

UWUA LOCAL 132

NOMINATION AND ELECTION GUIDELINES

- I. **INTRODUCTION.** These Guidelines describe the procedures for nominations and the election of Officers. The election will take place in accordance with the Local 132 By-Laws and the UWUA National Constitution. The Election Committee is Argelia Alvarado Gonzales, Jaime Perez, and Sonia Carrillo. The Committee Chair is Argelia Alvarado Gonzales. The Election Committee will oversee the nominations and election. These Guidelines are available on the UWUA Local 132 website (www.uwua132.org), have been sent to all UWUA Local Shop Stewards for posting on Union bulletin boards and are also available at the Union office located at 1155 Amelia Avenue, Glendora, CA 91740.

- II. **NOTICE OF NOMINATIONS AND ELECTIONS.** A Notice of Nominations and Election will be mailed to all members on/or about January 21, 2025

- III. **OFFICERS TO BE ELECTED.**
 - President

 - Secretary – Treasurer

 - Business Agent

 - 3 Trustees

 - 11 Regional Officers

- Regional Officer For Headquarters (Gas Company Tower, Monterey Park, Olympic and Pico Rivera)
- Regional Officer For Call Centers (Redlands and San Dimas)
- Regional Officer For Inland Empire (Chino, Corona, Fontana, Murrieta and Ramona)
- Regional Officer For South Inland (San Bernardino, Riverside, Palm Desert, Beaumont, Blythe, El Centro and Yucca Valley Satellite)
- Regional Officer For San Gabriel Valley (Azusa, Pasadena, Alhambra, Glendale, Branford, Valencia, Canoga and Industry)
- Regional Officer For North Coastal (Saticoy, Simi Valley, Santa Barbara, Goleta, Santa Maria, San Luis Obispo, Templeton and Chatsworth)
- Regional Officer For San Joaquin Valley (Lancaster, Bakersfield, Porterville, Hanford and Visalia)
- Regional Officer For Pacific Coast (Yukon, 182nd Street, Santa Monica, Santa Pedro)
- Regional Officer For Orange County (La Jolla, Anaheim, Garden Grove, Aliso Viejo and Santa Ana)
- Regional Officer For Metro Northwest (Hollywood, Juanita, Crenshaw and Belvedere)
- Regional Officer For Metro Southeast (Whittier, Downey, Huntington Park and Compton)

IV. TERM OF OFFICE. The duly elected candidates will be installed in office on April 1, 2025. Their term of office will expire March 31, 2028.

V. FILINGS. All filings must be in writing and should be addressed to the Election Committee Chair, Argelia Alvarado Gonzales at 1155 Amelia Ave., Glendora, CA 91740. Nomination petitions must be filed by USPS mail or hand delivery or by certified mail, return receipt. All other filings pertaining to nominations and the election, such as acceptances, requests for reconsideration of rejections of nomination, election challenges, etc., must be by certified mail or by hand delivery at Local 132.

VI. GENERAL INQUIRIES. Informal telephone inquiries regarding the procedures should be directed to OPEIU staff at Local 132. OPEIU staff may be reached at 909-305-9802. If you call with an informal inquiry, please leave your name, telephone number, date and time of phone call, so your call may be returned. You may also contact the Election Committee directly at electioncommittee@uwua132.org

VII. ELIGIBILITY FOR OFFICE.

- A. For President, Secretary-Treasurer, Business Agent and Trustee, any member in good standing who has not held or accepted a regular or temporary management position with the Company during the 12 months prior to April 1 of the election year, is eligible for Office.
- B. For each of the 11 Regional Officers, a member in good standing who has not held or accepted a regular or temporary management position with the Company during the 12 months prior to April 1 of the election year is eligible for Regional Officer **for the Region where they are employed**. For example, only a member employed in the Pacific Coast Region may be nominated for Regional Officer for Pacific Coast.

VIII. NOMINATION BY PETITION.

- A. Nomination will be by written petition. Any member in good standing may nominate a candidate for any office. A nomination petition shall include the nominator's printed name, signature, and Company ID number, as well as the nominee's name, the specific office for which they are nominated. A nomination petition may nominate more than one member for office, provided that each member is being nominated for a different office, and that the office for which each member is being nominated is specifically indicated.

- B. Nomination for President, Secretary-Treasurer, Business Agent and the 11 Regional Officers may be presented as individual nominations or as a full slate nomination on a single petition. Only full slates with 14 Officers (President, Secretary-Treasurer, Business Agent and the 11 Regional Officers, **but not Trustees**) will have a slate voting box on the ballot. If a partial slate is nominated, each nominee will be treated as an individual candidate on the ballot.

- C. A candidate for Trustee must run as an individual and cannot be part of a slate on the ballot.

IX. NOMINATION SCHEDULE.

- A. Anytime after January 21, 2025 , nomination petitions may be filed at the Union. The deadline for filing a nomination petition is 3:30 p.m. (P.D.T.) on February 10, 2025. Each petition must either be filed by mail (certified, return receipt) or by hand delivery to the Union office located at 1155 Amelia Ave., Glendora, CA 91740. A nomination petition may not be filed by any other means. **A sample nomination petition is attached**, but any nomination petition which contains the required information listed above in **VIII (A)** of these Guidelines satisfactory.

- B. By no later than 3:30 p.m. (P.D.T.) on February 13, 2025, each nominee who wishes to accept nomination, must file a signed statement accepting nomination for the stated office. The acceptance must contain the nominee's name as they would like it to appear on the ballot, the office for which they have accepted nomination, the nominee's Region, the nominee's slate (if applicable), and the nominee's signature. The acceptance should also contain the nominee's contact information. A nominee who fails to file a timely acceptance will be deemed to have declined nomination. No member may accept nomination for more than one office. **A sample acceptance statement is attached**, but any acceptance which contains the required information is satisfactory.
- C. The Election Committee will promptly rule on nominations and notify a nominee if their nomination is rejected. The Election Committee will notify each nominee if they have been properly nominated, the office for which they have been nominated and whether they have been nominated as a member of a full slate. Any individual whose nomination is rejected may have the Election Committee reconsider its ruling by filing a written protest by February 18, 2025, by 3:30 p.m. (P.D.T.)
- D. A candidate unopposed for office will be declared elected by the Election Committee.

X. BALLOTS.

- A. **Slates.** Full slates that have candidates for President, Secretary-Treasurer, Business Agent and 11 Regional Officers (**but not Trustees**) will have a slate voting box on the ballot identifying the name of the slate and listing the candidate for each office. A vote may be cast for the entire slate by marking the slate box or a vote may be cast by marking the individual candidates who are part of the slate. Full slates will be

listed first on the ballot. The order of full slates on the ballot will be determined by drawing lots.

B. Individual Candidates. The order of individual candidates on the ballot will be determined by drawing lots.

XI. INSPECTION OF THE MEMBERSHIP LIST. Any candidate for office has the right, once from February 19, 2025 to February 21, 2025, to inspect (but not copy in any way) the list of names and addresses of members who are covered by the collective bargaining agreement. A candidate who wishes to inspect the membership list must contact Local 132's OPEIU staff at 909-305-9802. The time of the inspection will be scheduled in coordination with the Election Committee. Any candidate who, following an inspection, believes there is a problem with the membership list should **promptly** file written notice with the Election Committee Chair.

XII. DISTRIBUTION OF CAMPAIGN LITERATURE. Each candidate and slate have the right to have campaign literature distributed to the membership at their expense. The procedures for distribution are set forth below.

A. Upon written request, the Union will prepare membership name and address data for a mailing. Mailing data will be prepared by the Union at no cost for all or any portion of the members for which data can be reasonably segregated, such as by zip code, by classification or by Region. Because of the data limitations, mailing data by classification or by Region may contain inaccuracies. A minimum of 2 business days is required to prepare membership mailing data. A written request should be addressed to OPEIU staff at Local 132 at 1155 Amelia Ave., Glendora, CA 91740.

- B. The Union will provide the requested membership mailing data to Mercury Mailing Systems, Inc., an outside mailing company authorized to perform mailings. Mercury Mailing Systems, Inc.'s address is 6007 S. Saint Andrews Place, Unit #5, Los Angeles, CA 90047 and its telephone number is 323- 730-0307. The contact person is Gabie Perez. Mercury Mailing Systems, Inc is a union company. Mercury Mailing Systems, Inc has been advised to charge its standard rates to any candidate or slate that wishes to mail campaign material, to require advance payment for any mailing, and to maintain strict confidentiality of any member data provided by the Union. Mercury Mailing Systems, Inc., may require several business days to perform a mailing, depending on the size and complexity of the work.

- C. Provided the Union has authorized the mailing, a candidate or slate must deal directly with Mercury Mailing Systems, Inc. regarding mechanics, time, cost, payment, etc. for the mailing.

XIII. ELECTION.

- A. All members in good standing are eligible to vote.

- B. The election will be by secret mail ballot which will be conducted by the California Elections Company. Ballots, together with voting instructions, will be mailed to each member in good standing on or about March 3, 2025.

- C. A member who does not receive a ballot package on a timely basis should notify OPEIU Staff at 909-305-9802. The Union will promptly notify California Elections Company to mail a replacement ballot package to any such member eligible to vote.

- D. Ballots must be received at the Post Office box by 9:00 a.m. (P.D.T.) March 25, 2025, to be counted.

- E. **Observers.** Each individual candidate may have 1 observer and each full slate may have 3 observers during the following events: (1) when California Elections Company picks up the ballots at the post office at 9:00a.m. (P.D.T) on March 25, 2025; and (2) during the tabulation of the ballots at the office of Local 132 on March 25, 2025. Each slate or candidate must file the name(s) of any observer(s) in writing with the Election Committee Chair by March 19, 2025. Only Local 132 members in good standing are able to observe.

- F. Candidates for President, Secretary- Treasurer, Business Agent and 11 Regional Officers will be elected by a plurality of votes (i.e., the candidate with the most votes wins the election for each office).

- G. The 3 individual candidates for Trustee with the highest total of votes wins the election.

- H. Write- in candidates are not permitted.

XIV. Any election challenge should be filed promptly. Election challenges will be governed by the applicable provisions of the Local 132 By-Laws and the UWUA National Constitution.

XV. These Guidelines may be modified as necessary in order to conduct a fair and orderly election.

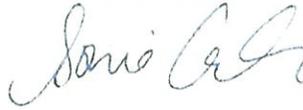
Election Committee Chair
UWUA Local 132,



Argelia Alvarado Gonzales

Election Committee Members
UWUA Local 132,

Sonia Carrillo



Jaime Perez



Sample Nomination Petition

The undersigned, _____
[print name]

hereby nominates _____
[name of nominee]

for the office of _____
[specific office].

This individual is nominated as a member of the
_____ slate
[name of slate if applicable].

Signature: _____

My Company ID No. is _____

Date: _____

Sample Acceptance

I _____
[print name as you would like it to appear on the ballot]

accept nomination for the office of _____
[print the office for which you are running].

My Region is _____

My slate is _____
[name of slate if applicable]

Signature: _____

My Company ID No. is _____

Date: _____

Nominee Contact Information

My Company ID No. is _____

Home Address: _____

Cell Phone: _____