

**DISTRICT LODGE 171**  
**BYLAWS**  
**OF THE**  
**INTERNATIONAL ASSOCIATION OF MACHINISTS**  
**AND AEROSPACE WORKERS, AFL-CIO**  
**ENID, OKLAHOMA**

**ARTICLE I**

**PURPOSE**

This District Lodge is established and chartered by the International Association of Machinists and Aerospace Workers, AFL-CIO, for the purpose of securing mutual protection, harmonious action and close cooperation in all matters relating to the trade; to organize the unorganized under the jurisdiction of the District Lodge; to establish and maintain uniform wages and working conditions; and render the maximum protection and service to its members.

**ARTICLE II**

**LOCATION AND JURISDICTION**

**SECTION 1.** The principle office of the District Lodge shall be located in Enid, Oklahoma.

**SECTION 2.** The jurisdiction of District Lodge No. 171 shall encompass all I.A.M. members employed in the State of Oklahoma, and Southeast Kansas except those members represented under the jurisdiction of other I.A.M. District Lodges or as otherwise determined by the Grand Lodge. Locals currently affiliated will be LL 135, LL 293, LL 693, LL 850, LL 898, and LL 1461.

**ARTICLE III**

**MEMBERSHIP AND AUTHORITY**

**SECTION 1.** The District Lodge shall consist of a delegate body made up of representatives duly elected from the affiliated Local Lodges within its jurisdiction.

**Approved: 12-11-12**

**Effective: 1-1-13**

SECTION 2. The District Lodge shall have authority over, and control of, all affiliated Local Lodges within its geographical area and jurisdiction, including the right to set the per capita tax to be paid by the affiliated Local Lodges, subject to the approval of the International President. The provisions of these bylaws shall, insofar as they are practical and adoptable, apply to and control all affiliated Local Lodges within the jurisdiction of District Lodge No. 171.

SECTION 3. The District Lodge shall have the authority to compel any member(s) of an affiliated Local Lodge to appear before it and explain any action they may have taken that may be detrimental to the District Lodge, its affiliated Local Lodges and/or the Grand Lodge.

## **ARTICLE IV**

### **MEETINGS AND QUALIFICATIONS**

SECTION 1. Regular meetings of this District Lodge shall be held on the second Saturday, at 9:30 a.m., on a bi-monthly basis, with the first meeting of the year in February, at the headquarters of the District Lodge. The District Lodge Secretary-Treasurer shall give prior notification to all delegates, by regular U.S. Mail, of the meeting place, time and location. In the event a scheduled meeting date occurs on a legal holiday, or conflicts with other meetings of importance to the District, the delegates, by majority vote, shall set an alternative location and/or date to hold said meeting and the District Secretary-Treasurer shall notify all delegates, by regular U.S. Mail, of the change in the meeting date.

SECTION 2. Delegates shall be seated at regular meetings by majority vote of the District Lodge upon complying with the rules of the District Lodge and presenting credentials, properly signed and sealed. No member of a Local Lodge shall be seated as a delegate who is delinquent in any manner to the Local, District or Grand Lodge.

SECTION 3. Affiliated Local Lodges shall have delegate representation as follows: Local Lodges having one hundred (100) members or less shall be entitled to two (2) delegates, with one (1) delegate per additional one hundred (100) members or major fraction thereof based on Local Lodge membership on January 1 of each year. One of the delegates shall be the President of each Local Lodge. Delegates shall serve a term of three (3) years.

SECTION 4. In the event any elected delegate absents themselves from two (2) consecutive meetings of the District Lodge, without being excused, and if there is no controversy as to the refusal to excuse being proper, such delegates shall be deemed to have resigned their office. The vacancy shall be filled by appointment by the presiding officer of the affected Local Lodge for the unexpired term.

It is the responsibility of each delegate or their designated alternate to contact the office of the District Lodge Secretary-Treasurer prior to the meeting to report an absence.

SECTION 5. Ten (10) delegates representing at least two (2) affiliated Local Lodges in good standing with the District Lodge shall constitute a quorum.

## **ARTICLE V**

### **EXECUTIVE BOARD**

SECTION 1. The Executive Board of the District Lodge shall be composed of the President/Directing Business Representative, the Vice President, the Secretary-Treasurer, and the President delegates.

In the event the selected Executive Board member finds it impossible to attend any Executive Board meeting, he/she shall have the authority to, and must, designate one of the other District Lodge delegates from his/her Local Lodge who will attend as an alternate.

Each member of the Executive Board shall be entitled to one (1) vote, excluding the President/Directing Business Representative who shall have a voice and participate in the meetings, but shall have no vote, except that the President/Directing Business Representative shall vote to decide all ties.

SECTION 2. The President/Directing Business Representative shall preside at all Executive Board and regular meetings of the District Lodge. In the absence of the President/Directing Business Representative, the Vice President shall preside.

SECTION 3. The Secretary-Treasurer shall attend all meetings of the District Lodge and shall be responsible for keeping an accurate recording of all meetings, present all communications, report all bills, present a report on the finances of the District Lodge and assist the presiding officer as otherwise required.

SECTION 4. The District Lodge Trustees shall be present at all District Lodge Executive Board meetings and shall be responsible for reviewing, approving and signing the master vouchers.

SECTION 5. All executive powers of the District Lodge, when not in session, shall be vested in the District Lodge Executive Board. The President/Directing Business Representative shall have authority to call the Executive Board into session whenever, in the opinion of the President/Directing Business Representative, conditions warrant. Three (3) of the Executive Board members shall constitute a quorum.

## **ARTICLE VI**

### **DISTRICT LODGE VICE PRESIDENT, TRUSTEES AND CONDUCTOR/SENTINEL ELECTIONS AND RESPONSIBILITIES**

**SECTION 1.** The District Lodge delegates shall, at the regular meeting in February, elect from among themselves, one (1) Vice President, three (3) Trustees and three (3) Auditors who shall hold office for a term of three (3) years.

**SECTION 2.** The Board of Trustees shall see that the records are properly kept and semi-annually shall assist the Auditing Committee in the examination of the records and accounts, attaching their signatures to the report of that committee.

## **ARTICLE VII**

### **DISTRICT LODGE REPRESENTATIVES AND SALARIED OFFICERS QUALIFICATIONS AND ELECTION**

**SECTION 1.** District Lodge No. 171 shall maintain a President/Directing Business Representative, a Secretary-Treasurer and such additional Business Representatives as may be required and approved by Grand Lodge.

**SECTION 2.** The President/Directing Business Representative, the Secretary-Treasurer and Business Representative/Organizer shall be elected by referendum vote of all Local Lodges affiliated with District Lodge No. 171 and their term of office shall be for four (4) years.

**SECTION 3.** A candidate for the office of President/Directing Business Representative must have been a member in good standing for a period of not less than five (5) years prior to the time of nomination for office.

**SECTION 4.** A candidate for the office of Secretary-Treasurer must have been a member in good standing for a period of not less than two (2) years prior to the time of nominations for office.

**SECTION 5.** A candidate for the office of Business Representative/Organizer must have been a member in good standing for a period of not less than two (2) years prior to the date of nomination for office.

In order to be qualified to be an officer of District Lodge 171 above, a member must, in addition to meeting the qualifications of the International Constitution, have been in attendance a minimum of 50% of the regular lodge meetings held by their Local Lodge during the twelve month period ending the date of close of nominations.

SECTION 6. All candidates shall be free from delinquency to Grand Lodge, the District Lodge and/or the Local Lodge. They must be working at the trade and have worked at the trade for a period of not less than one (1) year prior to the time of their nomination. (Working at the trade does not apply to representatives or salaried officers whose time is fully occupied by the Grand Lodge, the District Lodge or the affiliated Local Lodge.)

SECTION 7. Election of the President/Directing Business Representative, the Secretary-Treasurer and Business Representative/Organizer shall be by secret ballot and the candidate(s) receiving the greatest number of votes for each respective office(s) shall be declared elected. If there are no opposing nominations for the office(s), the unopposed candidate(s) shall be declared elected for the ensuing term.

SECTION 8. All officers handling funds for the District Lodge and all Business Representatives of District Lodge shall be placed under a suitable and sufficient fidelity bond.

SECTION 9. The President/Directing Business Representative of District Lodge No. 171 shall prevail upon the Grand Lodge in the month of January of the election year to ascertain the number of Business Representative/Organizers to be elected. This information shall be reported to the District Lodge delegates at the February meeting.

SECTION 10. Each affiliated Local Lodge in the month of January shall be entitled to nominate one (1) candidate each for the office of President/Directing Business Representative, Secretary-Treasurer and Business Representative/Organizer. Said nominations must be forwarded to the District Secretary-Treasurer immediately following nominating meeting with the acceptance letter of Local Lodge nominee(s).

SECTION 11. It shall be the duty of the District Secretary-Treasurer to forward sufficient ballots to each affiliated Local Lodge in time for the election. Said ballots shall contain the names of all eligible candidates, arranged in order, with the candidate receiving the greatest number of nominations being placed first and continuing in declining sequence for the office stated. In the event two or more candidates for the same office receive the same number of nominations, the position on the ballot shall be determined by drawing by lot. The Trustees of the District shall oversee this drawing.

SECTION 12. All ballots shall be so arranged that a voter may designate his/her choice by marking a cross (X) opposite the name(s) of those he/she wishes to record a vote. When two or more are to be elected to the same office, a failure to vote for the required number of candidates shall invalidate that portion of the ballot.

SECTION 13. A "sign-in register" shall be utilized so that the name, address, Local Lodge number of each member voting may be documented. Both the ballot and the sign-in register containing the name, address, Local Lodge number of each member voting shall be retained by the District Lodge Secretary-Treasurer for a period of one (1) year and shall be surrendered to the District Lodge Election Tellers if required and

ordered by them. Each Local Lodge shall be furnished tally sheets in duplicate, both of which shall be tabulated with the votes of the members of the Local Lodge. One tally sheet shall be retained by the Recording Secretary of the Local Lodge and the other one shall be returned to the District Lodge Secretary-Treasurer.

SECTION 14. The election of the President/Directing Business Representative, Secretary-Treasurer and Business Representative/Organizer(s) shall be conducted in the Local Lodge meeting room of the affiliated Local Lodges, or at such place as may be designated by the District Lodge, in the month of March each four (4) years.

Each affiliated Local Lodge may determine the time it will open and close its election polls. However, the election polls shall not open prior to 6:00 a.m. and must close no later than 8:00 p.m., making sure that all members desiring to vote, shall have the opportunity. Absentee ballots shall be issued in accordance with the I.A.M. Constitution and all requests for absentee ballots shall be made to the District Secretary-Treasurer's office, 1901 N. Washington, Enid, Oklahoma 73701.

There shall be at least two (2) District Lodge Tellers assigned to all out-of-town Local Lodges, who shall supervise the conduct of the election.

A numbered sign-in register shall be provided at each election poll for voters to sign before receiving a ballot. Sign-in registers shall be sealed with all election materials and retained by the District Secretary-Treasurer's office for a period of at least one (1) year.

All members must be notified of said election, by U.S. Mail at the last known address, not less than sixty (60) days prior to the date when the election is to be held. It is the responsibility of the member to furnish District Lodge No. 171 with the member's current mailing address.

The District Lodge at its meeting in February and each Local Lodge at its meeting in February shall appoint at least two (2) Election Tellers who shall have full authority to distribute and collect ballots of said Lodges.

Local Lodge Tellers are not to count the votes of their Local Lodge until all Local Lodges have completed their voting. At the completion of the voting in each Local Lodge outside of Enid, OK, the Local Lodge Tellers shall seal the ballots and immediately mail them to a depository previously established by the District Lodge delegates.

Out-of-town Local Lodges may, at their expense, send their Tellers to the District Lodge on the 2<sup>nd</sup> Saturday of April to count their Local Lodge's ballots. However, in the event they elect not to send their Tellers, the District Lodge Tellers will count the ballots of their Local Lodge.

In filling vacancies or new positions in the foregoing offices, the election procedures as outlined, (excluding dates), shall apply. A vacancy in the office of President/Directing Business Representative shall be filled by the Business Representative/Organizer for the balance of the term.

SECTION 15. No slates, campaign literature, signs, etc., shall be passed out or posted within five hundred (500) feet of any polling place during any District Lodge or Local Lodge election. No candidate for office shall be allowed to remain on the property or in the vicinity of the polling place during any election except to vote, to attend a scheduled meeting which he/she would normally attend or as otherwise directed by an official of the Grand Lodge, the District Lodge or his/her Local Lodge for a specific purpose.

SECTION 16. The duly elected President/Directing Business Representative, Secretary-Treasurer and Business Representative/Organizer(s) shall take office on May 1, immediately following the election.

SECTION 17. The District Lodge office shall be open for the purpose of conducting the business of the organization Monday through Friday, excluding recognized holidays. Normal hours of operation shall be from 8:00 a.m. until 5:00 p.m. Appointments may be made with the District Lodge Representatives and Officers for special meetings and conducting business of the organization at times other than the specified hours.

## ARTICLE VIII

### **PRESIDENT/DIRECTING BUSINESS REPRESENTATIVE SECRETARY-TREASURER AND BUSINESS REPRESENTATIVES RESPONSIBILITIES AND SALARIES**

SECTION 1. The President/Directing Business Representative shall perform all the duties pertaining to that office. He/she shall have authority to employ the necessary secretaries (at the appropriate hourly rate and benefit package) for the operation of the office and shall have full supervision and authority to direct the activities of the Business Representative/Organizer(s) and office personnel. He/she shall have authority to call special meetings of the District Lodge, when, in his/her opinion, conditions warrant. He/she shall approve and sign all expense statements and checks requiring the President's signature. He/she shall preside at all District Lodge meetings, preserve order, enforce the rules, decide all questions and usage thereof, appoint officers pro tem, appoint all committees not otherwise provided for and act as ex-officio member of all District Lodge committees.

He/she shall, through coordination with the Secretary-Treasurer, operate the District Lodge in the most efficient and cost effective manner possible.

When the need arises, he/she shall have the authority to appoint Organizers as necessary for a period not to exceed six (6) months, subject to approval of the District Delegates at the next District Lodge meeting.

SECTION 2. The Secretary-Treasurer shall keep an accurate record of the proceedings of all meetings of the District Lodge and forward a written copy to each affiliated Local Lodge; process all orders passed by the District Lodge and attest same by signature; present all correspondence and communications pertaining to District Lodge affairs; conduct correspondence as instructed by the District Lodge.

He/she shall receive all monies due the District Lodge and the Local Lodges affiliated with the District Lodge; transact all business with the bank(s) designated by the District Lodge; keep an accurate account of all receipts and disbursements; make a report at every meeting of the District Lodge of the account of the financial standing of the District Lodge; and submit the District Lodge books and papers to the Auditing Committee semi-annually as required by the I.A.M.&A.W. Constitution. He/she shall send a copy of the semi-annual audit report to the Auditing Committee, the Trustees and to each affiliated Local Lodge.

He/she shall pay all authorized bills by check, counter-signed by the President/Directing Business Representative.

He/she shall prepare the monthly reports for each affiliated Local Lodge and forward them to the General Secretary-Treasurer of the International Association of Machinists and Aerospace Workers, with a check(s) drawn on the District Lodge covering the total amount of per capita tax owed by the affiliated Local Lodges. These reports shall be kept on file in the District Lodge offices and shall be made accessible to the Financial Officer of each Local Lodge upon request.

He/she shall forward to each affiliated Local Lodge, at the close of each month, their pro-rata share of dues collected for their Lodge.

He/she shall mail to the appropriate Financial Officer of each Local Lodge, a report on District Lodge forms, showing the amount of dues collected and the total amount of Grand Lodge and District Lodge per capita tax and other fees paid on behalf of the Local Lodge.

He/she shall, through coordination with the President/Directing Business Representative, direct the office staff in the Secretary-Treasurer's office making sure that the necessary work is performed in an efficient and cost effective manner.

He/she shall perform all the duties of a Secretary-Treasurer, including preparing all notices for regular and/or special called meetings, preparing election ballots and notices, responding to requests for absentee ballots, securing appropriate means for receipt of absentee ballots and other duties as may be required.



SECTION 3. The Business Representatives shall assist the President/Directing Business Representative in the performance of his/her duties and shall provide service to the affiliated Local Lodges as directed by the President/Directing Business Representative.

SECTION 4. It shall be the duty and obligation of the President/Directing Business Representative and the Business Representative/Organizer(s) to attend all District Lodge and affiliated Local Lodge meetings whenever possible to do so, unless on other assignments or excused by the President/Directing Business Representative for a specific purpose.

SECTION 5. In the event a reduction-in-force becomes necessary among the elected staff, they shall be laid off based on their seniority, excluding the President/Directing Business Representative and Secretary-Treasurer. Seniority for benefits and paid time off shall include accumulated "Plant Seniority".

Seniority shall be calculated on time served as an elected staff member. Those on layoff shall be on call for the remainder of their term of office and shall be recalled, as the need arises, based on their seniority. In the event two or more have the same seniority date, the number of votes received shall be the determining factor. (Highest vote count will be laid off last and recalled first).

SECTION 6. For the performance of their duties, the President/Directing Business Representative, the Business Representative/Organizer(s), the Secretary-Treasurer shall receive a salary to be paid bi-weekly, together with necessary expenses approved by the District Lodge.

SECTION 7. Attached hereto and made a part of these bylaws, shall be an Appendix showing rates of pay, expense allowance and benefits for all District Lodge Staff. Beginning in January 2005, and each succeeding year thereafter, the rate of pay for all District Lodge Staff shall be increased by an amount equal to the percentage increase of the weighted average hourly earnings on a union-wide basis. Expense allowances and benefits shall be established by the District Lodge delegates and shall be reviewed on an annual basis for the purpose of adjustment with the approval of the International President. Salary increases may be postponed temporarily upon recommendation of the District Lodge Staff and approval of the International President.

## **ARTICLE IX**

### **REVENUES AND FINANCES**

Effective January 1, 2004, the District Lodge shall be recognized by Grand Lodge as the constitutionally responsible reporting Lodge, with the District Lodge officers assuming all fiduciary responsibility related thereto under the I.A.M. Constitution. The District Lodge shall execute and cause to be filed all financial and other reports on behalf of the District Lodge and affiliated Local Lodges which may be required by applicable law.

Effective January 1, 2004, District Lodge No. 171 per capita tax shall be paid by each affiliated Local Lodge in accordance with the following schedule:

- 2004                      An amount equal to 55% of the Grand Lodge per capita for 2004 rounded off to the nearest nickel.
  
- After 2004                55% of the Grand Lodge per capita as established and provided for in the IMAW Constitution, rounded off to the nearest nickel.

The District Lodge per capita tax shall be increased January 1 of each succeeding year in accordance with the published amount as determined by the Grand Lodge.

**APPENDIX**

**RATES OF PAY, EXPENSE ALLOWANCE AND BENEFITS**

| <b>Effective 1/1/2013</b>                                 | <b>MONTHLY SALARY</b> | <b>MONTHLY EXPENSE</b> |
|---|-----------------------|------------------------|
| <b>President/Directing Business Representative</b>        | <b>\$7944.73</b>      | <b>\$200.00</b>        |
| <b>Secretary-Treasurer</b>                                |                       | <b>\$200.00</b>        |
| <b>Business Representative/Organizer(s) eff. 1/1/2013</b> | <b>\$6739.22</b>      | <b>\$200.00</b>        |

District Lodge No. 171 will pay the actual monthly cost of the insurance package offered by the parent company of the elected or appointed President/Directing Business Representative and Business Representative/Organizer(s) during their tenure in office.

**PER DIEM**

Representatives, officers and members representing the District Lodge while away from their home station requiring overnight stay(s) shall be paid per diem at the IRS Joint Travel Rate Schedule.

**EXPENSE REIMBURSEMENT AND CHARGES**

Representatives/Organizers may file, with the President/Directing Business Representative, a weekly or monthly expense statement listing all expenses incurred in connection with their assignments, using the approved District Lodge form. The President/Directing Business Representative, or in his/her absence the Acting Directing Business Representative, will approve all allowable expenses and forward those approved to the Secretary-Treasurer who will approve them and issue checks in the amount approved. All receipts must be attached to the expense form for justification of reimbursement. No further expense advances shall be approved or drawn until receipts for all previous advanced expenses have been received by the Secretary-Treasurer's office.

## **AUTOMOBILE EXPENSE ALLOWANCE**

Representatives using personal automobiles in travel away from and return to their home station will be allowed a mileage charge for actual mile traveled allowed by the IRS.

## **TRAVEL OTHER THAN AUTOMOBILE**

Representatives traveling by methods other than personal automobile will be reimbursed for such actual travel costs.

## **PAID TIME OFF**

Elected or appointed Staff members employed by the District Lodge shall be eligible for paid time off with pay, based on the following schedule per bi-weekly pay period:

| <u>Seniority<br/>Years</u> | <u>Paid Time<br/>Off Credit</u> | <u>Full Time</u> | <u>Part Time</u> |
|----------------------------|---------------------------------|------------------|------------------|
| 0-8                        | Hours a year                    | 160              | 80               |
| 0-8                        | Hours a Bi-weekly Pay Period    | 6.1538           | 3.0769           |
| 8-12                       | Hours a year                    | 200              | 100              |
| 8-12                       | Hours a Bi-Weekly Pay Period    | 7.6923           | 3.8462           |
| 12-20                      | Hours a year                    | 240              | 120              |
| 12-20                      | Hours a Bi-Weekly Pay Period    | 9.2308           | 4.6154           |
| Over 20                    | Hours a year                    | 280              | 140              |
| Over 20                    | Hours a Bi-Weekly Pay Period    | 10.7692          | 5.3846           |

PTO shall be administered per Article 12 of the Collective Bargaining Agreement for DynCorp (at Enid, OK) dated June 9, 2003.

District Lodge Staff members will be entitled to receive pay for unused PTO credits at the time of termination, for any reason.

## **SICK LEAVE**

Elected or appointed Staff members employed by the District shall be eligible to use up to thirty (30) days per year as necessary for sick leave. Sick leave is accumulative only, under unused PTO per Article 13 in the Dyn Corp CBA. Unused sick leave shall not be cashed in for pay. No sick leave pay shall be granted upon termination of service by election or otherwise.

Sick leave shall be administered per Article 13 of the CBA for DynCorp (at Enid, OK) dated June 9, 2003.

## **HOLIDAYS**

The District Lodge Building will be officially closed on the following holidays:

|                                  |                          |
|----------------------------------|--------------------------|
| New Year's Day                   | Columbus Day             |
| Martin Luther King Jr's Birthday | Veteran's Day            |
| President's Day                  | Thanksgiving Day         |
| Memorial Day                     | The Day before Christmas |
| Independence Day                 | Christmas Day            |
| Labor Day                        |                          |

If a holiday falls on Saturday, the Friday before will be observed as the holiday. If holiday falls on Sunday, the Monday following will be observed as the holiday.

## **TEMPORARY DISTRICT LODGE REPRESENTATIVES**

Temporary District Lodge Representatives who are properly authorized to perform a special service for the District Lodge, such as official delegates, committee members, auditors, etc., will be paid at the member's regular hourly rate for all scheduled hours actually lost from his/her regular employment and will be allowed expenses on the same basis as are fulltime Staff members of the District Lodge.

## **ORDER OF BUSINESS**

1. Pledge of Allegiance to the Flag.
2. Introduction of visitors.
3. Roll call of delegates and excuses for same.
4. Reading of credentials and installation of delegates.
5. Approval of minutes.
6. Bills and communications.
7. Discussion of Business Representatives' reports.
8. Report of grievances.
9. Executive Board recommendations.
10. Report of committees.
11. Good of the Order.
12. Unfinished business
13. New business.
14. Adjournment.

## **BYLAW AMENDMENTS**

All proposed changes to these bylaws must be submitted to a referendum vote of the membership of the affiliated Local Lodges when they are sponsored by a majority of the Local Lodges affiliated with the District Lodge, or when they are recommended by a two-thirds (2/3) majority of the District Lodge Delegates. Any and all changes in these bylaws, excluding salaries of District Lodge Representatives and Officers, shall only be made by referendum vote of the membership of the affiliated Local Lodges. (Referendum vote of the membership shall mean a majority of the total votes cast District wide).

Each proposed change to these Bylaws shall be read and voted on individually.

A notice of at least thirty (30) calendar days shall be given to the affiliated Local Lodges before any proposed change in these bylaws is submitted to a referendum vote. The District Lodge shall notify the affiliated Local Lodges and the Local Lodges shall notify their membership of the proposed changes and the date of the meeting at which action is to be taken upon the proposed changes.

The bylaws of District Lodge No. 171 and any proposed amendments thereto, shall be submitted to the International President for his examination, correction and approval before they will become effective.

## **CONTRACTS AND NEGOTIATIONS**

The District shall be responsible for the accomplishment of the Collective Bargaining Agreements for all affiliated Local Lodges. The size of Committees and bargaining expenses shall normally be borne by the Locals.

## **ARBITRATIONS**

The District Lodge shall be responsible to arbitrate Local Lodge grievances as approved by the President/Directing Business Representative.

The Local Lodges shall vote to fund an Arbitration Case then forward each to the District for approval and scheduling.

An appeal to the President/Directing Business Representative may be appealed to the Executive Board.

The Local Lodges shall normally be responsible for Arbitration Expense.

**Approved for in behalf of  
International President**