

CONSTITUTION
FOR
WASHINGTON, D.C., SOCIAL SERVICE EMPLOYEES
LOCAL 2401

ARTICLE I
NAME

The name of this organization shall be Washington, D.C., Social Services Local Number 2401 of the American Federation of State, County and Municipal Employees, AFL-CIO.

ARTICLE II
AFFILIATIONS

This local union shall be affiliated with District of Columbia District Council Number 20 of the American Federation of State, County and Municipal Employees; the Maryland State and D.C. AFL-CIO; and the Greater Washington Central Labor Council, AFL-CIO.

ARTICLE III
OBJECTIVES

The objectives of this local union shall be to carry out on a local basis the objectives of the American Federation of State, County and Municipal Employees.

ARTICLE IV
MEMBERSHIP AND DUES

Section 1. All employees of the Social Service Administration and the Department of Human Resources, District of Columbia are eligible for membership in this local union, subject to the requirements of the Constitution of the International Union.

Section 2. Application for membership shall be made on a standard application form. Unless such form includes a valid authorization for payroll deduction of dues, the application shall be accompanied by the current month's dues.

Section 3. The membership dues of all locals affiliated with this council shall be \$16.59 biweekly, \$18.43 semi-monthly or \$36.86 monthly. These dues rates shall be adjusted annually in accordance with the provisions of Article IX of the AFSCME International Constitution. Where possible, dues shall be by payroll deduction and direct deposit of dues transmitted by the employer directly to the Council 20 bank account.

Section 4. Membership dues that are not payroll deductible shall be payable monthly in advance to the local secretary-treasurer and in any event shall be paid not later than the 15th day of the month in which they become due. Any member who fails to pay dues by the 15th day of the month in which they become due shall be considered delinquent, and upon failure to pay dues for two successive months shall stand suspended. Provided, however, that any person who is paying dues through a system of regular payroll deduction shall for so long as the member continues to pay through such deduction method, be considered in good standing.

Section 5. A member suspended under the above section may be reinstated to membership in the local by notifying the secretary and by payment of all arrearages or upon payment of a reinstatement fee of \$15.00 plus the current month's dues to the secretary-treasurer.

Section 6. The local shall receive \$1.85 per member per month from the council as rebate, of that \$0.30 per member per month shall be for the Good and Welfare Fund, \$0.15 per member per month shall be for community affairs fund, \$0.15 per member per month shall be for the scholarship fund and \$0.15 per member per month shall be for the PEOPLE Fund. All remaining amounts shall be placed in the general fund.

ARTICLE V MEETINGS

Section 1. Regular meetings of this local shall be held on a fixed day designated by the president. If it becomes necessary to change the meeting date, a 30-day notice must be provided to the general membership except in emergencies. Emergencies shall be determined by the president.

Section 2. Special meetings may be called by the local president, the local executive board, or by petition filed with the president and signed by 10% of the members of the local. Special meetings may also be called by the International President or by an authorized representative of the International President.

Section 3. The quorum for meetings of this local shall be 5% of the membership in good standing.

Section 4. The unexcused absence of an executive board member from three (3) consecutive meetings to include executive board and/or general membership shall automatically cause the member's removal from office.

ARTICLE VI OFFICERS, NOMINATIONS, AND ELECTIONS

Section 1. The officers of this local shall be a president, a vice-president, a recording secretary, a secretary-treasurer, a parliamentarian and three (3) executive board members, and these eight shall constitute the local union executive board. In addition, there shall be elected three (3) members who shall serve as trustees. All officers and trustees shall be elected for three years, beginning in 2011.

Section 2. Nominations shall be made at a regular or special meeting of the local. At least fifteen days' advance notice shall be given the membership prior to the nomination meeting. A nominating committee may be appointed or elected to make nominations, but whether or not such nominating committee is used, nominations shall be permitted from the floor at the nomination meeting. All regular elections shall be held in the month of June.

Section 3. To be eligible for office, a member must be in good standing for one year immediately preceding the election, except in the initial election held in this local; provided, however, that no retired member shall be a candidate for office.

Section 4. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International Union Constitution.

Section 5. Officers shall be elected by secret ballot vote, and the balloting shall be so conducted as to afford to all members a reasonable opportunity to vote. At least fifteen days' advance notice shall be given the membership prior to the holding of the election.

Section 6. An election committee shall be established and shall have general responsibility for the conduct of the election in accordance with the provisions of Appendix D, entitled Election Code of the International Union Constitution. Any challenge concerning the eligibility of any nominee shall be referred to the Election Committee for decision and the decision shall be reported to the subordinate body prior to the election. The election committee shall also report, as expeditiously as possible, the results of the balloting, together with recommendation regarding and protests which have been lodged regarding the conduct of the election. No member of the election committee may be a candidate for office.

Section 7. Vacancies in office shall be filled for the remainder of the unexpired term by vote of the executive board. In the case of a vacancy in the office of president, the vice-president shall become president and the vice-president's vacancy shall be filled in accordance with the provisions of this section.

Section 8. A member can hold no more than one office.

Section 9. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer, contained in Appendix B of the AFSCME International Union Constitution.

Section 10. All matters concerning nominations and elections in this local union shall be subject to the provisions of Appendix D, entitled Elections Code, of the International Union Constitution.

Section 11. Delegates to the AFSCME International Convention and Council 20 convention shall be elected in the manner prescribed for the election of officer, however, a member must have been a member in good standing for full four months prior to the convention.

Section 12. The following shall be the standing committees of the local: Membership, Health and Safety, Good and Welfare, Community Affairs, Labor Management and PEOPLE Committee.

ARTICLE VII DUTIES OF OFFICERS AND EXECUTIVE BOARD

Section 1. The president shall preside at all meetings of the local union and of the executive board. The president shall be a member of all committees, except the elections committee. The president shall countersign all checks drawn against the funds of the local. The president shall appoint all standing committees and all special committees of the local subject to the approval of the executive board. The president shall appoint and remove all shop stewards. The president shall report periodically to the membership regarding the progress and standing of the local and regarding his/her official acts.

Section 2. The vice-president shall assist the president in the work of that office. In the absence of the president or in his/her inability to serve, the vice-president shall preside at all meetings and perform all duties otherwise performed by the president. The vice-president may act as co-signer of checks drawn on the local funds in place of either the president or the secretary-treasurer. The vice-president shall serve as the chairperson of the labor management committee.

Section 3. The recording secretary shall keep a record of the proceedings of all membership meetings and of all executive board meetings, shall carry on the official correspondence of the local, except as the executive board may direct otherwise, and shall perform such other duties as the executive board may require. The recording secretary shall serve as chairperson of membership.

Section 4. The secretary-treasurer shall receive and receipt for all monies of the local union, shall deposit all monies so received in the name of the local union in a bank or banks selected by the executive board, and money so deposited shall be withdrawn only by check signed by the president and the secretary-treasurer. The secretary-treasurer shall prepare and sign checks for such purposes as are required by the constitution or as authorized by the membership or the executive board. The secretary-treasurer shall prepare and submit the monthly membership report to the International Union office and see that a check is drawn in payment of the local's per capita tax each month and sent to the International Secretary-Treasurer, and shall keep an accurate record of receipts and disbursements and shall, once each month, submit to the membership a monthly operating statement of the financial transactions of the local for the previous month. The secretary-treasurer shall at the expense of the local union and through the International Union, give a surety bond for an amount to be fixed by the executive board of the local union and see that any financial reports required by the International Union Constitution to be submitted in accordance with the International Union Constitution.

Section 5. The trustees shall make or cause to be made at least semi-annually an audit of the finances of the local, including the finances concerning any health and welfare, pension, insurance or other benefit programs covering members of such local, and shall report to the membership on the results of such audit.

Section 6. The executive board shall be the governing body of the local union except when meetings of the local union are in session. All matters affecting the policies, aims and means of accomplishing the purposes of the local not specifically provided for in this constitution or by action of the membership at a regular or special meeting shall be decided by the executive board. The board shall meet at the call of the president or of a majority of the members of the board. A report on all actions taken by the executive board shall be made to the membership at the next following meeting. A majority of the members of the executive board shall be required for a quorum.

ARTICLE VIII MISCELLANEOUS PROVISIONS

Section 1. This local union shall at all times be subject to the provisions of the constitution of the American Federation of State, County and Municipal Employees.

Section 2. Except to the extent specified in this constitution, no officer of the local union shall have the power to act as agent for or otherwise bind the local union in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise bind the local union except to the extent specifically authorized in writing by the president of the local union or by the executive board of the local union.

Section 3. Robert's Rules of Order, Revised, shall be the guide in all cases to which they are applicable and in which they are not inconsistent with the constitution and special rules of this local union or of the American Federation of State, County and Municipal Employees.

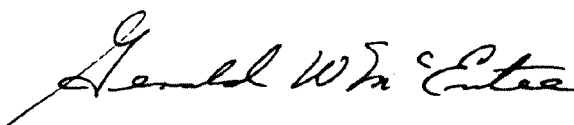
Section 4. All Judicial Procedure shall be conducted in accordance with the provisions of Article X, Judicial Procedure, of the International Constitution.

Section 5. The local union president shall automatically be a delegate to all conventions.

ARTICLE IX AMENDMENTS

This constitution may be amended, revised, or otherwise changed by a majority vote of the members voting on such proposed change and such change shall take effect only upon written approval of the International President. Proposed amendments to this constitution must be read at a regular or special meeting of the local union and read and voted on at a subsequent meeting of the local union, adequate and proper notice having been given to the membership prior to the date on which the vote is taken. A written copy of the proposed amendment shall be furnished to every eligible voter at the meeting at which the vote is taken.

APPROVED BY:

A handwritten signature in cursive script that reads "Gerald W. McEntee". The signature is written in black ink and is positioned above the printed name and title.

GERALD W. McENTEE
International President
Approval Date: 5/31/2011