PREAMBLE

This organization shall be known as Local Union No. 402 of the INTERNATIONAL ASSOCIATION OF BRIDGE, STRUCTURAL, ORNAMENTAL & REINFORCING IRONWORKERS. This Local Union is chartered by the International Association of Bridge, Structural, Ornamental & Reinforcing Ironworkers, and operates under the Constitution adopted by the International Association in Convention assembled. These By-Laws shall not be considered as superseding any provision of the Constitution of this International Association and any provision contained herein which may be in conflict with or a violation of any amendment to or revision hereinafter made in the Constitution of the International Association shall be considered null and void. The object of this Local Union shall be:

(a) Promote, by all proper and honorable means, the material and intellectual welfare of its members and their families.

(b) Secure, by all legal and proper means, adequate wages and working conditions and opportunities of employment.

(c) Encourage its members to register and vote in the interest of obtaining higher standards of citizenship and secure adequate legislation which will safeguard and promote the principles of free collective bargaining.
We pledge ourselves each to the other, to use all honorable means to curb unfair labor practices, to settle grievances justly, to strengthen our mutual interest through intelligent rules and uniform laws, founded on the principles of equal justice to all, and to guarantee that the rights of each member will be protected and to share alike in all the benefits and privileges of this Union. We pledge ourselves to make responsible sacrifices in order to uphold these principles and to advance and perpetuate the Union.

**ARTICLE I**

**MEETINGS**

*Section 1. Regular Meetings*

A. Regular Meetings shall be held ten (10) or more times a year at intervals of not less than one (1) calendar month. Such regular meetings shall be held on the first Friday of each month at 7:00 p.m. The day on which the regular meeting is held, as stated above, shall not be changed except by the adoption of an Amendment to these By-Laws, as provided for in Article XI hereof. Only members of the Union who are in good standing (not more than one (1) month in arrears with payment of dues and/or assessments) shall be permitted to attend any meeting of this Local Union.

If for some unforeseen reason a regular meeting is canceled, the meeting night will automatically be changed to the second Friday of the month and the time of such meeting will remain the same.
B. The number of members constituting a quorum for regular meetings shall be as follows: When the number of members of the Local Union, in good standing, is 250 or less, ten percent of such number or ten members (whichever is greater) shall constitute a quorum. When there are more than 250 members in good standing, 25 members shall constitute a quorum. However, upon approval of the General Executive Board, the number of members necessary to constitute a quorum can be waived.

C. The regular meeting shall be conducted in accordance with the applicable provisions of the International Constitution and the “Rules of Order” set forth therein, and the following additional Rules shall be enforced:
   
   (1) No member shall be admitted to the Local Union meeting hall during the opening exercises, the reading of the Minutes, or during Initiation of Candidates.

   (2) No member will be permitted to enter the Local Union meeting hall with intoxicating drinks And/or drugs, or while under the influence of Intoxicating drinks and/or drugs.

   It shall be the responsibility of every member to refrain from any action which would interfere with the orderly conduct of the meeting of the Local Union, and members who conduct themselves in a disorderly manner or who, while intoxicated, enter the meeting hall during a meeting, or who use indecent or profane language during a meeting, or otherwise cause a disturbance in a meeting, shall be requested to leave the meeting hall; and should such member refuse to leave he/she shall be subject to charges in accordance with Article XXVI, Section 14 of the Internationa Constitution. If found guilty, such member shall be fined not less than Twenty-five Dollars ($25.00).

   (3) Members shall be required to present a current dues receipt to the Sergeant-At-Arms for admittance to regular and special meetings.
Section 2. Special Meetings

Special Meetings may be called by the President or Executive Committee. Not less than fifteen (15) days' notice of the date, hour, and purpose of the Special Meeting shall be mailed to each member at his last-known home address; and no business shall be transacted at Special Meetings except that for which the meetings are called. Special Meetings shall be approved by the General Executive Board of the International Association.

Section 3. Executive Committee Meetings

(A) The meetings of the Executive Committee shall be held in accordance with the provisions of Article XXVI, Section 11 of the International Constitution. However, Special Meetings of the Executive Committee shall be held when directed by the Local Union President.

(B) Monthly meetings of the Local Union Executive Committee shall be held on the third Monday of each month at 7:00 p.m.

Section 4. Examining Committee Meetings

Examining Committee Meetings shall be held, when directed by the Local Union’s President, to carry out the functions of the Examining Committee, as provided in Article XXVI, Section 8 of the International Constitution.

Section 5. Board of Trustee Meetings

Trustees shall meet with the President, Financial Secretary and Recording Secretary, prior to every regular meeting at 6:00 p.m. A committee report will be given at the next regular meeting. No attempt to usurp jurisdiction over the duties of the Trustees shall be made by the President, Financial Secretary-Treasurer or Recording Secretary.
ARTICLE II

REVENUE

Section 1. Dues

(A) The regular monthly dues for Journeymen members of this Local Union shall be Thirty-One ($31.00) Dollars per month.

(B) The regular monthly dues for Apprentice members of this Local Union shall be Twenty-Nine ($29.00) Dollars per month.

(C) All dues, assessments and fines are due and payable on the first day of each month and must be paid in full by the end of the same month in order for the member to be in continuous good standing.

(D) Only members who are in good standing (not more than one month in arrears) shall be permitted to attend regular or special meetings.

(E) Weekly service dues are to terminate on every Sunday.

(F) In the event a member is sick sixty (60) days, and presents a written medical statement to the Local Union Trustees, the sick and/or disabled member shall be required to pay the Local Union's financial obligation for his monthly dues, plus One Dollar ($1.00) for the Assistance Fund, for a period not to exceed six (6) months, provided he stays each month in good standing and is not eligible to receive benefits from workmen's compensation.

(G) The regular monthly dues for disabled or normal retired members shall be Twenty-Seven ($27.00) Dollars. The regular monthly dues for Honorary Members shall be Eight Dollars and Forty Cents ($8.40).

(H) The working assessment for all ironworkers working within the jurisdiction of Local Union 402 shall be four (4) percent of gross wages, which will be deducted from their pay as a weekly checkoff.

(I) All ironworkers working within the jurisdiction of Local Union 402 shall have Fifteen (15) cents for each hour worked deducted from their pay for organizing.
Section 2. Initiation and Reinstatement Fees

The Initiation and Reinstatement Fees of this Local Union shall be as provided in the International Constitution.

(A) Any person procuring membership, or becoming reinstated under an assumed name or by fraudulent means, or with intentions other than those beneficial to himself, fellow members, and this Organization, shall forfeit, on the case being proven, membership and money paid in the Union, and subject to expulsion.

(B) Application for membership in this Local Union shall be governed according to Article II, Sections 2 and 3 of the International Constitution.

(C) All persons applying for initiation or reinstatement into this Local Union will be subject to review only by the Examining Committee.

Section 3. Change of Monthly Dues

(A) The monthly dues, as provided for herein, shall not be changed except by the adoption of written Resolution, which must be read at three (3) consecutive meetings of the Local Union, and if the Resolution receives a majority vote, by secret ballot, of all members present at the third consecutive meeting, and if such Resolution is approved by the General Executive Board of the International, such Resolution shall be considered an Amendment to these By-Laws. Not less than fifteen (15) days advance notice of the intent to vote on any such Resolution shall be mailed to each member at his last-known home address.

(B) When the action of the delegates in session at a regular convention of this International Association vote in a majority to adopt the motion to increase the International per capita tax and/or International assessments, then the monthly dues of this Local Union will automatically be increased the amount or amounts adopted by the convention delegates.
ARTICLE III

NOMINATION – ELECTION – TERM OF OFFICE

INSTALLATION – DUTIES – BONDING

Section 1. Nominations

(B) Officers of the Local Union shall be those enumerated and provided for in Article XXVI, Section 1 of the International Constitution. Only members who fulfill the eligibility requirements set forth in the International Constitution shall be eligible to be a candidate for any office in the Local Union, or serve as Judge of Election, or hold any office in the Local Union, or represent the Local Union as a Delegate to any affiliated body.

(C) Nomination of Officers shall be conducted during the last regular meeting held in the month of April once each three (3) years. Not less than fifteen (25) days prior to such nominations, notice of such nominations shall be mailed to each member at his last-known home address.

(D) Following the conclusion of the Nomination of Officers, at least three (3) but not more than five (5) Judges of Election shall be elected, none of whom shall be a candidate for any office. Those elected as “Judges of Election” shall conduct the election in accordance with the provisions of Article XXVI, Section 15 of the International Constitution.

(E) Pursuant to Article XXVI, Section 15 of the International Constitution, a schedule containing the names and membership numbers of those nominated in the order in which they were nominated, and the office for which nominated, as well as the names and membership numbers of those elected as “Judges of Election”, shall be sent to the General Secretary of the International Association.
(E) The holder of an Honorary Membership Card shall not be eligible to hold any office. However, the holder of an Honorary Membership Card shall have the right to vote on matters pertaining to Ironworkers’ Local 402 in accordance with Article XIX, Section 12 of the International Constitution, except the election of officers, and any collective bargaining agreement.

(F) Questions concerning eligibility to hold office must be submitted to the International Association of Bridge, Structural, Ornamental & Reinforcing Ironworkers, whose decision shall be final and binding on the Local Union subject to the right to appeal pursuant to the provisions of the International Constitution.

Section 2. Elections

(A) Election of Officers shall be by secret ballot using electric voting machines or computer cards, and shall be conducted in accordance with the provisions of Article XXVI, Section 15 of the International Constitution.

Such election shall be held on the third Saturday in the month of May during the hour from 8:00 A.M. to 12:00 p.m. (Noon). The polling place shall be located in the regular meeting hall or office of the Local Union.

(B) In case a “run-off election” is necessary, pursuant to the provisions of Article XXVI, Section 15, of the International Constitution, such election shall be conducted by secret ballot using electric voting machines or computer cards, and shall be held at the time provided for in the International Constitution.

(C) Not less than fifteen (15) days prior to the election or run-off election of officers, notice of such election shall be mailed to each member at his last-known address.

(D) The ballots and all other records pertaining to Elections shall be preserved by the Local Union for At least one (1) year.

(E) Within five (5) days following the election of officers, a copy of the ballot containing the number of votes cast for all candidates shall be sent to the General Secretary of the International Association.
Section 3. Term of Office/Installation/Duties/Bonding

(A) All officers shall be elected for a term of at least three (3) years, and each duly-elected officer shall be obligated and assume the duties of such office during the first regular meeting immediately following the date the election is held. The installation of officers shall be conducted by a Past President or an International Representative, if present – otherwise, the current President or Vice President shall officiate.

(B) The duties of the Local Union Officers shall be those as provided for in Article XXVI of the International Constitution.

(C) Each officer and each employee of the Local Union whose Duties require that such individual be bonded, shall be Bonded in accordance with the provisions of Article XXI, Section 20 of the International Constitution.

(D) The Business Manager/Financial Secretary-Treasurer will represent this Local Union on the Health & Welfare Fund in accordance with the rules governing the Southeastern Ironworkers Health & Welfare Plan.

Section 4. Delegates to Ironworkers District Council

Delegates to the Ironworkers’ District Council with which the Local Union is affiliated shall be, by virtue of their office, the Business Manager, Business Agent, President and Vice President. The number of such delegates shall be as provided for in the Constitution and By-Laws of such District Council. In case of the absence of a delegate, the President shall appoint an alternate.

Section 5. Pension Trustees

The President of the Local Union shall make all appointments to the Pension Board of Trustees and shall replace any or all Pension Trustees when it is deemed by him to be in the best interest of the local union. In the event a vacancy is created by resignation or death, that vacancy shall be filled per the provisions of Article IV, Paragraph (A) of these By-Laws.
ARTICLE IV

VACANCIES

(A) All official vacancies, other than temporary, which may occur as a result of resignation, death or otherwise, shall be filled by appointment, to be made by the President as provided for in Article XXVI, Section 2 of the International Constitution.

(B) Officers and members of the Executive Committee, Examining Committee and Board of Trustees of the Local Union shall be required to attend at least one (1) Regular meeting each month unless prevented by any of the following reasons:

(1) On business of the Local Union or International Association.

(2) Required to work by employer.

(3) Illness or injury to himself or a member of his immediate family, or death in the immediate family, which prohibits him from working that day, and attending his respective meetings.

(C) Any officer or member of the Executive Committee, Examining Committee or Board of Trustees, who fails to attend three (3) consecutive meetings must submit his resignation, in writing, unless such absence is due to any of the above-mentioned reasons, and charges for failure to properly discharge the duties of his office will be filed against any such officer who fails to submit his resignation in writing. Such charges shall be filed and processed in accordance with the provisions of Article XXVI, Section 14 of the International Constitution and if such charges are sustained, the office in question shall be declared vacant, subject to the approval of the General Executive Board.
ARTICLE V

STEWARDS

Section 1.
A Steward must be placed on each job immediately with the beginning of such job, in accordance with Section 28 of the General Working Rules of the International Association.

Section 2.
There shall be a Steward on each job, who shall be appointed by the Business Agent. It shall be the duty of the Steward to examine all members’ dues receipts and permits when members first start on the job and regularly thereafter, once each week until completion of the job. He shall keep a record of workers laid off and discharged and take up all grievances on the job, and in the event he cannot adjust them, he must promptly report that fact to the Business Manager/Business Agent. He will submit to the Local Union a weekly Steward’s Report, reporting all hours and wages earned by member. He shall see that all provisions of the General Working Rules are complied with and report to the Union the true conditions and facts. He shall also be required to attend all regular meetings of the Local Union.

Section 3.
Any Steward or member preferring or witnessing charges against another member and does not appear at the time of trial, will be subject to appear at the Executive Committee meeting.

Section 4.
Any Steward or Foreman who willfully uses abusive language, mistreats his men or jeopardize the safety of his men, shall be brought before the Executive Committee.

Section 5.
The Steward shall promptly take care of injured workers and accompany them to their home or to hospital, as the case may require, without any loss of time, and report the injury to the proper officers of the Union.
ARTICLE VI

SALARIES, EXPENSES AND OTHER
COMPENSATION OF OFFICERS AND/OR STEWARDS

Section 1.
Compensation of Officers or members for representation or work for Local Union 402 shall be governed by the International Association of Bridge, Structural, Ornamental & Reinforcing Ironworkers current revised Constitution, Article XXVIII, Section 10, as quoted: "Any member performing duties for the Union by its order which compels him to cease his regular employment shall receive not less than his regular wages and reasonable expenses, duly itemized and receipted for."

Section 2.
The regularly employed Business Representative shall be paid forty (40) hours per week, but no member shall receive in excess of eight (8) hours per day or at the overtime rate of pay.

Section 3.
The regularly employed, salaried officers shall receive one (1) week paid vacation after completing one (1) year in office; two (2) weeks’ paid vacation after completing two (2) years in office; and two (2) weeks vacation thereafter. Should the regularly employed, salaried officer succeed himself in office, he shall receive two (2) weeks’ paid vacation in the first year and two (2) weeks paid vacation thereafter. All vacation dates will be approved by the Executive Committee and are not prorated.

Section 4.
The Business Agent of Local 402 shall receive a salary of One Dollar ($1.00) per hour above General Foreman’s scale at Master Agreement rates. The Assistant Business Agent (Organizer) of Local 402 shall receive Fifty Cents per hour above Foreman’s scale at Master Agreement rates. Any member or officer who loses time from his regular job to perform services for Local 402, shall receive the Foreman’s rate of pay.

Section 5.
Any personnel hired by the Local Union regardless of function, must be approved by the Executive Committee.
Section 6.

(A) The President and Recording Secretary shall be reimbursed monthly by the Local Union all monies deducted from his salary for the Checkoff Fund, unless either are full-time, salaried officers.

(B) Stewards on jobs employing twenty-five (25) or more ironworkers shall receive one month free dues.

Section 7.

Full time salaried officers may be furnished an automobile and reimbursed for other duly itemized expenses.

ARTICLE VII

FINANCIAL REPORTS – FISCAL YEAR

Section 1. Financial Reports

The Financial Secretary shall, during a regular meeting each month, inform each member present of the financial status of the Local Union. During a regular meeting in the month of July, the Financial Secretary shall inform the members present at such meeting of the financial status of the Local Union as reflected by the Auditor’s report for the preceding twelve (12) months.

Section 2. Fiscal Year

The fiscal year of the Local Union shall be from July 1 through the succeeding June 30.
ARTICLE VIII

DISBURSEMENT OF FUNDS

Section 1.

All disbursements of funds of this Local Union shall be made in accordance with the provisions of Article XXVI, Sections 4 and 5 of the International Constitution.

Section 2.

The funds of this Local Union, having been raised for the protection, assistance and relief of its members shall not be donated or contributed in excess of One Hundred Dollars ($100.00). Any amount exceeding One Hundred Dollars ($100.00) shall be by resolution presented, in writing, to the membership to be read at three (3) consecutive meetings and voted upon at the third and final reading.

ARTICLE IX

APPOINTMENT OF COMMITTEES

Section 1.

The President shall, in accordance with the provisions of Article XXVI, Section 2 of the International Constitution, appoint all Committees, and shall act as ex officio member of all such Committees.
ARTICLE X

CHARGES AND TRIALS

(A) Charges against any member of this Local Union for violation of any of the provisions of these By-Laws or any provision of the International Constitution may be brought and processed in accordance with the provisions of Article XXVI, Section 14 of the International Constitution.

(B) Any member who willfully destroys or defaces any Union property, including membership cards, bulletin boards or bulletins, shall be subject to charges in accordance with the provisions of Article XXVI, Section 14 of the International Constitution; and if found guilty, such member shall be fined not less than Twenty-Five ($25.00) Dollars and shall be charged with the cost of repair of Such damages or replacement of damaged property.

(C) Should it come to the attention of the President or Executive Committee that any member of this Local Union has violated any of the provisions of these By-Laws or International Constitution and no charges have been preferred against such member, it shall be the duty of the President or Executive Committee to prefer charges and proceed in accordance with the provisions of Article XXVI, Section 14 of the International Constitution.

(D) All charges shall be filed and trials shall be conducted Strictly in accordance with the provisions of Article XIX, Section 10 and Article XXVI, Section 14 of the International Constitution.

(E) It shall be the duty of each and every member of this Local Union to sustain its officers in the discharge of their duties.
ARTICLE XI

AMENDMENTS

Section 1.

(A) These By-Laws may be amended as follows: All amendments must be presented, in writing, in the form of a Resolution and signed by the member or members submitting the amendment or amendments. The Resolution to amend must set forth, specifically, the revisions, additions, or deletions proposed, and shall be read at three (3) consecutive meetings of the Local Union and prior to the third reading, each member shall be notified by mail of the proposed amendment. If the proposed amendment or amendments receive a majority vote of all members present at the third consecutive meeting, copies of such amendment or amendments, shall be forwarded to the General Secretary for presentation to the General Executive Board and shall not become effective unless or until approval of same has been received by the Local Union from the General Executive Board.

(B) By-Laws of Local Union 402 shall be reviewed and revised Every three (3) years by the By-Laws Committee appointed By the President.

Section 2.

Any amendment presented to the membership of the Local Union which relates to financial matters must be voted on by secret ballot.
ARTICLE XII

EFFECTIVE DATE

These By-Laws, when approved by the General Executive Board of the International Association of Bridge, Structural, Ornamental & Reinforcing Ironworkers, shall become effective immediately upon receipt of notification of such approval, and all previous By-Laws, if any, shall thereafter be considered null and void and shall have no further force and effect.

Adopted during regular meeting held on ____ day of __________, 1999.

__________________________________________
President

__________________________________________
Recording Secretary