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ARTICLE 1 – RULES OF LOCAL 9554:

- 1.01 The current rules complement the STEELWORKERS UNION' STATUS and the LOCAL UNION'S RULES.
- 1.02 The current rules apply to all members of Local 9554, all local officers as well as all the committees.
- 1.03 The current rules were adopted in order to allow a proper functioning of the local and the committees.
- 1.04 Within a minimum period of thirty (30) days prior to the members' General Assembly, any member will have the privilege to make written recommendations to the recording secretary in order to improve or revise the current laws.

These written recommendations will be studied by the executive committee who will make its own recommendations at the General Assembly.

All proposition, resolution or amendment, including amendments or additions to the present rules must be submitted in writing, signed by at least (5) members to the Local's executive committee.

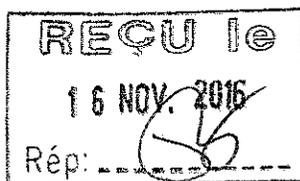
The executive committee must study the proposition, resolution, amendment or addition during one of their meetings and make a recommendation during the following General Assembly.

No proposition, resolution, amendment or addition may be adopted unless it was previously debated during the executive committee.

- 1.05 No amendment or addition can be made to the current rules without being previously adopted by two thirds (2/3) of the members present at the General Assembly. The additions and amendments to the Local Union's rules must be in conformity with article XIX, section 1, 2 and 3 and all standard rules of union Locals.
- 1.06 All procedure or action which questions the application or interpretation of the current rules must first be submitted within the structures and procedures provided by the Local, then within the structures of the **METALLOS** INTERNATIONAL UNION.

ARTICLE 2 – THE GENERAL ASSEMBLY:

- 2.01 The General Assembly being discussed in the present article is the Local's General Assembly.
- 2.02 There will be a minimum of four (4) member's General Assemblies per year. The Executive Committee may postpone a General Assembly and may also increase the frequency of General Assemblies.
- 2.03 A special General Assembly may be called by the President, which would have the same results and rules as a regular General Assembly. The Executive Committee can postpone a special General Assembly.



- 2.04 Notices of General Assemblies must indicate the date, the time, the location as well as the agenda at least fourteen (14) days before the assembly date.
- 2.05 The issue of any payment exceeding a thousand dollars (1000\$) by the Local Section must be previously authorized by the General Assembly.

ARTICLE 3 –THE LOCAL COMMITTEES :

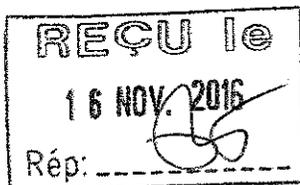
- 3.01 It is in the interest of the local’s members that the committees be formed and be functioning in an efficient way. The committee’s role is to oversee a good functioning of the local and promote its members’ interests.
- 3.02 Every decision or action from the committee which would affect the Local Section must be submitted to the concerned committee or the Executive Committee, which will later be submitted at the General Assembly, unless otherwise expressly stipulated in the current rules.
- 3.03 No decision may be carried out, or no action can be taken which binds the Local Section, without having been accepted at a General Assembly.
- 3.04 Each committee works according to the internal rules which it awarded itself.
- 3.05 Each committee must report its activities at least once a year at the General Assembly or upon simple request of the executive committee. Each committee is under surveillance and under the authority of the executive committee.

The Executive Committee:

- 3.06 The Executive Committee is composed of eleven (11) Local Union officers:

- President.
- Vice president
- Recording secretary
- Financial secretary
- Financial treasurer
- Inner guard
- Outer guard
- Guide
- Trustees (3)

- 3.07 The Executive Committee’s meetings will take place at a time deemed appropriate by the President. The Executive Committee shall have the freedom to adopt a procedure in order to provide a framework for the meetings (days/time).



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- 3.08 The Executive Committee's main functions are, but not limited to, debating the propositions, the resolutions or amendments and recommend them at the General Assembly, execute decisions and ensure that the local and other committees are running smoothly.

The Grievance Committee:

- 3.09 The Grievance Committee consists of a minimum of four (4) members, in addition to the President.

- 3.10 The Grievance Committee shall meet at a time indicated by the President.

- 3.11 The Grievance Committee's main functions are to ensure all grievance files are completed (grievance, complete investigation, copy of articles in collective agreement, copy of documents, list of witnesses along with their declarations, the company's response and their arguments, etc.).

- 3.12 Members of the Grievance Committee must sign a confidentiality agreement as certain documents contained in their files might contain personal information.

The Arbitration Committee:

The Arbitration Committee consists of two (2) members, in addition to the President. These 2 members are elected at the same time as the Local Section's officers, which is once every three (3) years.

- 3.13 The Arbitration Committee will have the responsibility to decide whether to send a grievance to arbitration or stop the process associated with the initial grievance.

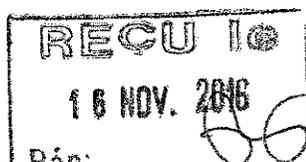
- 3.14 In the event that a grievance is rejected at the Arbitration committee, the member(s) will have thirty (30) days following the receipt of the document explaining the reasons of the rejection to litigate their case before the Arbitration Committee. Following this plea, the Executive Committee must confirm or overrule the decision taken by the Arbitration Committee team.

- 3.15 Members of the Arbitration Committee must sign a confidentiality agreement as certain documents contained in their files might contain personal information.

Health and Safety Committees:

- 3.16 The Health and Safety Committee will consist of a minimum of nine (9) members and will be selected by the Health and Safety co-presidents.

- 3.17 The Health and Safety Committee will meet when the co-presidents receive a complaint, claim or other procedure under the laws governing health and safety at work. They will also meet once a mandate from the Executive Committee is received. Furthermore, members of the



Health and Safety Committee will be liberated for duration of 2 hours, at the employer's expense in order to prepare for the different meetings with the employer.

The Scheduling Committee:

- 3.18 The Executive Committee will nominate the Scheduling Committee. It shall consist of voluntary members. The Scheduling Committee must respect the letter of agreement or any new agreement that might be agreed upon for future collaboration with the company.

The Negotiating Committee:

- 3.19 The Executive Committee can appoint or elect the Negotiating Committee. During negotiations, the elected or appointed committee shall remain in office even if a change is made to the structure of the Executive Committee. The purpose of this clause is to ensure stability while negotiating with the company.
- 3.20 At the request of the Executive Committee of its members, other committees can be created in order to insure a better representation of its members.
- 3.21 Once the committees are established, they will be displayed on the AC-SO.org site.

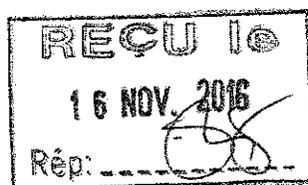
ARTICLE 4 – AFFILIATIONS:

- 4.01 It is at the interest of all its members that the Local Section maintains and develops relations with different democratic union structures.
- 4.02 Local Section 9554 maintains its affiliations and pays its membership dues to the FÉDÉRATION DES TRAVAILLEURS ET TRAVAILLEUSES DU QUÉBEC (F.T.Q). The Executive Committee may terminate its affiliation at any given time.

ARTICLE 5 – REIMBURSEMENT OF LOST SALARY:

- 5.01 It is in the interest of all members that the most liberation possible be paid by the employer. This is why the Local Section wishes to have provisions included in the collective agreement.

Furthermore, in the case of union liberation of not paid by the employer, the Local Section wishes to negotiate provisions which provide the maintenance of remuneration by the employer and the reimbursement to the employer by its Local Section.



- 5.02 All reimbursement of lost salary must be authorized by the President as well as by the secretaries and the financial secretary and financial treasurer. Furthermore, all reimbursement of salary must be submitted to the following General Assembly.
- 5.03 No check can be submitted for lost salary without full completion of the form provided by the Local Section and signed by the member.
- 5.04 The Local Section shall reimburse the employee for agreed amounts upon receipt of proper invoices in order to maintain remuneration as provided by the Article 5.01.
- 5.05 The number of hours reimbursed to the member is equal to the number of regular hours lost to the union activity.
- 5.06 The overall remuneration paid to a member must take into account of all that he or she incurred in loss following his or her union liberation, without it being inferior to his or her hourly rate.

A member receiving another source of remuneration in lieu of his salary is only entitled to the difference between the remuneration received and the salary that he or she would of earned had he not been absent from work.

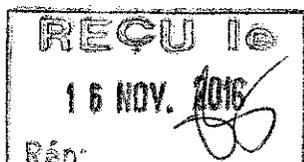
ARTICLE 6 – ALLOCATION OF EXPENSE, TRANSPORTATION, PARKING, REPRESENTATION AND ACCOMODATION

- 6.01 All allocation planned at Article 6 must be authorized by the President as well as the financial secretary and the financial treasurer, and later submitted at a General Assembly.

No check shall be emitted for any allocation unless the form provided by the Local Section is fully completed and signed by the member.

To be eligible to receive an expense allowance, a member must be eligible to receive a lost salary reimbursement of a minimum of eight (8) hours of liberation. An expense allowance might be authorized in other circumstances by the President as well as the financial secretary and the financial treasurer along with explanations accompanying the statement of expense.

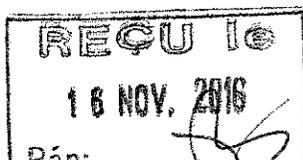
- 6.02 The reimbursement amount for meals is equal to twenty dollars (\$20) maximum per meal. A maximum of thirty five dollars (\$35) in meal allowance is allocated daily for a union activity in the region of Montreal (-200km away from YUL).
- 6.03 A maximum of forty five (\$45) in meal allowance is allocated daily for a union activity outside of the region of Montreal (+ 200km from YUL).
- 6.04 A maximum of twenty five dollars (\$25) in meal allowance is allocated on the day the member returns to Montreal from a union activity outside of Montreal.



- 6.05 If a union activity falls on a day which the member is not scheduled to work, this member will be entitled to a meal allowance of up to twenty dollars (\$20).
- 6.06 When members are called upon to act as a deputy during a General Assembly, they will be entitled to a meal of up to twenty dollars (\$20) a day.
- 6.07 a) When travelling to a union activity outside of the Pierre-Elliott Trudeau airport or on a day on which the member is not scheduled to work, the Local Section will pay the amount of fifty-four (\$0,54\$) for the first five ~~hundred~~ ^{HUNDRED} (500) kilometers as well as forty-eight cents (\$0,48) for the following kilometers. A GPS tool will be used to calculate the kilometers.
- 6.08 Despite the above, and in order to be more environmental, a surplus of 10 cents above the amounts established at Article 6.04a will be reimbursed to the designated driver if a group of employees decide to carpool.
- 6.09 b) Parking and toll fees will only be reimbursed by the Local Section to car owners who travel for union activities upon proof of receipt.
- 6.10 All travel done by means of transport other than the ones authorized by the Local Section will be paid according to the costs incurred upon proof of receipt and upon return from the trip.
- 6.11 It is understood that when the Local Section resorts to one of its members with their vehicle in order to transport some of its members, the Local Section holds no responsibility from any owner guilty of any offence to the law, damages caused by accident or any other reclamations of any kind except those under the CNESST.
- 6.12 When an officer or member of the local needs to spend the night away from the Montreal region (+ than 200km away from YUL) for a union activity, the amount of a standard room will be reimbursed upon proof of receipt.

ARTICLE 7 – EMPLOYEE OF THE LOCAL:

- 7.01 In order to ensure a quick and efficient service to its members, the Local Section can hire the necessary staff.
- 7.02 It is determined solely by the Executive Committee to determine the needs, taking into consideration the financial resources of the local. The recommendations of the Executive Committee will be adopted at the General Assembly.
- 7.03 Despite any other provision, nothing can limit the powers at the General Assembly which concern the employees of the local and which directly impact financial resources.



7.04 The terms and conditions of employment and working conditions of the local's employees are those mandated by the General Assembly on the recommendation of the Executive Committee.

7.05 Before the end of their contract with the Local Section, the employee(s)' request will have to be made in writing for review and recommendation.

ARTICLE 8 – RENT AND OTHER OFFICE EXPENSES

8.01 The Local Section is authorized to pay monthly rent as provided by the lease. This amount must be mentioned at the General Assembly.

8.02 The Local Section is also authorized to pay fees related to taxes and other fiscal charges, phone, insurance, and photocopy services and rental.

8.03 An amount of eighty dollars (\$80) will be given to the President for his cell phone expense.

8.04 An amount of sixty dollars (\$60) will be given to the vice-president for his cell phone expenses.

8.05 The Local Section is permitted to buy all office supplies, material and equipment necessary for smooth operations.

ARTICLE 9 – PROFESSIONAL FEES AND BOARDROOM FEES

9.01 The Executive Committee is allowed to call upon a professional's services for the Local Section or for one of its members in the context of his or her work. The Local Section has the authority to pay all fees attached to this transaction and must be submitted during the next General Assembly.

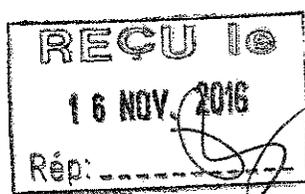
9.02 The Executive Committee of the Local Section may authorize the rental of a meeting room and the Local Section is authorized to pay for it.

ARTICLE 10 – CONGRESS, CONFERENCES, ANNUAL ASSEMBLIES AND OTHER MEETINGS

10.01 Keeping in mind the local's budget, it is in the Local Section's best interest that its members are adequately represented at different meetings where issues relevant to our members are discussed.

10.02 The local's representation must be authorized by the Executive Committee and approved by the General Assembly. Recommendations will be done by the Executive Committee and the local's finances will be considered.

ARTICLE 11 – DECEASED MEMBER



11.01 When a member dies, the Local Section will send flowers or, at the request of the family, an equivalent monetary donation of similar value. The Local Section may also take the necessary measures to be represented and have the members represented during the funeral service.

ARTICLE 12 – FINANCES

12.01 It is the duty of the President, the financial secretary and the financial treasurer and the trustees (3) to ensure the Local Union's funds and assets are monitored, managed, invested and spent in accordance with the constitution and the general guidance of the INTERNATIONAL STEELWORKERS UNION in accordance with their bylaws.

12.02 Taking into account the local's limited financial resource and that these resources come from membership dues, all expenses must be done while taking into consideration the financial condition and the interest of our members.

12.03 Checks covering the local's expenses must be signed by the financial secretary and the financial treasurer, as well as by the local's President. In the event that one of the signing officers is not able to do so, the vice-president is permitted to sign in their place.

12.04 No expense may be committed unless it is done in accordance to and bound by the provisions of these bi-laws.

12.05 No expense can be incurred unless a receipt is previously submitted to the financial secretary and the financial treasurer.

12.06 The Executive Committee may, at any time, suspend any provisions made of the regulation involving expenditure if it considers the financial situation justifies it.

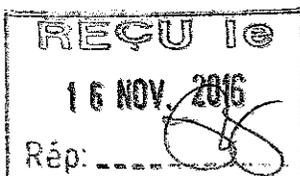
ARTICLE 13 – MEDICAL EXPERTISE

13.01 The Local Section does not reimburse any fees related to medical expertise.

ARTICLE 14 – UNION TRAINING

14.01 It is the interest of all the local's members and officers, committee members and delegates who represent the local participate in union training offered by the INTERNATIONAL STEELWORKERS UNION and by the F.T.Q.

14.02 All expenses related to the union training must take into account the local's finances and must be authorized by President as well as the financial secretary and the financial treasurer. The expenses related to training must be mentioned during the General Assembly.



14.03 No amount can be given to a member for time in which he/she did not participate in union training.

14.04 When a member is called to take part in training outside of YUL on his/her days off, the Local Section will try, with the company's accord, to change the member's days off. Should this not be possible, the Local Section will pay a flat rate of eighty dollars (\$80) a day for training to the member.

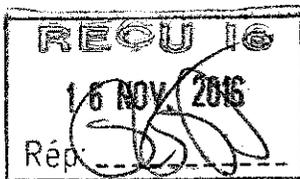
ARTICLE 15 – PERMANENTS

15.01 Council representatives at the service of local units have the right to attend the General Assembly, all committee meetings, and all activities organized by the Local Section. They have the right to speak at all times and the right to vote during the local's General Assemblies as long as they are members of the local.

ARTICLE 16 – SOCIAL CLUB

16.01 The social club is an entity which is not part of the Local Section 9554, but should nevertheless report to it for sake of transparency.

16.02 Although the social club is an entity of its own, it should comply with the same regulations and financial audit as the Local Section 9554.



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