



## Steward Election and Information Form

*Please read the following CUPE Local 15 Bylaw carefully prior to submitting this form:*

### SECTION 17: SHOP STEWARDS

- 17.1 Shop Stewards are official representatives of CUPE Local 15 and are authorized to speak and act on behalf of CUPE Local 15 while acting as an advocate for a member or as an officially designated representative to a committee, subject always to:
- a) Selection and/or election by members at the work site to serve a two year term. These elections to be held annually.
  - b) Membership in good standing.
  - c) Compliance with the CUPE National Constitution and the Bylaws of CUPE Local 15.
  - d) Compliance with training requirements and subject to confirmation by the CUPE Local 15 Executive Board.
  - e) Adherence to strict confidentiality.
  - f) Working collaboratively with the Lead Shop Steward of the sector to enforce the collective agreement.
  - g) Attending a minimum of 50% of steward meetings per calendar year unless excused.
  - h) Following the directive of the Sector Staff Representative.
  - i) Participating in the rotation of answering the sector shop steward line as directed.
  - j) Maintaining the integrity of the local by action and example.
- 17.2 Shop Stewards shall not be authorized to amend or alter the terms, conditions, or agreed practices arising from the collective agreement either verbally, by action, or in writing. Such authority is vested with the President or designate subject to these bylaws.
- 17.3 Shop Stewards not in compliance with one or more of the subjects above, may be removed by the President or designate. Shop Stewards so removed may seek redress in accordance with the provisions of Section 21 of these bylaws.

As per the bylaw, stewards require election/selection every two years. Please complete both pages of this form and forward it to the union office via email (email@cupe15.org) or fax (604-879-7582). If you have any questions or require assistance with the election process please contact the Secretary-Treasurer.

### 1. Steward Election

\_\_\_\_\_  
Date of Election/Selection

\_\_\_\_\_  
Name of Candidate

\_\_\_\_\_  
Employer

\_\_\_\_\_  
Worksite

Method of Election

☐ Secret Ballot

☐ Collection of Signatures

☐ Other \_\_\_\_\_

(Specify)

If the collection of signatures is the method of election please have your co-workers indicate their support by completing the following section on the next page:

**I support the above candidate as a CUPE Local 15 Steward**

**Name (print clearly)**

**Signature**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

## 2. Steward Information

This information will be used to complete the steward database at the union office and will be provided to the Lead Shop Steward in the sector.

Name: _____	
Is this (please check one): A new election/selection? <input type="checkbox"/> A re-election/re-selection? <input type="checkbox"/>	
Employer: _____ Department: _____ Worksite: _____	Worksite Phone: _____ Worksite Fax: _____ Worksite Address: _____
Employment Status: Regular Full Time <input type="checkbox"/> Regular Part Time <input type="checkbox"/> Temporary Full Time <input type="checkbox"/> Temporary Part Time <input type="checkbox"/> Auxiliary/Casual <input type="checkbox"/> On Call <input type="checkbox"/> Other _____	Home Address: _____  Home Phone: _____  Mobile Phone: _____  Personal Email Address: _____
<b>Steward Education:</b> • One Day Union Orientation <input type="checkbox"/> Completed <input type="checkbox"/> Request • Basic Steward Training <input type="checkbox"/> Completed <input type="checkbox"/> Request • Advanced Steward Training <input type="checkbox"/> Completed <input type="checkbox"/> Request	