

BYLAWS OF THE GENERAL COMMITTEE OF ADJUSTMENT**BROTHERHOOD OF LOCOMOTIVE ENGINEERS****NEW JERSEY TRANSIT RAIL OPERATIONS****I PREAMBLE****A) DECLARATION OF POLICY**

To represent the interests of the members employed by New Jersey Transit Rail Operations. To further the ideals embodied in the Preamble of the Constitution and By-Laws of the International Brotherhood of Locomotive Engineers. This Committee is organized under the authority of the Constitution and By-Laws of the International Brotherhood of Locomotive Engineers. The following Bylaws are adopted for the information of the Committee and all its officers and all others who come within the scope of its jurisdiction.

II STRUCTURE AND FORMATION

A) This committee shall be known as the Brotherhood of Locomotive Engineers General Committee of Adjustment -- New Jersey Transit Rail Operations.

B) Pursuant to the applicable Bylaws of the BLE Constitution and By-Laws, it shall be the duty of the General Committee of Adjustment to meet quadrennially during the month of _____. The location will be designated by the General Chairman, with the approval of the Executive Committee. No new business will be entertained by the General Committee of Adjustment, unless sent under the seal of the Division, together with the records showing that Division has acted upon the merits of the question. A copy of said resolution(s) must be in the General Chairman's office 60 days before the Committee convenes. A copy of the resolution sent to the General Committee of Adjustment shall be forwarded to all Divisions upon receipt of same by the General Chairman, thirty days before the Committee convenes.

C) The working hours for the GC of A while in session shall be set by the Delegates in attendance. The length of time the Committee shall be in session shall not exceed two (2) calendar days.

D) No message of any kind pertaining to the business of the General Committee in session shall be released by a member General Chairman.

E) Only one recording device may be activated during sessions of the General Committee. This recorder will be under the control of the Secretary-Treasurer and the direction of the General Chairman, subject to approval of the Committee.

III - GENERAL COMMITTEE OF ADJUSTMENT REPRESENTATION

- A) Each Division with twelve (12) or more active members paying General Committee of Adjustment assessments shall be entitled to one vote in the Committee.
- B) Any Division which is not square on the books of the General Committee of Adjustment will not be entitled to have its Delegate seated at any meeting of the General Committee of Adjustment.
- C) A majority of the Delegates will constitute a quorum for the transaction of business.
- D) Each Delegate shall be furnished with a credential from his Division and supplied by the General Chairman's office. It is to be signed by the President and Secretary-Treasurer of the Division and indicate the number of assessable members in the Division.

IV - ORDER OF BUSINESS

- A) Call meeting to order without form and with a short prayer.
- B) Roll call of Delegates.
- C) Examination of credentials.
- D) Report of the General Chairman.
- E) Report of the Secretary-Treasurer.
- F) Old or unfinished business.
- G) Election of Officers.
- H) New business, including the reading of resolutions and petitions.
- I) Reading of Minutes for correction before closing in due form.
- J) Adjournment with a short prayer.

V. - OFFICERS - NOMINATION AND ELECTION

- A) Section 9, standing Rules of the ID, will be used to nominate and elect the following officers, who shall serve until their successors have been duly elected, unless they are removed from office:

General Chairman

Alternate General Chairman

Secretary-Treasurer

Alternate Secretary-Treasurer

- B) To be eligible for nomination to the offices listed in paragraph "A" above, the nominee shall be in active service on NJTRO as provided for in Section 26, Statutes. If there are more than two (2) candidates, no one of whom receives a majority of the votes cast in the first ballot, the provisions of Standing Rules, Section 9(b) will be used in conducting a second ballot.

VI. - VACANCIES - HOW FILLED

- A) Office of the General Chairman to be filled by the Alternate General Chairman.
- B) Office of the Secretary-Treasurer to be filled by the Alternate Secretary-Treasurer.

VII - EXECUTIVE COMMITTEE

- A) There shall be established an Executive Committee consisting of the General Chairman, the Alternate General Chairman, the Secretary-Treasurer and the Local Chairmen as provided for in Section III (A) of the General Committee of Adjustment Bylaws.
- B) Duties of the Executive Committee shall be to adjust only subjects referred to it by action of a majority of the full General Committee of Adjustment. This includes all items referred to it as provided for in the Bylaws of this Committee. The General Chairman shall serve as Chairman of the Executive Committee.

VIII - DUTIES OF OFFICERS AND AUTHORITY

A) GENERAL CHAIRMAN

- 1) The duties of the General Chairman shall be as indicated in section 11, Standing Rules of BLE law. The authority of the General Chairman shall be as indicated in Section 32, Standing Rules. Any disputes regarding prior right seniority under Section 32(b) will be placed before members having prior rights only, subject to the approval of the ID.
- 2) He may employ necessary office help, and may purchase the necessary and proper equipment to best serve the needs of the membership.
- 3) He may make decisions in all administrative matters. In the event a dispute arises within 60 days of said decision, the matter shall be referred to the Executive Committee, where it shall be decided by a majority vote of same.
- 4) He shall be in charge of and direct the operations of the officers of the General Committee.
- 5) He shall be Chairman of the Executive Committee and no meeting of the Executive Committee shall be legal unless he is involved or authorizes a member of the Executive Committee or the Alternate General Chairman to act in his behalf in any decision of action of said Executive Committee.
- 6) He will not enter into any tripartite agreement with management or any labor organization professing to represent locomotive engineers on the property.
- 7) The constitution and By-Laws of the International Division will govern the making of all agreements by the Chairman.

- 8) He shall attend the International Convention providing same is not detrimental to the interest of the General Committee of Adjustment.
- 9) He shall make certain that he is bonded in accordance with the Labor-Management Reporting and Disclosure Act of 1959, as amended, and Section 11(d), standing Rules of BLE law.
- 10) The General Chairman will provide a detailed quarterly report, including a report from the Secretary-Treasurer, showing the financial situation of the committee, to each Division.
- 11) He shall hire a certified public accountant to audit the Secretary-Treasurer's records on an annual basis.
- 12) He may retain an attorney with the approval of the Executive Committee.
- 13) The General Chairman shall not act as Local Chairman or hold any other office in the BLE which would, in the opinion of, the Executive Committee, restrict his performance as General Chairman.
- 14) In addition to his quarterly reports, he may publish a newsletter.

B ALTERNATE GENERAL CHAIRMAN

- 1) He shall be the next ranking officer to the General chairman. He shall assist when called upon. In the absence of the General Chairman he shall assume the duties of the office, and will receive the salary and per diem of the General Chairman for that period.
- 2) In the event that the office of the General Chairman is permanently vacated the Alternate General Chairman shall succeed and remain in that office until election of officers at the next quadrennial election, consistent with the International Division Constitution and By-Laws.
- 3) Duties shall be in accordance with Section 12, Standing Rules of the International Constitution and By-Laws of the Brotherhood of Locomotive Engineers.
- 4) He may not take a vacation when the Chairman is on vacation.

C) SECRETARY-TREASURER

- 1) It shall be the duty of the Secretary-Treasurer of the General Committee of Adjustment to keep a correct record of proceedings of all meetings of the Committee and transmit one properly authenticated copy to each Division and the Chairman within 30 days of the close of the meeting. In addition, he will prepare such documents as may be necessary, levy assessments, receive and pay out

all monies and furnish an itemized statement of same.

- 2) All checks, drafts or orders against accounts of the Committee shall be signed by him and countersigned by the General Chairman.
- 3) The Secretary-Treasurer of the General Committee of Adjustment will make a quarterly and annual report of all monies received, disbursements and the balance on hand to the General Chairman, Executive Committee, Delegates (Members) of the General Committee, as well as the Secretary- Treasurer of each Division in good standing.
- 4) No Secretary-Treasurer will be allowed a vote in the General Committee of Adjustment meeting unless he is a duly elected and/or authorized Delegate of the General Committee of Adjustment.
- 5) He shall preserve the archives and have charge of the books, papers and property of the Committee; and keep a current roster of Divisions, with a correct list of members, including their dates of service entry and prior rights.
- 6) It shall be the duty of the Secretary-Treasurer to notify the President and Secretary-Treasurer of each Division at least thirty (30) days prior to convening of the General Committee of Adjustment meetings the exact financial status of respective Divisions in regards to dues and assessments.
- 7) He shall be bonded by a reliable bonding company.
- 8) He shall visit Divisions on behalf of the General Chairman to aid and counsel Secretaries having need of same.
- 9) He shall, at the expiration of his term of office, turn over all papers, monies, books and records to his successor.

ALTERNATE OFFICERS

- 1) At the direction of the Chairman, an alternate may be used to fill in during the absence of any officer he/she succeeds.

IX EXPENSES OF GENERAL COMMITTEE WHEN CONVENED

- A) Delegates attending regular quadrennial Committee meetings shall receive one (1) basic day's pay at the applicable rate for each day the Committee is in session.

B) Any national bank under the Federal Reserve System may be the banker for the Committee and said bank shall be selected by the Secretary-Treasurer, with the approval of the Executive Committee.

X DUES AND ASSESSMENTS

A) All General Committee of Adjustment dues and assessments will be paid in accordance with the International Division laws.

B) Such dues will be \$22.18 per month, per member.

XI SALARIES

A) The General Chairman will be paid 8 days pay at the current daily rate (certification money included) received by BLE Engineers on New Jersey Transit, to be paid on the 15th and 30th of each month (4 days per half). Reasonable office and travel expenses will be reimbursed upon receiving receipts the 30th of each month.

B) The Secretary/Treasure will be paid 2 days pay at the current daily rate (certification money included) received by BLE Engineers on New Jersey Transit, to be paid on the 15th and 30th of each month (1 day per half). Reasonable office and travel expenses will be reimbursed upon receiving receipts the 30th of each month.

C) A private pension (IRA) will be maintained for the General Chairman and Secretary/Treasure. A contribution in the amount of \$2000.00 each will be deposited annually.

XII PROCEDURES

A) Any point or rule not provided for in these Bylaws will be governed by the Constitution and By-Laws of the International Division and Robert's Rules of Order. In addition, these Bylaws are subject to changes as may be made in the Constitution and By-Laws of the International Division.

XIII MISCELLANEOUS

A) All officers participating in or handling funds shall be bonded in an amount required by the International Division.

B) The General Office shall be situated at the discretion of the incumbent General Chairman.

C) Office will be closed on all paid holidays recognized by the collective bargaining agreement on the property.

D) Any provision of these Bylaws found to be in conflict with the civil law and/or Constitution and By-Laws of the International Division will be superceded.

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