



RAISING THE STAKES

**STRONG UNION. STRONG COMMUNITY.
STRONGER NEVADANS.**

SEIU LOCAL 1107 CONSTITUTION AND BYLAWS

AS ADOPTED MARCH 17, 2022

UNIONS FOR ALL



SEIU Local 1107
CONSTITUTION AND BYLAWS
2022

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CONSTITUTION AND BYLAWS

SEIU Local 1107 - 2022

Article I – Mission

We are SEIU Local 1107 (*to stand as SEIU Local 1107*), a community of members on a mission to unite all working people for future generations by leading the path to improve society with a diverse, effective, political and *Just* organization.

In order to achieve this mission, working people must take the lead in bringing about change. We will achieve this through:

- Building membership, leadership and activism;
- Building strength by helping workers organize to form unions;
- Holding elected officials and employers accountable for lifting Nevadans out of poverty, ensuring quality healthcare for all, advancing pro-worker policies and reducing inequality; and
- Governing our union democratically and transparently.

Article II – Name

This organization shall be known as Nevada Service Employees Union, SEIU Local 1107, CTW, CLC (Change to Win, Canadian Labour Congress) also known as SEIU Nevada or SEIU NV.

Article III – Jurisdiction

The jurisdiction of this Local Union shall be all public and private sector and healthcare employees in Nevada and any additional jurisdiction that may be authorized by the Service Employees International Union, CTW, CLC.

Article IV – Membership

(a) Membership in SEIU Local 1107 is open to (1) any individual employed in a bargaining unit for which SEIU Local 1107 is the representative; and (2) any Local Union officer or employee.

(b) The Executive Board may extend membership eligibility to individuals working for an employer or industry sector where it would further the mission of the union.

(c) Consistent with the SEIU Local 1107 Constitution and Bylaws, the Executive Board is authorized to create an associate membership category for community allies or other appropriate persons and/or a retiree member category for retired members.

(d) A “member in good standing” shall be a member who has fulfilled all of the obligations of membership, including but not limited to the payment of union dues.

(e) No member shall discriminate or advocate discrimination against any other member on the basis of race, creed, color, religion, sex, gender expression, gender identity, sexual orientation, national origin, citizenship status, marital status, ancestry, age, or disability.

Article V – Officers and Duties

All officers are responsible for carrying out the Mission of SEIU Local 1107 as well as their specific duties which are listed below. The officers shall be elected by the members at large except for the Sector Vice Presidents who shall be elected by the members who work in their sector.

(a) President

1. The President shall preside over Executive Board meetings and vote in such meetings only in the case of a tie. The President shall set the agenda for Executive Board meetings in consultation with the Executive Director.
2. The President shall enlist members in the work of building the Union, including assisting in the SEIU Local 1107 Union’s organizing and political campaigns.
3. The President shall be authorized to co-sign checks with the Executive Director (or designee).
4. The President, in consultation with the Executive Director, shall oversee the SEIU Local 1107 activities of the Executive Vice Presidents.
5. The President shall serve as an ex-officio member of all SEIU Local 1107 union committees, except the Elections Committee.
6. The President shall represent SEIU Local 1107 in the community and with the media, in conjunction with the Executive Director.
7. The President may sit on all bargaining committees in a non-voting capacity.

(b) Executive Director

1. The Executive Director shall be responsible for the day-to-day management and administration of the SEIU Local 1107.
2. The Executive Director shall hire, fire, supervise, direct, and determine compensation and benefits of the staff employed by the SEIU Local 1107 as the Executive Director may deem necessary and consistent with the policies and budget adopted by the Executive Board.
3. The Executive Director shall be empowered to employ or retain counsel, accountants, or such other assistants or personnel as may be required to assist in the operation and administration of the SEIU Local 1107.
4. The Executive Director shall have general supervision and direction over organizing, representation, political, education, training, and community activities of the SEIU Local 1107.
5. The Executive Director shall have general supervision and direction over collective bargaining on behalf of the SEIU Local 1107, may sit on all bargaining committees (personally or through a designee) in a non-voting capacity and shall sign all collective bargaining agreements after ratification by the affected members and all other agreements on behalf of the SEIU Local 1107.
6. The Executive Director shall have the power to authorize strikes subject to the approval of the members directly involved.
7. The Executive Director shall sign all agreements.
8. In conjunction with the Secretary-Treasurer and appropriate staff, the Executive Director shall maintain records of bank accounts and financial transactions, purchase insurance and bonds, collect monies and maintain the books of SEIU Local 1107 and prepare an annual budget for the Union.
The Executive Director shall be authorized to co-sign all checks on behalf of the SEIU Local 1107. No check shall be issued unless properly authorized.
9. The Executive Director shall be an ex officio member of all local SEIU Local 1107 committees, except the election committee.
10. The Executive Director shall maintain an internal (bargaining unit) and external (stakeholders, social media and press) communications program throughout SEIU Local 1107. If and when the Executive Director approves communication, the Executive Director will make every effort to notify the President prior to communication being sent out.
11. The Executive Director shall represent SEIU Local 1107 in the community and with the media, in conjunction with the President.
12. The Executive Director shall have authority and responsibility as the Office requires which is consistent with the Constitution and Bylaws of SEIU Local 1107 and the policies of the Executive Board.

13. The Executive Director shall have the authority to interpret this Constitution and Bylaws subject to review by the Executive Board.

(c) Secretary-Treasurer

1. The Secretary-Treasurer in conjunction with the Finance Director of the SEIU Local 1107 shall have the responsibility of maintaining the books and keeping the records of SEIU Local 1107.
2. The Secretary-Treasurer shall be authorized to co-sign checks with the Executive Director.
3. The Secretary-Treasurer in conjunction with the Finance Director shall ensure an accurate accounting of receipts and disbursements of all monies of the SEIU Local 1107 monthly. The Secretary-Treasurer in conjunction with the Finance Director shall forward to the International Union copies of any and all annual audit reports or other financial statements and other required filings to the International Union.
4. The Secretary-Treasurer shall conduct a monthly review of membership records of SEIU Local 1107.
5. The Secretary-Treasurer shall review and maintain minutes of the Executive Board, Executive Committee and general membership meetings.
6. At any meeting required to be chaired by the President, the Secretary-Treasurer shall chair the meeting in the President's absence.
7. The Secretary Treasurer will be the chair of the finance committee.
8. The Secretary Treasurer may sit on all bargaining teams for SEIU Local 1107 as a non-voting member

(d) Executive Vice Presidents

SEIU Local 1107 is a united local comprised of public and private sector workers. While we have common goals and are engaged in a common struggle, we recognize that there are some issues that are unique to private or public sector workers. For this reason, there shall be an Executive Sector Vice President elected by the members of each sector: an Executive Vice President for the Public Sector and an Executive Vice President for the Private Sector. The duties of these Executive Sector Vice Presidents will be as follows:

1. The Executive Vice Presidents Public and Private shall ensure that the views and voices of the members in their sector shall be presented to the Executive Director, the President and the Executive Board.

2. The Executive Vice Presidents Public and Private shall assist the President and Executive Director in matters involving their Sectors and work with the member leaders in the Sector to advance the mission of the SEIU Local 1107.

3. Each Executive Vice Presidents Public and Private shall work within its sector to determine how they can further the mission of the SEIU Local 1107 as well as to assist the Executive Vice President and membership of the other sector.

4. Each Executive Vice President may sit on all bargaining teams for SEIU Local 1107 as a non-voting member.

(e) Salaries and Compensation

1. Except for the Executive Director, who shall be a full-time employee of the union, all officers of SEIU local 1107 shall be rank-and-file members of SEIU Local 1107 in good standing and shall not receive a salary or compensation, directly from SEIU local 1107 however they have the right to any paid time negotiated in their bargaining agreement., Officers may be reimbursed for expenses, including lost time, consistent with policies adopted by the Executive Board in compliance with the Department of Labor.

2. The Executive Director shall be a salaried employee of the SEIU local 1107 whose salary and benefits shall be set by the Executive Board and reviewed and approved annually.

(f) Bonding

SEIU local 1107 and employees handling any monies of the Union shall be bonded in the amounts and in the form required by applicable statutes and the International Constitution and Bylaws. The bond shall be procured immediately upon assuming office or employment, the premiums of which shall be paid for by the Local Union.

Article VI – Executive Board

(a) Composition of the Executive Board

The Executive Board shall be the governing body of SEIU Local 1107. It shall consist of the officers of the Local Union, listed above, and the Executive Board Members, shall be comprised of the following;

1. There shall be one Executive Board Member for each employer represented by SEIU Local 1107 with 500 or fewer members. There shall be one additional Executive Board Member representing that employer's members for every additional 500 members over the initial 500.

2. At the time of the passage of this Constitution and Bylaws, the following shall be considered employers for purposes of this section, along with their designation as public or private sector.

3. There shall be one Executive Board Member for each employer in sectoral bargaining represented by SEIU Local 1107 with 500 or fewer members. There shall be one additional Executive Board Member representing that employer's members for every additional 500 members over the initial 500.

Clark County (Public)

Dignity Health (Private)

Las Vegas Convention and Visitors Authority (Public)

Mountainview Hospital (Private)

Regional Transportation Commission of Southern Nevada (Public)

Renown Health/Northeastern Nevada Regional Hospital (Private)

Southern Hills Hospital (Private)

Southern Nevada Health District (Public)

Southern Nevada Regional Housing Authority (Public)

Sunrise Hospital (Private)

University Medical Center (Public)

4. When SEIU Local 1107 begins representing a new employer(s) with regular members, Executive Board members from that employer will be elected at the next regularly scheduled election after the representation commences.

(b) Powers and Duties of the Executive Board

1. The Goal of the Executive Board shall be to carry out the Mission of SEIU Local 1107. Members of the Board are expected to work to carry out that mission at their worksites and in their communities through membership sign up, mobilization, and political engagement.
2. The Executive Board shall annually adopt a strategic direction for the Local Union. The Executive Board shall ensure that the strategic priorities are adequately reflected in the budget for each year, which it shall review and approve.
3. The Executive Board shall commission reports and monitor progress toward the achievement of its goals. At the end of each year, the Board shall assess its performance in achieving its goals and set the overall direction and goals for the following year.
4. As part of its work to achieve the mission of SEIU Local 1107, the Executive Board is authorized and empowered to set the general policies of SEIU Local 1107, including the following:
 - A. Make or change policies, rules and regulations consistent with this Constitution and Bylaws and the SEIU International Constitution and Bylaws for the management and conduct of the affairs of this Local Union.
 - B. Annually approve the salary and benefits for the Executive Director.
 - C. Set policies affecting Union officers.

- D. Take actions, consistent with this Constitution and Bylaws, which are necessary or proper in implementation of the above duties for the protection of the property of the SEIU Local 1107 for the benefit of the organization and members.

(c) Meetings of the Executive Board

The Executive Board shall hold meetings ~~five~~ four times per year. Meetings shall be held in person; virtual participation may be allowed upon the approval of the President in consultation with the Executive Director. Meetings may be held more frequently by direction of the President in consultation with the Executive Director.

The agenda for Board meetings shall focus the Board's attention on issues of strategic importance. A majority of the Board shall constitute a quorum for the transaction of business at any meeting of the Board. The action of a majority of the Board present at a meeting at which a quorum is present shall be the action of the Board. In the event of a tie vote, the President shall cast the deciding vote. When the Executive Board is not in session and the President deems it necessary for the Board to act promptly, the Board may be polled by email, letter or other appropriate means of communication. Where there is a vote by the majority of the Executive Board in such a poll, its action shall constitute an official action of the Executive Board.

Meetings of the Executive Board are open to Union members as observers, except when an executive session of the Board is warranted. Executive sessions shall be limited to those matters which are confidential or privileged. The Executive Board shall adopt rules of procedure for Executive Board meetings.

Article VII – Nominations and Elections

(a) Terms of Office

Officers and Executive Board Members shall serve three-year terms. Elections shall be held every three years from the date of the previous election.

(b) Election Committee

1. Prior to each election, the President, in consultation with the Executive Director, shall appoint an Election Committee which shall include members employed in each sector.
2. No member of the Election Committee shall run for any Union office or be active in any campaign for Union office while serving on the Election Committee.
3. The President, in consultation with the Executive Director, shall appoint one of the Election Committee members as Committee Chair and the Executive Director shall assign staff to assist the Committee.
4. The Election Committee shall have the following duties:

- A. Oversee the distribution of nomination forms.
- B. Verify nominating petition signatures, including the membership status of petition signers, and the eligibility of nominees.
- C. Set election rules consistent with this SEIU local 1107 Constitution and Bylaws, the SEIU Constitution and Bylaws and applicable law.
- D. Conduct the election and oversee the distribution of ballots and/or work with any contractor that has been retained to conduct the election.
- E. Determine the list of eligible voters and the eligibility cut-off date for nominations and elections consistent with this Constitution and Bylaws and applicable law.
- F. Hear and determine the outcome of election protests, challenges and objections.
- G. Report the election results in writing to the Local President and Secretary-Treasurer with candidates receiving the highest number of votes being declared elected.

(c) Nominations

1. Only members in good standing for at least one year preceding the nomination shall be eligible for nomination or election as an officer or member of the Executive Board. The International President may waive the foregoing requirements at his, her or their discretion for good cause shown. The Executive Board shall have the authority to request such a waiver. Members who are staff employed by the Local Union are not eligible to run for any office except the office of Executive Director.
2. A notice of the nomination period and the requirements for nomination shall be sent to all members in good standing at their last known email address and electronic text.
3. To be nominated as President, Executive Director or Secretary-Treasurer, a member must submit a petition signed by at least 100 members in good standing. To be nominated as a Sector Vice-President, a member must submit a petition by at least 50 members in good standing working in that sector. In no case may any of these petition requirements exceed 2% of the eligible voters for that office. Prior to every election, the Election Committee shall review the membership numbers for the Union. If any of the above referenced petition numbers are found to exceed 2% of the eligible voters for that office, the number will be reduced to 2%.
4. To be nominated for a Board Member seat, a member must submit a petition signed by at least 2% of the members working for their employer.
5. A member may only be a candidate for one position per election. Members may be nominated individually or as part of a slate and slate voting shall be permitted

in the election. Retired or associate members who pay less than the full dues required for working members shall not be eligible for nomination as an officer, Board Member, delegate or any other position in the Union, except that the Executive Board may create non-voting positions for such members.

6. No person who has been convicted of a felony as defined in Section 504 of the Landrum Griffin Act shall, in accordance with the provisions of applicable law, be eligible for nomination under the terms of this section.

(d) Elections

1. Elections for Officers and Executive Board members shall be conducted by electronic ballot sent to every eligible voter. Write-in candidates and proxy voting shall not be permitted. At his, her or their discretion, the Executive Director, with the authorization of the Executive Board, may contract with a neutral outside party to conduct the election.
2. All regular members in good standing shall be eligible to vote. Retired members and associate members who pay less than the full dues required for working members shall not be eligible to vote except that the Executive Board may create non-voting positions for such members.
3. In the election for Executive Vice President Public Sector, only members working in the public sector may vote. In the election for Executive Vice President Private Sector, only members working in the Private Sector may vote.
4. In cases in which an employer represented by SEIU Local 1107 is represented by more than one Executive Board member pursuant to Article VI(a), above, each member working for that employer can vote for the total number of Board members and the ballot instructions will instruct how many board members they can vote for (e.g. "choose 3"). In such cases, the candidates receiving the most votes will be elected.
5. If, for any office, there are only as many nominations as there are positions, those nominated shall be declared elected and shall not appear on the ballot. In the event that there are only as many nominations for all Officers and Executive Board members as there are positions, those nominated shall be declared elected without the need for the conduct of an election.
6. No candidate (including a prospective candidate) for any office in this Union nor any supporter of a candidate may solicit or accept financial support or any other direct or indirect support of any kind from any non-member of the Service Employees International Union.
7. No Union or Employer resources may be used in any candidate's campaign.
8. The election shall be decided for the candidate receiving the most votes. In the event of a tie vote for any office, the winner shall be determined by a method of random selection agreeable to the affected candidates, such as a coin toss or picking

a name out of a hat. If the affected candidates are not able to agree on a method of random selection, the Election Committee will choose the method to be used.

(e) Vacancies

In the event of death, resignation or removal of the office of Executive Director, the Chief of Staff, as long as they are a member in good standing, shall succeed to the Executive Director position for the remaining term.

In the event of death, resignation or removal of the office of President, the Secretary-Treasurer, shall succeed to the Presidency for the remaining term.

In the event of death, resignation or removal of the office of the Secretary - Treasurer, the President, in consultation with the Executive Director shall appoint a replacement who shall be approved by the Executive Board and shall serve out the remaining term. In the event of vacancies not contemplated herein, the Executive Board shall have the ability to fill such vacancies.

All such vacancies shall be filled within 30 days. The Executive Board may adopt policies governing the filling of vacancies consistent with this provision.

(f) Convention Delegates

The Officers and Board Members of SEIU Local 1107 elected in conformity with applicable statutes shall by virtue of such election be considered to be eligible delegates to any International, intermediate body, or other convention or the convention or conference of any affiliated organization which may take place during their term of office. The Executive Board of the Local Union shall determine the number of delegates and alternates which shall represent it at any such convention.

The President shall be the first delegate, the Executive Director shall be the second delegate, the Secretary-Treasurer shall be the third delegate and the Executive Vice President Public Sector, or Executive Vice President Private Sector shall serve as the fourth and fifth delegates. The order of priority for delegate slots among the Executive Vice President Public Sector, or Executive Vice President Private Sector shall be determined first by seniority of the continuous term in office and then, if that is not determinative, by the highest number of members in that sector. The next priority for delegate slots shall go to the Executive Board, the order to be determined by seniority of the continuous term in office, and then, if that is not determinative, by the highest number of members represented by that Board member. If that is still not determinative, the selection will be made by a method of random selection.

If at the time of the receipt of the convention the number of elected board officers is less than the number of delegates which the SEIU Local 1107 will be entitled and intends to send to an International convention and all other affiliate conventions, then arrangements shall be made for nomination and secret ballot election, if required, of an additional number of eligible members as convention delegates. Nominees for such a position, if unopposed, shall be deemed elected without necessity for further procedures.

Article VIII – Committees

(a) Standing Committees

The President, in consultation with the Executive Director, shall appoint members to each of the following Standing Committees which shall meet regularly.

1. Political Organizing Committee

The Political Organizing Committee will assist SEIU Local 1107 in legislative work, lobbying and electing candidates who will be champions for working people in Nevada. The Committee shall engage in political organizing, voter registration and education among the membership and will encourage members, their families and communities to register and vote. The President, in consultation with the Executive Director and the committee members, shall appoint one member as Chair of the Committee. The Executive Vice President Public Sector and Executive Vice President Private Sector shall serve as Co-Chairs of the committee.

2. Finance Committee

The Finance Committee shall assist SEIU Local 1107 by reviewing finances, reviewing and making recommendations on the budget, and presenting financial information and recommendations to the Executive Board. The Finance Committee shall be chaired by the Secretary-Treasurer, and the Executive Director shall be a member of the Finance Committee.

3. Racial Justice Committee

The Racial Justice Committee shall assist SEIU Local 1107 by providing leadership and oversight to prioritize, support and drive the continued education, engagement process and implementation of ending anti-Black and structural racism against all people of color within our union, our workplaces and our local, county and state Government. The President, in consultation with the Executive Director and the committee members, shall appoint one member as Chair of the Committee.

(b) Other Committees

With the approval of the Executive Board, the President may create additional committees as needed. Once created, the President, in consultation with the Executive Director, shall appoint members to new committees, including a chair.

Article IX – Member Leadership Roles and Structure

A strong member leadership structure is vital to the health and strength of the union.

(a) Chief Stewards

(1) Duties

The Chief Stewards are responsible for enforcing the contract, mobilizing the workforce, educating and fighting for the members, recruiting members and engaging in worksite and political action. The Chief Steward should meet with the worksite Stewards on a regular basis no less than once per month and facilitate training opportunities for the Stewards Membership. Chief Stewards should be familiar with their collective bargaining agreements. Chief Stewards are responsible for strengthening the membership by signing up new members. Chief Stewards, as of the adoption of this Constitution and Bylaws shall retain those positions consistent with the terms and procedures listed below.

(2) Selection

Whenever a collective bargaining agreement is ratified by a bargaining unit, that bargaining unit shall, within 60 days, elect a member in good standing as Chief Steward. Where there is a vacancy in the position of Chief Steward, SEIU Local 1107 Executive Board shall call for a special election for Chief Steward (s). Chief Steward (s) shall serve until the next election under the subsequent collective bargaining agreement.

(b) Bargaining Unit Vice-Presidents

(1) Duties

Bargaining Unit Vice-Presidents shall work with their respective Executive Vice President, Chief Stewards, Stewards, Racial Justice Chair, Political Community Leaders and Member Engagement Leaders to focus on building member strength and membership in the worksite and the community. Bargaining Unit Vice Presidents are responsible for strengthening the membership by signing up new members.

(2) Selection

Whenever a collective bargaining agreement is ratified by a bargaining unit, that bargaining unit shall, within 60 days, elect a member in good standing as Bargaining Unit Vice-President. Where there is a vacancy in the position of Bargaining Unit Vice-President, the SEIU Local 1107 Executive Board shall call a special election for Bargaining Unit Vice-President. Bargaining Unit Vice Presidents shall serve until the next election under the subsequent collective bargaining agreement. Bargaining Unit Vice-Presidents as of the adoption of this Constitution and Bylaws shall retain those positions consistent with the terms listed in this Constitution & Bylaws.

(c) Stewards

(1) Duties

Stewards are responsible for enforcing the contract, mobilizing the workforce, educating and fighting for the members, recruiting members and engaging in worksite and political action. Stewards are responsible for strengthening the membership by signing up new members. Members who are Stewards as of the adoption of this Constitution and Bylaws shall retain those positions consistent with the terms and procedures listed below.

(2) Selection.

Stewards shall be selected in accordance with policies adopted by the Executive Board.

(d) Political and Community Leaders

Political and Community Leaders are responsible for building worker leadership and activism to grow and strengthen the union, holding politicians accountable, advancing pro worker policies and building strategic relationships in our communities. Political and Community Leaders shall be appointed by the Executive Director.

(e) Member Engagement Leaders

Member Engagement Leaders are responsible for building worker leadership and activism in the workplace, welcoming and recruiting new employees at their workplace and educating and informing members about their rights at work. Member Engagement Leaders shall be appointed by the Executive Director.

Article X– Member Meetings

- A. SEIU Local 1107 shall hold a leadership conference at least every other year and a general membership meeting at least once per year. The Executive Director, in consultation with the President, shall plan and set the agenda for the meeting.
- B. The Executive Board may modify or alter the meeting schedule listed above.

Article XI – Finances

(a) All members shall pay dues under a dues structure established in accordance with applicable law. Dues rates for SEIU Local 1107 members shall be 1.75 % of their hourly wage with a minimum \$14.00 per paycheck and a maximum of \$30.00 per paycheck and shall only be altered by a vote of the membership called by the Executive Board, consistent with applicable law and the SEIU Local 1107 members Constitution and Bylaws. SEIU Local 1107 dues rates shall be in place 30 days after the ratification of the Constitution and Bylaws.

(b) In the event the Executive Board extends membership to a class of employees under Article IV(b) or creates an associate membership member category or a retiree member category, under Article IV(c), the Executive Board may set an alternative dues structure for such members.

(c) SEIU Local 1107 shall implement a strong organizing program consistent with the principles of the Service Employees International Union.

(d) An independent audit of the SEIU Local 1107 finances and financial records shall be conducted annually.

Article XII – Trials and Appeals

Members of SEIU Local 1107 may be charged with offenses set forth in Article XVII of the SEIU Constitution and Bylaws. The procedures for trials and appeals shall be those set forth in Article XVII of the SEIU Constitution and Bylaws.

Article XIII – Ethics Policy

It is the policy of SEIU Local 1107 to require all Officers, Executive Board Members, staff, statewide and local worksite elected leaders and activists to be familiar with and abide by the SEIU Code of Ethics and Conflict of Interest Policy as approved by the International Executive Board. The Policy shall be attached to this Constitution and Bylaws as an addendum.

Article XIV – Amendments

Proposed amendments shall be submitted in writing by a majority vote of the Executive Board. The Constitution and Bylaws of SEIU Local 1107 shall be amended by mail or electronic ballot as to be determined by the Executive Board of SEIU Local 1107. The proposed amendment must receive a majority of votes cast in a mail ballot election for adoption. No amendment shall be valid or become effective until approved by the International Union.

Article XV - SEIU Local 1107 Officers' Installation Obligation

"I, (name) _____, accept my responsibility as an elected officer of the Service Employees International Union, SEIU Local 1107, and I pledge that I will faithfully observe SEIU Local 1107's Constitution and Bylaws. I will work tirelessly to unite working people to achieve our members' vision for a just society. I have carefully read and signed the Officers' Installation Obligation, and I hereby commit to abide by it."

Officers' Installation Obligation:

I accept my responsibility as an elected officer of the Service Employees International Union, SEIU Local 1107, and I pledge that I will faithfully observe the Constitution and Bylaws of the Service Employees International Union, SEIU Local 1107.

I pledge that I will provide ethical, responsible leadership, representing our members and organizing new workers to build power to win for all.

I pledge to make the growing gap between the rich and everyone else the problem of our time, to inspire and support workers everywhere who are ready to take collective action to lift wages and create family-sustaining jobs, to elect political leaders on the side of the 99%, and to hold them accountable when they support policies that benefit the 1%.

I agree to defend the principles of trade unionism.

I will not knowingly wrong a member or see a member wronged if it is in my power to prevent it. I pledge to exercise leadership based on the SEIU Local 1107 standards of:

- Shared unity of purpose;
- Openness to questions and willingness to learn;
- Acting with the courage of our convictions;
- Working together with accountability; and
- Commitment to inclusion.

I believe in and will fight for the SEIU Local 1107 vision of a just society where all workers are valued and people respected, where all families and communities thrive, and where we leave a better and more equal world for generations to come.

I will work to dismantle structural anti-Black racism and systemic racism for all people of color as part of my leadership commitments, which is necessary for building a fair and just economy for our members, their families and communities and for all working people. We can only achieve economic justice for working people when we achieve racial equality and justice for all.

I commit to the highest level of ethical behavior in exercising leadership decisions on our members' behalf.

I hereby certify that I have read and signed the Officers' Installation Obligation and I hereby commit to abide by it."

Signature of Officer _____

SEIU CODE OF ETHICS AND CONFLICT OF INTEREST POLICY

Approved by the SEIU International Executive Board, June 13, 2009
Approved by the SEIU International Executive Board as revised, January 21, 2016

PART A: PREAMBLE

Preamble

The Service Employees International Union (SEIU) believes in the dignity and worth of all workers. We have dedicated ourselves to improving the lives of workers and their families and to creating a more just and humane society. We are committed to pursuing justice for all, and in particular to bringing economic and social justice to those most exploited in our community. To achieve our mission, we must develop highly trained and motivated leaders at every level of the Union who reflect the membership in all of its diversity.

Union members place tremendous trust in their leaders. SEIU elected officers and managers owe not just fiduciary obligations to union members; given the moral purpose of our mission, SEIU leaders owe members the highest level of ethical behavior in the exercise of all leadership decisions and financial dealings on members' behalf. Members have a right to proper stewardship over union funds and transparency in the expenditure of union dues. Misuse and inappropriate use of resources or leadership authority undermine the confidence members have in the Union and weaken it. Corruption in all forms will not be tolerated in SEIU. This Code of Ethics and Conflict of Interest Policy (the "Code" or "SEIU Code") strengthens the Union's ethics rules of conduct, organizational practices and enforcement standards and thus enhances the Union's ability to accomplish its important mission.

*Duty to
members*

We recognize that no code of ethics can prevent some individuals from violating ethical standards of behavior. We also know that the SEIU Code is not sufficient in itself to sustain an ethical culture throughout the Union. To accomplish the goals for which this Code has been created, we must establish systems of accountability for all elected leaders and staff. These systems must include appropriate checks and balances and internal operating procedures that minimize the opportunity for misuse or abuse, as well as the perception of either, in spending union funds and exercising decision-making authority. The systems also must include adequate provision for training on understanding and implementing this Code. More broadly, we emphasize the importance of the range of standards, practices, and values described in "A Strong Ethical Culture," Section A of the SEIU Policies on Ethics and Standards that were enacted with the Code in 2009.

Accountability

In particular, SEIU is committed to providing meaningful paths for member involvement and participation in our Union. The SEIU Member Bill of Rights and Responsibilities in the Union is a significant source of SEIU members' rights and obligations. Its exclusive enforcement

*Member
protections,
responsibilities*

through the procedures set forth in Article XVII of the SEIU Constitution and Bylaws reflects a commitment to the democratic principles that have always governed SEIU. Article XVII's numerous protections against arbitrary or unlawful discipline of members also form an essential ingredient of the democratic life of the Union. Similarly, the requirement that Affiliates provide for regular meetings of the membership, set forth in Article XV, Section 5 of the Constitution, is another important element in the democratic functioning of SEIU. Finally, the provisions against discrimination and harassment on the basis of race, creed, color, religion, sex, gender expression, sexual orientation, national origin, citizenship status, marital status, ancestry, age and disability contained in Article III, Section 4 of the SEIU Constitution and in the Constitutions and Bylaws of Affiliates, the SEIU Anti-Discrimination and Anti-Harassment Policy and Procedure, and similar policies of Affiliates forbid conduct in violation of SEIU's historic belief that our strength comes from our unity and diversity and that we must not be divided by forces of discrimination.

*Other sources
of authority*

Individuals subject to this Code are expected to comply with State and Federal laws, the Constitution and Bylaws of SEIU and Affiliates, and the anti-discrimination and anti-harassment policies of SEIU and Affiliates as part and parcel of our commitment to sustaining an ethical culture and the highest standards of conduct throughout the Union. Violations of these laws and policies are ethical breaches; however, these violations should be addressed through avenues provided by the applicable laws and policies and not through the Code unless they also allege violations of this Code. In particular, the sole enforcement mechanism for matters covered by the SEIU or Affiliate Constitutions and Bylaws is that which is set forth in those documents, unless violations of this Code are also alleged. Finally, grievances that arise under collective bargaining agreements are excluded from enforcement under this Code unless they also allege violations of this Code.

The scope and standards of this Code are set forth in the following Sections.

*Applicability,
International
Union*

Section 1. Applicability to International Union. The SEIU Code is henceforth applicable in its entirety to all officers, executive board members and employees of SEIU. These individuals are referred to herein as "covered individuals." SEIU shall append or attach the Code in its entirety to its Constitution and Bylaws in its next and all future publications.

*Applicability,
Affiliates*

Section 2. Applicability to SEIU Affiliates. By enactment of the SEIU International Executive Board, the SEIU Code is applicable in its entirety to all officers, executive board members and employees of all affiliated bodies and local unions chartered by SEIU ("Affiliates" herein). These individuals are referred to herein as "covered individuals."

- (a) Each Affiliate shall ensure that the Code extends to all employees as soon as practicable but in no event later than the end of 2020.
- (b) Each Affiliate shall append or attach the Code in its entirety to its Constitution and Bylaws at its next and all future publications.
- (c) Wherever reference herein is made to SEIU or an SEIU program, department or position, the corresponding reference is to the particular Affiliate or its equivalent program, department or position.
- (d) Each Affiliate is responsible for enforcing the Code and educating its covered individuals on the Code in a manner consistent with the Code's terms, subject to assistance and oversight from SEIU.
- (e) The Code is not intended to restrain any Affiliate from adopting higher standards and best practices, subject to the approval of the SEIU Ethics Ombudsperson.

Affiliate responsibilities

PART B: GENERAL OBLIGATIONS

Section 3. Obligations of Covered Individuals.

- (a) Commitment to the Code. SEIU and each Affiliate shall provide a copy of the Code to each covered individual. It is the duty and obligation of covered individuals to acknowledge annually that they have received a copy of this Code, that they have reviewed and understand it, and that they agree to comply with it.
- (b) Duty of disclosure. Covered individuals shall disclose to the SEIU Ethics Ombudsperson or the Affiliate Ethics Liaison, described in Part F of this Code, any conflict of interest or appearance of a conflict, which arises when their paramount duty to the interest of members is potentially compromised by a competing interest, including but not limited to an interest, relationship or transaction referenced in this Code. Actual, perceived and potential conflicts should be disclosed at the time that covered individuals become aware of them.
- (c) Disqualification from service to SEIU or Affiliate. No person shall serve as an officer or managerial employee of SEIU or any Affiliate who has been convicted of any felony involving the infliction of grievous bodily injury, or the abuse or misuse of such person's position or employment in a labor organization to seek or obtain illegal gain at the expense of the members, except for the limited exceptions set forth in applicable federal law.

Covered individuals, obligations

Duties regarding Code

Duty of Disclosure

Disqualification

PART C: BUSINESS AND FINANCIAL ACTIVITIES

*Protection of
member funds*

Section 4. General Duty to Protect Members' Funds; Members' Right to Examine Records.

Fiduciary duty

(a) The assets and funds of a labor organization are held in trust for the benefit of the membership. Members are entitled to assurance that those assets and funds are expended for proper and appropriate purposes. The Union shall conduct its proprietary functions, including all contracts for purchase or sale or for the provision of significant services, in a manner consistent with this Code. All officers, executive board members and employees of SEIU and SEIU Affiliates, whether elected or appointed, have a trust and high fiduciary duty to honestly and faithfully serve the best interests of the membership.

*Examination
of records*

(b) Consistent with Section 201 of the Labor-Management Reporting and Disclosure Act, SEIU shall permit a member for just cause to examine any books, records and accounts necessary to verify SEIU's annual financial report under that section to the U.S. Department of Labor.

(c) Affiliates comprised solely of members employed by government bodies shall permit a member to examine its financial report submitted to a state agency and, consistent with state law and for just cause, to examine any books, records and accounts necessary to verify the Affiliate's financial report.

*Prohibited
interests and
transactions*

Section 5. Prohibited Financial Interests and Transactions. Covered individuals shall not, to the best of their knowledge, have a substantial ownership or financial interest that conflicts with their fiduciary duty.

Definition

(a) For purposes of these rules, a "substantial ownership or financial interest" is one which either contributes significantly to the individual's financial well-being or which enables the individual to significantly affect or influence the course of the business entity's decision-making.

(b) A "substantial ownership or financial interest" does not include stock in a purchase plan, profit-sharing plan, employee stock ownership plan (ESOP) or blind trust. Nor does it prohibit covered individuals from owning, through a mutual fund or other similar investment vehicle, the publicly traded shares of any employer with which SEIU or an Affiliate engages in collective bargaining or does business or which SEIU or an Affiliate seeks to organize, provided that all transactions affecting such interests are consistent with rates and terms established by the open market.

(c) It is not permissible for any covered individual to:

Employers

(1) Knowingly have a substantial ownership or financial interest in any entity that engages in collective bargaining with SEIU or any of its Affiliates;

(2) Make or attempt to influence or participate in any way in a decision concerning the relations of SEIU or an Affiliate with a vendor, firm or other entity or individual in which the covered individual or his or her relative, spouse or business partner has a substantial ownership or financial interest; or *Vendors*

(3) Engage in any self-dealing transactions with SEIU or any of its Affiliates, such as buying property from or selling property to SEIU, without the informed approval of the International Secretary-Treasurer (or Affiliate Secretary-Treasurer, as applicable), obtained after full disclosure, including an independent appraisal of the fair market value of the property to be bought or sold. *Self-dealing*

(d) To ensure compliance with this Section, covered individuals are required to disclose any interests, transactions or interests covered by this Section in accordance with Section 3(b) of this Code. *Disclosure*

Section 6. Payments and Gifts from Employers, Vendors and Members. *Payments and gifts*

(a) Covered individuals shall not knowingly accept any payments, benefits or gifts of more than minimal financial value under the circumstances presented from any employer that engages or seeks to engage in collective bargaining with SEIU or an Affiliate, or from any business or professional firm that does business or seeks to do business with SEIU or an Affiliate. *Prohibition*

(1) This Section does not extend to payments and benefits that are provided to covered individuals by prohibited employers as compensation for their primary and regular employment. *Regular employment*

(2) This Section does not extend to work and services that covered individuals perform for prohibited employers or businesses on a part-time basis, through an arm's length transaction and for normal and customary pay for such work or services. *Payment for services*

(3) This Section does not extend to participation in events hosted by public officials involving discussion of public policy matters. *Public policy events*

(4) With respect to perishable items that are more than minimal but that are impracticable to return, such as food, it shall be considered compliance with this Section to discard such an item or place it in a common area for members and office staff to enjoy. If the gift is discarded or enjoyed communally, it is recommended that the giver should be advised of this disposition to dispel the appearance of any conflict of interest on the part of any covered individual and to discourage recurrence. *Perishable items*

Gifts from members

(b) Covered individuals shall not knowingly accept personal payments or gifts from any member, absent a personal relationship independent of the relationship between the Union and the member, other than a gift of minimal financial value. This provision does not apply to contributions to campaigns for union office made in accordance with the SEIU Constitution and Bylaws.

Conversion prohibited

Section 7. Conversion of Union Funds and Property. Covered individuals shall not use, convert or divert any funds or other property belonging to SEIU to such individual's personal benefit or advantage.

Third parties

Section 8. Applicability to Third Parties. The principles of this Code apply to those investments and activities of third parties that amount to a subterfuge to conceal the financial interests of SEIU officers or employees or to circumvent the standards of this Code.

Loans

Section 9. Certain Loans Prohibited. SEIU shall not make loans to any officer or employee, or to any of their family members, that at any time exceed \$2,000 in total indebtedness on the part of such officer, employee or family member.

PART D: BENEFIT FUNDS AND RELATED ORGANIZATIONS

Section 10. Obligations of Covered Individuals.

Benefit funds

(a) Benefit Funds.

(1) For purposes of this Section:

Definitions

- a.** A "benefit fund or plan" means a retirement, health or welfare benefit fund or plan sponsored by SEIU or an Affiliate, or in which SEIU or an Affiliate participates.
- b.** The definition of "substantial ownership or financial interest" provided in Section 5 applies.

Fund fiduciaries, prohibitions

(2) Covered individuals who serve in a fiduciary position with respect to or exercise responsibilities or influence in the administration of a benefit fund or plan shall not:

Interests and personal ties

- a.** Have any substantial financial interest in, or any compromising personal ties to, any investment manager, insurance carrier, broker, consultant or other firm or individual doing business or seeking to do business with the fund or plan;

Payment

- b.** Accept any personal payment from any business or professional firm that does business or seeks to do business with the fund or plan, other than contractual payment for work performed; or

Compensation

- c.** Receive compensation of any kind for service as an employee representative or labor-designated trustee for a fund or plan, except for reimbursement of reasonable expenses properly and actually incurred and provided

uniformly to such representatives or trustees, with the proviso that it is not a violation of this provision for an officer or managerial employee who is not a full-time employee of SEIU or an Affiliate to be a lawfully paid employee of a fund or plan if such employment is consistent with applicable legal restrictions and fully disclosed through appropriate reports.

Exclusion, less than full-time

(3) To ensure compliance with this Section, all covered individuals shall disclose any interests, transactions or relationships covered by this Section in accordance with Section 3(b) of this Code.

Disclosure

(4) No person shall serve in a fiduciary capacity or exercise responsibilities in the administration of a benefit fund or plan who has been convicted of any felony involving the infliction of grievous bodily injury or the abuse or misuse of such person's position or employment in an employee benefit plan to seek or obtain an illegal gain at the expense of the beneficiaries of the employee benefit fund or plan, except for the limited exceptions set forth in applicable federal law.

Disqualification

(b) Related Organizations.

*Related organizations
Definition*

(1) For purposes of this Section, an organization "related to" SEIU or an Affiliate means an organization

- in which 25 percent or more of the members of the governing board are officers or employees of SEIU or an Affiliate, or
- for which 50 percent or more of its funding is provided by SEIU or an Affiliate.

(2) Covered individuals who serve in a fiduciary position with respect to or exercise responsibilities or influence in the administration of an organization related to SEIU shall comply with the provisions and shall hold themselves to the standards of the SEIU Code while they are acting for or on behalf of the related organization.

Applicability of Ethics Code

PART E: FAMILY AND PERSONAL RELATIONSHIPS

Personal Relationships

Section 11. Purpose of Rules Governing Family and Personal Relationships. SEIU does not prohibit the employment of qualified relatives of current officers or employees, or of individuals with whom an officer or employee has a romantic or intimate personal relationship. SEIU also does not prohibit the retention of qualified vendors that employ relatives of current SEIU officers or employees or individuals with whom an officer or employee has a personal relationship.

Purpose of rules

However, SEIU recognizes that the existence of such relationships can lead to problems, including favoritism or the appearance of favoritism toward relatives or those who are involved in a personal relationship.

Giving these individuals special treatment—or creating the impression that they receive special treatment—is inconsistent with our principles of stewardship and accountability and with our duty to responsibly conduct the business of SEIU. The provisions of this part are designed to ensure that family or personal relationships do not influence professional interactions between the employees involved and other officers, employees and third parties.

Definitions

Section 12. Definitions. For purposes of this part:

- (a) “Relative” means parent, spouse, spousal equivalent, daughter, son, grandparent, grandchild, brother, sister, aunt, uncle, niece, nephew, first or second cousin, corresponding in-law, “step” relation, foster parent, foster child, and any member of the employee’s household. Domestic partner relatives are covered to the same extent as spousal relatives.
- (b) “Personal relationship” means an ongoing romantic or intimate personal relationship that can include, but is not limited to, dating, living together or being a partner or significant other. This definition applies regardless of gender, gender identification, or sexual orientation of the individuals in the relationship. This restriction does not extend to friends, acquaintances or former colleagues who are not otherwise encompassed in the scope of “personal relationships.”

Prohibited conduct

Section 13. Prohibited Conduct. The following general principles will apply:

Application process

- (a) Applications for employment by relatives and those who have a personal relationship with a covered individual will be evaluated on the same qualification standards used to assess other applicants. Transmission to the appropriate hiring authority of applications on behalf of individuals who have a family or personal relationship shall not in itself constitute an attempt to influence hiring decisions. Further input into the application process, however, may be deemed improper.

Hiring decisions

- (b) Covered individuals will not make hiring decisions about their relatives or persons with whom they have a personal relationship, or attempt to influence hiring decisions made by others.

Supervisory relationship prohibited

- (c) Supervisory employees shall not directly supervise a relative or a person with whom they have a personal relationship. In the absence of a direct reporting or supervisor-to-subordinate relationship, relatives or employees who have a family or personal relationship generally are permitted to work in the same department, provided that there are no particular operational difficulties.

Involvement in work-related decisions

- (d) Covered individuals shall not make work-related decisions, or participate in or provide input into work-related decisions made by others, involving relatives or employees with whom

they have a personal relationship, even if they do not directly supervise that individual. Prohibited decisions include, but are not limited to, decisions about hiring, wages, hours, benefits, assignments, evaluations, training, discipline, promotions, and transfers.

- (e) To ensure compliance with this Section, all covered individuals must disclose to the Ethics Ombudsperson or the Affiliate Ethics Liaison, as appropriate, any relationships covered by this Section in accordance with Section 3(b) of this Code.

Disclosure

PART F: ENFORCEMENT

Enforcement

Section 14. Ethics Officer. The office of the Ethics Officer is established to provide independent assistance to SEIU in the implementation and enforcement of the Code. The Ethics Officer shall be an individual of unimpeachable integrity and reputation, preferably with experience in ethics, law enforcement and the workings of the labor movement. The Ethics Officer shall provide his or her services under contract and shall not be an employee of the International Union or any of its Affiliates. The Ethics Officer shall be appointed by the International President and confirmed by the International Executive Board. The International President, the International Secretary-Treasurer, and the SEIU International Executive Board may refer matters concerning the Code to the Ethics Officer for review and/or advice, consistent with Sections 22 and 23.

Ethics Officer

Review and advice

Section 15. Ethics Ombudsperson. The office of SEIU Ethics Ombudsperson is established to oversee implementation and enforcement of the Code and ongoing efforts to strengthen the ethical culture throughout the Union. The Ethics Ombudsperson is responsible for providing assistance to the International Union and Affiliates on questions and concerns relating to the Code and ethical culture; directing the training of SEIU and Affiliate officers and staff concerning the Code and ethical culture; responding to ethics concerns and complaints consistent with Sections 17-23; receiving and resolving disclosures of conflicts of interest; assisting the Ethics Officer; and providing other support as necessary to the overall SEIU ethics program. The Ethics Ombudsperson, in consultation with the Ethics Officer, shall issue a report to the SEIU International Executive Board annually, summarizing compliance, training, enforcement, culture building and related activities, and making recommendations for modifications to the ethics program that he or she believes would enhance the program's effectiveness. The Ethics Ombudsperson may also conduct periodic reviews for the purposes of monitoring compliance with this Code and determining whether partnerships, joint ventures, and arrangements with management organizations conform to this Code, are properly recorded, reflect reasonable investment or payment for goods and services, further SEIU's tax-exempt purposes, and do not result in inurement, impermissible private benefit, or excess benefit transactions. The Ethics Ombudsperson shall be employed in the SEIU Legal Department.

Ethics Ombudsperson

Annual report

Periodic reviews

Ethics Liaison

Section 16. Affiliate Ethics Liaison. Each Affiliate shall appoint an Ethics Liaison who will be available for ethics advice or guidance, will serve as an Affiliate's key contact with the International's Ethics Ombudsperson, will assist in enforcement of the Code, will oversee the delivery of ethics-related training, will assist the Affiliate in strengthening its ethical culture, and will serve as an ethical leader in the Affiliate.

Eligibility

(a) Presidents, chief executive officers, secretary-treasurers, chief financial officers, chiefs of staff, and the equivalent of any of the foregoing are not eligible to serve as Ethics Liaisons.

Rotation

(b) Affiliates are encouraged to consider rotating the Ethics Liaison position periodically, barring operational difficulties, to develop ethical leadership broadly in the Affiliate. Affiliates shall advise the SEIU Ethics Ombudsperson as soon as practicable of the appointment of Ethics Liaisons and of any vacancy that occurs in the position.

Training

(c) Ethics Liaisons will regularly receive training from the International Union specific to the role. Affiliates should make every effort to ensure the participation of their Ethics Liaisons.

Complaints

Section 17. Complaints.

Process for submission

(a) Any covered individual or member may file a written complaint concerning alleged violations of the Code. Oral concerns and complaints shall be reduced to writing for further processing as a complaint. Complaints should be signed or contain the name of the complainant(s), and shall be kept confidential pursuant to Section 24. Complaints alleging violation of the Code shall not be enforced under SEIU or Affiliate constitutions and bylaws unless they also allege violations of the constitutions and bylaws.

Enforcement under Constitution

Contact information

(b) The International Union shall post contact information for submission of ethics complaints on the SEIU website and shall provide that information on request.

(c) Each Affiliate shall provide its staff and membership with contact information for its Ethics Liaison.

Handling of complaints, International

Section 18. Complaints Handled by the International Union. Complaints alleging violation of the Code that are submitted to the International Union or the Ethics Officer shall be referred initially to the SEIU Ethics Ombudsperson. The Ethics Ombudsperson shall review ethics complaints submitted to the International Union and shall respond to them in his or her discretion, including but not limited to providing advice or guidance, resolving them informally, directing them to resources outside the ethics office, and referring them to the Ethics Officer or Affiliate for further processing. The individual submitting the complaint shall be notified of the status of the complaint as appropriate in the discretion of the Ethics Ombudsperson but in all events upon its conclusion.

Section 19. Complaints Handled by Affiliate; Notice to Ethics Ombudsperson. Ethics complaints that are raised with or referred to an Affiliate shall be investigated by the affected Affiliate and, where appropriate, may form the basis of employee discipline or formal internal union charges to be processed before a trial body in accordance with the requirements set forth in the Affiliate's constitution and bylaws and/or the SEIU Constitution and Bylaws. The Ethics Ombudsperson may advise an Affiliate concerning matters related to the investigation and processing of complaints and charges alleging violation of the Code. Where a complaint involves an Affiliate's president, chief executive officer, chief of staff, secretary-treasurer, chief financial officer, or the equivalent, the Affiliate shall notify the Ethics Ombudsperson as soon as practicable. The Ethics Ombudsperson may consult with the Ethics Officer concerning any question referred by an Affiliate.

*Handling of
complaints,
Affiliate*

*Notice to
Ombudsperson*

Section 20. Failure to Cooperate; Bad Faith Complaints. Unreasonable failure by a covered individual to fully cooperate with a proceeding or investigation involving an ethics complaint or alleged violation of this Code shall constitute an independent violation of this Code. SEIU reserves the right, subject to notice, investigation and due process, to discipline persons who make bad faith, knowingly false, harassing or malicious complaints, reports or inquiries.

*Failure to
cooperate*

Bad faith

Section 21. Original Jurisdiction.

*Original
Jurisdiction
Request by
affiliate*

- (a)** Requests for Original Jurisdiction. If an Affiliate or an Affiliate executive board member, officer, or member believes that formal internal union charges against a covered individual that also allege violations of this Code involve a situation which may seriously jeopardize the interests of the Affiliate or the International Union, or that the hearing procedure of the Affiliate will not completely protect the interests of the Affiliate, an officer or member, that individual may request that the International President assume original jurisdiction under Article XVII, Section 2(f) of the SEIU Constitution and Bylaws.
- (b)** Assumption of Original Jurisdiction by International President. In accordance with Article XVII, Section 2(f) of the SEIU Constitution and Bylaws, the International President may in his or her discretion assume original jurisdiction of formal internal union charges also alleging violation of this Code if as a result of an investigation he or she believes that the charges filed against a covered individual involve a situation which may seriously jeopardize the interests of the Affiliate or the International Union. In his or her discretion, the International President may refer the matter to the Ethics Officer for a recommendation concerning the possible assumption of original jurisdiction.

*Assumption of
jurisdiction*

*Referral to
Ethics Officer*

Section 22. Referral of Formal Charges to Ethics Officer. If formal internal union charges filed with the International Union under Article XVII, Section 3 of the SEIU Constitution and Bylaws also allege violation of the Code by an officer or executive board member of the International Union or an Affiliate, such charges may be referred to the Ethics Officer for review and recommendations.

*Review by
Ethics Officer*

Section 23. Review of Claims by Ethics Officer.

(a) If after review of the allegations of violations of the Code in a complaint or formal charge, the Ethics Officer finds that the allegations have merit and/or warrant further investigation, he shall recommend a response or course of action for the International Union to respond to the complaint or charges, including but not limited to the following:

*Possible
recommendations*

- (1)** Further investigation by SEIU personnel and/or outside investigator(s);
- (2)** Filing of formal charges under Article XVII of the SEIU Constitution and Bylaws;
- (3)** Assumption of original jurisdiction by International President pursuant to Article XVII, Section 2(f) of the SEIU Constitution and Bylaws;
- (4)** Appointment of an outside hearing officer to conduct a trial under Article XVII, Section 3 of the SEIU Constitution and Bylaws;
- (5)** Discipline of covered employees;
- (6)** Sanction of covered officers or members accused in formal proceedings, and
- (7)** Other action deemed appropriate in the discretion of the Ethics Officer.

No merit

(b) If the Ethics Officer concludes, after review of allegations of violations of the Code, that the allegations are without merit or that further investigation is not necessary, he or she shall advise the International Union of his or her findings.

Whistleblowers

PART G: PROTECTION OF WHISTLEBLOWERS

Confidentiality

Section 24. Confidentiality. SEIU will make all reasonable efforts to keep confidential the identity of any person(s) raising an ethics concern, inquiry, report or complaint under the Code unless disclosure is authorized by the complainant or is required for SEIU to carry out its fiduciary or legal duties. SEIU will also treat communications concerning ethics complaints or concerns with as much confidentiality and discretion as possible, provided that it remains able to conduct a complete and fair investigation, carry out its fiduciary and legal duties, and review its operations as necessary.

Section 25. No Retaliation. SEIU encourages all officers and

employees to bring ethics concerns and complaints that the Code has been violated to the attention of the Union, as set forth more fully in Part F above.

*Retaliation
prohibited*

- (a)** SEIU expressly prohibits retaliation against covered individuals and members for:
- (1)** Making good faith complaints, reports or inquiries pursuant to this Code;
 - (2)** Opposing any practice prohibited by the Code;
 - (3)** Providing evidence, testimony or information relative to, or otherwise cooperating with, any investigation or enforcement process of the Code; and
 - (4)** Otherwise participating in the enforcement process set forth in PART F above.
- (b)** In particular, SEIU will not tolerate any form of retaliation against Affiliate Ethics Liaisons for performing their responsibilities.
- (c)** Any act of alleged retaliation should be reported to the SEIU Ethics Ombudsperson or the Affiliate Ethics Liaison immediately and will be responded to promptly.

*Against
Ethics
Liaisons*

Reporting

LOCAL 1107



SEIU
NEVADA



ONE UNION ONE VOICE

2250 S. Rancho Dr. #165
Las Vegas, NV 89102
(702) 386-8849
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STAND WITH US ONLINE

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