



BY-LAWS

CUPE Unit 5678 Education CUPE Unit 5678-1 Transportation

**(Covering Bargaining Unit Members of the Upper Canada District School Board -
Education Support Staff and the Student Transportation of Eastern Ontario-
Transportation Support Staff.)**

Approved by General Membership Meeting April 9, 2022

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INTRODUCTION

Local 5678 of the Canadian Union of Public Employees has been formed to:

- Improve the social and economic well-being of all its members.
- Promote equality for all members and to oppose all types of harassment and discrimination.
- Promote the efficiency of public services.
- Express its belief in the unity of organized labour.

The following Bylaws are adopted by Local 5678 in accordance with CUPE National Constitution (Articles 13.3 and B.5.1) to protect the rights of all members, to provide for responsible governance of the Local, and to involve as many members of the Local Union as possible through the sharing of duties and responsibilities.

CUPE chartered organizations shall respect and apply the CUPE National Equality Statement to all the chartered organization's activities. The CUPE National Equality Statement can be found in the Appendix C to these bylaws.

CUPE chartered organizations may also wish to adopt a Local Union Code of Conduct that would apply to membership meetings and other functions organized by the chartered organizations. The Local Union Code of Conduct can be found in Appendix B to these bylaws.

Local 5678 will create and foster a sense of unity and belonging with respect among all members through active participation, communication, and education.

SECTION 1 - NAME

The name of this Local shall be Canadian Union of Public Employees, Local No. 5678 and consists of the following units:

- CUPE 5678: Education Support Staff
- CUPE 5678-1: Transportation Support Staff

SECTION 2 - OBJECTIVES

The Objectives of the Local are to:

- (a) Secure the best possible pay, benefits, working conditions, job security, pensions, and retiree benefits for its members.
- (b) Support CUPE in reaching the goals set out in Article II of the CUPE Constitution.
- (c) Provide an opportunity for its members to influence and shape their future through free democratic trade unionism.
- (d) Encourage the settlement by negotiation and mediation of all disputes between the members and employers.
- (e) Eliminate harassment and discrimination of any sort or on any basis; for the equality of treatment regardless of class, race, colour, nationality, age, sex/gender, language, sexual orientation, place of origin, ancestry, religious beliefs, or mental and physical disability; and the opposition of discrimination of same wherever it occurs or appears.
- (f) Establish strong working relationships with the public we serve and the communities in which we work and live.

SECTION 3 – REFERENCES

Number of Articles at the end of sections or sub-sections in this document refer to relevant articles of the CUPE Constitution which should be read in conjunction with these by-laws.

SECTION 4- THE MEMBERSHIP-

Covering Bargaining Unit Members of the Upper Canada District School Board Education Support Staff and the Student Transportation of Eastern Ontario Transportation Support Staff.

- (a) **Membership:** An individual employed within the jurisdiction of Local 5678 or 5678-1.
- (b) **Oath of Membership:** New members will take this oath: “I promise to support and obey with the Constitution of this Union, to work to improve the economic and social conditions of other members and other workers, to defend and work to improve the democratic rights and liberties of workers and that I will not purposely or knowingly harm or assist in harming another member of the Union.”

(c) **Continuation of Membership:** Once accepted, a member continues as a member in good standing while employed within the jurisdiction of the Local 5678 and 5678-1, unless the member loses good standing under the provisions of the CUPE National Constitution.

(d) **Member Obligations:**

Members are obligated to abide by the CUPE National Constitution, and these bylaws as amended from time to time. Members will provide the local with their current address, home telephone contact number and where available, an e-mail address. The member will advise the local of any changes to their contact information. This information will be protected and used to communicate with members. Such communication will take the form of mail, email, or telephone town halls.

In the case of a telephone or virtual town hall, the telephone number and or e-mail may be shared with a service provider under contract to CUPE 5678, CUPE 5678-1, to provide the technical equipment to support such a virtual meeting.

Upon request, the Local Union will share the telephone and CUPE 5678 e-mail contact information with CUPE National or CUPE Ontario. The purpose of sharing this contact information with CUPE National or CUPE Ontario is so that the National Union or Provincial Division can conduct a telephone town hall with members on important matters.

(a) Regular memberships meetings shall be held three times yearly, in the months of October, January and April. Meeting dates will be held on a Saturday, to be selected by the Union Executive at their monthly meeting in September of each year. The time, date and location of each meeting will be sent to membership by CUPE e-mail and other forms of electronic communication.

(b) If a meeting is cancelled due to inclement weather, members will be notified through electronic communication as soon as possible. This meeting will be rescheduled before the next regularly scheduled meeting.

(c) Upon the discretion of the executive, membership meetings will be held live and / or virtual.

(d) Special membership meetings of Local 5678 may be required and shall be called by the Executive Board or may be requested in writing by no fewer than 35 members. Upon receipt of a written request, the President will immediately acknowledge the request in writing. The President shall advise members within 7 days of the receipt of a written request that a special meeting is called and ensure that members receive at least 3 days' notice of the special meeting. In special circumstances the executive may call a special membership meeting within 24 hours' notice if the union is currently in a strike position to quickly respond for the good of the membership. The subject(s) to be discussed,

the date, time, and location. No business shall be transacted at the special meeting other than that for which the meeting is called and given notice.

(e) A quorum for the transaction of business at any regular or special meeting shall be 35 members, including at least fifty percent (50%) of the Executive Council.

(e) **The Order of Business at Regular Membership Meetings is as follows:**

1. Acknowledgment of Indigenous territory
2. Roll call of officers
3. Reading of the Equality Statement
4. Voting on new members and initiation
5. Reading of the minutes
6. Matters arising from the minutes
7. Secretary-Treasurer's Report
8. Communications and bills
9. Executive Committee Report
10. Reports of committees and delegates
11. Nominations, elections, or installations
12. Unfinished business
13. New business
14. Good of the Union
15. Adjournment

SECTION 5– OFFICERS

The Table Officers of the Local shall be comprised of (7):

1-President (Full time release – 12 months)

(Nominated and voted by the entire membership.)

1-Chief Steward (2nd Full time release – 12 months)

(Nominated and voted by the entire membership.)

2-Unit Vice Presidents – Education

(Nominated and voted by the education membership of CUPE 5678.)

1-Unit Vice President – STEO – Transportation

(Nominated and voted by the transportation membership of CUPE 5678-1.)

1-Secretary Treasurer

(3rd Full time release position- 12 months dependent of the yearly budget.)

(Nominated and voted by the entire membership.)

1-Recording Secretary

(Nominated and voted by the entire membership.)

Representatives Positions (3)

The Representatives of the local should be comprised of:

1-Health and Safety Representative

(Nominated and voted by the education membership of CUPE 5678.)

2-Workplace Safety and Insurance Board/ Injured Workers/Return to Work Representatives

(Nominated and voted by the education membership of CUPE 5678.)

Steward Positions (5)

The five (5) job classified Steward positions will be nominated and elected by the members working in the job classification they represent as listed: (allowing for new positions in each respective group, as assigned):

1 – Classroom Support Steward

[Educational Assistant, Instructional Supervising Monitor, Student Monitor, Speech Language Assistant, Language Acquisition Support Worker, Sign Language Interpreter, Itinerant Student Support Worker, Early Childhood Educator, School Based ELL Instructor].

1 – T.R. Leger / Alternative Ed. Steward

[LINC Childminder, ELL Instructor, TR Resource Room Assistant, Instructor (ESL, LINC, LBS), LINC Lead Childminder, ESL Researcher/Writer, T.R. Leger Team Leader (LINC, ESL/LBS/IS), Instructional Assistant – Academic, TR Leger Settlement Outreach Worker]

1 – Facilities & Information Technology Services Steward

Maintenance 2, Building Systems Specialist 2, Building Systems Specialist 1, Head Custodian, Lead Custodian and Custodian, Maintenance 1, Building Information, Technical Writer,-Support Specialist – ITS, Technologist, Software Analyst, Senior Technologist]

1 – Office/Clerical Steward

Duplicating Operator, Receptionist, Learning Commons Informationist, Accounts Payable Assistant, SEA Administrative Support Assistant, Courier, Payroll Assistant, Purchasing Assistant, Administrative Support Assistant, Elementary Office Assistant, Secondary Office Assistant, Accounting Assistant, School Support Assistant, Elementary Office Administration, Secondary Office Administrator, OYAP Facilitator, Financial Assistants, Administrative Assistant-Project, Administrative Assistant-Facilities,

1 - Transportation Steward

(Nominated and voted by the transportation membership of CUPE 5678-1.)

3 - Trustee Positions (3)

(Nominated and voted by the membership of CUPE 5678 and CUPE 5678-1.)

SECTION 6 EXECUTIVE COUNCIL

- (a) The Executive Council to be comprised of all seven (7) table officers. Representatives will be invited to executive council meetings on a bi-monthly basis and will not vote on business. Stewards, and Trustees will not sit at Executive Council meetings or vote on business as they are not members of the Executive Council.
- (b) The Executive Council shall meet no less than 10 times a year and post the minutes of the Executive Meetings at the Local's CUPE Office.
- (c) A majority of the Council constitutes a quorum.
- (d) The Executive officers shall hold title to any real estate of the Local as trustees for the Local. They shall have no right to sell, convey, or encumber any real estate without first giving notice and then submitting the proposition to a membership meeting and having it approved.
- (e) The Council shall do the work delegated to it by the Local and shall be held responsible for the proper and effective functioning of all committees.
- (f) All charges against members or officers must be made in writing and dealt with in accordance with the provisions of the CUPE Constitution.
- (g) Executive Council members must notify the Recording Secretary in advance of the meeting, of their absence. During any 12- month period should any Council member fail to answer the roll call for three consecutive regular membership meetings or three consecutive regular Executive Council meetings without having submitted good reasons for those failures, office shall be declared vacant and filled pursuant to the guidelines in section 11.
- (h) When deemed necessary to release other members from the union for full time or part time release for the purpose of doing union business, it shall be done with a timeline in place to review the requirement of the release. At the next available General Membership Meeting this release shall be discussed and voted on if further release time is required. In the event quorum isn't reached, the executive council shall determine if the release time is needed to continue.

SECTION 7 DUTIES OF OFFICERS

All officers must give all properties, assets, funds and all records of the Local Union to their successors at the end of their term of office. All table officers, representatives, stewards, and trustees shall be bonded through the master bond held by the National Office. If any Secretary – Treasurer and/or signing officer cannot qualify for the bond, they shall be disqualified from office. All table officers, representatives and stewards shall be required to submit a monthly report.

(a) The PRESIDENT shall:

- The Office of the President shall be a full-time release position, 12- months at the highest FTE and wage rate in the collections agreements. Benefits shall be maintained by the local for this position, should they be a permanent employee and already qualify for benefits under our collective agreements.
- Enforce the CUPE Constitution and CUPE equality statement. Interpret and enforce these bylaws as required.
- Preside at all membership and Executive Council meetings and preserve order and act as ex- officio to any committee.
- Decide all points of order and procedure (subject always to appeal to the membership).
- Have the same right to vote as other members. In the case of a tie vote, the President may cast another vote, or the President may refrain from casting an additional vote, in which case the motion is defeated.
- Ensure that all officers perform their assigned duties.
- Fill committee vacancies where elections are not provided for; introduce new members and conduct them through the installation ceremony.
- Sign all cheques except their own ensure that the Local's funds are used only as authorized or directed by the Constitution, bylaws or vote of the membership.
- Have first preference as a delegate to the CUPE National Convention.
- Act as a liaison between the Upper Canada District School Board, Executive Council, STEO and General Membership.
- Ensure implementation of Executive Board and General Membership decisions.

- Oversee operation of Local between meetings.
- Ensure development and implementation of a strategic plan which addresses short- and long-term priorities approved by the members.
- Identify and bring forward issues/problems to be considered by the Executive Board.
- Set agendas and review minutes for General meetings in co-operation with Recording Secretary.
- Provide direction and leadership in all activities of the Local, including building leadership teams.
- Act as a main spokesperson for the Local.
- Approve all official correspondence, publications, and communications to members.

(b) The UNIT VICE PRESIDENTS shall:

- If the President is absent or incapacitated, an education Vice President, as determined by the executive shall perform all duties of the President.
- If the office of President falls vacant, be the Acting President as voted on by the Executive Council. A new President shall be elected within sixty (60) days by the entire membership.
- When contacted by the work site Communicator or member, be responsible for submitting retirement gift form.
- Render assistance to any CUPE Local 5678 or 5678-1 member.
- Represent and advance the interests of members in Bargaining Unit.
- Provide leadership for Bargaining Unit and participate in leadership team for Local.
- Participate/assist in implementation of Executive and Membership decisions; contributes to development and implementation of strategic plan for the Bargaining Unit and Local.
- Act as liaison for Bargaining Unit members with President.
- Identify and bring forward to Executive, issues, needs, problems, and proposed solutions of Bargaining Unit members, in co-operation with Stewards.
- Be members of Bargaining Unit Negotiating Committee.
- Support the stewards and attend steward meetings as required.
- Organize and lead area and/or Job Classification meetings.

(c) The **RECORDING SECRETARY shall:**

- Keep full, accurate and impartial account of the proceedings of all regular and special membership, Executive Council, Negotiating, Labour Management, Grievance and By-Law Committees meetings ensuring that these records include a copy of the full financial report presented by the Secretary-Treasurer as well as copies of the reports presented by the Trustees.
- Record all amendments in the bylaws.
- File-a copy of all letters sent out and keep on file all communications.
- Have all records ready on reasonable notice for auditors and Trustees.
- Receive record and report all important correspondence to Executive Council.
- Maintain the record of membership attendance at meetings.

(d) **The SECRETARY-TREASURER shall:**

- The Secretary/Treasurer shall be paid at the highest wage of the Office Administrators at 35 hours a week unless the successful candidate is paid at a higher FTE/wage, in which case they would remain at their current FTE/wage. Benefits shall be maintained by the local for this position, should they be permanent employee of the school board and qualify for benefits under our collective agreements.
- Receive all revenue, initiation fees, dues, and assessments, keeping a record of each member's payments, and deposit promptly all money with a bank or credit union.
- Throughout their term, and on behalf of the Local Union membership, be responsible for maintaining, organizing, safeguarding, and keeping on file all supporting documents, authorizations, invoices and/ or expense form for every disbursement made, receipts for all money sent to CUPE National, as well as records and supporting documents for all income received by the Local Union.
- Ensure finalized meeting agenda is sent out to each work site within ten (10) days prior to a General Membership Meeting.
- Any addition to the agenda must reach the CUPE Office fifteen (15) days prior to a General Membership Meeting.
- Compile new employee information packages for orientation sessions, and new hires within the school year.

- Record all financial transactions in a manner acceptable to the Executive Council and in accordance with good accounting practices.
- Make a full financial report to meetings of the Local's Executive Council, as well as a written financial report to each regular membership meeting, detailing all income and expenditures for the period.
- Be bonded through the master bond held by the National Office, and any Secretary-Treasurer who cannot qualify for the bond shall be disqualified from office.
- Pay no money unless supported by a cheque requisition or invoice or expense form or request for payment should be duly signed by the President or designate in the event the president is away and one other signing officer.
- Make all books available for inspection by the auditors and/or trustees on reasonable notice, and have the books audited at least once each calendar year and within a reasonable time, responding in writing any recommendations and concerns raised by the Trustees.
- Cheques duly signed by two authorized signing officers; no officer shall sign their own cheque.
- Prepare all CUPE National per capita and Ontario Division tax forms and remit payment no later than the last day of the following month.
- Provide the Trustees with any information they may need to complete the audit report forms supplied by CUPE.
- Provides support to all committees where union funds are being spent.
- Make presentations to General Membership meetings, Executive Council or committees regarding a costing of motions which have financial implications and provide an analysis of spending in the context of an overall budget, along with options for debate and support committees as a financial advisor.
- Make arrangements for delegations to Conferences, seminars and schools.
- Perform duties of the Recording Secretary, as requested.
- Maintain the daily office operations of CUPE 5678.
- Maintain the local's website, email, Facebook, and any other social media platforms of the local.
- Keep accurate records of the membership in conjunction with the Chief Steward.

(e) The CHIEF STEWARD shall:

- The Chief Steward shall be a full-time release position, 12 months at the highest FTE and wage rate in Level 12 as stated in the collective agreements. Benefits shall be maintained by the local for this position, should they be a permanent employee and already qualify to possess benefits under our collective agreements.
- Keep accurate records of the membership in conjunction with the Secretary Treasurer.
- Render assistance to any member of the CUPE executive as directed by the Executive Council and assist any member of CUPE Local 5678 and 5678-1 define, detect, prepare, and present grievances at the initial level.
- Generally, comprehend and police the collective agreement and provincial or federal legislation affecting labour employment.
- Provide communications and information from the members to the Executive and from the Executive to the members.
- Maintain contact with members to provide ongoing union awareness and education.
- At the request of a member be in attendance at a meeting between supervisor and employee.
- Participate in Grievance Committee and any committees required by the Executive Council.
- Communicate regularly with stewards with respect to all potential grievances, disciplines, and any other violations of the Collective Agreements.
- Report to the executive council of the steward's activities based on their reports.
- Assist and support stewards in the initiation, investigation, and processing of grievances; Chair of the Stewards Committee and mentor to stewards.
- Bring forward members issues to Stewards Committee and Executive Council.
- Identify needs and develop appropriate training and education programs in co-operation with Stewards Committee and Education Committee.
- Attend CUPE Steward training sessions, if not already obtained.
- Monitoring postings and tracking movement of membership.

(f) The Workplace Safety & Insurance Board/Injured Worker/Return to Work Representatives shall

- Establish themselves by ensuring that all CUPE members know their identity in all regions.
- Provide a written report to the executive council, by way of the chief steward, monthly.
- Representatives will be expected to report at the executive meetings bi-monthly.
- To become qualified, by attending CUPE WSIB training sessions as soon as training is available.
- Endeavour to strengthen members' awareness of WSIB support.
- Provide information and help members understand their rights, privileges, and obligations under WSIB.
- Be available to union members in conjunction with WSIB/IW/RTW concerns.
- Make members aware of the proper steps/procedures in filing claims.
- Be present for RTW meetings with the member and employer.
- Be present for workplace accommodation meetings with member and employer.
- Assist members during appeal process; in conjunction with the CUPE National staff representative.
- Bring forward members issues at the Representatives/Stewards/Grievance Committee meetings.
- Work with the executive council.

(g) The Health and Safety Representative shall:

- Serve as chairperson of the Local's Health and Safety Committee and coordinate Health and Safety activities.
- Provide a written report to the executive council, by way of the chief steward, monthly.
- Representative will be expected to report at the executive meetings bi-monthly.
- Attend with a written report at the Grievance committee meetings.
- To become qualified, by attending CUPE Health and Safety training sessions as soon as training is available.
- Have successfully completed the certified Health and Safety Training, or equivalent.
- Recruit, organize and ensure the training of the Local's Health and Safety Representatives.

- ❑ Represent the interests of the Local, regarding Health and Safety and the Workplace Safety and Insurance Act.
- ❑ Attend, receive, and report on Joint Health and Safety Committee proceedings and activities.
- ❑ Annually review Health and Safety policies.
- ❑ Maintain a list of Health and Safety reps and forward to Secretary-Treasurer for posting on Union/Health and Safety boards.
- ❑ Prepare a written report summarizing accidents, incidents, and issues for monthly review.
- ❑ Network with CUPE Ontario Division and CUPE National regarding information and training opportunities.
- ❑ Be responsible for ensuring compliance with the Occupational Health and Safety Act and Regulations.
- ❑ Are to attend Joint Health and Safety Committee meetings representing the Union and fellow employees' best interests.
- ❑ Shall submit terms of reference agendas and minutes for all Joint Health and Safety Committee meetings to the Recording Secretary.

(h) The STEWARDS (Job Classified) shall:

- Report to Chief Steward on all issues.
- Establish themselves by ensuring that all CUPE members know their identity.
- Be required to attend CUPE Steward training sessions.
- Will provide a report to the Chief Steward monthly.
- Assist members when dealing with workplace problems.
- Investigate every problem that Union members bring to their attention.
- Assist in resolving problems, involve members in resolving problems.
- Work with the Executive Council.
- Assist the Executive Council in communicating with and responding to the concerns and priorities of the members they represent.
- Listen and respond to members questions, concerns and suggestions related to all workplace and union issues.
- Provide information and help members understand their rights, privileges, and obligations under the collective agreement.
- Assist members to access services and benefits including grievance procedures, WSIB, long term disability, health and safety, and other specialized union services, such as education or social activities.
- Monitor and ensure appropriate actions are taken in response to all complaints and violations of the collective agreement in consultation with Chief Steward.
- Identify and bring forward all significant member's issues to the Chief Steward at the Representatives/Stewards/Grievance Committee.
- Endeavour to strengthen members' awareness of and participation in the Local.
- Impart general knowledge and policing of Collective Agreement.

(i) The TRUSTEES shall:

- Act as an auditing committee on behalf of the members and audit the books and accounts of the Secretary-Treasurer, the Recording Secretary, and the Executive Council at least once per calendar year.
- To become qualified, by attending CUPE financial training sessions as soon as training is available.
- Make a written report of their findings to the first membership meeting following the completion of each audit.
- Submit in writing to the President and Secretary-Treasurer any recommendations and/or concerns they feel should be reviewed in order to ensure that the Local Union's funds, records and accounts are being maintained by the Secretary-Treasurer in an organized, correct and proper manner.
- Be responsible to ensure that monies are not paid out without proper constitutional membership authorization.
- Ensure that proper financial reports are made available at the office and at General Membership meetings to the membership.
- Inspect-at least once a year any stocks, bonds, securities, office furniture and equipment, and titles or deeds to property that may at any time be owned by the Local and report their findings to the membership.
- Send to the National Secretary Treasurer, with a copy to the assigned Servicing Representative, the following documents:
 - (1) Completed Trustees' Audit Report
 - (2) Completed Trustees' Report
 - (3) Secretary Treasurer Report to the Trustees
 - (4) Recommendations made to the President and Secretary Treasurer of the Local Union
 - (5) Secretary – Treasurer's response to recommendations
 - (6) Concerns that have not been addressed by the Local Union Executive Board.

SECTION 8 OTHER POSITIONS

(a) The WORKSITE COMMUNICATOR shall:

- The current communicator or executive designate shall host a brief meeting or communicate with all members at a given worksite each September for the purpose of choosing a Worksite Communicator and Worksite Health and Safety Rep.
- All CUPE members at each site should have an opportunity to participate in these positions and host an informal election if required.
- Those who are chosen for the communicator, role, shall be assigned for the school year.
- The Executive will create a procedural binder for the communicators, that the communicator will sign off on upon receiving and send to Secretary Treasurer; that they will perform their duties.
- Notify the Secretary Treasurer of any deaths or long-term illnesses; ensure that all CUPE members at the workplace receive information, newsletters, memos, etc., sent by the Local Union.
- Keep copies of all newsletters, memos, Collective Agreement, Seniority Lists, EA Staffing document etc., stored in a binder or file folder which can be accessed by workplace members.
- Keep members at the workplace informed as to any upcoming events, meetings, post Executive Council list on CUPE Bulletin Board etc.
- Send in each September the CUPE Staffing Report with updated members' list to the Local.
- Possess basic knowledge of contents of current Collective Agreement.
- Assist with directing members to the appropriate Executive Council member or Steward, if they have questions/concerns; act as returning officer when conducting worksite elections or find designate if unable to participate for any reason.
- Responsible to notify the Secretary Treasurer of any new members at their worksite.

(b) The SERGEANT-AT-ARMS shall:

- Guard the inner door at membership meetings and admit no one but members in good standing or officers and officials of CUPE, except on the order of the President and by consent of the members present.
- Perform such other duties as may be assigned by the Executive Council from time to time.

SECTION-9 - EXPENSES

(a) The following Authorized Expenses shall be provided to:

(One)	President	\$350. Monthly +12- month release
(Three)	Vice-Presidents	\$250. Each monthly
(One)	Secretary-Treasurer	\$300. Monthly +12- month release
(One)	Recording-Secretary	\$250 Monthly
(One)	Chief Steward	\$250. Monthly + 12-month release
(Three)	Representatives	\$200. Each monthly
(Five)	Stewards	\$150. Each monthly
(One/site)	Worksite Communicator	\$50. Each per school year
(Three)	Trustees	\$75 Each per Audit
(One)	Election Chairperson	\$75. Per election

(b) Other Authorized Expenses:

With the exception of mileage as per the CUPE Ontario rate, the following expenses are to be receipted for reimbursement when incurred while conducting Union Business as approved by the Executive Council or as indicated in these bylaws. Conference and Workshop registrations as approved by the council. Meals are provided if a meeting or meetings occur over a mealtime, but not if a daily per diem applies. Expenses include transportation, photocopying, accommodations to transact or attend CUPE business. Cell phone or internet (\$50/month cap.) Day care subsidy (child, elder, dependent) to cover CUPE educationals or

conferences (\$100/day cap), substantiated by a proper receipt. Claims will not be paid for a spouse, partner, or a family member who normally provides care without charge, or for periods of time where a member would normally have paid for care such as during normal hours of work at their job.

(c) The President and Chief Steward will be provided with cell phones for union business.

(d) Voting on Funds:

Except for operational expenses and bills as approved at membership meetings, the Executive will approve, in the absence of a membership meeting quorum and ratified at the next membership meeting, no sum over five hundred (\$500) for the purpose of a grant or contribution to a member or any cause outside CUPE, except by a notice of motion given in writing and dealt with at the following membership meeting.

SECTION-10- FEES, DUES AND ASSESSMENTS

Monthly Dues:

The monthly dues shall be 2.0% of gross earnings (including overtime, pay equity retro & overtime, float day pay out, shift premium, 2-week maternity leave sub-plan & occasional and temporary 2% lieu of sick leave and 4% of vacation leave, retroactive regular pay, retroactive overtime, red circled member's lump sum payment, annual 10-month vacation pay out). Changes in the levels of the Initiation Fee or the Monthly Dues can be affected only by following the procedure for amendment of these bylaws (see Section 15), with the additional provision that the vote must be by secret ballot. Notwithstanding the above provisions, if the CUPE convention raises minimum per capita fees or assessments above the level herein established, these bylaws will be deemed to have been automatically amended to confirm to the new CUPE minima. Special assessments may be levied in accordance with Article B.4.2 of the CUPE Constitution.

According to article B.4.1 of the National Constitution an initiation and readmission fee of \$1.00, must be paid by the applicant for membership. A member who fails to pay dues and assessments for three months is automatically suspended from membership. The suspension will be reported to the Executive Board by the Secretary-Treasurer. The Executive Board will report all suspensions to the next membership meeting. The member may return to membership in good standing by paying a re-admission fee and any other penalty set by the Local Union. The re-admission fee cannot be less than the initiation fee of the Local Union. A member who has been unemployed or unable to work because of sickness shall pay the re-admission fee but may not be required to pay arrears.

SECTION 11 NOMINATION, ELECTION, CAMPAIGNING AND INSTALLATION OF OFFICERS

(a) Nomination:

- Nominations will be forwarded to the returning officer's email.
- Nominations will be accepted from members on the official CUPE 5678 nomination form for each election with the member's consent in writing, duly nominated by another member.
- The nominee and nominator must be members in good standing as per section 4.
- No member will be eligible for nomination if they are in arrears of dues and / or assessments.
- A member may accept nomination for a position while holding office in any position. If successful in the election, their resignation from their current position will take effect at that time.

(b) Elections:

- At the April membership meeting, for an election year (elections are held on a rotating basis every three years), the Executive Council shall appoint an Elections Committee consisting of a Returning Officer and assistant(s). The committee shall include members of the Local who are neither officers nor candidates for office. It will consist of a returning officer and a member(s) at large. In conjunction with the CUPE National Representative, the committee shall have responsibility for voting arrangements and shall treat information submitted to it in connection with its responsibilities as confidential.
- The Elections will be conducted electronically through an independent online voting system. The Returning Officer will confirm with nominees, after nominations are closed, that they will allow their name to stand for 1 position, including if they were acclaimed. All members in good standing have the right to fully participate in the local union, including voting in elections.
- Elections will be held 21 days after closing of nominations, on the first Monday in November until the end of day on Wednesday of the same week.
- When two or more nominees are to be elected to any position, voting members shall have the option to vote for up to the maximum number of candidates available.
- The candidate receiving the highest number of votes is declared elected.
- In the event of a tie vote for any given position, a second election consisting of only the tied candidates will be held for only that position. The second election will be held within 2 weeks of the original election.
- Positions within the union that are not occupied at the time of close of the nominations may be appointed for up to three months by the incoming executive council. During the three months a by-election will be called. In a situation where a by-election is held and we do not get a candidate, the local will reopen the by election.

(c) **Campaigning**

Campaign procedures will be distributed with confirmation of nomination, by the returning officer.

(d) **Installation:**

- All duly elected officers shall be installed at the January General Membership Meeting and shall continue in office for three (3) years or until a successor has been elected and installed, provided, however, that no term of office shall be less than one year and no longer than three years. A requirement of installation will be to attend CUPE Duties of Officers Training Sessions.
- The terms of office for Trustees shall be laid down in Article B.2.4 of the CUPE Constitution.
- The transition of Officers shall take place by December 1st of an election year.

(e) **By-Election:**

Should an office fall vacant pursuant to Section 6 (g) of these bylaws or for any other reason, the resulting by-election should be conducted as closely as possible in conformity with this Section. The term of office for any position filled through a by-election will be the term that the vacated position was initially elected to fulfill.

If period does not allow sufficient time to run an election, the executive council shall be authorized to fill the position by appointment, for not more than three months.

(F) Election Group as below:

<u>GROUP 1</u>	<u>GROUP 2</u>	<u>Trustee</u>
President	Chief Steward	1st Trustee
Recording Secretary	Secretary Treasurer	2nd Trustee
1st WSIB/RTW Representative	2 VPs of Education	3rd Trustee
Health and Safety Representative	TR Leger Steward	
Classroom Steward	STEO Steward	
VP of STEO	Office Clerical Steward	
Steward of Facilities and IT	2nd WSIB/RTW Representative	

Note: 1st, 2nd and 3rd Trustee wording is only used to distinguish for purpose of elections. They will be given this distinction in order of highest accumulated votes.

Election Group Years:

<u>YEAR</u>	<u>ELECTION GROUP</u>	<u>ELECTION GROUP</u>	<u>Trustee</u>
2022	1	2	1 2 3
2023			1
2024		2	2
2025	1		3
2026			1
2027		2	2
2028	1		3
2029			1
2030		2	2
2031	1		3
2032			1
2033		2	2
2034	1		3
2035			1
2036		2	2
2037	1		3

SECTION 12 DELEGATES TO CONVENTIONS & CONFERENCES ATTENDANCE AT TRAINING SESSIONS & BARGAINING

- (a) Except for the President's option {Section 8 (a)}, Executive Council members will have first option then stewards & representatives as delegates before canvassing the general membership.
- (b) Delegates to the CUPE/Labour District Council shall be appointed annually. An official reporter from these delegates shall be appointed annually by the Executive Council and they shall be required to report at each membership meeting of the Local on proceedings at recent meetings of the Council.
- (c) A delegate elected to attend any of the above shall be paid transportation expenses (at the most economical means, taking into consideration time constraints, on the pre-approval of the executive council) a per diem allowance of \$80.00 for expenses, and an amount equal to any loss of salary incurred by attendance. In the event all meals are provided, a per diem allowance of 50% for expenses shall be issued.

SECTION 13 - COMMITTEES

Members shall be invited to apply for committee positions each year. A Chair shall be appointed from within this committee. A majority of the committee constitutes a quorum. Committees shall be formed every calendar year.

(a) **CUPE 5678 Negotiating Committee shall:**

Represent the membership of this Unit and shall consist of the President, the Unit Vice-Presidents, the Recording Secretary, the Chief Steward and the CUPE National Representative. A chair shall be appointed yearly from within this Committee. Additional members may be recruited by the Executive Council. Criteria to be established for application process for inclusion on the Negotiation Committee to be reviewed by the Chief Executive Officers (President and V-P's) to fill up to two positions. The CUPE National Representative assigned to the Local shall be a non-voting member of the committee and shall be consulted at all stages from formulating proposals, through negotiations, to contract ratification by the membership.

A Negotiating Sub-Committee may be appointed by the Executive Council to represent the various groups within the existing job classifications. The membership shall have the opportunity to submit proposals to the negotiation committee. At a meeting the membership shall have the opportunity to review, amend and vote on proposals prior to submission to management.

CUPE 5678-1 Negotiating Committee shall:

Represent the membership of this Local and shall consist of the President, the Unit Vice-President, the STEO steward, the Chief Steward and the CUPE National Representative.

(b) Special Committees:

A special ad hoc committee may be established for a specified purpose and period by the Executive Council. Two members of the Executive Council may sit on any special committee as ex-officio members.

(c) Communication/Newsletter/Education Committee shall:

- Work with the work site Communicators to distribute information in each site.
- A chair shall be appointed yearly from within this Committee.
- Develop maintain and distribute ongoing information, to be made available to the worksite locations.
- Establish and streamline various systems of communicating with members.
- Work with the Executive Council on preparing for media and press releases.
- As needed, consult with the Education Department of CUPE National to keep abreast of updated forms of communicating with the public, as well as with members.
- Upon approval of content by the President, Website Administrator to post union updates on local's website. (www.cupe5678.ca)
- Process the names of members who are known to be retiring. The committee will set up communication channels with retiring members to ensure the appropriate form is completed with their choice of gift, provided by the Local.
- Co-operate with the Union Development Department (Education) and Communications Branch of CUPE, and with the regional education representative, in implementing both the Local's and CUPE's policies in these fields.
- Committee ensures quarterly publication of the "CUPE Connection Newsletter" to all members. An editor shall be appointed from within this Committee. The annual Worksite List of the Local's CUPE Members, completed by the Work Site Communicators, to be used as distribution lists. The editor is responsible for researching, writing, editing, printing, collating, and distributing the Newsletter to all work sites. Draft copy to be approved by President before distribution.

(d) Representatives/Stewards/Grievance Committee shall:

Be comprised of the Chief Steward, the Representatives, Stewards, and the President. The Chief Steward shall be appointed the chairperson of the committee.

This Committee shall review all grievances including those not settled at the initial stage. The Chief Steward shall submit copies of the grievance to the President, and to the CUPE National Representative, with reports at the General Membership meetings. Grievances must be in writing on the forms provided by the National Office and be signed by the complainant(s) and/or union officer as provided for in the collective agreement. Grievances shall be updated and presented, by the chair, at monthly Executive meetings.

(e) Joint CUPE 5678 Labour Management Committee shall:

The Education Executive shall be members of the joint labour management committee.

(f) Joint CUPE 5678-1 Labour Management Committee shall:

The President, STEO Vice President, the STEO Steward and Chief Steward, shall be the members of the STEO labour management committee.

(g) Joint CUPE 5678 Health and Safety Committee shall:

- Upon the appointment of the Education Executive Council the Committee shall be comprised of three (3) Members-sitting on the joint Employer/Union Occupational Health and Safety Committee.
- A chair shall be appointed yearly from within this Committee who will submit a report at a bi-monthly executive council meeting-
- Committee members shall attend the Health and Safety meetings, keep abreast of training programs and assist in developing programs for the Health and Safety of all members.

(h) Joint CUPE 5678 Job Evaluation Committee shall:

Be appointed by the Executive Council. The Joint Employer/Union Committee shall review the job descriptions of all CUPE positions, as per the Collective Agreement.

All meetings shall go through the President of the union.

(i) Joint CUPE 5678 Pay Equity Maintenance Committee shall:

Be appointed by the Executive Council to address Pay Equity issues. This Joint Employer/Union committee shall ensure the maintenance of the Pay Equity Plan.

(j) Election Committee shall:

- The committee shall consist of a Returning Officer/ chair and at least one (but not limited to) other members not running for election.
- The committee shall develop policies and procedures for running an election and campaigning.
- They shall be responsible for running and conducting nominations and the election of elected positions.

(k) Political Action/ Strike Aversion Committee shall:

- The chair of this committee shall be appointed by the members of the Executive Council.
- This committee shall work closely with the Executive Council.
- This committee's responsibility shall be preparation of strike and strike aversion materials for the local.
- In the event that political action is needed, this committee shall be mobilized.

SECTION 14 - RULES OF ORDER

All meetings of the Local shall be conducted in accordance with the basic principles of Canadian parliamentary procedure. Some of the more important rules to ensure free and fair debate are appended to these bylaws as Appendix "A". These rules shall be considered as an integral part of the bylaws and may be amended only the same procedure used to amend the bylaws.

In situations not covered by Appendix "A", the CUPE Constitution may provide guidance, but, if the situation is not dealt with there, Bourinot's Rules of Order shall be consulted and applied.

SECTION 15 - AMENDMENT

- (a) These bylaws are always subordinate to the CUPE Constitution (including Appendix "B") as it now exists or may be amended from time to time, and in the event of any conflict between these bylaws and the CUPE Constitution the latter shall govern. Constitutional interpretation, including determination of conflict, is the prerogative of the National President.
- (b) These bylaws shall not be amended, added to or suspended except upon a majority vote of those present and voting at a regular or special membership meeting following seven days-notice at a previous meeting or at least sixty days written notice.
- (c) No change in these bylaws shall be valid and take effect until approved by the National President of CUPE. The validity shall date from the letter of approval of the National President.

Appendix “A” to the Bylaws of Local 5678 5678-1, CUPE**RULES OF ORDER**

1. The President or, in their absence, the Vice-President, shall take the chair at all membership meetings. In the absence of both the President and Vice-President, the Recording Secretary shall act as President, and in their absence a President pro-term shall be chosen by the Local.
2. No member, except the Chairperson of a committee making a report or the mover of a resolution, shall speak more than five minutes, or more than once on the same question without the consent of the meeting or until all who wish to speak have had an opportunity. Chairpersons and movers of a resolution shall be limited to fifteen minutes, except with the consent of the meeting.
3. The President shall state every question coming before the Local, and before allowing debate thereon, and again immediately before putting it to a vote, shall ask: “Is the Local ready for the question?” Should no member rise to speak, the question shall then be put.
4. A motion to be entertained by the presiding officer must be moved and seconded; both mover and seconder must rise and be recognized by the chair.
5. A motion to amend, or to amend an amendment, shall be in order, but no motion to amend an amendment to an amendment shall be permitted. No amendment, or amendment to an amendment, which is a direct negative of the resolution shall be in order.
6. On motion, the regular order of business may be suspended by a two-thirds vote of those present, to deal with any urgent business.
7. All resolutions and motions other than those named in Rule 17, or those to accept or adopt the report of a committee, shall, if requested by the presiding officer, be presented in writing before being put to the Local.
8. At the request of any member and upon a majority vote of those present, a question may be divided when the sense will admit of it.
9. Any member having made a motion can withdraw it with the consent of the seconder, except that any motion, once debated, cannot be withdrawn except by a majority vote of those present.
10. When a member wishes to speak on a question or to make a motion, they shall rise to their place and respectfully address the presiding officer, but except to state that they rises to a point of order or on a question of privilege, they shall not proceed further until recognized by the chair.

11. When two or more members rise to speak at the same time, the presiding officer shall decide which one is entitled to the floor.
12. Every member, while speaking, shall adhere to the question under debate and avoid all personal, indecorous, or offence language, as well as any poor reflection on the Local or member thereof.
13. If a member, while speaking, is called to order, they shall cease speaking until the point is determined; if it is decided they are in order, they may again proceed.
14. No religious discussion shall be permitted.
15. The President shall take no part in debate while presiding but may yield the chair to the Vice-President in order to speak on any question before the Local, or to introduce a new question.
16. The presiding officer shall have the same rights as other members to vote on any question. In case of a tie, they may in addition give a casting vote, or, if they choose refrain from breaking the tie, in which case the motion is lost.
17. When a motion is before the Local, no other motion shall be in order except (1) to adjourn (2) to put the previous question (3) to lay on the table (4) to postpone for a definite time (5) to refer (6) to divide or amend, which motions shall have precedence in the order named. The first three of these shall be decided without debate.
18. A motion for the previous question, when regularly moved and seconded, shall be put in this form: "Shall the main question be not put?" If it is adopted, the President shall proceed to take the vote on the resolution and amendments thereto (if any) according to their priority. If an amendment or an amendment to an amendment is adopted, the original resolution, as amended shall be put to the Local.
19. A motion to adjourn is in order except (1) when a member has the floor, and (2) when members are voting.
20. A motion to adjourn, having been put and lost, shall not be in order again, if there is further business before the Local, until fifteen minutes have elapsed.

Appendix “B” to the Bylaws of Local 5678/5678-1, CUPE

CODE OF CONDUCT

Local 5678/5678-01 is committed to ensuring that all of its meetings and activities are safe environments where members are encouraged to speak. Existing members are encouraged to welcome, mentor and support new members and equity-seeking members.

Local 5678/5678-01 strives to promote core values which include the principals of solidarity, equality, democracy, integrity, and respect. We are committed to mobilizing our energy and skills to work together to promote these values and to attain these goals in our union, our communities, and globally.

Local 5678/5678-01 is committed to creating a union which is inclusive, welcoming, and free from harassment, discrimination and all types of bullying and intimidation. Local 5678/5678-01 needs to ensure that it provides a safe environment for members, staff, and elected officers to carry out our work.

Local 5678/5678-01 expects that mutual respect, understanding and co-operation will be the basis of all our interaction.

This Code of Conduct for Local 5678/5678-01 sets out standards of behavior for members at meetings, and all other events organized by Local 5678/5678-01. It is consistent with the expectations outlined in the Equality Statement, CUPE National Constitution and these bylaws. It does not apply to complaints arising in the workplace, as those are dealt with through the grievance procedure and/or the applicable workplace harassment policy.

As members of Local 5678/5678-01 we commit to one another and to the union to be governed by the principles of the Code of Conduct and agree to:

Abide by the provisions of the Equality Statement.

Respect the views of others, even when we disagree.

Recognize and value individual differences.

Communicate openly.

Support and encourage each other.

Make sure that we do not harass or discriminate against each other.

Commit to not engaging in offensive comment or conduct.

Make sure that we do not act in ways that are aggressive, bullying, or intimidating.

Take responsibility for not engaging in inappropriate behavior due to abuse of alcohol or other drugs while participating in union activities, including social events.

Harassment is objectionable behaviour which may include actions, language, gestures, and/or written material, and which the harasser knows or ought reasonably to know is abusive and unwelcome. Bullying is a form of harassment which is serious ongoing behavior which targets an individual or group and which threatens that person or persons' mental and/or physical well-being.

A complaint regarding this Code of Conduct will be handled as follows:

1.0. If possible, a member may attempt to deal directly with the person alleged to have engaged in behavior contrary to the Code, by asking the person to stop such behavior. If that is not possible, or if it does not resolve the problem, a member may bring forward a complaint.

2.0 Once a complaint is received, a designated Officer of the Local Union will work to seek a resolution.

3.0 If this fails to resolve the matter, the designated Officer of the Local Union shall report the matter to the person in charge, who shall determine whether there is need to remove the member. The person in charge has the authority to expel members from the event for serious or persistent offenses.

This Code of Conduct is designed to create a safe, respectful and supportive environment within CUPE. It is meant to enhance the rights and obligations outlined in the Bylaws of Local 5678/5678-01, the CUPE National Constitution, the Equality Statement, and applicable human rights legislation, not replaced them.

This Code of Conduct does not replace a member's right to access the trial provisions of the CUPE National Constitution

Appendix “C” to the Bylaws of Local 5678/5678-1, CUPE

Equality Statement

Union solidarity is based on the principle that union members are equal and deserve mutual respect at all levels. Any behaviour that creates conflict prevents us from working together to strengthen our union.

As unionists, mutual respect, cooperation and understanding are our goals. We should neither condone nor tolerate behaviour that undermines the dignity or self-esteem of any individual or creates an intimidating, hostile or offensive environment.

Discriminatory speech or conduct which is racist, sexist, transphobic or homophobic hurts and thereby divides us. So too, does discrimination on the basis of ability, age, class, religion, language and ethnic origin.

Sometimes discrimination takes the form of harassment. Harassment means using real or perceived power to abuse, devalue or humiliate. Harassment should not be treated as a joke. The uneasiness and resentment that it creates are not feelings that help us grow as a union.

Discrimination and harassment focus on characteristics that make us different; and they reduce our capacity to work together on shared concerns such as decent wages, safe working conditions, and justice in the workplace, society and in our union.

CUPE’s policies and practices must reflect our commitment to equality. Members, staff and elected officers must be mindful that all persons deserve dignity, equality and respect.

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BY E-MAIL

April 29, 2022

Dana Vacek
National Representative
Cornwall Area Office

Dear Dana:

I am writing in response to your letter of April 20, 2022 with which you submitted for approval the bylaws of Local 5678, amended in accordance with my earlier comments. My appreciation to the members for dealing with my concerns!

The bylaws are now in conformity with the National Constitution, and I am pleased to approve them in accordance with Article XIII.

Delegates at the 2021 National Convention adopted an amendment to Article B.8.4 of the National Constitution to remove the term “obey” and replace it with “comply with”. Local 5678 should make the change accordingly to Section 4 (b).

Additionally, please take note that delegates at the 2021 National Convention adopted amendments to the Code of Conduct found at Appendix E of the National Constitution. The Code of Conduct now applies to events held by a Local Union. You will find the new text at <https://cupe.ca/cupe-code-conduct>. I recommend that the next time Local 5678 reviews its bylaws, the Code of Conduct be amended to reflect the changes for reference by the members. The local may use the attached proposed language.

In solidarity,



MARK HANCOCK
National President

:ms/cope 491 | Encl.

cc: G. Smith; J. Matasic; J.-A. Breton; E. Hurford, President, CUPE Local 5678

MARK HANCOCK
National President/Président national

CANDACE RENNICK
National Secretary-Treasurer/Secrétaire-trésorière nationale

PATRICK GLOUTNEY, FRED HAHN, JUDY HENLEY, SHERRY HILLIER, LEE-ANN KALEN
General Vice-Presidents/Vice-présidences générales

Appendix __

Code of Conduct

The mandate of our union, the Canadian Union of Public Employees (CUPE), is to organize and defend workers and to promote economic and social justice for our members and for all workers. In carrying out our work, we in CUPE strive to promote our core values which include the principles of solidarity, equality, democracy, integrity, and respect. We are committed to mobilizing our energy and skills to work together to promote these values and to attain these goals in our union, our communities, and globally.

CUPE is committed at all levels to creating a union which is inclusive, welcoming, and free from harassment, discrimination, and all types of bullying and intimidation. CUPE needs to ensure that we provide a safe environment for members, staff, and elected officers to carry out our work. CUPE's expectation is that mutual respect, understanding, and co-operation will be the basis of all our interaction.

This Code of Conduct sets out standards of behaviour for participants at national convention, conferences, schools, meetings, and any other union events organized by CUPE National, Local _____, or any other CUPE chartered body. It is consistent with the expectations outlined in the Equality Statement and the CUPE National Constitution.

This Code of Conduct is intended to deal with complaints of inappropriate behaviour at events organized by CUPE National and at events, meetings, and activities by other CUPE bodies. It does not apply to complaints arising in the workplace, as those are dealt with through the grievance procedure and/or the applicable workplace harassment policy.

As CUPE members, staff, and elected officers, we commit to one another and to the union to be governed by the principles of the Code of Conduct and agree to:

- Abide by the provisions of the Equality Statement.
- Respect the views of others, even when we disagree.
- Recognize and value individual differences.
- Communicate openly.
- Support and encourage each other.
- Make sure that we do not harass or discriminate against each other.
- Commit to not engaging in offensive comment or conduct.
- Make sure that we do not act in ways that are aggressive, bullying, or intimidating.
- Take responsibility for not engaging in inappropriate behaviour due to use of alcohol or other drugs while participating in union activities, including social events.

Harassment is objectionable behaviour which may include actions, language, gestures, and/or written material, and which the harasser knows or ought reasonably to know is abusive and unwelcome. Bullying is a form of harassment which is serious ongoing behaviour which targets an individual or group and which threatens that person or persons' mental and/or physical well-being.

A complaint regarding the Code of Conduct will be handled as follows:

1. If possible, a member may attempt to deal directly with the person alleged to have engaged in behaviour contrary to the Code by asking them to stop such behaviour. If that is not possible, or if it does not resolve the problem, a member may bring forward a complaint.
2. A complaint shall be brought to the attention of an ombudsperson when there is one available. Should an ombudsperson not be available, a person properly appointed and designated to be in charge shall receive the complaint.
3. The ombudsperson or the person in charge will work to seek a resolution. If this fails to resolve the matter, the ombudsperson shall report the matter to the person in charge. The person in charge has the authority to expel members from the event for serious or persistent offenses.
4. If the complaint involves a national staff member, it shall be referred to the appropriate director for investigation and the complaint shall be dealt with in accordance with the applicable staff collective agreement. If the complaint involves a staff member employed by another CUPE chartered organization, the complaint shall be referred to the person responsible for their employment.
5. If the person in charge is a party to the complaint, an alternate will be designated to assume the role.
6. In a case where a member has been expelled from a National event, the National President shall receive a report on the matter. For other events, the presiding officer shall receive a report on the matter.
7. For events organized by CUPE National, the National President shall determine if further remedial action is appropriate, including restricting a member's participation in future events organized by CUPE National. For other events, the presiding officer shall consult the National President.

This Code of Conduct is designed to create a safe, respectful, and supportive environment within CUPE. It is meant to enhance the rights and obligations outlined in the CUPE National Constitution, the Equality Statement, and applicable human rights legislation, not replace them.

This Code of Conduct does not replace a member's right to access the trial provisions under Appendix F of the CUPE National Constitution.