

National Postal Mail Handlers Union
Local 333
By-Laws
(Revised October 2013)

1. When authorized by the president, time spent by representatives performing union business shall be compensated at the rate of Level 5, Step P plus thirty cents (\$.30) for all stewards.
2. Wages for work performed for the union will be paid either in lieu of or in addition to postal wages, at the discretion of the representative.
3. Neither “Sunday Premium” nor “Night Differential” will be paid for time spent performing essential union business or duties, unless such performance is properly authorized.
4. For individuals suffering a loss of annual or sick leave, as a result of accumulated LWOP time necessary to perform authorized service to the local, the lost time shall be computed after the end of the Postal Leave Year. However, no reimbursement shall be made for any loss resulting from an accumulation of personal LWOP. Lost leave shall be paid at the representative’s regular rate of pay.
5. Individuals who receive advance approval of the Local President, and utilize their personal vehicle for travel while performing official business of the local, shall be paid an allowance of the current allowable government rate.
6. A newsletter will be printed and distributed at least quarterly. The position of “Editor” shall be appointed by the Local President with subsequent approval of the Executive Board.
7. No alcohol will be allowed at the business part of Local Membership, Branch or Steward Meetings.
8. The Local’s yearly budget will be reviewed and amended by the Local Executive Board by November 30th, the year prior to the effective budget.
9. This Local shall maintain as it’s headquarters:
119 19th Street, Suite 204
West Des Moines, IA 50265-4226
10. This Local shall hold at least one (1), Local General Membership Meeting per year. Arrangements for such meeting must receive prior approval of the Executive Board.
11. Rules of order. The following shall be the Rules of Order which shall apply at all meetings.
 - a. Only one member shall be entitled to the floor at any time.

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- b. Every member desiring the floor shall rise and address the chair.
 - c. No member shall be allowed to speak until recognized by the chair.
 - d. No question can come before the union unless properly moved and seconded and declared open to discussion by the chair.
 - e. All questions properly put before the chair shall be settled by majority vote.
 - f. When a motion is properly before the union, it must be disposed of before another motion can be entertained.
 - g. When a point of order is raised by any member, the person having the floor shall take his/her seat until the point is decided by the chair. At that time, if in order, he/she may resume.
 - h. No motion or subject laid on the table shall be taken up again in the same meeting, unless it was so understood when disposed of.
 - i. A motion to reconsider must come from a member who voted with the majority when the action to reconsider was voted upon.
 - j. Non-members of this Local Union shall not have the right to speak at any meetings of the local union, unless invited to do so by the chair.
12. Upon retirement, any regular member who has been continuously enrolled for payroll dues deductions for the two (2) years immediately prior to retirement shall receive a gift worth up to one hundred (100) dollars.
- 13.
- A. Upon the death of a regular member of Local 333 or his/her spouse or child, a one hundred dollar (\$100.00) contribution will be made to a charity designated by the member or survivor. If no charity is designated by the member or his/ her survivor, Local 333 will contribute one hundred dollars (\$100.00) to one of the charities to which Local 333 regularly contributes, in the name of the deceased member or relative.
 - B. The Branch President is authorized to spend sixty dollars (\$60.00) on flowers for all Local 333 Members' parents; spouse or children when notified of their death. The same amount can be contributed to a charity designated by the member or to one of the charities to which Local 333 regularly contributes, in the name of the deceased relative.
14. Social fund, limited to twelve dollars (\$12.00) per member, per installation one time per year, is to be used for a planned social event only and subject to prior approval of the Local President. The use of union funds for the purchase of alcoholic beverages is prohibited.

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15. If there is to be either a cash or prize drawing at any state union function, all regular members in good standing from the hosting city must attend to be eligible to win. If there is to be either a cash or prize drawing at any installation union function, all regular members in good standing from that installation must attend to be eligible to win.