

OPSEU 2100

Local Policies & Guidelines

Local 2100 follows the Constitutions and Policies set out by OPSEU. In addition, there are Bylaws set out by the Local as well as limited Local Policies as follows. They are not known to conflict with the current OPSEU Constitution, Bylaws or Policies.

Local 2100 Policies can be amended, added to, or changed by a duly elected sitting Executive Committee with approval of the Local membership at a General Meeting and in accordance with the OPSEU Constitution, Policies and Bylaws.

Attendance at Union Events

All delegates to the Annual OPSEU convention or Border Public Service (BPS) conference or any other Union sanctioned events are expected to be in attendance for the complete sessions - from start of the day until closing, except where extenuating circumstances arise, and is discussed with Local 2100 President (or designate), as soon as possible.

When in attendance at union sanctioned events or acting as representatives of Local 2100 at a community approved event, members are expected to present a professional manner.

Expenses covered by Local 2100

All Local expenses, accrued by members, for Union business, should be submitted to the Local Treasurer with the appropriate receipts. All Local expenses need to be authorized in advance.

Expenses covered:

1. Mileage can be claimed by the Executive and Committee Members to and from meetings as required, for conducting Union business. Mileage will be paid for General Membership Meetings for representatives requested to work the meeting (i.e. set up, sign in, clean up and packing) Mileage expenses can be claimed to and from legitimate union functions.
- 2a) Reasonable meal expenses may be covered for Executive Officers while conducting Union business.
- 2b) Members attending a Locally sanctioned event will be reimbursed for meal expenses in accordance with OPSEU policy.

Union Educational Events

The focus for attendance at Union educational events should always be on advancing the knowledge base of elected representatives in an equitable manner.

Regional educational opportunities shall be open for all Local 2100 members in good standing to apply to.

It is an individual's responsibility to repay any advances to OPSEU head office if unable to attend the event for which you were selected. Local 2100 will be billed for this cost if they are not repaid.

It is the responsibility of the individual to inform the President or designate, wherever possible, that they are unable to attend an event for which they were accepted.

Local 2100 Property

- 1) Local 2100 may have books that can be loaned out for use by Union representatives or Members.
- 2) It is the responsibility of the representative/Member to return the equipment in the same condition as it was when loaned out.
- 3) Any property of Local 2100 must be returned upon completion of the term or upon request.

Unauthorized use of union property is not allowed.