

**2020 NOMINATION MAIL BALLOT
PROCEDURE (MODIFIED JULY 2020)**

1. By direction of the International President, Local Lodges may choose to conduct the nomination and election of Local Lodge officers by mail ballot. This procedure is designed to assist Local Lodges to conduct fair and democratic mail nominations and/or elections.

2.

(a) All nomination ballots shall be mailed at least ten (10) days prior to the prescribed deadline for the return of completed nomination ballots to the Nomination and Election Committee. A nomination ballot shall be mailed to the last known address of the member eligible to nominate/vote along with an envelope pre-addressed to the Local Lodge Nomination and Election Committee. The pre-addressed envelope shall bear the name, register number and return address of the prospective nominator. Members shall be instructed to seal the completed nomination ballot in the pre-addressed envelope and mail within the prescribed time.

(b) The nomination ballot envelope mailed to the eligible member must show the return address of the designated Post Office Box under supervision of the Nomination and Election Committee. In no instance should such unclaimed, returned election material be returned to any other location or address including and specifically the Union office.

(c) If it is more practical and would give greater assurance that out-of-town members would receive nomination ballots, it is permissible to mail the nomination ballots and pre-addressed envelopes to the job steward or shop steward, along with a list for each member to sign upon receiving his/her ballot. The steward should be instructed to send such signed list to the Chairman of the Local Lodge Nomination and Election Committee. Unless otherwise approved by the International President, the job steward or shop steward shall not have anything to do with the nomination ballot(s) after the member(s) have received the nomination ballot(s). He/she should specifically not pick up the nomination ballots after the members have nominated. Each individual nominating member must place the completed ballot in the mail.

3. The designated observer of a candidate or the candidate shall be permitted to observe the mailing of the nomination ballots and the tabulation of the returned nomination ballots if proper request is made to the Local Lodge Nomination and Election Committee. (No remuneration is to be paid from the Local Lodge Treasury for any member serving as an observer.)

4. The returned nomination ballots must be checked off the nomination list by the Local Lodge Nomination and Election Committee before being opened. The nomination(s) on said nomination ballot shall be tabulated by the Nomination and Election Committee. All challenges of returned nomination ballots must be made before the ballot has been removed from the return envelope.

NOTE: If any nomination ballot nominates more than one (1) person for the same office, said nominations are void. If any nomination ballot does not clearly state to which office the member is nominated, said nomination is void.

5. All nomination ballots which are returned undelivered to the Local Lodge Nomination and Election Committee shall be kept along with all other records pertaining to the election for a period of one (1) year. (Article 25.12)

6. The election notice referred to in Article 25.3 of the Constitution shall advise the membership when mail nomination ballots will be mailed and the deadline for their return.

