



Bylaws

Revised

July 2018

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ARTICLE 1 – ORGANIZATION

THIS ORGANIZATION SHALL BE KNOWN AS AMALGAMATED TRANSIT UNION, LOCAL 758. THE REPRESENTED JURISDICTIONS AND MEMBERSHIP SHALL INCLUDE THE CITY OF TACOMA, PIERCE COUNTY, SOUND TRANSIT, LONGVIEW, KELSO, COWLITZ – WAHIAKUM COUNTY & VICINITY.

ARTICLE 2 – OBJECTIVE

THE OBJECT OF THE BYLAWS IS TO ESTABLISH RULES BY WHICH THE BUSINESS OF THE AMALGAMATED TRANSIT UNION (ATU) LOCAL #758 SHALL BE CONDUCTED IN A STRICTLY LEGAL MANNER WITH REFERENCE TO, AND NOT EXCLUDING, THE INTERNATIONAL CONSTITUTION AND GENERAL LAWS OF THE AMALGAMATED TRANSIT UNION.

ARTICLE 3

SECTION 1- GENERAL OFFICERS

THE TERMS OF THE FOLLOWING POSITIONS SHALL BE FOR A PERIOD OF THREE (3) YEARS AND SHALL BE BY A VOTE OF THE MEMBERSHIP.

GENERAL OFFICERS

- A) PRESIDENT/BUSINESS AGENT – (PRES./BA)
- B) VICE PRESIDENT/ASSISTANT BUSINESS AGENT – (V-PRES./ABA)
- C) FINANCIAL SECRETARY/TREASURER – (FST)
- D) RECORDING SECRETARY – (RS)

SECTION 2- EXECUTIVE BOARD

- A) PRESIDENT/ BUSINESS AGENT
- B) VICE PRESIDENT/ ASSISTANT BUSINESS AGENT
- C) FINANCIAL SECRETARY TREASURER
- D) RECORDING SECRETARY
- E) **THREE TRANSIT OPERATORS:**
 - A) TRANSIT OPERATOR POSITION 1
 - B) TRANSIT OPERATOR POSITION 2
 - C) TRANSIT OPERATOR POSITION 3
 - D) ** RELIEF TRANSIT - OPERATOR REPRESENTATIVE (APPOINTED)
- F) **THREE MAINTENANCE POSITIONS:**
 - A) MECHANIC POSITION 1
 - B) MECHANIC POSITION 2
 - C) FACILITIES MAINTENANCE MECHANIC
- G) **ADMINISTRATIVE SERVICES TO INCLUDE MARKETING SERVICES REPRESENTATIVES/ACCOUNTING/PAYROLL AND TRAVEL TRAINER**
1 POSITION
- H) **CUSTOMER SERVICE REPRESENTATIVE (FIXED ROUTE):**
1 POSITION
- I) **CUSTOMER SERVICE REPRESENTATIVE (SHUTTLE):**
1 POSITION

- J) **SERVICE SUPPORT: INCLUDING FIXED ROUTE/SHUTTLE DISPATCHERS
FIELD/DISPATCH AND SHUTTLE SUPERVISORS AND INSTRUCTORS:**
1 POSITION
- K) **CITY OF LONGVIEW: RIVER CITIES TRANSIT FIXED ROUTE AND
PARATRANSIT**
1 POSITION
- L) **SOUND TRANSIT LIGHT RAIL REPRESENTATIVE:**
1 POSITION

**** RELIEF OPERATOR REPRESENTATIVE:** THIS POSITION SHALL BE APPOINTED BY THE PRESIDENT/BUSINESS AGENT OR REPRESENTATIVE, AND APPROVED BY THE EXECUTIVE BOARD. THE RELIEF OPERATOR REPRESENTATIVE MUST HAVE COMPLETED PROBATION AT THE TIME OF APPOINTMENT AND WILL VACATE THE POSITION WHEN HE/SHE MOVES TO FULLTIME STATUS. A REPLACEMENT REPRESENTATIVE SHALL BE APPOINTED TO THE VACANT POSITION, FOLLOWING THE PROCESS DESCRIBED ABOVE. IN THE EVENT NO RELIEF OPERATOR APPLIES FOR THE POSITION, THE PRESIDENT/BUSINESS AGENT MAY APPOINT ANY MEMBER IN GOOD STANDING. THE POSITION WILL BE VACATED DECEMBER 31ST OF THE NEXT GENERAL ELECTION CYCLE.

ALL **EXECUTIVE BOARD MEMBERS** WILL BE ELECTED, AND SHALL HAVE A VOICE AND A VOTE IN REGARDS TO MOTIONS AND BUSINESS OF THE LOCAL. THE PRESIDENT/BUSINESS AGENT SHALL ONLY HAVE A VOTE IN THE INSTANCE OF A TIE. WITH THE EXCEPTION OF GENERAL OFFICERS, EXECUTIVE BOARD MEMBERS CHANGING JOB CLASSIFICATIONS SHALL HAVE THEIR POSITION DECLARED VACANT AND THE PRESIDENT/BUSINESS AGENT SHALL HAVE THE POWER TO MAKE APPOINTMENTS FOR THE REMAINDER OF THE TERM.

ARTICLE 4 – DUTIES OF OFFICERS

PRESIDENT/BUSINESS AGENT (BA)

IT SHALL BE THE DUTY OF THE PRESIDENT/BUSINESS AGENT TO PRESIDE AT ALL MEETINGS OF THE LOCAL UNION; TO PRESERVE ORDER AND ENFORCE THE CONSTITUTION & GENERAL LAWS. TO SEE THAT ALL OFFICERS PERFORM THEIR RESPECTIVE DUTIES AND APPOINT ALL COMMITTEES NOT OTHERWISE PROVIDED FOR. HE SHALL DECIDE ALL QUESTIONS OF ORDER, SUBJECT TO AN APPEAL TO THE LOCAL. HE/SHE SHALL HAVE THE RIGHT TO VOTE ONLY IN CASE OF A TIE WHEN THERE IS A STANDING OR HAND VOTE. HE/SHE SHALL HAVE THE POWER TO CALL SPECIAL MEETINGS WHEN REQUESTED BY ON THIRD (1/3) OR MORE MEMBERS IN WRITING. HE/SHE SHALL SIGN ALL ORDERS ON THE TREASURY FOR SUCH MONEY AND SHALL BY CONDITION AND LOCAL BYLAWS OR BY THE VOTE OF THE LOCAL UNION ORDER PAID. SIGN ALL CHECKS AND DRAFTS ON BANK AND PERFORM HIS/HER DUTY TO LOOK AFTER THE BUSINESS AFFAIRS OF THE LOCAL. HE/SHE SHALL BE A DELEGATE TO BOTH THE NORTHWEST CONFERENCE EXECUTIVE BOARD AND NORTHWEST CONFERENCE YEARLY CONFERENCE MEETINGS, PIERCE COUNTY CENTRAL LABOR COUNCIL, AMALGAMATED TRANSIT UNION LEGISLATIVE CONFERENCE, WASHINGTON STATE LEGISLATIVE COUNCIL AND INTERNATIONAL CONVENTION BY VIRTUE OF HIS/HER OFFICE.

IT SHALL BE THE RESPONSIBILITY OF THE PRESIDENT/BUSINESS AGENT TO OVERSEE THE DUTIES OF THE OFFICE ADMINISTRATOR. THE PRESIDENT/BUSINESS AGENT SHALL SUBMIT AN ANNUAL PERFORMANCE REVIEW TO THE EXECUTIVE BOARD IN OCTOBER OF EACH YEAR. ANY CHANGES IN WAGES, HOURS OF WORKING CONDITIONS WILL BE DEVELOPED BY THE ENTIRE EXECUTIVE BOARD AND PRESENTED TO THE MEMBERSHIP AT THE NEXT REGULAR MEETINGS WHERE A SIMPLE MAJORITY SHALL BE NECESSARY TO PASS ON THE RECOMMENDATIONS WITHOUT AMENDMENT.

IN ANY CASE WHERE THE PRESIDENT/BUSINESS AGENT WILL BE AWAY FROM THE LOCAL OFFICE MORE THAN SEVENTY TWO (72) HOURS, THE VICE PRESIDENT/ASST. BUS. AGENT OR OTHER APPROPRIATE OFFICER, WILL BE DELEGATED BY THE PRESIDENT/BUSINESS AGENT TO BE IN CHARGE AS TO BE ASSURED THE UNION OFFICE WOULD NOT BE WITHOUT LEADERSHIP.

DEFINITION: SEVENTY TWO (72) HOURS:

- | | |
|---------------|----------------------------------|
| 1) VACATION | 4) SICKNESS |
| 2) CONVENTION | 5) UNION BUSINESS |
| 3) SEMINARS | 6) BY ORDER OF THE INTERNATIONAL |

VICE-PRESIDENT/ASSISTANT BUSINESS AGENT (ABA)

IT SHALL BE THE DUTY OF THE VICE PRESIDENT/ASSISTANT BUSINESS AGENT, IN THE ABSENCE OF THE PRESIDENT/BUSINESS AGENT, TO PRESIDE AND PERFORM ALL DUTIES PERTAINING TO THE OFFICE OF THE PRESIDENT/BUSINESS AGENT, AND TO RENDOR SUCH ASSISTANCE AS MAY BE REQUIRED OF HIM/HER IN CASE OF A VACANCY IN THE PRESIDENT/BUSINESS AGENT'S OFFICE. THE VICE PRESIDENT/ASSISTANT BUSINESS AGENT WILL BE A DELEGATE TO THE NORTHWEST CONFERENCE EXECUTIVE BOARD AND NORTHWECT CONFERENCE YEARLY CONFERENCE MEETING, AND A DELEGATE TO THE INTERNATIONAL CONVENTION BY VIRTUE OF HIS/HER OFFICE.

FINANCIAL SECRETARY-TREASURER (FST)

IT SHALL BE THE DUTY OF THE FINANCIAL SECRETARY/TREASURER SECRETARY TO KEEP A TRUE AND PROPER ACCOUNT BETWEEN THE LOCAL UNION AND ITS' MEMBERS. COLLECT ALL MONIES DUE THE LOCAL UNION AND PAY THE SAME TO THE LOCAL UNION'S TREASURY, TAKING A RECEIPT FOR THE SAME. HE/SHE SHALL MAKE A QUARTERLY REPORT TO THE LOCAL UNION AT LEAST ONCE A MONTH, THE AMOUNT COLLECTED. HE/SHE SHALL MAKE A QUARTERLY REPORT OF RECEIPTS, DEPOSITS, EXPENDITURES AND BALANCES AND DELIVER HIS/HER BOOKS TO THE BOARD OF AUDITORS WHEN SO DESIRED FOR AUTHENTICATION. HE/SHE SHALL MAKE NO DISBURSEMENTS WITHOUT THE ORDER FROM THE PRESIDENT/BUSINESS AGENT, AND/OR THE EXECUTIVE BOARD. HE/SHE SHALL IN THE NAME OF THE UNION, DEPOSIT ALL MONEY IN THE BANK THAT THE LOCAL UNION MAY SELECT, ONLY TO BE DRAWN ON DRAFTS SIGNED JOINTLY BY HIMSELF/HERSELF AND THE PRESIDENT/BUSINESS AGENT. HE/SHE SHALL GIVE SUCH BONDS AS THE LOCAL MAY REQUIRE. HE/SHE SHALL GIVE OFFERINGS ON THE DEATH OF A MEMBER OF HIS/HER IMMEDIATE FAMILY. HE/SHE WILL ALSO COMPLY WITH ALL THE PROVISIONS OF THE CONSTITUTION & GENERAL LAWS.

HE/SHE SHALL BE A DELEGATE TO THE NORTHWEST CONFERENCE AND INTERNATIONAL CONVENTION BY VIRTURE OF HIS/HER OFFICE.

RECORDING SECRETARY (RS)

IT SHALL BE THE DUTY OF THE RECORDING SECRETARY TO KEEP A CORRECT ACCOUNT OF THE PROCEEDINGS OF THE LOCAL UNION, TO CALL THE ROLL OF OFFICERS, ACT AS SECRETARY OF THE EXECUTIVE BOARD OFFICERS, PERFORM SUCH OTHER DUTIES AS PERTINENT TO HIS/HER OFFICE AND DELIVER TO THE LOCAL UNION AT THE EXPIRATION OF HIS/HER TERM OF OFFICE, ALL PROPERTIES ENTRUSTED TO HIS/HER CARE.

EXECUTIVE BOARD

IT SHALL BE THE DUTY OF THE EXECUTIVE BOARD TO SUPERVISE AND DIRECT THE MANAGEMENT OF THE LOCAL UNION. THEY MAY CONSTITUTE THE GRIEVANCE COMMITTEE AND SHALL INVESTIGATE ALL DISPUTES AND CONTROVERSIES BETWEEN THE MEMBERS OF THE LOCAL AND THE COMPANIES, AND REPORT THEIR FINDING/S TO THE REGULAR MEETINGS OF THE LOCAL UNION.

THE EXECUTIVE BOARD SHALL BE EMPOWERED TO CALL SPECIAL MEETINGS OF THE LOCAL UNION TO CONSIDER ANY MATTER OR MATTERS WHICH, IN THE JUDGEMENT OF THE BOARD, WARRANTS THE CALLINGS OF A SPECIAL MEETING. THEY SHALL HAVE THE AUTHORITY TO SUBMIT THE RESULTS OF NEGOTIATIONS OR AGREEMENTS, OR OTHER MATTERS OF IMPORTANCE TO THE ENTIRE MEMBERSHIP, FOR A REFERENDUM VOTE OF THE MEMBERS TO BE CONDUCTED UNDER CONDITIONS AND AT A TIME AND PLACE DETERMINED BY THE EXECUTIVE BOARD. THEY SHALL APPOINT THEIR OWN TIME FOR MEETINGS OF THE BOARD WHICH SHALL BE AT LEAST ONCE A MONTH. SPECIAL MEETINGS SHALL BE CALLED BY THE PRESIDENT/BUSINESS AGENT WHEN IT IS DEEMED NECESSARY.

IT SHALL BE THE DUTY OF THE EXECUTIVE BOARD OFFICERS TO ATTEND ALL EXECUTIVE BOARD MEETINGS.

ALL EXECUTIVE BOARD OFFICERS ARE REQUIRED TO OBTAIN AN OFFICIAL EXCUSE FROM THE PRESIDENT/BUSINESS AGENT FOR ANY MEETINGS MISSED.

ANY EXECUTIVE BOARD OFFICERS WHO FAILS TO ATTEND ANY TWO MEETINGS WITHOUT AN OFFICIAL EXCUSE, THAT OFFICE WILL BE VACATED AND THERE WILL BE AN ELECTION WITHIN THIRTY (30) DAYS TO FILL THAT OFFICE FOR THE UNEXPIRED TERM.

ARTICLE 5 – SUCCESSION OF OFFICERS

THE SUCCESSION OF GENERAL OFFICERS IN CASE OF ILLNESS, RESIGNATION, QUITTING THE SERVICES, DEATH, OR ANY CASE WHERE AN OFFICE IS VACANT PRIOR TO THE REGULAR ELECTION OF LOCAL OFFICERS AND DELEGATES SHALL BE AS FOLLOWS:

IF MORE THAN NINETY (90) DAYS REMAIN IN THE UNEXPIRED TERM, THERE WILL BE A SPECIAL ELECTION FOR THE FOLLOWING OFFICERS: PRESIDENT/BUSINESS

AGENT, VICE PRESIDENT/ASSISTANT BUSINESS AGENT, FINANCIAL SECRETARY/TREASURER, AND RECORDING SECRETARY.

IF ANY MEMBER ACCEPTING A NOMINATION FOR OFFICE IN LOCAL #758 IS ALREADY AN OFFICER IN ANY CAPACITY, THEY MUST RESIGN FROM THAT POSITION TO RUN FOR A NEW OFFICE, WITH THE EXCEPTION OF A GENERAL ELECTION; OTHERWISE THE FOLLOWING WILL PERTAIN REGARDING APPOINTMENTS:

IF NINETY (90) DAYS OR LESS REMAIN IN THE TERM OF THE PRESIDENT/BUSINESS AGENT, THE VICE PRESIDENT/ASSISTANT BUSINESS AGENT WILL AUTOMATICALLY ASSUME THE DUTIES OF PRESIDENT/BUSINESS AGENT FOR THE REMAINDER OF THE UNEXPIRED TERM. THE OFFICE OF VICE PRESIDENT/ASSISTANT BUSINESS AGENT AND FINANCIAL SECRETARY/TREASURER, WILL BE SELECTED BY THE EXECUTIVE BOARD OF LOCAL #758 AND APPOINTED BY THE PRESIDENT FOR THE UNEXPIRED TERM OF OFFICE.

ARTICLE 6 – SHOP STEWARDS

SHOP STEWARDS

SHOP STEWARDS WILL BE APPOINTED BY THE PRESIDENT/BUSINESS AGENT AND APPROVED BY A MAJORITY VOTE OF THE EXECUTIVE BOARD. ALL SHOP STEWARD POSITIONS SHALL BE OF EQUAL VALUE. REMOVAL AT ANY TIME IS AT THE PRIVILEGE OF THE PRESIDENT/BUSINESS AGENT, AND APPROVAL BY A MAJORITY OF THE EXECUTIVE BOARD. THE POSITION OF SHOP STEWARD SHALL BE DEEMED A COMMITTEE POSITION AND AS SUCH SAID COMMITTEE WILL BE DISBANDED DECEMBER 31ST OF EACH YEAR, AND REINSTATEMENT TO THE POSITION(S) SHALL BE AS PREVIOUSLY DESCRIBED.

ARTICLE 7 – SALARIES

PRESIDENT/BUSINESS AGENT

THE SALARY OF THE PRESIDENT/BUSINESS AGENT SHALL BE CONSISTENT WITH AND EQUAL TO THE WAGES OF THE TOP SCALE IN THE BARGAINING UNION PLUS TWENTY PERCENT (20%). SALARY SHALL BE PAID BI-WEEKLY BEGINNING JANUARY 1ST OF THE YEAR OF INSTALLATION AS AN OFFICER, OR IN THE CASE OF SUCCESSION; THE DAY/DATE OF THE SUCCESSION TO THE UNEXPIRED TERM.

THE PRESIDENT/BUSINESS AGENT SHALL RECEIVE AN AUTO ALLOWANCE OF TWO HUNDRED FIFTY DOLLARS (\$250.00) PER MONTH AND RECEIVE \$100.00 PER QUARTER FOR THE LOSS OF THE ATTENDANCE/SAFETY AWARD. ANY OTHER EXPENSES IN EXCESS OF ONE-THOUSAND (\$1,000.00) SHALL BE PRESENTED TO THE EXECUTIVE BOARD FOR APPROVAL.

IN THE INSTANCE OF THE PRESIDENT/BUSINESS AGENT'S ATTENDANCE AT ANY CONVENTION, COUNCIL, SEMINAR, WORKSHOP OR INCURRENCE OF TRAINING

EXPENSES, SUCH INFORMATION SHALL BE FORWARDED TO THE EXECUTIVE BOARD.

THE LOCAL UNION WILL MEET THE EMPLOYER'S OBLIGATION AND THE PRESIDENT/BUSINESS AGENT WILL MEET THE EMPLOYEE'S OBLIGATION FOR:

- A) CONTRACT BENEFIT CONTRIBUTIONS TO INCLUDE BUT NOT LIMITED TO:
SOCIAL SECURITY, MEDICAL, DENTAL, BASIC LIFE & SUPPLEMENTAL LIFE INSURANCE.
- B) STATUTORY OBLIGATIONS TO INCLUDE, BUT NOT LIMITED TO: SOCIAL SECURITY, INTERNAL REVENUE SERVICE, UNEMPLOYMENT COMPENSATION, AND STATE INDUSTRIAL INSURANCE.

ARTICLE 7(A)

VICE-PRESIDENT/ASSISTANT BUSINESS AGENT

THE VICE PRESIDENT/ABA WILL RECEIVE THE SALARY OF \$400.00 PER MONTH AND COMPENSATION OF UP TO 40 HOURS LOST TIME PER WEEK PLUS AN ADDITIONAL 20% ADDED TO ANY LOST TIME PAYMENT. OVERTIME SHALL BE PAID AT THE RATE OF TIME AND ONE-HALF FOR "ACTUAL OVERTIME HOURS WORKED". THE VICE PRESIDENT/ABA SHALL RECEIVE \$100.00 PER QUARTER FOR THE LOSS OF THE ATTENDANCE/SAFETY AWARD IF LOST DUE TO UNION BUSINESS. HE/SHE SHALL BE COMPENSATED FOR LOST TIME TO ATTEND FUNCTIONS DEEMED NECESSARY BY THE PRESIDENT/BUSINESS AGENT.

THE VICE PRESIDENT/ASSISTANT BUSINESS AGENT SHALL RECEIVE AN AUTO ALLOWANCE OF ONE HUNDRED DOLLARS (\$100.00) PER MONTH.

ARTICLE 7 (B)

FINANCIAL SECRETARY/TREASURER

FINANCIAL SECRETARY/TREASURER SHALL RECEIVE A SALARY OF \$500.00 PER MONTH AND COMPENSATION OF UP TO 40 HOURS LOST TIME PER WEEK PLUS AN ADDITIONAL 20% ADDED TO ANY LOST TIME PAYMENTS. OVERTIME SHALL BE PAID AT THE RATE OF TIME AND ONE-HALF FOR "ACTUAL OVERTIME HOURS WORKED". THE FINANCIAL SECRETARY/TREASURER SHALL RECEIVE \$100.00 PER QUARTER FOR THE LOSS OF THE ATTENDANCE/SAFETY AWARD IF LOST DUE TO UNION BUSINESS. HE/SHE SHALL BE COMPENSATED FOR LOST TIME TO ATTEND FUNCTIONS DEEMED NECESSARY BY THE PRESIDENT/BUSINESS AGENT.

ARTICLE 7 (C)

RECORDING SECRETARY

RECORDING SECRETARY SHALL RECEIVE A SALARY OF \$300.00 PER MONTH AND COMPENSATION OF UP TO 40 HOURS LOST TIME PER WEEK PLUS AN ADDITIONAL 20% ADDED TO ANY LOST TIME PAYMENT. OVERTIME SHALL BE PAID AT THE RATE OF TIME AND ONE-HALF FOR "ACTUAL OVERTIME HOURS WORKED". THE

RECORDING SECRETARY SHALL RECEIVE \$100.00 PER QUARTER FOR THE LOSS OF THE ATTENDANCE/SAFETY AWARD IF LOST DUE TO UNION BUSINESS. HE/SHE SHALL BE COMPENSATED FOR LOST TIME TO ATTEND FUNCTIONS DEEMED NECESSARY BY THE PRESIDENT/BUSINESS AGENT.

ARTICLE 7 (D)

EXECUTIVE BOARD OFFICERS

EXECUTIVE BOARD OFFICERS WHO THROUGH NO FAULT OF THEIR OWN, ARE ASSIGNED TO WORK ON EXECUTIVE BOARD MEETING NIGHT, WILL BE COMPENSATED FOR LOST TIME.

ARTICLE 7 - (E)

STRIKE OR LOCK-OUT

NO SALARY SHALL BE PAID TO ANY OFFICER OR COMMITTEE MEMBER WHILE THE LOCAL IS ON STRIKE OR LOCK OUT.

ARTICLE 8 – DELEGATES

SECTION 8 (A) – CAUCUS DELEGATES

THE BYLAWS SHALL ALLOW FOR ONE DELEGATE FOR EACH OF THE CAUCUSES THE LOCAL UNION CHOOSES TO AFFILIATE WITH. SAID TRADITIONAL CAUCUSES ARE THE BLACK CAUCUS, LATINO CAUCUS AND WOMEN’S CAUCUS OF THE INTERNATIONAL ALGAMATED TRANSIT UNION. DELEGATES SHALL BE APPOINTED FROM THE OFFICERS AND/OR EXECUTIVE BOARD AT THE BEGINNING OF EACH THREE YEAR TERM WITH REMAINING ATTENDEES TO THE CAUCUS’ TO BE FROM ACTIVE MEMBERS WITH THE MEMBERSHIP’S APPROVAL. THE PRESIDENT/BUSINESS AGENT BY VIRTUE OF HIS/HER OFFICE SHALL AUTOMATICALLY BE A DELEGATE. IF A MEMBER IN GOOD STANDING OF ATU #758 SERVES IN THE CAPACITY OF AN OFFICER OR ON THE EXECUTIVE BOARD OF SAID CAUCUS(ES) THAT MEMBER WILL BE SENT TO ALL EXECUTIVE BOARD MEETINGS AND ALL REGULAR MEETINGS WITH ALL EXPENSES PAID AS LONG AS THAT MEMBER HOLDS OFFICE IN THE CAUCUS.

DELEGATES AND MEMBERS IN GOOD STANDING WHO ARE OFFICERS, REPRESENTATIVES TO ATU CONFERENCES, CAUCUSES, CONVENTIONS AND ATU AFFILIATED ORGANIZATIONS WILL HAVE ALL EXPENSES PAID TO ATTEND. ALL OFFICERS OF ATU LOCAL# 758 ARE ELIGIBLE TO BE A DELEGATE BY VIRTUE OF OFFICE IN ACCORDANCE WITH THE INTERNATIONAL CONSTITUTION AND GENERAL LAWS.

SECTION 8 (B) - CONVENTION ALTERNATES

ELECTION OF ALTERNATES TO THE INTERNATIONAL CONVENTION MUST BE HELD AT LEAST (4) WEEKS PRIOR TO THE CONVENTION.

A MEMBER TO BE ELIGIBLE MUST HAVE BEEN A MEMBER IN CONTINUOUS GOOD STANDING OF HIS/HER LOCAL, THE TWO (2) YEARS PRECEDING THE DAY OF THE NOMINATION MEETING. ALTERNATE DELEGATES SHALL RECEIVE CONVENTION ALLOWANCES PER RECOMMENDATION OF THE EXECUTIVE BOARD AND APPROVAL BY THE MAJORITY VOTE OF THE MEMBERSHIP PRESENT AT A REGULAR OR SPECIAL MEETING.

ARTICLE 9 - APPLICATION FOR MEMBERSHIP

UPON COMPLETION OF THE APPLICATION FOR MEMBERSHIP AND PAYROLL DEDUCTION FORM PROVIDED BY THE ATU INTERNATIONAL, MEMBERS SHALL BE DULY REPRESENTED AND ELIGIBLE TO ATTEND MONTHLY UNION MEETINGS OF ATU LOCAL #758 AS WELL AS ATU OR ATU INTERNATIONAL SPONSORED EVENTS AND VOTE IN ALL ELECTIONS.

THE INITIATION FEE OF \$300 SHALL BE PAID IN FULL AS PER AGREEMENT, WITH THE FINANCIAL SECRETARY TREASURER WITHIN 12 MONTHS OF MEMBERSHIP. IF A MEMBER OF ATU LOCAL 758 IS DISCHARGED WITHIN THE PROBATION PERIOD, HE/SHE SHALL HAVE ALL MONIES TOWARD THE INITIATION FEE REFUNDED. INITIATION FEE DEDUCTIONS SHALL BE ON ALTERNATING PAY PERIODS.

ARTICLE 10 - DUES

DUES OF ATU LOCAL 758 SHALL BE PAID PER EMPLOYEE PAYROLL DEDUCTION. MEMBERS PAYING BOTH INITIATION FEES AND DUES SHALL HAVE SAID MONIES DEDUCTED ON ALTERNATING PAY PERIODS. MEMBERS PAYING DUES ONLY SHALL HAVE A (1st) TIME MONTHLY PAYMENT.

DUES OF THE LOCAL SHALL BE ONE (1%) PERCENT OF THE MEMBER'S GROSS WAGES BASED ON 160 HOURS PER MONTH PLUS PER CAPITA TAXES.

A MEMBER MAY BE ELIGIBLE FOR A REDUCTION IN DUES WHEN HE/SHE IS NO LONGER RECEIVING A CHECK FROM THE EMPLOYER BECAUSE OF A SEASONAL LACK OF WORK, SICKNESS, INJURY OR TERMINATION WHERE THE MEMBER IS PURSUING THE TERMINATION WITH THE HELP OF THE LOCAL UNION. THE REDUCED DUES MAY IN NO CASE BE LESS THAN THE PERCAPITA TAXES PAID BY THE LOCAL UNION TO THE INTERNATIONAL UNION AND THE OTHER ORGANIZATIONS IT AFFILIATES WITH.

ARTICLE 11 - SPECIAL ASSESSMENTS

SPECIAL ASSESSMENTS MAY BE LEVIED ONLY AFTER BEING READ, AFTER PROPER NOTICE, AND A MAJORITY VOTE TAKEN OF THE MEMBERS PRESENT AT A MEETING OF THE LOCAL. IN THE EVENT OF LACK OF QUORUM ALL ACTIONS OF THE EXECUTIVE BOARD WHICH HAD BEEN REPORTED TO THE MEMBERSHIP SHALL BECOME FINAL AND BINDING UPON THE LOCAL WITHOUT FURTHER ACTION BY THE MEMBERSHIP.

ARTICLE 12 - GRIEVANCES

THE STEPS OF THE GRIEVANCE PROCEDURE ARE ADDRESSED IN THE COLLECTIVE BARGAINING AGREEMENT BY AND BETWEEN AMALGAMATED TRANSIT UNION, LOCAL #758 AFL-CIO AND PIERCE COUNTY PUBLIC TRANSPORTATION BENEFIT AREA AUTHORITY CORPORATION (PIERCE TRANSIT). THE DISPOSITION OF THE CASE SHALL BE NOTED AND OR ATTACHED TO THE ORIGINAL GRIEVANT'S FILE MAINTAINED BY THE LOCAL.

ARTICLE 13 - ARBITRATION

IF THE LOCAL UNION SUBMITS TO ARBITRATION, THE LOCAL UNION SHALL PROCEED TO ARBITRATE IN ACCORDANCE WITH THE TERMS OF THE COLLECTIVE BARGAINING AGREEMENT.

ARTICLE 13 (A) - ARBITRATION DEFENSE FUND

THE SOLE PURPOSE OF THIS ACCOUNT IS TO ELIMINATE THE NEED FOR INDIVIDUAL ARBITRATION ASSESSMENTS. ARBITRATION DEFENSE FUND MONIES SHALL ONLY BE USED IN PROCESSING ARBITRATIONS AFTER THE UNION LEADERSHIP HAS EXERCISED ITS RIGHTS PER THE COLLECTIVE BARGAINING AGREEMENT(S)' GRIEVANCE PROCEDURES, RECOMMENDATION OF THE GRIEVANCE COMMITTEE/EXECUTIVE BOARD AND CONSULTATION WITH THE UNION'S LEGAL COUNSEL. ARBITRATION DEFENSE FUNDS WILL BE USED FOR THE FOLLOWING PURPOSES: ARBITRATOR FEES AND EXPENSES – ATTORNEY FEES AND EXPENSES – STENOGRAPHER/COURT REPORTERS - ARBITRATION MATERIALS – TIME LOSS – OTHER FEES AND OR EXPENSES PERTINENT TO THE COMPLETION OF THE ARBITRATION PROCESS.

MONIES FROM SAID ACCOUNT SHALL ONLY BE USED IN THE INSTANCE OF THE ARBITRATION PROCEDURES PER THE COLLECTIVE BARGAINING AGREEMENTS BY AND BETWEEN ATU LOCAL 758 AND PIERCE TRANSIT – ATU LOCAL 758 AND SOUND TRANSIT – ATU LOCAL 758 AND CITY OF LONGVIEW (RIVER CITIES TRANSIT) – ATU LOCAL 758 AND PARATRANSIT SERVICES (RIVER CITIES LIFT)

THE ARBITRATION DEFENSE FUND WILL BE ESTABLISHED BY AN INITIAL ASSESSMENT OF ONE HUNDRED TWENTY-FIVE (\$125.00) DOLLARS PER MEMBER. THE ASSESSMENT SHALL BE DEDUCTED AT THE RATE OF \$20.83 PER MONTH FOR A SIX (*6) MONTH PERIOD. THE DEFENSE FUND SHALL BE ESTABLISHED AND FUNDED AT A LEVEL OF ONE HUNDRED THOUSAND (\$100,000.00) DOLLARS. PROBATIONARY MEMBERS SHALL BE EXEMPT FROM THE ASSESSMENT FEE UNTIL THE COMPLETION OF PROBATION. IN THE EVENT SAID FUNDS ARE DEPLETED BELOW FIFTY THOUSAND DOLLARS (\$50,000.00), THE UNION WILL REASSESS THE MEMBERSHIP \$20.83 PER MONTH FOR A THREE (*3) MONTH PERIOD APPROXIMATELY (\$50,000.00), UNLESS A HIGHER ASSESSMENT IS RECOMMENDED BY THE EXECUTIVE BOARD AND APPROVED BY THE MEMBERSHIP.

***RIVER CITIES LIFT** OPERATORS AND DISPATCHERS WILL BE ASSESSED OVER A NINE (9) MONTH PERIOD.

****RIVER CITIES LIFT** OPERATORS AND DISPATCHERS WILL BE ASSESSED OVER A SIX (6) MONTH PERIOD.

ARTICLE 14 – AUDITS

AN INDEPENDENT AUDITING FIRM SHALL BE USED FOR SEMI-ANNUAL REVIEW OF THE BOOKS AND ACCOUNTS AS OF THE END OF JUNE OF EACH YEAR AND FOR THE ANNUAL AUDIT TO BE CONDUCTED AS OF THE END OF DECEMBER OF EACH YEAR. LOCAL UNIONS THAT DESIRE MAY EMPLOY CHARTED OR CERTIFIED ACCOUNTANTS TO AUDIT THEIR BOOKS, BILLS AND ACCOUNTS, AND WHEN SUCH ACCOUNTANTS ARE EMPLOYED, THEY SHALL TAKE THE PLACE OF AND DO THE WORK AS SPECIFIED FOR AND BY THE BOARD OF AUDITORS.

THE PRESIDENT/BUSINESS AGENT OR PER MAJORITY VOTE OF THE EXECUTIVE BOARD SHALL BE EMPOWERED TO CONVENE AN INTERNAL AUDIT COMMITTEE AT ANY TIME DEEMED NECESSARY. THE PRESIDENT/BUSINESS AGENT AND FINANCIAL SECRETARY- TREASURER SHALL BE ADDITIONAL MEMBERS WITH A VOICE BUT NO VOTE. THE FINANCIAL SECRETARY/TREASURER SHALL ACT AS RECORDING SECRETARY FOR THE AUDIT COMMITTEE.

ARTICLE 15 – ELECTION OF OFFICERS AND DELEGATES

THE ELECTION WILL BE CONDUCTED INsofar AS LAWFUL AND PRACTICAL IN ACCORDANCE WITH THE PROVISIONS OF THE AMALGAMATED TRANSIT UNION CONSTITUTION AND GENERAL LAWS, DEPARTMENT OF LABOR AND BY-LAWS OF ATU LOCAL 758.

NOMINATION MEETING: A MEMBER IN GOOD STANDING MAY SELF NOMINATE OR ACCEPT A NOMINATION BY LETTER. HE/SHE MAY ALSO COMBINE THE NOMINATION AND ACCEPTANCE IN THE SAME LETTER TOGETHER.

ABSENT MEMBER NOMINATION/ACCEPTANCE LETTERS: **A LETTER FROM A MEMBER IN GOOD STANDING RUNNING FOR AN OFFICE OF ATU LOCAL 758, MUST BE RECEIVED BY THE CLOSE OF THE BUSINESS OFFICE ON THE DAY OF THE REGULAR EXECUTIVE BOARD MEETING PRECEDING THE NOMINATION MEETING.** LETTERS OF NOMINATION ARE TO BE ADDRESSED TO THE RECORDING SECRETARY OF ATU LOCAL 758, THE ELECTION COMMITTEE CHAIR. AFTER ALL NOMINATIONS FOR A POSITION HAVE BEEN RECEIVED AND ACCEPTED FROM THE FLOOR AT THE CHARTER MEETING, THE RECORDING SECRETARY/ELECTION COMMITTEE CHAIR, WILL THEN READ INTO THE MINUTES, LETTERS OF SELF NOMINATION AND ACCEPTANCE, FOLLOWING WHICH THE NOMINATIONS WILL BE CLOSED FOR THAT POSITION.

NOMINATIONS FOR MULTIPLE OFFICES: NO MEMBER OF ATU LOCAL #758 MAY HOLD OR ACCEPT NOMINATION FOR MORE THAN ONE OFFICE PER TERM.

THE RECORDING SECRETARY WILL SERVE AS THE ELECTION COMMITTEE CHAIRPERSON.

THE DUTIES OF THE ELECTION COMMITTEE WILL INCLUDE UPDATING THE MEMBERSHIPS ADDRESS LIST, MAILING THE ELECTION NOTICES, PRINTING THE BALLOTS, CHECKING VOTER ELIGIBILITY AND CONDUCTING THE TALLY.

THE REGULAR ELECTION OF OFFICERS OF LOCAL #758 WILL BE HELD IN THE MONTH OF **OCTOBER** AND EVERY THREE YEARS THEREAFTER, IN THE PRIMARY SYSTEM.

NOMINATIONS SHALL BE HELD IN THE FIRST MEETING OF THE MONTH IN **SEPTEMBER.**

THE PRIMARY ELECTION SHALL BE HELD IN THE MONTH OF **OCTOBER,** AND THE FINAL OR RUN-OFF SHALL BE HELD IN THE MONTH OF **NOVEMBER.**

ALL DATES, NOTICES AND POLLING PLACES SHALL BE DETERMINED BY THE ELECTION COMMITTEE AND MADE KNOWN TO THE MEMBERSHIP OF LOCAL #758 AT LEAST 15 DAYS PRIOR TO THE ACT PER DEPARTMENT OF LABOR REGULATIONS.

TIMES OF BALLOTING SHALL BE DETERMINED BY THE ELECTION COMMITTEE AND POSTED AT LEAST 15 DAYS PRIOR TO THE ACT PER DEPARTMENT OF LABOR REGULATIONS.

EACH CANDIDATE IS ENTITLED TO HAVE AN OBSERVER PRESENT AT THE POLLS AND CHALLENGE THE ELIGIBILITY OF ANY VOTER.

INSTALLATION OF OFFICERS SHALL BE THE 1ST CHARTER MEETING OF JANUARY. NEWLY ELECTED OFFICERS SHALL ASSUME THE DUTIES OF THEIR OFFICES ON JANUARY 1.

IF AFTER THE ELECTION IT IS FOUND THAT A POSITION IS VACANT, THE OPEN POSITION WILL BE POSTED FOR A MINIMUM OF FOURTEEN (14) DAYS PRIOR TO THE NEXT REGULARLY SCHEDULED EXECUTIVE BOARD MEETING. MEMBERS INTERESTED IN APPLYING FOR THE POSITION WILL SUBMIT A LETTER OF INTEREST DURING THIS FOURTEEN (14) DAY PERIOD TO THE RECORDING SECRETARY, OR OFFICE OF ATU LOCAL 758 TO BE PRESENTED AT THE NEXT REGULARLY SCHEDULED EXECUTIVE BOARD MEETING FOR CONSIDERATION.

ARTICLE 16 - MEETINGS

THE CHARTER MEETINGS OF LOCAL #758 SHALL BE HELD ON THE SECOND THURSDAY OF EACH MONTH AT 6:30 PM FOLLOWED BY THE FRIDAY MORNING MEETING THE FOLLOWING DAY AT 10:00 AM, AND THE FOLLOWING WEDNESDAY AT 7:15 PM IN LONGVIEW, WA.

AN ACCUMULATIVE TOTAL OF TWENTY (20) MEMBERS FROM THE THURSDAY CHARTER MEETING AND THE SUBSEQUENT FRIDAY AND WEDNESDAY MEETING IN LONGVIEW TO INCLUDE THE PRESIDING OFFICERS, SHALL CONSTITUTE A QUORUM TO CONDUCT BUSINESS OF THE LOCAL UNION.

THE REGULAR EXECUTIVE BOARD MEETING WILL BE HELD ON THE FIRST THURSDAY OF EACH MONTH AT 3:00PM OR AS DIRECTED BY THE EXECUTIVE BOARD.

A MAJORITY OF THE EXECUTIVE BOARD SHALL CONSTITUTE A QUORUM TO DO BUSINESS.

THE CHARTER MEETING OF LOCAL #758 SHALL RECESS AT 8:00 PM UNLESS THE MEMBERSHIP PRESENT, BY A MAJORITY VOTE EXTENDS THE MEETING.

ALL LOCAL UNION #758 MEETINGS SHALL BE CONDUCTED IN A MANNER CONDUCTIVE TO THE SPIRIT OF INTEREST AND INSTRUCTION OF THE ATU INTERNATIONAL CONSTITUTION, GENERAL LAWS AND THE LOCAL UNION'S BYLAWS.

ARTICLE 17 – SPECIAL MEETING

THE PRESIDENT/BUSINESS AGENT OF LOCAL #758 WITH A MAJORITY VOTE OF THE EXECUTIVE BOARD SHALL HAVE THE POWER TO CALL A MEETING AT ANY TIME THEY MAY DEEM NECESSARY.

NOTICE OF SPECIAL MEETINGS SHALL BE POSTED AT LEAST THIRTY (30) HOURS BEFORE THE MEETING IS TO BE HELD, BUSINESS TO COME BEFORE THE MEETING MUST BE SPECIFICALLY STATED, AND NO OTHER BUSINESS SHALL COME BEFORE SUCH MEETING.

ARTICLE 18 – RULES OF ORDER

THE RULES OF ORDER FOR EACH MEETING SHALL BE AS FOLLOWS, AND ANY MEMBER WISHING TO BRING A QUESTION BEFORE THE LOCAL SHALL BRING IT UP IN THE PROPER ORDER:

- 1) CALL TO ORDER BY THE PRESIDENT/BUSINESS AGENT
- 2) ROLL CALL OF OFFICERS
- 3) READING/APPROVAL OF PREVIOUS MINUTES
- 4) REPORT OF NEW MEMBERS
- 5) COMMUNICATIONS
- 6) BILLS
- 7) EXECUTIVE BOARD REPORTS
- 8) REPORTS OF OFFICERS
- 9) REPORTS OF DELEGATES - STANDING & SPECIAL COMMITTEES
- 10) UNFINISHED BUSINESS
- 11) NEW BUSINESS & WELFARE OF THE BODY
- 12) NOMINATION OF OFFICERS
- 13) INSTALLATION OF OFFICERS (POST GENERAL ELECTION 1ST ORDER OF BUSINESS)
- 14) ADJOURNMENT
- 15) PER MOTION, THE REGULAR ORDER OF BUSINESS MAY BE SUSPENDED BY A TWO THIRDS (2/3) VOTE OF THE MEETING ATTENDEES AT ANY TIME TO DISPOSE OF URGENT BUSINESS

SECTION 18 (A) – RULES OF CONDUCT

ANY MEMBER WHO WISHES TO SPEAK WILL ARISE AND ADDRESS THE CHAIR. HE/SHE WILL CONFINE HIMSELF/HERSELF TO THE QUESTION BEFORE THE HOUSE AND AVOID PERSONALATIES.

NO MOTION SHALL BE DEBATED ON UNTIL STATED BY THE CHAIRPERSON.

NO MOTION SHALL BE IN ORDER TO AMEND THE MINUTES UNLESS SOME ERROR OF FACT IS CONTAINED THEREIN.

WHEN A QUESTION IS BEFORE THE LOCAL, NO MOTION SHALL BE RECEIVED EXCEPT THE FOLLOWING WHICH TAKES PRECEDENCE IN ORDER NAMED:

- A. ADJOURN
- B. TO LAY ON THE TABLE
- C. FOR THE PREVIOUS QUESTIONS
- D. TO POSTPONE
- E. TO AMEND

SECTION 18 (B) – MOTIONS

“THE FOLLOWING MOTIONS ARE NOT DEBATABLE”

- A. TO ADJOURN
- B. TO LAY ON THE TABLE
- C. TO CONSIDER WHEN QUESTIONS TO MOTIONS
- D. FOR PREVIOUS QUESTION

NO MOTION OR PROPOSITION ON A SUBJECT OTHER THAN UNDER DISCUSSION WILL BE ADMITTED UNDER THE COLOR OF AN AMENDMENT.

WHEN A MOTION HAS BEEN MADE AND SECONDED AND PUT BY THE CHAIR, IT CAN ONLY BE WITHDRAWN WITH THE CONSENT OF THE MAKER AND THE SECOND.

WHEN A MOTION HAS BEEN CARRIED, ANY MEMBER VOTING WITH THE MAJORITY MAY MOVE FOR A RECONSIDERATION THEREOF; BUT NO DECISION OF THE MAIN QUESTION SHALL BE ALLOWED WHEN THE QUESTION TO BE RECONSIDERED IS NON-DEBATABLE.

WHEN A READING OF ANY MATTER IS CALLED FOR AND THE SAME IS OBJECTED TO BY A MEMBER, THE READING SHALL BE DETERMINED BY A SIMPLE MAJORITY VOTE OF THE LOCAL.

NO PERSON SHALL SPEAK MORE THAN ONCE ON THE SAME SUBJECT UNTIL ALL MEMBERS DESIRING THE FLOOR HAVE BEEN HEARD AND NOT MORE THAN TWICE WITHOUT THE CONSENT OF THE LOCAL WITH A LIMITATION OF THREE MINUTES.

THE PRESIDENT/BUSINESS AGENT SHALL BE PRIVILEGED TO DEBATE ON ALL SUBJECTS BY CALLING THE VICE PRESIDENT/ASSISTANT BUSINESS AGENT OR OTHER OFFICERS TO THE CHAIR.

ALL COMMUNICATIONS SHALL BE FILED WITHOUT VOTE UNLESS OTHER ACTION IS ORDERED.

A SIMPLE MAJORITY VOTE OF THE MEMBERS PRESENT SHALL DECIDE ALL QUESTIONS, EXCEPT AS OTHERWISE PROVIDED FOR IN THE INTERNATIONAL CONSTITUTION, BYLAWS AND ROBERT’S RULES OF ORDER, WHICH SHALL BE THE PARLIAMENTARY GUIDE FOR THE LOCAL.

ANY SUBJECT ON WHICH THE REGULAR MEETINGS FAIL TO AGREE ON WITHIN A REASONABLE TIME SHALL BE REFERRED TO THE EXECUTIVE BOARD FOR A RECOMMENDATION.

NO RELIGIOUS MATTER SHALL BE DISCUSSED UPON ANY PRETEXT WHATSOEVER.

MATTERS AND DISPUTES NOT COVERED BY LOCAL BYLAWS AND THE ATU INTERNATIONAL CONSTITUTION AND GENERAL LAWS SHALL BE DECIDED BY THE ROBERT’S RULES OF ORDER WHICH SHALL BE THE PARLIMENTARY GUIDE FOR THE LOCAL.

ARTICLE 19 – BYLAW AMENDMENTS

THE BYLAWS AND RULES OF LOCAL UNIONS AND AMENDMENTS THERETO TO BE LEGAL AND EFFECTIVE, SHALL BE READ AT TWO (2) REGULAR MEETINGS OF THE LOCAL UNION AND POSTED AT APPROPRIATE LOCATIONS WITH NOTICE OF THE

MEETING AT WHICH THE SECOND READING SHALL OCCUR BEFORE ADOPTION AND IT SHALL REQUIRE A TWO-THIRDS VOTE OF THE MEMBERSHIP IN ATTENDANCE AND VOTING AT THE SECOND UNION MEETING TO ADOPT.

ALL PROPOSED AMENDMENTS TOGETHER WITH THE SECTION TO BE AMENDED, SHALL BE POSTED.

THE RECORDING SECRETARY SHALL KEEP A STRICT RECORD OF ALL AMENDMENTS TO THE BYLAWS.

AN AMENDMENT OR ADDITION TO THE BYLAWS (OR WORDS MEANING THE SAME), AFTER HAVING BEEN PRESENTED TO THE LOCAL AND ACTED ON IN THE REGULAR MANNER, SHALL NOT BE RESUBMITTED WITHIN SIX MONTHS UNLESS IT HAS BEEN SUBMITTED TO THE EXECUTIVE BOARD AND A MAJORITY OF THE EXECUTIVE BOARD SHALL BE REQUIRED TO RESUBMIT THE PROPOSITION TO THE MEMBERSHIP.

“GOOD POINTS TO REMEMBER”

***YOU ARE THE UNION, THIS IS YOUR UNION, YOU HAVE AN OBLIGATION TO BECOME INVOLVED AND MAKE IT WORK**

***UNION MEMBERS SHOULD NOT TALK BAD ABOUT OTHER UNION MEMBERS**

***MEMBERS SHOULD REPORT ALL “PERCEIVED” CONTRACT VIOLATIONS IMMEDIATELY**

***MEMBERS SHOULD RESPECT THE OPINIONS OF OTHER UNION MEMBERS AND TREAT EACH OTHER WITH RESPECT.**

*** WHEN AT ALL POSSIBLE, WHEN YOU NOTICE ANOTHER UNION MEMBER HAVING PROBLEMS OR PROBLEMS BETWEEN MEMBERS PLEASE CONTACT A UNION REP OR UNION OFFICE**

***MEMBERS SHOULD NOT DISCUSS OPINIONS SHARED BY OTHER MEMBERS IN UNION MEETINGS IN THE PRESENCE OF MANAGEMENT**

***“AS A UNION, UNITED WE STAND.....DIVIDED WE BEG”**