniority occasioned by mergers between Carriers not resolved by the Local Lodges and General Committees involved within nine months following effective date of merger, will be taken over by Grand Lodge and resolved consistent with the best interest of the majority of the employees involved. The action of Grand Lodge shall be final.

Sec. 2. The duty of each Local Lodge and General Committee as outlined in this Constitution will not be transferred to Grand Lodge. The Grand Executive Council will review all General Committees and Local Lodges to assure that the members are receiving the representation normally required by the provisions of the Constitution and the governing laws of the land.

If, in the judgment of the Grand Executive Council, any Local Lodge and/or General Committee is not meeting the representation requirements, it shall make recommendations for corrections.

APPENDIX

Appendix A — Official Badge

The Official Brotherhood Badge, approved and adopted at the 43rd Regular Convention, August 1985:



Appendix B — Guidelines, to Facilitate Transfer of Financial Affairs in Accordance with Article I, Section 56

I. Authorization

A. A Local Lodge or General Committee must furnish a letter indicating the date or dates on which action was properly taken to have Grand Lodge handle its financial affairs to the Secretary-Treasurer for his files. (7/2010)

B. In the event a Local Lodge or General Committee desires to resume handling its financial affairs, a letter indicating the date or dates on which such action was properly taken must be furnished to the Secretary-Treasurer. Upon receipt thereof, the Secretary-Treasurer will arrange for the necessary transfers. (7/2010)

C. For the first 90 days, there is no charge for these services; thereafter, a monthly fee for these services shall be paid based on the following scale. Interest income from funds will remain with Grand Lodge.

Members	Hrs. at Signalman base rate
5–50	5
51–400	10
401–over	15
Additional fee for Locals And General Committees With full-time officers	
1	25
2	45
3	65
4	85
For every officer above 4 (7/2006)	Additional 15 hours

II. Transfer of Funds

A. The transfer of funds should be made as of the first day of a calendar quarter. The transfer should be made only after any and all bills are paid and all checks and deposits have cleared and are recorded by the bank.

B. All funds must be under the exclusive control of Grand Lodge. All checking accounts held by the Local Lodge or General Committee must be closed. All funds from such accounts must be forwarded as directed by the Secretary-Treasurer, with checks payable to the Brotherhood of Railroad Signalmen. (7/2010)

C. Savings accounts and certificates of deposit may remain with the federally insured institution where such accounts or instruments are held, provided complete control of such accounts or instruments has been transferred to Grand Lodge through the execution of new signature cards. In the event a Local Lodge or General Committee elects to transfer the funds held in savings accounts or certificates of deposit, such accounts shall be closed or instruments shall be properly executed and cashed. All funds from such accounts or instruments must be forwarded as directed by the Secretary-Treasurer, with checks made payable to the Brotherhood of Railroad Signalmen. (7/2010)

III. Local Lodges — Receipt of dues and maintenance of membership records

A. Notice must be given to the railroad that all check-off money shall be forwarded as directed by the Secretary-Treasurer. Members not on check-off shall remit dues as directed by the Secretary-Treasurer, which must be received prior to the last day of the first month of each quarter, as required by Article I, Section 163, of the Constitution. A letter shall be sent to members not on check-off, advising them of the above requirements. The Secretary-Treasurer shall issue DC-2 and US-2 forms on

Appendix

those members for whom dues have not been timely received. (7/2010)

B. It will be necessary for the Local Financial Secretary to check the accuracy of the reports generated by Grand Lodge and correspond with the Secretary-Treasurer, furnishing information as to members who may be disabled, furloughed, or retired, as well as to advise of new hires. Dues cards and receipts for individual dues will be sent to the Local Financial Secretary for distribution. Copies of the check-off lists from the railroad and per capita tax reports will also be sent to him. (7/2010)

IV. General Committees — Receipt of dues

A. The Local Financial Secretary of each Local Lodge coming under the jurisdiction of the General Committee shall remit General Committee per capita tax as directed by the Secretary-Treasurer, with checks made payable to the Brotherhood of Railroad Signalmen. (7/2010)

V. Expenditures

A. Expenditures shall be made promptly from the funds of the Local Lodge or General Committee upon receipt of required authorization. The Secretary-Treasurer suggests the use of warrants, which provide a method (audit trail) for tracking expenditures, as authorization for expenditures. Checks will be drawn on funds under the control of Grand Lodge and signed by its officers. The funds of the Local Lodge or General Committee are reported separately and dispersed only at the direction of the designated person(s) in the Local Lodge or General Committee. (7/2010)

B. Reimbursement of personal expenses and lost wages shall be paid upon receipt of a completed expense account — form E-1, which will be provided by Grand Lodge. A completed form E-1 may be submitted for payment directly to the Secretary-Treasurer, who will

furnish a copy to the Local Financial Secretary or General Secretary-Treasurer to be forwarded to the Secretary-Treasurer with required authorization. (7/2010)

C. Wages and certain other required payments for full-time General Committee officers shall be paid by the Secretary-Treasurer when due, without need for authorization, from the funds of the General Committee. (7/2010)

D. Inasmuch as the Local Lodge or General Committee authorizes expenditures, it is necessary for both to continue to be bonded.

VI. General

A. Grand Lodge will prepare necessary reports, including form LM-2 or form LM-3 and form 990. However, in accordance with instruction from the Department of Labor and the Internal Revenue Service, the designated officers of the Local Lodge or General Committee are required to sign these reports. A financial statement, similar to one received now by the Local Financial Secretary of each Local Lodge, showing Grand Lodge funds, shall be furnished quarterly. A summary of the account shall be furnished on a monthly basis. (7/1998)

B. If a Local Lodge pays dues for its officers and Local Chairmen, such payment is considered wages and must be taxed accordingly. To facilitate the withholding and payment of taxes as required by law, Local officers and Local Chairmen must pay dues as other members of the Local Lodge. They shall then be reimbursed for the net amount after taxes are withheld from the dues.

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RITUAL BROTHERHOOD OF RAILROAD SIGNALMEN



INITIATION

LOCAL PRESIDENT: Will the candidates for membership please come forward for the obligations.

OBLIGATION

LOCAL PRESIDENT: Candidates, please repeat your name where I do mine, and after me the following obligation:

I, _____, of my own free will and accord, in the presence of the members of this Brotherhood here assembled, — do most solemnly and sincerely promise and declare, — that I will live up to — the requirements of the Brotherhood. — I furthermore promise and declare, — that I will faithfully guard — the interests of the Brotherhood. — That I will, to the best of my ability, spread, sustain, and defend free speech, — and that I will be an earnest advocate — to create an active interest — in each other's welfare.

Please be seated.

(7/1998)

OPENING CEREMONIES

The hour of meeting having arrived and a quorum being present, the Local President will rap the gavel, calling the members to order.

LOCAL PRESIDENT: Sergeant-at-Arms, close the doors and see that all who are present are members. Sergeant-at-Arms, are you satisfied that all present are members in good standing?

SERGEANT-AT-ARMS: Local President, I will ascertain and report. Local President, I am satisfied that all present are members and entitled to remain.

LOCAL PRESIDENT: Brothers, will you give attention while the Chaplain asks the blessing of God on our deliberations.

CHAPLAIN: (Prays)

OPENING PRAYER

Almighty God, our creator and preserver, we invoke Thy blessing upon the members of this Lodge and our entire Brotherhood. May they be ever faithful to our principles. Our Father who art in heaven hallowed be thy Name. Thy kingdom come; Thy will be done on earth as it is in Heaven. Give us this day our daily bread, and forgive us our trespasses as we forgive those who trespass against us. And lead us not into temptation, but deliver us from evil; for Thine is the kingdom and the power, and the glory, forever and ever. Amen.

LOCAL PRESIDENT: By the power and authority vested in me, I hereby declare this meeting duly opened for the transaction of such business as may legally and properly come before it. Let harmony and unity prevail among us.

ORDER OF BUSINESS

1. Opening.
2. Roll call of officers and Local Chairmen.
3. Reading and approval of Minutes.
4. Reading of bills and itemized statement of receipts and expenses by the Local Financial Secretary.
5. Propositions for membership.
6. Obligation.
7. Report of Local Grievance Committee.
8. Report of any Special Committee.
9. Communications.
10. Unfinished business.
11. New business.
12. Report of sickness of members.
13. Does anyone know of any members out of employment or in distress?
14. Good of the Union.
15. Adjournment.

LOCAL PRESIDENT: There being no further business to come before this meeting, we will proceed to close. You will give attention while the Chaplain asks the blessing of God on our deliberations.

CHAPLIN: (Prays)

CLOSING PRAYER

Almighty God, we pray Thee to bless whatever is of good we have accomplished at this time, and to forgive what we have done amiss. We now commend ourselves to Thy care and protection. The Lord bless us and keep us. The Lord lift up his Fatherly countenance upon us, and give us peace. Now and ever more. Amen.

LOCAL PRESIDENT: I hereby declare _____, Brotherhood of Railroad Signalmen, duly closed until our next meeting.

INSTALLATION CEREMONIES

INSTALLING OFFICER: Newly elected officers please come forward. Does any member know of a just cause why these Brothers should not be installed into their respective offices? (Installing officer pauses.)

Place your left hand on your heart, raise your right hand, repeat your name where I do mine, and after me the following obligation. I, _____, of my own free will and accord, in the presence of this Brotherhood, here assembled, do solemnly promise and declare that I will live up to the requirements of the Brotherhood and while serving in the office to which I have been elected will always have the best interests of the Brotherhood at heart. I furthermore promise and declare that I will fulfill the duties of my office to the best of my ability.

The Chaplain will ask the blessing of God on our officers.

CHAPLAIN: Our Father in heaven, we pray Thee to deal with the events of this installation ceremony as may be expedient for us. Preserve us all in health, strength and integrity while Thou keepst us here and when our mission on earth is ended take us to a better world, for our Redeemer's sake. Amen.

NOTE: Here the installing officer congratulates the officers and presents the gravel to the Local President.

Brotherhood of Railroad Signalmen Conventions

Altoona, PA.....	January	1908
New York, NY.....	April	1908
Philadelphia, PA.....	August	1908
Buffalo, NY.....	June	1909
New York, NY.....	June	1910
Boston, MA.....	June	1911
Pittsburgh, PA.....	June	1912
Detroit, MI.....	June	1913
Hazelwood, PA.....	June	1914
St. Thomas, Ontario.....	June	1915
Chicago, IL.....	June	1916
New Haven, CT.....	June	1917
Baltimore, MD.....	June	1918
Kansas City, MO.....	June	1919
Kansas City, MO.....	July	1920
Cincinnati, OH.....	October	1922
St. Louis, MO.....	September	1924
New York, NY.....	September	1926
Chicago, IL.....	August	1928
Denver, CO.....	August	1930
Chicago, IL.....	August	1932
Chicago, IL.....	August	1934
Chicago, IL.....	August	1936
Toronto, Ontario.....	August	1938
Denver, CO.....	August	1940
New York, NY.....	August	1942
Cleveland, OH.....	August	1944
Jacksonville, FL.....	August	1946
Milwaukee, WI.....	August	1948
Hamilton, Ontario.....	August	1950
Los Angeles, CA.....	August	1952
Chicago, IL.....	August	1954
Washington, DC.....	August	1956
Miami, FL.....	August	1958
Denver, CO.....	August	1961
Montreal, Quebec.....	August	1964
Chicago, IL.....	August	1967
Las Vegas, NV.....	August	1970
New Orleans, LA.....	July	1973
Quebec City, Quebec.....	August	1976
Chicago, IL.....	August	1979
San Francisco, CA.....	August	1982
Las Vegas, NV.....	August	1985
Lake Buena Vista, FL.....	July	1988
Las Vegas, NV.....	July	1991
Las Vegas, NV.....	July	1994
Cincinnati, OH.....	July	1998
Las Vegas, NV.....	July–August	2002
Las Vegas, NV.....	July	2006
Orlando, FL.....	July	2010
Las Vegas, NV.....	July	2014