

INTERNATIONAL ASSOCIATION
OF MACHINISTS AND AEROSPACE WORKERS
ASSOCIATION INTERNATIONALE DES MACHINISTES
ET DES TRAVAILLEURS ET TRAVAILLEUSES
DE L'AÉROSPATIALE



Office of the Canadian General Vice-President • Bureau du Vice-président général canadien

IAMAW Canada, 18 Wynford Drive, #310, Toronto, Ontario M3C 3S2
TEL: 416.386.1789 • FAX: 416.386.0210 • info@iamaw.ca • [IAMAWCanada](https://www.facebook.com/IAMAWCanada) [@IAMAWCanada](https://www.instagram.com/IAMAWCanada)

Greetings:

Welcome to the International Association of Machinists and Aerospace Workers (IAMAW). This is now YOUR union and I hope that you will come to believe, as I do, that it is the best in North America.

We're a union of more than 500,000 working men and women who share the common goals of justice on the job, security for the family and service to the community.

The Machinists Union, 50,000 strong in Canada, has more than a Century of experience and outstanding achievement in meeting the challenges of employee representation in the workplace.

The Machinists Union is a union on the move. We're on the move to expand the family of working men and women who trust our union as the best possible safeguard for security in an increasingly complex and uncertain work environment.

It all starts right here with your Local Lodge where the present members take pride in sharing in those traditions.

I urge you to become active in this Local Lodge, to attend meetings and fully share in the decisions which affect your life on the job and in your community. Good Luck!

In Solidarity,

David Chartrand
General Vice-President

**International
Association of
Machinists and
Aerospace Workers**



Northwest District 250
#203-5455 152nd Street
Surrey, B.C. V3S 5A5
Tel: (604) 513-3883

Northwest District 250

- ⇒ Your District is the central administrative body servicing the six (6) affiliated Locals: 11, 456, 550, 692, 1857, and 2711.
- ⇒ Your District is responsible for the maintenance of all membership records, certifications, collective agreements, grievances, arbitrations, legal matters, and all correspondence pertaining to the above.
- ⇒ Your District is responsible for all operating costs of the Union, other than the exemptions outlined in the District Bylaws.
- ⇒ Your District collects all initiation fees, membership dues, and other assessments from your employer on behalf of your local.
- ⇒ From the money collected each month, your District refunds to each Local five hundred dollars (\$500.00) plus four dollars and twenty-five cents (\$4.25) for each regular dues paying member in that Local, plus any Local assessments.

Northwest District 250 Offices:

Main Office:

#203-5455 152nd Street
Surrey, B.C.
V3S 5A5
Tel: (604)513-3883
Fax: (604)513-3853

Prince George Office

#208-1990 Ogilvie Street
Prince George, B.C.
V2N 1X1
Tel: (250)596-1118
Fax: (250)596-1168



Northwest District 250

Please note District 250 Representatives:

Walter Gerlach – Directing Business Representative wgerlach@iam250.org

Al Cyr - Business Representative/Organizer acyr@iam250.org

Andrew Tricker - Business Representative atricker@iam250.org

John Humphrey - Business Representative jhumphrey@iam250.org

Jay Garneau - Business Representative jgarneau@iam250.org

Mike Ferns - Business Representative mferns@iam250.org

Gary Chalmers - Business Representative gchalmers@iam250.org

Cheryl Semonovitch – Secretary Treasurer csemonovitch@iam250.org

Janet Trudell – Administrative Assistant admin@iam250.org

Allyson Hutchinson - Administrative Assistant ahutchinson@iam250.org

www.iamdistrict250.ca

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The Local

The Local is the body which administers and protects your collective agreements, with the assistance of the elected Business Representatives. It also looks after education of its members, and sends delegates to various bodies with which it is affiliated, such as Northwest District 250, the B.C. Federation of Labour, and the CLC.

Local Bylaws, which must be consistent with the IAM constitution, are written and voted on at your monthly membership meetings. In turn, Local officers are elected in accordance with Local Bylaws at membership meetings. All Union members have the right to nominate and vote at their Local meetings.

Unions are true democratic organizations, and the IAM is in the forefront of decision-making "from the bottom up". At the Local level, *all* decisions are made by the membership, and it is the members that elect delegate spokespersons to the above-noted affiliated organizations.

Your Local is responsible for:

- ⇒ Cost of Local meetings and elections.
- ⇒ Expenses incurred by motions passed at Local meetings
- ⇒ Cost of affiliation to the B.C. Federation of Labour, Labour Councils, and others.
- ⇒ Cost of education for members, other than seminars set up by the District.
- ⇒ Cost for sending Local delegates to conventions.
- ⇒ Maintenance of all records and correspondence.



What is a Union?

- ⇒ A Union is a group of united workers who work together to collectively improve their wages and working conditions.
- ⇒ The strength of a Union is the collective will of its members to achieve their common goals. This is achieved through collective bargaining with the company.
- ⇒ District 250 of the IAM has several collective agreements to administer. The Union Shop Steward is central to the policing and administration of these collective agreements.
- ⇒ Your Business Representatives are elected by the membership at large and trained by the IAM to be professionals in matters concerning the negotiation and administration of your collective agreement.
- ⇒ **The Union members in each shop make the final decision on acceptance or rejection of the collective agreement. All IAM contracts are subject to ratification by secret ballot. A decision on taking strike action over a rejected collective agreement is also subject to a secret ballot vote by the membership in a shop.**
- ⇒ Each member in a shop should have a copy of the collective agreement and be reasonably familiar with the provisions held within it.

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Profile of the IAM

Founded: 1888 - Atlanta, Georgia. In a locomotive repair pit.
1890 - First Canadian Local in Stratford, Ontario.

Headquarters: International Headquarters in Upper Marlboro, MD
Canadian Headquarters in North York, Ontario.
District 250 Main Office in Surrey, B.C.

Governance: The International Association of Machinists and
Aerospace Workers is a truly democratic Union.
All of our leaders are elected by the membership at large.

The International Convention held every four (4) years
is made up of delegates elected from the membership of
each local lodge.

The International Executive Council consists of the
International President, General Secretary-Treasurer, and
seven (7) General Vice-Presidents. These are elected by
the general membership every four (4) years, with the
Canadian Vice-President elected in Canada by Canadians.

District Officers are elected by delegates to
District 250 meetings, in accordance with District Bylaws.

Local Officers are elected by the members of each
local, in accordance with Local Bylaws.

Business Representatives are elected once every four (4)
years by the membership of District 250.

A Little History



Some people say history isn't going to provide answers to today's challenges.

On the other hand we all know that it's easier to get to where you're going if you know where you've been.

And when you have more than 100 years of experience under your belt, you have a vast wealth of knowledge and talent to draw on.

The IAM was founded by a group of railroad workers in a locomotive pit in Atlanta, Georgia, in 1888. Two years later, in 1890, a similar group of railroaders established the union at Stratford, Ontario.

Since that time, Machinists in Canada, from Newfoundland to British Columbia have been in the forefront of every campaign to better the conditions of working people on the job.

Machinists led the fight for the 10-hour day, the nine hour day and the eight hour day.

They established the wage rates throughout much of Canadian industry which became the target for other unions to match.

Machinists were in the front ranks to win the campaign for better health care through Medicare.

The IAM was a key partner in the battle for public pensions; and privately negotiated pensions which are among the very best anywhere in Canada.

The list of IAM achievements is impressive: better sick leave, longer vacations, more holidays, dental insurance, maternity leave...the list goes on .

And now today ...

Today, we continue to build on that record with IAM contracts which are among the best in Canada. Our members are among the top wage earners. We set as our target a fair settlement which takes account of protection against increases in the cost of living, the productivity of our members and the profitability of our employers.

Most IAM agreements contain job security provisions, protecting our members from layoffs, and regulating technological change and automation.

Promotions, under an IAM contract, are based on merit and seniority - not on being buddy-buddy with the manager or foreman. We have protection against unfair firing or discipline.

Security in retirement is crucial to all working Canadians. That's why IAM contracts reflect pensions as a priority.

Rounding off these agreements are provisions guaranteeing good vacations, education leave, drug plans, eye plans, holidays, jury duty pay, bereavement leave and sickness and life insurance.

Today we negotiate important new protection like indexed pensions, equal pay for work of equal value, refusal of unsafe work, prepaid legal aid and innovative work schedules.

It's all there in an IAM agreement.

International Unions in an International Economy



We are, as our name implies, an "International" union. We represent workers in both Canada and the United States and each sector has its own autonomy under the Constitution. Just as there is a high degree of Local Lodge autonomy, so is there a profound respect for national autonomy within the IAM.

We regularly use that international association with workers in the United States to our advantage, especially in the new Free Trade environment.

The globalization of our economy makes that International connection even more important today as we move into the 21st century.

Because we are an International Union, some people are concerned about the administration of their dues. Canadian IAM members' dues dollars are banked in the Royal Bank of Canada in Toronto and every nickel of Canadian IAM dues is subsequently used to finance the operations of the IAM in Canada.

Affiliations



The IAM is a full partner in the mainstream of the Canadian and International labour movement. We play important leadership and membership roles in Local and District Labour Councils, Provincial Federations of Labour and the Canadian Labour Congress. We are also affiliated to the International Metalworkers Federation and the International Transport Federation, worldwide groupings of unions representing workers in industries comparable to ours.

Commitment and involvement at every level of the labour movement is a way of life with the IAM.



What is a Grievance?

A Grievance is a violation of the rights of an employee or a group of employees. In general, under the terms of a Collective Agreement, a grievance refers to:

-A dispute or difference between the Union and the Employer over the dismissal or suspension of an employee covered by the Agreement; or

-Any difference between the persons bound by the Agreement concerning its application, interpretation, operation or any alleged violation of it, including any question as to whether a matter is arbitral.

A quick test of whether or not there is a legitimate grievance can be made using the following questions:

- ⇒ Has there been a violation of the Collective Agreement?
- ⇒ Has there been a violation of Federal or Provincial Law?
- ⇒ Has there been a violation of employee rights related to wages and benefits or working conditions?
- ⇒ Has there been a violation of WorkSafeBC regulations or Company Safety Policies?
- ⇒ Has there been a violation of other Company rules and regulations?
- ⇒ Has there been a violation of established past practice?

Keep in mind that each situation must be evaluated on its own merits, and that the above list of questions is by no means exhaustive. If you are unsure whether a complaint warrants proceeding to grievance, contact your Business Representative.



PAYMENT OF OUT OF WORK DUES:

Locals 11, 456, 550, 692, & 1857

DUES ARE DEDUCTED BY PAYROLL DEDUCTION ONLY WHEN A MEMBER IS WORKING. If a member is not working, for any reason, it is the member's responsibility to make sure that his or her own dues are kept up to date.

MEMBERS OFF WORK DUE TO ILLNESS OR UNEMPLOYMENT -

When a member is ill, laid off, leaves the Company, or is off work for any reason, it is the member's responsibility to make sure that his or her own dues are kept up to date. Please notify the Union Office immediately if you are off for a month or more. If a member forgets about his or her unemployment dues, the member is subject to a **Penalty Reinstatement Fee** as noted below, when called back to work.

Each of the Locals affiliated to District 250 have set an out-of-work dues structure.

CHANGE OF ADDRESS – All members must notify the Secretary Treasurer of any change in address at:

International Association of Machinists & Aerospace Workers, District 250
#203-5455 152nd St., Surrey, B.C. V3S 5A5, Telephone: 604-513-3883, Fax: 604-513-3853
E-Mail: admin@iam250.org

LOCALS 11, 456, 550, 692 and 1857 DUES STRUCTURE:

- | | |
|--------------------------------------|---|
| • Initiation Fee | -Four (4) times hourly rate plus Monthly Working Dues |
| • Reinstatement Fee | -Four (4) times hourly rate plus Monthly Working Dues |
| • *Withdrawal Card Reinstatement fee | -Ten (10) dollars plus one months dues, with deposit of a Withdrawal card |
| • Monthly Working Dues | -Two point Five (2.5) times hourly rate |
| • Out of Work Dues | -Five (\$5.00) dollars per month |

***Withdrawal Cards** are for members who find it necessary to leave the Union because they have left the trade, obtained employment outside the trade or industry, joined another Union, or have been promoted to a position above that of a working foreman. They **are not intended** for members who are unemployed, as they may retain their membership by paying unemployment dues of \$5.00 per month while unemployed. Members who are retiring from work do not fill out a withdrawal card as there is a special **Retirement Card** for them.

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To All Members of Northwest District 250 (Locals 11, 456, 550, 692, 1857 and 2711)

When a member is no longer having dues remitted by their Employer, they are responsible to maintain their membership.

- Member is off Sick, attending School or on Leave they must contact the Union office with the date they have left work.
- "Out of Work Dues" while they are off work. If a member fails to remit "Out of Work Dues" for a period of two (2) months, they will be contacted by the Union office in the form of a Dues Letter which will request the amount they are owing and what months it is applicable. If they do not respond to the Dues Letter within two (2) months, their membership will be lapsed and they will be required to pay Reinstatement fees (Four Times their Hourly Rate) when they return to their Employer.
- Discontinuing their membership, the member must contact the Union office and request a Withdrawal of Membership. In this instance, if the member returns to the Union through one of our Certified Union Shops, they will only be subject to a fee of \$10.00 to Reinstatement their membership.
- Member must contact the Union Office to enable the correct processing of their Union Membership. If they do not contact the Union Office to make arrangements regarding their membership, they will be Lapsed.

Please also note, it is the members responsibility to communicate any changes (eg. Address, Name Change, E-mail changes) to the Union Office. It is not the responsibility of the Employers to provide Personal membership information.

The Union office can be reached by the Address and Telephone Number provided with this communication or alternatively, by E-mail: admin@iam250.org.

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Affiliated Local Lodges: 11, 456, 550, 692, 1857, 2711

Main Office
#203-5455-152nd Street
Surrey, B.C. V3S 5A5
Tel: (604) 513-3883
FAX: (604) 513-3853

Prince George Office
#208-1990 Oglvie Street
Prince George, B.C. V2N 1X1
Tel: (250) 596-1118
FAX: (250) 596-1168

Special Services



In addition to the basic services of collective bargaining and shop and office floor representation, the IAM provides a host of special services.

Education in the IAM

The key to a dynamic, successful union is a well informed and educated membership. In the IAM education opportunities abound with union paid weekend and week long residential leadership training courses.

The IAM's state of the art William W. Winpisinger Education and Technology Centre at Placid Harbor Md. is the envy of unions throughout North America. Here, the IAM provides tailor-made instruction for Canadian trade unionists which reflect our reality.

It is dedicated to meeting the complete range of educational needs of officers, stewards and members. It provides an atmosphere where Union members can study and learn, undisturbed by the daily pressures and demands of the workplace.

Programs at the William W. Winpisinger Education and Technology Centre cover a broad range of learning and needs. And, like our workplaces and society itself, classes and educational material at the centre are ever changing.

Armed With Research

We also know that a well equipped bargaining committee has to be armed with sound economic arguments. That's why the IAM has a research component devoted to providing up-to-the-minute data on all aspects of collective bargaining.

Our Research Director frequently works with you right at the bargaining table. Economic and legislative research is a priority with the IAM, and we've hired the pros to do the job.

Keeping Up To Date

To operate effectively, union members must be on top of current developments. The IAM has an extensive communications network including a quarterly magazine the IAM Journal. We also publish, by fax, Update, a digest of current developments of special interest to IAM members. These tools, combined with a host of Local Lodge newsletters keep members abreast of important labour, economic and legislative developments.

The IAM has its own home page on the Internet. Check us out at:
www.iamaw.org

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Special Services - 2

Women's Department

The IAM has established a Women's Department which helps members deal with the special problems confronting women in the workplace. We employ a full time person who deals with women's and human rights issues in Canada.

The percentage of women entering the workforce has increased tremendously. The IAM is committed to ensuring that Women and working families receive the representation that is needed to meet the challenges created by changing workplaces.

The Women's Department has established an Action Program that calls for effective educational programs to assist our Sisters in achieving equality, economic security and power sharing within the workplace.

This Action Program encourages our Sisters to get involved with the IAM organizing department, in politics and the legislative arena but most importantly within their local lodges. Each local lodge is encouraged to establish a woman's committee.

A Women's conference is convened yearly to aid in further discussion by the delegates of the special needs facing our Women and working families. The IAM truly believes in the advancement of equality, respect and dignity for all.

Health and Safety

The IAM has a Safety and Health department which leads our continuous fight for a safe and healthy workplace.

We coordinate our operations nationally as members of the Canadian Labour Congress Health and Safety Committee, and actively pursue Health and Safety issues in every jurisdiction where we represent working people.

Worker health and safety gets high priority on the IAM agenda. We work actively with our labour partners at all levels of government to secure positive change in health and safety legislation.

In matters of health and safety the IAM policy is clear. The IAM does not accept workers being maimed, killed or the length of their lives affected by work processes. When a worker goes to work in the morning his family has every right to expect him or her home at night, healthy, whole and unaffected by the work processes.





IAM Members' Rights

The IAM Constitution guarantees every Union member these rights:

- ❖ The right to membership regardless of sex, race, or national origin.
- ❖ The right to attend Union meetings and to speak freely.
- ❖ The right to nominate members for Union office, in the local and the International Union.
- ❖ The right to vote by secret ballot on nominees for union offices
- ❖ The right to a voice and a vote on proposals for wage increases and improved working conditions to be negotiated with management.
- ❖ The right to speak out against any policy or candidate for Union office without fear or interference.
- ❖ The right to run for any Union office.
- ❖ The right to a secret ballot on any strike vote action.
- ❖ The right to receive strike benefits as outlined in the IAM Constitution.
- ❖ The right to receive an accounting of all Union finances from the Local, District, and International Union.
- ❖ The right to be fully informed on Union policy through official publications and circulars.
- ❖ The right to propose changes in the IAM Constitution.
- ❖ The right to elect local Union delegates to IAM Conventions, where constitutional changes are voted.