

CONSTITUTION  
OF THE  
Maryland State and D.C. AFL-CIO  
Adopted on December 18, 2025

AFL-CIO Approved December 18, 2025

ARTICLE I  
NAME AND ORGANIZATION

This organization shall be known as the Maryland State and D.C. AFL-CIO. It shall be affiliated with and chartered by the American Federation of Labor and Congress of Industrial Organizations (AFL-CIO). It shall conduct its activities consistent with the Constitution of the AFL-CIO and the Rules Governing State Central Bodies issued by the AFL-CIO. It shall consist of such affiliates as shall be admitted to membership herein as shall conform to its Constitution.

ARTICLE II  
OBJECTS AND PRINCIPLES

Section 1. Principles

The Maryland State and D.C. AFL-CIO is a declaration of the inherent dignity of all labor and our collective solidarity to promote democracy, fairness and respect in our workplace, in our community and our nation.

Together with the AFL-CIO we strive for the fulfillment of the hopes and aspirations of working people united by the principles of democracy in the workplace, freedom to express grievances without retaliation, and security to enhance social capital and civic engagement in our communities.

We recognize that unity is our power. We commit to building a strong, free and democratic labor movement in Maryland and D.C. that champions social and economic justice; demanding equitable distribution of wealth, reducing income inequality, eliminating all forms of discrimination and oppression; and securing the full enjoyment of the wealth we create.

We will drive a legislative and political agenda, empowering workers, strengthening our unions, demanding all workers have the right to organize and holding elected officials accountable to working people.

We will be true to our principle of unity that an injury to one is an injury to all. Each and every local union in Maryland and the District of Columbia is responsible for nurturing a collaborative spirit that embraces solidarity in our pursuit for fairness and justice in the workplace and the broader society.

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With confidence and trust in the virtue and promise of unionism and our commitment to advancing individual and associational freedoms through a strong unified labor movement, we proclaim this Constitution.

## Section 2. Objects

The functions and responsibilities of the Maryland State and D.C. AFL-CIO shall be:

- (a) To assist in furthering the appropriate objects and policies of the AFL-CIO, or of organizations affiliated with the AFL-CIO (provided such objects or policies are not inconsistent with the objects or policies of the AFL-CIO).
- (b) To serve as a means of exchanging information among affiliated bodies on matters of common interest.
- (c) To provide aid, cooperation and assistance to affiliated local unions and other affiliated bodies in their common and individual endeavors.
- (d) To propose support and promote legislation favorable to and to oppose legislation detrimental to the interest of workers and organized labor.
- (e) To encourage workers to register and vote, to exercise their full rights and responsibilities of citizenship, and to perform their rightful part in the political life of the local, state and national communities.
- (f) To encourage and assist in the formation of local central bodies within the state.
- (g) To engage in such other activities as are consistent with the objects and principles.

## ARTICLE III

### MEMBERSHIP

Section 1. The Maryland State and D.C. AFL-CIO shall be composed exclusively of the following organizations and shall conform to this Constitution and rules and regulations adopted pursuant thereto:

- (a) Local unions of national and international unions and organizing committees affiliated with the AFL-CIO and local unions chartered directly by the AFL-CIO, including local unions with Solidarity Charters authorized by the Executive Council of the AFL-CIO, for so long as the program remains in effect.
- (b) Local central bodies chartered by the AFL-CIO.
- (c) Local councils chartered by the trade and industrial departments of the AFL-CIO.
- (d) Joint boards, district councils and similar organizations which are duly chartered by an affiliate of the AFL-CIO.
- (e) Constituency groups that are approved and recognized by the AFL-CIO.

Section 2. No organization officered, controlled or dominated by persons whose policies and activities are consistently directed toward the achievement of the program or purposes of authoritarianism, totalitarianism, terrorism and other forces that suppress individual liberties and freedom of association shall be permitted as an affiliate of any state central body.

This organization shall not admit or retain in membership, or as an affiliate, any organization that is not affiliated either with the AFL-CIO or with an affiliate of the AFL-CIO, or any organization while it is under suspension or is unaffiliated with the AFL-CIO or a parent body affiliated with the AFL-CIO.

### Section 3.

a) The Maryland State and D.C. AFL-CIO will undertake all reasonable efforts to ensure diversity of representation at every level. A state chapter of an AFL-CIO constituency group, and a state chapter of an allied retiree organization, may be admitted as an affiliate, with one delegate, and one vote, subject to the delegate eligibility requirements of the Rules Governing AFL-CIO State Central Bodies. Where an AFL-CIO constituency group has one or more local chapters but no statewide chapter in a particular state, the national constituency group may designate one local chapter to represent all local chapters in the state, and that chapter may be admitted as an affiliate to the state central body, with one delegate and one vote, subject to the delegate eligibility requirements of the Rules Governing AFL-CIO State Central Bodies.

b) No AFL-CIO constituency group, or allied retiree organization, or its delegate, may be present for or have voice or vote in any meeting or proceeding concerning the endorsement of a political candidate or other partisan political activity concerning public elective office by any central body, nor may any AFL-CIO constituency group or allied retiree organization, or its delegate, be present for or have voice or vote in any meeting or decision of any central body Committee on Political Education.

Section 4. No person shall be eligible to serve as a delegate unless a member in good standing of a local union affiliated with this state federation. No person shall be eligible to serve as a delegate who holds a salaried position, or any other position of administrative or executive authority, in a union or any subordinate branch of a union, which is suspended from, unaffiliated with or has disaffiliated from the AFL-CIO.

## ARTICLE IV CONVENTIONS

The Convention will be the supreme governing body of this organization and except as otherwise provided in this Constitution, decisions shall be by a majority vote.

Section 1. Conventions will be held every two (2) years. At least every other convention shall be a COPE convention with a focus on endorsing candidates for office consistent with the "Rules Governing Committees on Political Education of State Central Bodies" of the AFL-CIO. Endorsements of candidates for political office shall require a two-thirds ( $\frac{2}{3}$ ) majority of the votes cast by the convention delegates present. The regular elections of officers and the Executive Board shall be held every four years, beginning in 2028.

### Section 2. Notice

a) The Secretary-Treasurer shall give at least ninety (90) days notice of the time and place designated, and in the case of emergency, the Executive Board may change the designated place.

b) The notice shall also inform each affiliated organization of the availability of a list containing the following information:

- (i) The name and address of each of the elected state federation's officers (including Executive Board members).
- (ii) The name and mailing address of each of the organizations affiliated with the state federation to the extent possible.
- (iii) The name of each of the affiliated organization's principal officers.
- (iv) Each organization's projected per capita voting strength and delegate entitlement at the convention election.
- (v) To the extent available, the names and mailing addresses of the delegates who will be entitled to vote at the convention.

Officers of organizations affiliated with the local central body shall also be entitled to inspect, at the place where the records are kept, and make their own notes concerning the most current underlying records relating to the information included in the list provided above.

Section 3. Special Conventions may be called by direction of a regular Convention or by order of two-thirds ( $\frac{2}{3}$ ) of the members of the Executive Board, or upon request of affiliated organizations representing a majority of the total membership of this organization as evidenced by the records of the Secretary-Treasurer of the last previous regular Convention.

(a) In the event a special Convention is called, each affiliated organization shall be given at least thirty (30) days notice thereof, together with a statement of the particular subject or subjects to be considered at such Convention.

(b) Representation to special Conventions shall be on the same basis and subject to like qualifications governing regular Conventions. Each local union or other affiliated organization shall have the same total vote as it had at the last regular Convention. Any organization that has affiliated since the last Convention shall be entitled to representation as provided by Section 4(a) of this article.

(c) Special Conventions shall be authorized with the authority and power conferred upon regular Conventions and their decisions shall be equally binding, and they shall be governed by the same procedure applicable to regular Conventions; however, special Conventions shall be limited solely to the subjects specifically and definitely indicated in the call for said special Convention.

Section 4. Each affiliated local union shall be entitled to representation according to the following schedule:

100 members or less	1 delegate
101–200 members	2 delegates
201–300 members	3 delegates
301–400 members	4 delegates
401–500 members	5 delegates
501–1,000 members	6 delegates
1,001–2,000 members	7 delegates
2,001–3,000 members	8 delegates
3,001–4,000 members	9 delegates
4,001–5,000 members	10 delegates

For each additional 1,000 members, 1 additional delegate

(a) The average membership of each affiliated local union in good standing for purposes of representation and roll call voting shall be determined on the basis of per capita payments for the period of 24 months ending five (5) months prior to the month of the convention. The average membership of a local union affiliated for less than the prescribed period shall be computed from the month of affiliation and shall be determined by dividing the total per capita tax paid for all months affiliated through the month preceding the convention by the number of months affiliated or by 24, whichever is greater.

(b) Affiliated organizations other than local unions as defined in Section 1 of Article III shall be entitled to one (1) delegate and one (1) vote.

(c) Any affiliated local union that has been officially granted exemption by the Executive Board (via the process outlined in Article IX, Section 7 of this Constitution) from the payment of per capita tax because of labor disputes or other financial difficulties shall have its representation and voting strength at the Convention based upon the monthly per capita tax paid, averaged over the period for which per capita tax was paid.

Section 5. No organization that has seceded or been suspended or expelled by this organization or by the AFL-CIO, or by any national or international union affiliated with the AFL-CIO shall, while under such penalty, be allowed representation and recognition in this organization.

Section 6. No delegate shall be seated as a representative of more than one organization. No delegate from any affiliated organization shall be seated unless the local union of which he/she is a member in good standing shall be affiliated with the Maryland State and D.C. AFL-CIO and shall have its per capita tax paid as required by Article IV, Section 5 of this Constitution.

Section 7. The President shall appoint, in consultation with the Executive Board, prior to the opening date of the Convention and subject to the approval of the Convention, such committees as may be necessary to conduct the affairs of the Convention. Which committees shall include, but not be limited to, the following:

1. Credentials
2. Constitution and Rules
3. Resolutions
4. Finance
5. Election

Section 8. All resolutions, petitions, memorials and appeals to be considered at the Convention must be received by the Secretary-Treasurer forty-five (45) days prior to the opening of the Convention. It shall not be acted upon if submitted thereafter, unless unanimously consented to by the Convention. If properly received for consideration by the Convention, and as soon as practical after receipt thereof, the Secretary-Treasurer shall transmit the same to the President, who shall classify the same as to nature, contents and subject matter, and shall refer the same to the appropriate committee, which committee shall report thereon to the Convention prior to consideration of any such matter by the Convention.

Section 9. The Secretary-Treasurer shall issue a Convention Call, certificates of election and credentials as provided for in this Constitution.

Section 10. (a) The Credentials Committee The President shall appoint seven (7) other members as the Credentials Committee in consultation with the Executive Board. This committee shall examine, verify and report the credentials of delegates to the Convention. The committee shall be furnished by the Secretary-Treasurer with all the necessary books, records and registration cards for the conduct of its duties.

(b) The Credentials Committee shall report its findings and recommendations concerning the credentials and seating of delegates as speedily as possible to the Convention for use of the Convention and for its ratification or rejection thereof.

Section 11. All officers and all Executive Board members shall be ex-officio delegates to the Convention, with all the rights and privileges of elected delegates, excepting that they shall be without vote, unless they are also present as credentialed delegates of an affiliate. Their absence from the Convention shall not prevent their reelection if the Convention finds same to be for good cause.

Section 12. At the opening of the Convention, the President shall take the chair and call the Convention to order and shall preside during its sessions.

Section 13. Thirty (30) percent of the delegates seated at any Convention shall constitute a quorum for the transaction of business.

Section 14.

(a) Questions may be decided by a division or show of hands but a call of the roll may be demanded by the delegates representing 30% or more of the total number of delegates present.

(b) In the event of a roll call vote, each delegate of an affiliate other than a local union shall be entitled to cast one vote. Each affiliated local union shall be entitled to cast one vote for each of its members determined on the basis set forth in Article IV, Section 5 hereof. The votes of each local union shall be distributed as equally as possible among the delegates of that local union who are registered as attending the Convention and who have been duly accredited to any by the Convention.

(c) To facilitate the calling of the roll, one delegate may be designated to cast all of the votes of the delegates representing their local union, provided that if any delegate shall challenge the correctness of the votes so cast the individual delegates of that local union shall be polled. No other proxy voting is permitted and no delegate shall be allowed to represent more than one (1) organization.

(d) If any delegate who does not have a duly accredited alternate present to act in his/her stead is obliged to leave the Convention or any sessions thereof, and shall so notify the Credentials Committee in writing stating the reason for their inability to remain and the sessions for which he/she must be absent, then the vote or votes of such delegate shall be divided among the other delegates of the same affiliate present and accredited.

(e) The Secretary-Treasurer shall submit at the opening session of the Convention a written list indicating the identity of each affiliate and the number of votes to which each affiliate is entitled, should they be appropriately credentialed.

Section 15. Except as otherwise determined by the Convention, and pending any determination by the Convention, Robert's Rules of Order shall govern the Convention conduct.

Section 16. Unless otherwise specified, any action taken by the Convention shall be effective immediately.

Section 17. Fraternal and honorary delegates, without vote, may be seated and recognized at the discretion of the President.

Section 18. No delegate shall be seated who has failed to appear and register before noon of the last day of the Convention. Alternates of such delegates who have registered within time shall, however, be seated instead of such delegates.

Section 19. The expense of the attendance of the delegates to the Convention shall be defrayed by the organization they represent.

## ARTICLE V OFFICERS AND ELECTION

Section 1. The Executive Officers shall be the President and the Secretary-Treasurer. They shall be members of the Executive Board. The Executive Board shall assist the President and perform such tasks as are assigned to them.

Section 2. The President and Secretary-Treasurer shall be elected by the Convention by majority vote. To be eligible for election they shall be delegates or delegates ex-officio to the Convention. In the event that more than two (2) candidates have been nominated for any of these offices and no one candidate receives a majority of the votes cast, all except the two (2) candidates receiving the highest votes shall be eliminated from the list of candidates and a second vote taken. The election for uncontested offices may be by acclamation. A roll-call vote on elections may be conducted orally, or by written or printed ballots where deemed desirable to expedite the holding of the election, provided each ballot clearly shows the name, organization and number of votes of the delegate casting the ballot. Such ballots shall become part of the records of the central body and shall be preserved and available for examination by any delegate or officer of an affiliated organization for a period of not less than six (6) months.

### Section 3. Executive Board

(a) The Executive Board shall consist of up to 45 members, inclusive of the President, Secretary-Treasurer and Affiliate Vice Presidents; one (1) representative of each Central Labor Council or each chapter (for a maximum of three (3) CLCs and two (2) chapters); and one (1) constituency group representative. To be eligible for election, they shall be delegates or delegates ex-officio to the Convention. All Affiliate Vice Presidents shall be the principal officer of their union and will work to ensure that their local union is 100% affiliated with the state federation. Three (3) of the affiliate vice presidents shall serve the dual role of trustees. The members of the Executive Board shall elect the trustees.

(b) Affiliate Vice Presidents: To be eligible for election, Affiliate principal officers must belong to a local union that is affiliated with the Maryland State and D.C. AFL-CIO. The International Unions whose combined locals pay on the following memberships shall select representatives by a caucus of those locals in any one international union.

(i) 1,000 to 9,999 members shall be entitled to one (1) board seat.

(ii) 10,000–19,999 shall be entitled to two (2) board seats.

(iii) 20,000 and greater shall be entitled to three (3) board seats.

(iv) Those Local unions with affiliated membership of less than 1,000 will hold one (1) combined caucus and elect two (2) Vice Presidents.

(c) Caucuses

(i) Vice Presidents—Affiliates: Local Unions of International Unions paying on such members as to reach the threshold for seat(s) on the board listed in Section 3 (b) of this article, shall hold a caucus of delegates representing the local unions of their international to select their vice president representatives through procedures of their choosing. The caucus shall present their representatives to the delegate body for election by the convention chair casting one (1) unanimous ballot. Those Local unions with affiliated membership of less than 1,000 will hold one (1) combined caucus and elect two (2) Vice Presidents. This caucus will be solely of delegates of those local unions with affiliated membership of less than 1,000, and will select their vice president representatives through procedures of their choosing. The caucus shall present their representatives to the delegate body for election by the convention chair casting one (1) unanimous ballot.

(ii) Vice Presidents—Constituency Groups: The combined constituency groups affiliated with the state central body shall be entitled to one (1) representative on the Executive Board, whose nomination shall reflect the majority vote of the combined constituency groups. Said nominee shall be a member of a union affiliated with the Maryland State and D.C. AFL-CIO. The constituency groups shall hold a caucus of delegates representing the active, viable, affiliated constituency groups within the state, through procedures of their choosing. The caucus shall present their representative to the delegate body for election by the convention chair casting one (1) unanimous ballot.

(iii) CLC and Chapter Representation: There shall be a maximum of three (3) board seats for CLCs and two (2) board seats for chapters of the Maryland State and D.C. AFL-CIO. A CLC or Chapter representative shall be the President of an affiliated central labor council and a member of a union affiliated with the Maryland State and D.C. AFL-CIO. If there are more than five (5) combined CLCs and Chapters in the state, they shall hold a caucus of delegates representing the CLCs and Chapters to select their representatives through procedures of their choosing and present their representatives to the delegate body for election by the convention chair casting one (1) unanimous ballot.

(d) The Executive Board shall have the power in the event of the affiliation with the Maryland State and D.C. AFL-CIO of a major new affiliate not presently affiliated, after taking all the circumstances into account, to create an additional Executive Board position, pending the next regular election of Executive Board members, and to select a member of such new affiliate to fill that position until the next regular election of officers.

(e) Following the Convention, if the Executive Board does not have its maximum complement of members based on the criteria established in Article V, Section 3(a), a new Affiliate Vice President associated with an international union will be added to the Executive Board in the month in which the affiliated membership of that international union reaches the requirements in Article V, Section 3. The obligation for these Executive Board members contained in Article V, Section 9 may be completed in person, in writing or via telephone. The Affiliate Vice President must be the principal officer of an affiliated local union of that international union. The selection of that Affiliate Vice President will be chosen among and by the affiliated local unions of that international union. The Affiliate Vice President will serve on the Executive Board until the next election at Convention subject to the requirements in Article V, Section 10.

Section 4. Officers and Vice Presidents elected at the Convention shall take office immediately following the election.

Section 5. In the event of a vacancy in the office of President or Secretary-Treasurer, the remaining Executive Officer shall perform the duties of the vacant office until a successor is elected. It shall be the duty of such Executive Officer to issue within 10 days of the date of the vacancy a call for a meeting of the Executive Board to take place within 10 days of the date of the call for the purpose of electing an Executive Officer to fill said vacancy for the unexpired term.

Section 6. No individual shall be eligible to serve as an Officer, member of the Executive Board or Committee or other governing body of, or any other Committee of, or as a delegate from, or as a representative, agent or employee of any state central body who consistently pursues policies and activities directed toward the achievement of the program or purposes of authoritarianism, totalitarianism, terrorism and other forces that suppress individual liberties and freedom of association. Only members of local unions affiliated with this organization shall be eligible to hold office. In accordance with the AFL-CIO Ethical Practices Code, no person who is convicted of any felony involving the infliction of grievous bodily injury, any crime of dishonesty or any crime involving abuse or misuse of such person's position or employment in a labor organization or an employee benefit fund shall serve as an officer or managerial employee of the Maryland State and D.C. AFL-CIO.

Section 7. Nominations for office shall be made on the first day of the Convention at which the election of the officers and the Executive Board is to be held.

Section 8. A candidate for office and/or any delegate or principal officer of an affiliated organization may protest the election of any elected position of the state federation.

Such protest must be filed with the Election Committee; be in writing and signed by the protesting party; be filed within 14 days of the election, or the election certification, whichever is later; and contain any information that the filing party wishes the Election Committee to consider regarding the conduct of the election and any procedural requirements that are alleged to have been violated.

The members of the Election Committee shall familiarize themselves with the issues raised in the protest, take into consideration any pertinent facts and procedural requirements, solicit information from interested parties, and review the conduct of the election for compliance with this Constitution, the AFL-CIO Constitution, and other applicable AFL-CIO rules and policies. Within 30 days of their receipt of the protest, the committee will deliver its report to the Executive Board at its next meeting and the Executive Board shall determine by majority vote whether the protest merits a hearing.

If a hearing is warranted, all parties to the dispute shall be given adequate notification of not less than 30 days of the hearing date, along with a copy of the protest and a record of action taken by the Election Committee to date. Both the accused and the charging party shall be accorded full opportunity to be heard and to present evidence.

Following a hearing, the Executive Board, by a two-thirds ( $\frac{2}{3}$ ) vote, may order appropriate remedies up to and including the rerun of the election.

The Executive Board shall notify all parties of its decision within 30 days after the hearing. Said notification shall be sent by certified mail.

The decision of the Executive Board shall be final and binding unless appealed as hereinafter provided.

The decision of the Executive Board may be appealed to the President of the AFL-CIO within 30 days of receipt of notification. The decision of the Executive Board shall remain in effect during the appeal unless reversed, modified or temporarily stayed by the President of the AFL-CIO.

No organization or individual subject to this Constitution shall resort to any court until redress to the AFL-CIO has been exhausted.

Section 9. Prior to taking office, the officers and Executive Board members shall be installed by taking the following obligation:

*"I (name) do hereby promise to faithfully perform the duties of the office to which I have been elected to the best of my ability and to the benefit and honor of the Maryland State and D.C. AFL-CIO, and in the event of resignation or removal from office, or at the expiration of my term, I promise to deliver to my successor all property in my possession belonging to the Maryland State and D.C. AFL-CIO. I further promise to exercise my right to vote (if eligible), to protect and defend the American Federation of Labor and the Congress of Industrial Organizations and surrender all AFL-CIO property to the President of the AFL-CIO upon official demand. I pledge to abide by the Ethical Practices Code of the AFL-CIO and the anti-harassment and anti-discrimination policy and code of conduct of this state federation."*

Section 10. In the event of a Vice President vacancy, the organizations that the Vice President represents will caucus to elect the replacement, and present their name(s) to the board to be seated.

(a) A position on the Executive Board shall be considered vacant upon death, permanent disability or resignation of the incumbent, upon the suspension or termination for any reason of the incumbent's local or International Union's affiliation with the AFL-CIO or with this organization, or upon the absence without just cause of the incumbent from three (3) consecutive regular meetings of the Executive Board, provided that in the latter case, notice shall be served upon him or her in writing of the contemplated vacancy not less than three (3) weeks prior to the declaration of the vacancy and that the Executive Board shall take affirmative action at said meeting to declare such vacancy. Before declaring the vacancy for reasons of excessive absence, the offending member shall be afforded an opportunity to be heard.

(b) In the event a Vice President, during the Vice President's term, ceases to hold office in the organization of which the Vice President is a member, the organization may request, in writing, that the position of that Vice President be declared vacant, and the Executive Board shall grant the request.

Section 11. All officers and managerial employees of the Maryland State and D.C. AFL-CIO must certify that they have read the AFL-CIO's Ethical Practices Code, that they are in compliance with it, and, if not, state the steps that will be taken to comply with it. The Maryland State and D.C. AFL-CIO shall establish a standing Ethical Practices Committee.

## ARTICLE VI

### DUTIES OF THE PRESIDENT

Section 1. The President shall function as the chief executive officer of this organization. The President shall exercise supervision of the affairs of the organization, sign all official documents and preside at regular and special Conventions, and at meetings of the Executive Board. All officers and employees shall be subject to said direction and supervision except as provided specifically by this Constitution.

Section 2. The President shall have authority to interpret the Constitution between meetings of the Executive Board and said interpretation shall be conclusive and in full force and effect unless reversed or changed by the Executive Board or a Convention.

Section 3. The President shall countersign all checks drawn by the Secretary-Treasurer, after determining that proper documentation of expenditures is on hand and for appropriate and necessary business.

Section 4. The appointment and compensation, direction, suspension and removal of organizers, representatives, agents and employees of the organization shall be under the direction of the President, subject to the approval of the Executive Board.

Section 5. The President shall also, by virtue of his/her office, be a delegate to the Conventions of the AFL-CIO.

Section 6. The President shall make a report of the administration of his/her office and of the affairs of the organization to the Convention.

Section 7. The President shall appoint a Sergeant-at-Arms and an Assistant Sergeant-at-Arms and such other assistants as may be found necessary to serve during the Convention at such remunerations as may be approved by the Executive Board.

Section 8. The salary of the President shall be fixed and determined by the Executive Board.

## ARTICLE VII

### DUTIES OF SECRETARY-TREASURER

Section 1. The Secretary-Treasurer shall be chief financial officer of this organization and shall receive and collect all monies due this organization, which monies shall be paid out only on the approval of the President. The Secretary-Treasurer shall give an adequate bond in an amount equal to no less than 10% of the funds handled by the officers, agents and employees in the prior fiscal year.

Section 2. The Secretary-Treasurer shall be in charge of and preserve all monies, properties, securities and other evidence of investments, books, documents, files and effects of the Maryland State and D.C. AFL-CIO, which shall at all times be subject to the inspection of the President and Executive Board or of their designated representative. The Secretary-Treasurer shall submit the books to an independent, outside Certified Public Accountant selected by the Executive Board every year for the AFL-CIO's agreed-upon procedures to be performed. The Secretary-Treasurer shall promptly report the CPA's findings to the Executive Board.

The President of the AFL-CIO or Secretary-Treasurer of the AFL-CIO may require that records be kept in such form and for such duration as they may require, and that the state federation's books and records, including those of related Section 501(c)(3) and (4) organizations, be produced upon their demand.

Section 3. The Secretary-Treasurer shall issue the call for and act as Secretary at all Conventions and shall cause a proper record to be kept of all Conventions and all sessions of the Executive Board. The Secretary-Treasurer shall make a report of the financial condition of the state body at all regular meetings of the Executive Board, and to all regular Conventions of the organization, and upon the direction of the Executive Board. The books and records shall be kept and reports shall be made in such a manner as to be in compliance with applicable rules, codes and regulations of the AFL-CIO. The Secretary-Treasurer shall perform such other duties as are customary to said office as are assigned to the Secretary-Treasurer by the President or Executive Board.

Section 4. The salary of the Secretary-Treasurer should be fixed and determined by the Executive Board.

Section 5. The Secretary-Treasurer shall serve in the place of the President in the event of an absence.

## ARTICLE VIII

### EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the Executive Officers and Vice Presidents. The Executive Board shall be the governing body of this organization between Conventions. It is authorized and empowered to take such action and render such decisions as may be necessary to carry out fully and adequately the decisions and instructions of the Conventions and to enforce the provisions contained in this Constitution of the AFL-CIO, and the Rules Governing State Central Bodies issued by the Executive Council of the AFL-CIO. Between Conventions, it shall have the power to direct the affairs of this organization and to take such action and render such decisions as are necessary and appropriate to safeguard and promote the best interests of the state body and its affiliated organizations.

Section 2. The Executive Board shall, within a calendar year, meet on a quarterly basis. The President shall have the power to postpone meetings of the Executive Board and to call special meetings on reasonable notice whenever required.

Section 3. It shall be the duty of the Executive Officers to report to the Executive Board measures directly affecting the interests of working people to initiate whenever necessary such legislative action as the Convention may direct.

Section 4. The Executive Board shall have power to make rules to govern matters consistent with this Constitution and the Rules Governing AFL-CIO State Central Bodies, and shall report accordingly to the Convention.

Section 5. In all matters coming before the Executive Board each member present shall cast one (1) vote. No member may vote by proxy.

Section 6. The Executive Board shall be convened in special session upon call of the President or upon petition of 50% of the Executive Board members; such petition shall specify the subject matter to be acted upon at such meetings.

Section 7. A majority of the members of the Executive Board shall constitute a quorum.

Section 8. The Executive Board will establish remuneration and approve an expense policy for the official business of the Maryland State and D.C. AFL-CIO and except as otherwise provided, such remuneration and expenses shall be paid by the Maryland State and D.C. AFL-CIO.

Section 9. The Executive Board may file charges against an officer or member of the board, executive committee or other governing body for violation of the Constitution of the AFL-CIO, the Rules Governing AFL-CIO State Central Bodies, the Constitution of the Maryland State and D.C. AFL-CIO or for conduct unbecoming an officer, misappropriation of funds, malfeasance in office or neglect of duty. The Executive Board must serve such officer with a copy of the written charges within a reasonable time before the hearing. The Executive Council shall have the further power to refuse to seat or to remove from office any member of the Executive Council, or to remove from office any officer, who is found by the Council, by a two-thirds (2/3) vote after notice and hearing, to be ineligible to serve under the provisions of Article V, Section 6. In cases in which the Executive Board shall determine such action necessary, the Executive Board shall have the power to suspend such officer or member of the Executive Board pending the determination of the Convention. Any action taken by the Executive Board may be appealed to the Convention and any action taken by the Convention may be appealed to the national AFL-CIO pursuant to Rule 26 of the Rules Governing AFL-CIO State Central Bodies.

## ARTICLE IX

### REVENUE AND FINANCIAL PRACTICES

Section 1. The revenue of this organization shall be derived from a per capita tax of affiliated organizations or an annual fee from such organizations as have been approved by the Executive Council of the AFL-CIO.

Section 2. Affiliated local unions shall pay a monthly per capita tax of sixty cents (\$.60) on all its dues-paying members. A local union desiring to affiliate shall pay one (1) month's per capita tax at the time of affiliation. Per capita tax for succeeding months shall be due on the first of each month thereafter. Per capita tax in each case shall be based on the number of dues-paying members for the preceding month.

Section 3. Organizations other than local unions, as defined in Article III, shall pay an annual fee of \$50.00.

Section 4. An affiliated organization that becomes three (3) months in arrears shall not be considered in good standing, shall be notified in writing and shall not be entitled to representation in any Convention. If it becomes four (4) months in arrears, said organization shall stand immediately suspended from membership in this organization and shall be notified in writing.

Section 5. A local union or other organization that has been suspended or that has withdrawn from membership may be reinstated by payment of all amounts due at the time of suspension or withdrawal and the current per capita tax or annual fee, as the case may be, but shall not be permitted to retroactively pay per capita for any other months. The average membership of a reinstated local union for the purpose of representation and roll call vote shall be computed from the date of reinstatement as if it were a newly affiliated local union.

Section 6. A local union paying per capita on less than its full dues-paying membership shall be subject to suspension by the Executive Board. The Executive Board may require a local union to produce proof of membership where reason exists to believe such local union is violating this provision. If the local union shall fail or refuse to produce such proof on request, the Executive Board may base its determination on such evidence as may be available.

Section 7. If any local union is unable to pay all or part of its per capita tax dues because of financial difficulty caused by strikes, lockouts or unemployment of its members, it shall report such circumstances to the Executive Board which may, if convinced the circumstances justify, instruct the Secretary-Treasurer to waive such per capita from month to month, until the local shall be able to pay full per capita dues. The per capita dues so waived shall be treated as paid for purposes of representation in Conventions of the Maryland State and D.C. AFL-CIO.

Section 8. All funds of the Maryland State and D.C. AFL-CIO shall be placed on deposit in a bank or banks (or other federally insured financial institutions) designated by the Executive Board; and, such funds shall be paid out by check bearing the manual signatures of the state federation President and Secretary-Treasurer. No funds shall be expended unless they have been approved by the state federation to defray necessary expenses for the advancement of the objects and principles of the state federation and the AFL-CIO.

Section 9. The fiscal year of the state federation shall begin on the first day of January of each year and end on the last day of December.

Section 10. The Maryland State and D.C. AFL-CIO shall prepare an annual budget and adopt a written expense policy. Expenses shall be reimbursed only upon submission of original receipts. The use of the Maryland State and D.C. AFL-CIO's credit card for personal use is prohibited. The use of debit cards is prohibited.

Section 11. All officers, agents and employees of Maryland State and D.C. AFL-CIO having a financial responsibility shall be covered by a fidelity bond in an amount equal to no less than 10% of the funds handled by its officers, agents and employees in the prior fiscal year.

## ARTICLE X AMENDMENTS

Section 1. This Constitution may be amended by a two-thirds ( $\frac{2}{3}$ ) vote of the Convention of the Maryland State and D.C. AFL-CIO. Such amendments shall not be in conflict with the laws, rules and regulations of this body or of the AFL-CIO.

Section 2. When directed by the President of the AFL-CIO, the Executive Board shall be authorized and required to amend this Constitution in conformity with such direction.

Section 3. All amendments to this Constitution shall not become effective until written notification of approval is issued by the President of the AFL-CIO.

## ARTICLE XI COMMITTEE ON POLITICAL EDUCATION

Section 1. The President and Secretary-Treasurer of the Executive Board shall be the President and Secretary-Treasurer respectively of the Committee on Political Education. The Executive Board shall constitute the state federation's Committee on Political Education. Additional members may be added to the Committee in accordance with properly approved bylaws.

Section 2. No candidate for public office may be endorsed and no action taken on legislative, governmental, political or any public question or issue taken in the name of the organization without the prior approval either of a convention or the state COPE.

Section 3. The political activities of the state federation shall be under the direction of the state COPE. These activities shall conform to the policies adopted by the state federation and the decisions of the Executive Board on local matters in areas without a central labor council.

Section 4. The state federation shall advance the political mobilization program under the direction of the Committee on Political Education.

Section 5. All legislative and political activities shall conform to the policies of the national AFL-CIO on national affairs and Rules Governing Committees on Political Education of State Central Bodies.

Section 6. The state federation's Committee on Political Education shall have power to formulate bylaws to govern COPE.

## ARTICLE XII

### LISTS

Section 1. Consistent with Rule 23 of the Rules Governing AFL-CIO State Central Bodies, all lists of affiliates or members of affiliates in possession of the Maryland State and D.C. AFL-CIO shall be used exclusively in carrying out the authorized programs and work of the Board and shall not be released to any persons or organization except as otherwise authorized by the Rules Governing AFL-CIO State Central Bodies.

## ARTICLE XIII

### COLLECTIVE BARGAINING, STRIKES AND BOYCOTTS

Section 1. The Maryland State and D.C. AFL-CIO shall not take part in any collective bargaining activities or in any dispute, including strikes, except upon request or consent of the aggrieved national or international union or organizing committee or in the case of a local union directly affiliated with the AFL-CIO, except upon request or consent of the AFL-CIO President.

Section 2. The Maryland State and D.C. AFL-CIO shall have no power or authority to initiate a boycott. The Maryland State and D.C. AFL-CIO can endorse and provide support for a boycott campaign of an affiliate. The Maryland State and D.C. AFL-CIO can place an employer on an "unfair" or "do not patronize list," if the proper conditions apply as outlined in the regulations below, and that all such actions be taken only on written request of the aggrieved union or in response to an action of the AFL-CIO. When such action is requested by an aggrieved union, the Maryland State and D.C. AFL-CIO shall be governed by the following regulations:

(a) The Secretary-Treasurer of the AFL-CIO, or his/her designated agent, shall be notified in writing of all boycott requests, whether local, regional or national in scope.

(b) Disputes affecting contractual interests of other unions. If the requested action is directed against an employer that has a contract or working agreement with any union or unions affiliated with the AFL-CIO, other than the aggrieved union, then the written consent of such other union or unions shall be required. If such consent is not given, no further action shall be taken by the Maryland State and D.C. AFL-CIO except as authorized by the President or by the Executive Council of the AFL-CIO.

(c) Local disputes. If the requested action is directed against an employer for a dispute arising within the area of jurisdiction of the Maryland State and D.C. AFL-CIO that does not involve the contractual interest of other AFL-CIO unions, the Maryland State and D.C. AFL-CIO may take the requested action if, in its judgment, such action is warranted and shall provide written notice to the Secretary-Treasurer of the AFL-CIO of such action. The Maryland State and D.C. AFL-CIO will notify the Secretary-Treasurer of the AFL-CIO when a boycott is terminated.

(d) Disputes in areas of other area labor councils or central councils. If the requested action is directed against an employer for a dispute arising wholly outside the area of jurisdiction of the Maryland State and D.C. AFL-CIO, no action shall be taken unless the AFL-CIO and the area labor council, central labor council or state central council in whose area the dispute arose has first acted favorably on the request of the aggrieved union in keeping with applicable rules.

(e) National and regional disputes. If the requested action is directed against an employer for a dispute that is national or regional in scope, no action shall be taken by the Maryland State and D.C. AFL-CIO unless the affiliated national or international union involved has first secured approval of the AFL-CIO.

## ARTICLE XIV CHAPTERS

Chapters of this state federation may be created if the state federation determines an organizational presence is needed in a specific geographic area within the state that is not already represented by an existing area labor council or central labor council. Chapters may be authorized to enact bylaws consistent with the state federation's constitution, elect a chapter president and secretary-treasurer, hold meetings of delegates from local unions within the chapter's geographic jurisdiction and make recommendations to the state federation for its consideration. Chapters may not assess a per capita or membership fee. In accordance with the endorsement procedure for this state federation, the chapter may endorse candidates running for local public office within the chapter's geographic jurisdiction and may screen, interview and recommend to the state federation candidates for state and federal legislative office, but such recommendation is not binding on this state federation.

## ARTICLE XV STRATEGIC PLANNING

State, area and local central bodies in a state shall ensure that their work is coordinated and integrated with one another and with the programs and priorities of the AFL-CIO and affiliated national and international unions.

The Maryland State and D.C. AFL-CIO state federation will coordinate with the area and local central bodies within the Maryland State and D.C. AFL-CIO to develop a unified work plan and budget at least every two (2) years. This plan shall set forth the roles, responsibilities, budget and activities of each organization. Such work plans and budgets shall be submitted to the President of the AFL-CIO or his/her designated representative upon request. The AFL-CIO President may modify, approve or reject any work plan or budget.

The failure of a state, area or local central body, or any of its officers, to participate in the unified planning and budgeting process, to conform their activities to the unified work plan and budget, or to meet performance standards and benchmarks as established by the Executive Council shall be grounds for disciplinary action.