

**SAMPLE AFFIDAVIT
OF POSTING REQUIRED NOTICE**

State of KENTUCKY

County of BOYD

I, VICKI ATKINS being first duly sworn, state as follows:

1. I am the Secretary-Treasurer of Local ASF of the International Brotherhood of Teamsters. I make this affidavit pursuant to Article II of the *Rules for the 2010-2011 IBT International Union Delegate and Officer Election*.
2. Pursuant to my direction, a copy of APPROVED ELECTION PLAN was posted on each Local Union bulletin board. Attached to this affidavit, and incorporated herein by this reference, is a list, by employer, site, and location, of all Local Union bulletin boards and the individuals responsible for posting at each site.
(Type Of Notice)
3. A copy of the Notice actually posted is attached.
4. All of the facts stated above are true and correct to the best of my knowledge, information and belief.

Signature: Vicki L Adkin

Subscribed and sworn to before me, Vicki L Adkin, a Notary Public in and

for the above captioned county and state, this the 7th day of September, 2010

Vicki L Adkin
Signature of Notary Public

[SEAL]

OFFICE OF THE ELECTION SUPERVISOR
for the INTERNATIONAL BROTHERHOOD OF TEAMSTERS
1801 K Street, NW, Suite 421 L
Washington, DC 20006
202-429-8683
877-317-2011 Toll Free
202-429-6809 Facsimile
electionsupervisor@ibtvote.org
www.ibtvote.org

RICHARD W. MARK
Election Supervisor

VIA EMAIL

Thomas R. McCoy
General Chairman
ASF
9300 Runyon Road
Catlettsburg, KY 41129
bmweunion@hotmail.com

Dear Mr. McCoy:

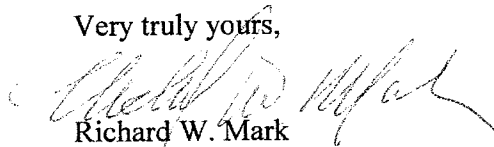
The Office of the Election Supervisor has approved the System Federation Election Plan for BMWED System Federation ASF. I am forwarding the approved Plan. I have also enclosed a System Federation Plan Summary which contains all the relevant information on the nomination and election of delegate(s) and alternate delegate(s) in your System Federation. Please check the Plan Summary to ensure that all the information is accurate.

Pursuant to Article II of the Rules, as soon as possible, but in no event later than seven (7) days from the date that you received this letter, a copy of the Plan Summary must be posted on all System Federation bulletin boards or disseminated to the System Federation membership in another way, for example via mailing, hand delivery, email or posting on an System Federation web site. The Plan Summary must be posted on Office of the Election Supervisor letterhead just as it is being transmitted to you. You are required to maintain the posting throughout the entire nomination and election period.

Finally, Article II, § 4 of the Rules requires that within three (3) days of such posting, you must provide an affidavit to the Election Supervisor attesting to the fact that the Plan Summary was distributed to the membership of the System Federation and the method of distribution. A sample form (Election Supervisor's Form 3 BMWED) has been prepared by the Election Supervisor's Office and is available on the Election Supervisor's website, www.ibtvote.org, under "Official Forms" in the "BMWED System Federation Forms" section for your use.

Please do not hesitate to call me if you have any questions or need assistance.

Very truly yours,



Richard W. Mark
Election Supervisor

Date: September 7, 2010

cc: William C. Broberg
wcbroberg@aol.com

Attachments

OFFICE OF THE ELECTION SUPERVISOR
for the INTERNATIONAL BROTHERHOOD OF TEAMSTERS
 1801 K Street, NW, Suite 421 L
 Washington, DC 20006
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RICHARD W. MARK
Election Supervisor

**LOCAL UNION PLAN SUMMARY
 FOR ELECTION OF DELEGATES AND ALTERNATE DELEGATES TO THE IBT CONVENTION**

The System Federation ASF is entitled to elect 2 delegates and has chosen to elect 2 alternate delegates to the June 2011 IBT International Convention. The expenses of all the delegates but not the alternate delegates will be paid by the System Federation.

The Election Supervisor has approved the BMWED System Federation Plan for conducting nominations and elections. The important details of the plan are summarized below. This summary must remain posted until 30 days after the date of posting of the names of the elected delegates and alternates, whether chosen by white ballot or as a result of a contested election.

NOMINATION	<p>Where: 9300 Runyan Road Catlettsburg, KY 41129</p> <p>When: Wednesday, January 12, 2011 at 3:00 p.m.</p> <p>Who Can Attend: Any active member may attend any meeting.</p> <p>Who Can Run: A member must be in continuous good standing for a period of twenty-four months prior to the month of January 2011.</p> <p>Who Can Nominate: Members in good standing (full dues paid through December, 2010) may nominate or second the nomination of a candidate or slate of candidates.</p> <p>Nominations: Nominations may be made or seconded orally at the nomination meeting or submitted in writing, including the signature and last four digits of the nominator's or seconder's SSN, to the General Chairman not later than 5:00 p.m. of the day immediately prior to the meeting.</p> <p>Candidate Acceptance A member may accept nomination in person, or if absent from the meeting, by furnishing a written acceptance, including the signature and last four digits of the candidate's SSN, to the presiding System Federation officer no later than the time the member is nominated.</p> <p>Eligibility Deadline: Dues must be paid at 9300 Runyan Road, Catlettsburg, KY 41129 before 5:00 p.m. on Tuesday, January 11, 2011.</p> <p>Additional Info: The System Federation will send a Nominations Notice to all members with additional instructions for participating in the nominations process.</p>
ELECTION	<p>Mail Balloting: All members should receive a ballot at their home address before Thursday, February 24, 2011. Any member not receiving a ballot by that date should request a ballot by calling the local Union.</p> <p>Voting Deadline: VOTED BALLOT MUST BE RETURNED BY MAIL IN TIME FOR RECEIPT NO LATER THAN 9:00 A.M. on Tuesday, March 8, 2011.</p> <p>Eligibility Deadline: Dues must be paid at 9300 Runyan Road, Catlettsburg, KY 41129 before 5:00 p.m. on Monday, March 7, 2011.</p>
FOR MORE DETAILS CONTACT SYSTEM FEDERATION ASF OR YOUR REGIONAL DIRECTOR:	<p>William C. Broberg 1108 Fincastle Road Lexington, KY 40502 Phone: 859-269-5657 Fax: 859-269-5657 EMAIL: wcbroberg@aol.com</p>

2010-2011 SYSTEM FEDERATION ELECTION PLAN

The Rules for the 2010-2011 IBT International Union Delegate and Officer Election ("Rules") require every System Federation (SF) to submit a SF Plan for the election of delegates and alternates to the IBT International Convention. The election of delegates to the 28th IBT International Convention must be conducted entirely separately from the election of delegates to the BMWED convention, scheduled for October of 2010. The SF Election Plan does not cover the election of delegates and alternate delegates to the BMWED convention. The SF must use this document to submit its Election Plan. The Plan requires detailed information about how the SF will perform the specific tasks and procedures that must be followed to nominate and elect IBT convention delegates and alternate delegates. Once the SF Plan is reviewed and approved in writing by the Election Supervisor, your SF must conduct its delegate elections in the exact manner described in the approved Plan.

If you have any questions about how to complete this SF Plan document, you may contact your Regional Director, **William C. Broberg**, via email at **William C. Broberg**, via email at wcbroberg@aol.com or telephone at **(859) 269-5657**.

THE ELECTION SUPERVISOR'S ADDRESS IS:

Office of the Election Supervisor
for the International Brotherhood of Teamsters
1801 K Street, N.W., Suite 421 L
Washington, DC 20006

Phone: 202-429-8683
Fax: 202-429-6809
Toll Free Phone Number: 1-877-317-2011
Electionsupervisor@ibtvote.org
www.ibtvote.org

DEADLINE FOR SUBMITTING THE SYSTEM FEDERATION PLAN

Seasonal Election – June 1, 2010

Fall Election - June 30, 2010

Winter/Spring Election - September 30, 2010

Seasonal Elections: Any SF in which ten percent (10%) or more the membership is employed by a seasonal food industry. The Election Supervisor has determined that no SF qualifies as a seasonal SF under the IBT Constitution.

Fall Elections: Any SF with a regularly scheduled SF officer election in the fall of 2010 may choose to hold a fall delegate and alternate delegate election. If you choose to elect delegates in the fall, the SF Plan must be submitted on or before **June 30, 2010**. Any SF that does not submit its plan by this date shall be required to conduct delegate nominations and elections during the winter and spring of 2011.

If you choose to hold delegate and alternate elections in the fall of 2010, the delegate and alternate delegate nominations and elections must be conducted entirely separate from your officer elections. You should contact the Election Supervisor or your Regional Director at the address listed above if you have any questions regarding how to conduct separate delegate and officer nominations and elections.

Winter/Spring Election: All other SFs shall submit a SF Plan on or before **September 30, 2010**. A SF that does not submit a plan by this date will have to conduct its delegate election according to a plan imposed by the Election Supervisor. The cost of planning and conducting the election will be the responsibility of the SF.

Any SF seek modification of, or exemption from, any provision of the *Rules* by making a written application to the Election Supervisor. A request for modification or exemption must explain the reason or need for such change and shall clearly state any alternative means that the SF proposes for guaranteeing the fair and honest conduct of the nomination and election process. Modifications and exemptions will only be granted for extraordinary circumstances.

IMPORTANT NOTE: Is your SF seeking a modification of, or exemption from, the *Rules*, that you have not previously requested and been granted?

Yes No

Please enter any modifications of, or exemption from, the *Rules* your SF is requesting below:

—

Has your SF previously requested and received approval for any modifications of the *Rules*, or of any version of the *Rules* that governed delegate elections in 1991, 1996, 2001 or 2006?

Yes No

If Yes, Please enter the modifications of, or exemption from, the *Rules* your SF received and indicate in which year this occurred.

—

SF PLAN

1 BMWED SF Name: Affiliated System Federation

2 General Chairman: T R McCoy

Title: General Chairman

Address:

—

Office Telephone: 606-931-0115

Home Telephone 606-739-4304

Mobile Telephone: 606-923-3837

Email: bmweunion@hotmail.com

2a. Does the General Chairman of your SF work full time as a SF officer?

Yes No

2b. If you answered No to question 2a, please state whether your SF has a business office, or regular business hours?

—

2c. If the General Chairman works full time at the craft, please state the location where he or she conducts union business (i.e. at the work site or home office), and the regular hours (if any) during which business is conducted.

—

2d. Please describe how your SF normally communicates with SF members and state how frequent the communication is (i.e. first-class mailings, email, website, newsletters).

—

- 2e. Please describe how your SF normally communicates with local divisions and state how frequent the communication is (i.e. first-class mailings, email, website, newsletters).

—

- 2f. Does your SF has less than 100 active members?
 Yes No

If you checked Yes, please skip to section 14 and complete the applicable questions in sections 14, 15, 16, 17 and 18. If no, please continue.

SF DELEGATE AND ALTERNATE DELEGATE NOMINATIONS AND ELECTIONS

All elections must be conducted by mail ballot in accordance with the Rules. Ballots can be counted by hand or by mechanical device. Each SF has the option of either conducting its own delegate nomination and election or hiring an outside agency to conduct the election.

If a SF chooses to conduct the nominations and elections on its own, it has two choices:

- a) Appoint an election committee (check SF by-laws to see if this is required). Each candidate for office may designate one member of the SF for service on the SF election committee, who shall be appointed by the President or Secretary-Treasurer.

- b) Permit the SF executive board to conduct the election. **Any SF officer or member who is running as a delegate or alternate delegate candidate may not serve on the SF election committee and should not conduct the nomination or election of delegates or alternate delegates.**

- 3 How does your SF intend to conduct the delegate and alternate delegate nomination process?
Check one:
- Outside Agency
 - SF Election Committee
 - SF Executive Board
 - Other

If you chose Other, please explain.

—

If you chose a SF Election Committee, please provide a description of the composition of

the committee (e.g., rank and file members, retirees, SF staff, SF officers, etc.) of the Committee. Each candidate may name a representative as a member of the SF Election Committee in addition to other members designated in accordance with the SF by-laws. If names of committee members are available now, please list the name of each committee members (including candidate representatives).

SF Secretary and SF General Chairman

- 4a. If your SF selected an outside election agency, will the outside agency perform both the nomination and election process?

Outside agency for nomination meeting(s): Yes No

Outside agency for election: Yes No

- 4b. List the name, address, and telephone number and contact name of the outside election agency.

—

- 4c. Has your SF used this or another outside entity or agency to conduct previous elections?

Yes No

- 5a. Number of delegates to be elected to the International Union Convention:

2

- 5b. The SF must pay the convention expenses of all its elected delegates. A SF may only propose to send less than a full complement of delegates because of financial inability but **must** first demonstrate actual financial inability to the General Secretary-Treasurer and then submit the request to the Election Supervisor for approval

If your SF's request to send less than the full complement is approved, the candidate(s) receiving the highest number of votes in the delegate election or, in the case of uncontested elections, the candidate(s) ranked highest in the lottery shall be sent to the Convention. Is your SF proposing to send less than a full complement of delegates to the Convention?

Yes No

If you checked Yes, in the text box below, please provide an explanation to support your request to pay for less than a full complement, including a copy of any submissions to the General-Secretary Treasurer and a copy of thea relevant SF meeting minutes where the SF

voted to pay for less than a full complement of delegates. You may do so by attaching electronic copies of the document by hovering over the green flag and selecting UPLOAD FILE or by mail. If sending the documents by mail, please label the documents "SF [your SF Number] Response to SF Plan Question 5b."

- Electronic Copy Attached
- Mailing a Copy

The mailing address is :

Office of the Election Supervisor for the
International Brotherhood of Teamsters
1801 K Street, NW, Suite 421 L
Washington, D.C. 20006

5c. Number of alternates to be elected to International Convention

2

5d. Will your SF pay the expenses of any of its alternate delegates to attend the International Union Convention?

- Yes
- No

If Yes, for how many alternates will your SF pay expenses?

If your SF proposed to send less than a full complement of alternate delegates, the decision of which alternate delegate candidate shall be sent to the convention by the SF must be based solely on which candidate receives the highest number of votes in the alternate delegate election or, in the case of uncontested elections, by lottery.

NOMINATIONS

The *2011 Rules* provide that a candidate can be nominated and seconded and can accept a nomination in writing. **Therefore, each SF may elect to only have one nomination meeting.** If your SF is having a regularly scheduled officer election this fall, you may choose to conduct the delegate and alternate nomination and election this fall.

The nomination period for seasonal nominations is
July 1, 2010 – September 30, 2010.

The nomination period for fall delegate and alternate delegate nominations is
September 1, 2010 – November 10, 2010.

If you do not have a regularly scheduled SF officer election this fall, you must hold your delegate and alternate delegate nomination(s) meeting between **January 3, 2011 and March 10, 2011**.

There must be at least thirty (30) days between your SF's last nomination meeting and the date the ballots are mailed.

6a. Please tell us the date, time and location for the nomination meeting(s) your SF wishes to hold:

Date: 01/12/2011

Day of Week: Wednesday

Time: 3:00PM

Location/Address:

9300 Runyan Road
Catlettsburg, KY 41129

The Rules require that a written nomination or second must be received by the System Federation Secretary-Treasurer no later than 5:00 PM of the day immediately prior to the day of the nomination meeting. Thus if a nomination meeting is held on a Sunday or Monday (or a day after a holiday) the union office must be open until 5:00 PM on the preceding day, i.e., Saturday, Sunday or holiday.

Deadline for submission of written nominations:

Date: 01/11/2011

Day of Week: Tuesday

Location/Address:

9300 Runyan Road
Catlettsburg, KY 41129

6b. Have any of the nomination meeting locations been changed from your SF's last set of delegate nomination meetings?

Yes No

If you checked "Yes" to Question 6b, please provide a listing of the previous site(s), the current site(s) which replace them, and an explanation for the change in location in each case.

-

MAILING NOMINATION NOTICES

Under the *Rules*, your SF must mail the nomination notice at least twenty-one (21) days before the nomination meeting. The SF must use the official nomination notice form prepared by the Election Supervisor's office. You can obtain a copy of the Nomination Form (Form 7) on our web site, www.ibtvote.org, or by contacting us directly or contacting your Regional Director.

There are two ways you can mail the nomination notice to your members:

- Mail the notice in a separate, first class mailing to each member (If you are having an officer election at the same time, the nomination notices for delegates and officer may be mailed together but the notices must be on separate sheets of paper and the two notices must be on different colored paper).
- Include the notice in your SF or joint council newsletter or newspaper, which is then mailed by first class mail to each member.

If you chose option number 2, there are three rules your SF must follow. The rules are:

- o The first page of the newsletter or publication must state in large bold print: **"Important Delegate Nominations Information Contained on Page __."**
- o The nomination notice must be clearly displayed in larger size print than the other information included in the newsletter or newspaper and the notice must be in bold print.
- o Your SF must submit the draft nomination notice to the Regional Director for approval before you finalize and mail it to make sure the layout, print size, and nomination information are all correct.

7a. Will your SF mail the nomination notice in as separate, first class mailing to each member at his or her last known home address?

Yes No

7b. Will your SF mail the nomination notice by first class mail, in a SF publication, joint council publication or newsletter?

Yes No

In the event that your nomination notice is to be published in a joint council publication or newsletter, please provide the Election Supervisor with the name and telephone number of the

person responsible for publishing that newsletter, along with a copy of the most recent newsletter published by the joint council.

Joint Council Publication Name: _

Contact: -

Phone number: -

- 7c. When will your SF mail the nomination meetings notice? (Remember, it *must* be at least 21 days before the nominations meeting. To determine the 21 day period, do not count the day the notices are mailed but count the day of nominations.

Date for Mailing of Nomination Notice:

12/16/2010

MAIL BALLOTING

The *Rules* require SFs to use mail ballots to elect delegates and alternate delegates.

Timing: Ballots cannot be mailed any sooner than thirty (30) days after the last nomination meeting.

Your ballot mailing day must be a weekday and cannot be a holiday.

You must allow at least 21 days between the mailing of the ballot and date the SF counts the ballots. To determine the 21 day period do not count the day the ballots are mailed but count the day of the election.

Your ballot count day must be a day that the post office is open for business and you are able to pick up the voted ballots mailed to you.

Seasonal Election Time Period: The election time period for seasonal elections is August 20, 2010 – November 1, 2010

Fall Election Time Period: The election time period for fall delegate and alternate delegate elections is October 20, 2010 – January 3, 2011

Winter/Spring Election Time Period: The election period for winter/spring delegate and alternate delegate elections is between February 23, 2011 and May 2, 2011.

PRINTING AND MAILING OF BALLOTS

The Election Supervisor's Office has copies of a Notice of Election and Mail Ballot Voting Instruction Form (Form 12) as part of a packet of forms. Your SF may also obtain a copy from our website at www.ibtvote.org. Your SF must use this form for the ballot.

The SF should try to arrange to have the ballots printed and mailed SFly to allow candidates and their observers to easily observe the printing and mailing of the ballots. Your SF may choose to contract with a union printer or mailer that is not SFly situated and request the ballots be printed and mailed from a distant location, but only if you explain why a SFly based printer and mailer is not available. The SF may also contract to have one entity print and mail the ballots. The SF may use printing or mailing shops which employ members of the Graphic Communications Conference of the IBT. The SF may not enter into a contract with any printer or mailer that employs any members of the SF. If your SF wants to use a union printer and mailer and can only locate union shops employing members of your SF, you may request a written waiver from this prohibition

- 8 Are you requesting a waiver to use a printing or mailing shop the employs members of your SF?

Yes No

If yes, please explain your request below.

—

- 8a. What is the name and address of the printer who will print the ballots?

American Arbitration Association
Chiquita Center
250 East 5th Street, Fourth Floor
Cincinnati, OH 4502-4173

- 8b. Please state in miles how far the printer is from the SF's principal office.

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- 8c. What is the name and address of the mailer who will mail the ballot for the delegate/alternate delegate elections?

American Arbitration Association
Chiquita Center
250 East 5th Street, Fourth Floor
Cincinnati, OH 45202-4173

- 8d. Please state in miles how far the mailer is from the SF's principal office.

MAILING THE BALLOTS

- 9a. On what date will your SF mail ballots? (Remember, the mailing date must be at least thirty (30) days after the nomination meeting and twenty-one (21) days before count, for a total of at least fifty-one (51) days between the last nomination meeting and the ballot count).

The printer should be requested to provide the SF with a written official count of the exact number of ballots printed.

Date the SF will mail ballots:

02/14/2011

- 9b. The Rules require you to post the official Notice of Election on all SF bulletin boards no later than seven (7) days after the nomination meeting. You can also print the official Notice of Election in a SF publication or newsletter or post it on the SF's website, if any. The Election Supervisor has an official form for the Notice of Election. You may obtain a copy of the Election Notice, Form 11, from our website, www.ibtvote.org.

Date your SF will post the Notice of Election:

01/20/2011

- 9c. Ballots should be picked up from the post office after 9:00 a.m. on the counting date. The ballot count should start at 10:00 a.m. Where and when does your SF propose that the mail ballots be counted?

Date of Ballot Count:

03/08/2011

Location/Address of Ballot Count:

9300 Runyan Road
Catlettsburg, KY 41129

Obtaining Post Office Boxes for the Ballots

In order to conduct a mail ballot, your SF must rent two post office boxes, one for the return of

counted ballots and one for the return of ballots that the post office is unable to deliver because the member's address is incorrect. Your SF should not rent the two post office boxes at the same post office where the SF has a regular business post office box because the U.S. Postal Service might mix up the SF's business mail with the ballots.

- 10a. Please list the address of the post office or offices where the SF will rent a box for voted ballots

25th Street
Catlettsburg, KY 41129

- 10b. Please list the address of the post office or offices where the SF will rent a box for ballots returned by the U.S. Postal Service as undeliverable.

25th Street
Catlettsburg, KY 41129

MAIL BALLOT ADMINISTRATION

In a mail ballot election, the SF has several important responsibilities in addition to counting the voted ballots.

- First, it is very important that the SF maintain correct mailing addresses for its members to insure that all members receive a ballot at their home address.
- Second, the SF must have procedures in place to insure that ballots returned by the U.S. Postal Service because of incorrect addresses are re-mailed to the members at their correct addresses as quickly as possible.
- Third, the SF must keep detailed records and have procedures in place to account for the additional printed ballots which may be mailed to members who request a ballot either because they did not receive a ballot in the original mailing process or because the ballot they did receive was lost, destroyed or spoiled. (These are called "duplicate ballots" or "re-mail ballots.")
- Finally, the SF must provide adequate procedures for ballot security throughout the election process. Specifically,
 - securing the ballots between the dates they are printed and they are mailed.
 - safeguarding the extra, blank ballots between the date of printing and the date of the ballot count.
 - safeguarding the voted and blank ballots after the count is concluded or pending the resolution of challenged ballots.

- 11a. It is essential in a mail ballot election that the SF have and maintain an accurate mailing list containing the current home address of all members.

The Election Supervisor recommends each SF must update its mailing list before preparing address labels used to mail Nomination Notices and ballots to members.

Please check if your SF will follow the recommended procedure.

Yes No

If no, please describe the procedure your SF will follow to obtain an accurate mailing list.

—

- 11b. What procedures will your SF follow to update mailing information of members whose nomination notices or ballots are returned undelivered? The Election Supervisor recommends:

- Frequent visits to the P.O. Box containing undeliverable ballot packages
- Contact with the:
 - o Member Employer
 - o Appropriate Shop Steward
 - o Appropriate Health and Welfare Groups
 - o Member

Please check if your SF will follow the recommended procedure.

Yes No

If no, please describe the procedure your SF will follow to obtain an accurate mailing list.

—

The SF must respond, within two business days, to each member's requests for an additional ballot. The Election Supervisor requires:

- A detailed record be kept of all requests for additional ballots including names, address, social security number, reason for request and date mailed.
- The SF's election records should be noted that a duplicate ballot was sent so the election officials at the count will know which, if any members were sent duplicate ballots.

11c. Your SF must safeguard the ballots between printing and mailing. At a minimum:

- Ballots must be secured in a tamper proof location such as a locked filing cabinet or similar container.
- In the event a cardboard box is used it must be taped shut with signatures of observers over the tape
- Candidates shall not have access to the ballots.

Please identify the person or persons who will be responsible for safeguarding the ballots:

American Arbitration Association
Chiquita Center
250 East 5th Street, Fourth Floor
Cincinnati, OH 45202-4173

11d. If your SF does not have a regular business office, please state where your SF proposes to process and re-mail mail ballot envelopes that have been returned because the members address is incorrect.

—

The SF is required to access the unused blank ballots following the original mailing to members for the purposes of sending replacement ballots to members who request them and a re-mailing to members whose ballot packages are returned as undeliverable by the Post Office. The Election Supervisor recommends:

- Ballots may be removed from storage only by the authorized custodian of the ballots.
- Each day after the mailing process is completed the ballots must be restored using the same safeguards referred to above in section 11c, i.e., lock and key.

The Election Committee must insure that the ballots and all other election materials are stored for at least one year after the count. The Election Supervisor recommends that all election records, including voted ballots, unused ballots, challenged ballots, voted ballots, spoiled ballots, ballot envelopes, tally sheets and voter eligibility lists be packaged, taped and signed with signatures by the election committee and any observers who wish to sign.

11e. Please check if your SF will follow the recommended procedure.

Yes No

If no, please describe the procedure your SF will maintain these records.

—

COUNTING THE BALLOTS

After the ballots are picked up from the post office, the ballots must be brought back to the count site in the mailing envelopes. The Election Supervisor recommends:

- The Election Committee alphabetize all the return envelopes
- The voters name should then be compared to the voter eligibility list.
- If found to be eligible, the envelope should be placed in a container marked "Eligible" If the voters eligibility is in doubt the envelope should be marked "C" for challenged and placed in a separate container labeled "Challenged".
- Continue until all the return envelopes have been compared to the voter eligibility list.
- Open all return envelopes in the eligible grouping and extract, but do not open, the Secret Ballot envelopes.
- Preserving secrecy, open and extract the ballots from the Secret Ballot Envelopes

12a. Will the SF follow this procedure?

- Yes No

If no, please describe how the SF will determine eligibility.

—

12b. The Election Supervisor recommends but does not require using a mechanical device to count ballots. The SF may count ballots by hand or mechanically. Please state how your SF proposes to count mail ballots.

- By Hand Mechanical Device

If the SF chooses to hand-count ballots, the ballot tallies and results must be counted at least two times. The Election Supervisor recommends the following steps for organizing and counting ballots by hand. First, separate the ballots into three stacks for counting, as follows:

- the voter chose a full slate of candidates;

- the voter chose a partial slate of candidates
- the voter chose only individual candidates.

Second, after sorting, count each stack of ballots in groups of fifty (50) ballots.

12c. Please check whether your SF follow this procedure?

- Yes No

If no, please describe the procedure your SF will use to obtain an accurate hand count of ballots.

--

Count the number of Return envelopes in the "Challenged" container.

-- If counting the challenged would not affect the outcome of the election, the results may be announced and the Official Tally Sheet completed;

-- If the number of challenged ballots could affect the outcome of ANY contest, the Election Committee should immediately recess the count and contact the Election Supervisor's Regional Director without attempting to resolve challenges. The Office of the Election Supervisor is solely responsible for resolving challenged ballots.

ELIGIBILITY TO NOMINATE AND VOTE

Under the *Rules*, members of the SF who are in arrears in the payment of their dues can pay their dues arrearage in order to be eligible to participate in the election. The Election Supervisor requires that members may take part in the nomination process by paying all arrearages at any time before the regular close of business on the last business day before the date of the nomination meeting. Also, the Election Supervisor requires that members may have their ballot counted by paying all arrearages at any time before the regular close of business on the last business day before the date of the ballot count. Please indicate the last date (day/month/year), hours of business and location such delinquent members can pay their dues arrearages and participate in the process:

13 Last payment date of dues for nomination meeting:

01/11/2011

13a. Last payment date of dues for election:

03/07/2011

13b. Hours open:

8:00 AM to 5:00PM

13c. Address of the location for payment of dues:

-

13d. Please describe how members of your SF pay dues (check-off, mail in payments, in person payment):

-

13e. If your SF does not have a business office, members should be permitted to pay dues at the nomination meeting in order to be eligible to nominate, second and accept nomination. Please state whether your SF will permit members to pay dues at the nomination meeting in order to be eligible to nominate, second and accept nomination.

-

13f. Please provide the name of the individual who is responsible for maintaining the accuracy of members dues records, and posting the payment of members dues at the SF level:

-

13g. If the individual responsible for maintaining and posting members dues records is not located at the SFs business office, please provide the following contact information regarding that person:

Yes No

Name: Vicki Adkins

Address:

-

Office Telephone: 606-931-0115

Home Telephone

-

Mobile Telephone: 606-615-4670

Email: nuvick@aol.com

FOREIGN LANGUAGES

14 Please indicate the percentage of the SF membership whose first language is not English:

0

14a. If the answer to the previous question is more than zero, please identify each language and the approximate percentage of non-English speaking members of the total active union membership who understand each language.

Language 1: -

Percentage 1: -

Language 2: -

Percentage 2: -

Language 3: -

Percentage 3: -

Language 4: -

Percentage 4: -

Language 5: -

Percentage 5: -

14b. Does your SF print or publish its newsletter in a language other than English?

Yes No

If Yes, what language(s)?

–

14c. If you had a delegate election in 2005/2006, was the SF ballot printed in a language other than English?

Yes No

If Yes, what language(s)?

–

14d. Please provide any reasons why election materials should or should not be published in languages in addition to English, and if so, what languages.

–

15

WORKSITE LISTS

The *Rules* require that a list of current and accurate worksite addresses be attached to the SF Plan. A worksite list must contain all places, with addresses, where any and all of the SF members work. The worksite list must be arranged alphabetically by employer name. Please attach an electronic copy by hovering over the green flag and selecting **UPLOAD FILE** or submit a copy via mail. Please label the copy of your Worksite List “SF [your SF Number] Response to SF Election Plan Question 15 - Worksite List.”

- Electronic Copy
- Mailing a Copy

The mailing address is:

Office of the Election Supervisor for the
International Brotherhood of Teamsters
1801 K Street, NW, Suite 421 L
Washington, D.C. 20006

BULLETIN BOARDS

Certain sections of the *Rules* require the SF Secretary-Treasurer to post various nomination and election related materials on union bulletin boards. The term “Union Bulletin Boards” means any bulletin board to which the international union or SF and includes bulletin boards at the office of the Union as well as bulletin boards located on employer premises.

16a. Does your SF have bulletin boards which meet the above definition?

Yes No

If No, please describe below how your SF normally distributes written material to members:

—

If Yes, Please attach the Bulletin Board List by hovering over the green flag and selecting UPLOAD FILE. Include Employer Name, Work Site Address, Location of Bulletin Board and Name of Person Responsible for Posting.

—

LITERATURE TABLE

According to the *Rules*, each SF must establish a literature table and/or bulletin board in a public area of each SF facility for the nondiscriminatory distribution/display of campaign literature.

17 Please describe the location of the literature table or public area bulletin board maintained by the SF. Please also describe the size of the literature table or bulletin board.

—

MISCELLANEOUS INFORMATION

18a. Does your SF have current SF By-laws or a Constitution separate from the International Constitution?

Yes No

If Yes, the Rules require a copy to be submitted to the Election Supervisor. Please attach an electronic copy by hovering over the green flag and selecting UPLOAD FILE or submit a copy via mail. Please label the copy of your SF By Laws or Constitution "SF [your SF Number] Response to SF Election Plan Question 18a."

Electronic Copy Attached

Mailing a Copy

The mailing address is:

Office of the Election Supervisor for the
International Brotherhood of Teamsters
1801 K Street, NW, Suite 421 L
Washington, D.C. 20006

- 18b. Does your SF have any court or administrative decision or legal settlement agreement which governs or affects your SF's elections?
- Yes No

If Yes, please attach an electronic copy of that decision or settlement agreement by hovering over the green flag and selecting **UPLOAD FILE** or mail a copy to the Election Supervisor's address. Please label the decision "SF [your SF Number] Response to SF Election Plan Question 18b."

- Electronic Copy Attached
 Mailing a Copy

The mailing address is:

Office of the Election Supervisor for the
International Brotherhood of Teamsters
1801 K Street, NW, Suite 421 L
Washington, D.C. 20006

- 18c. Does your SF publish its own newspaper, newsletter, magazine, or periodical?
- Yes No

The Election Supervisor maintains a record of all IBT GCA newsletters. Please add the Office of the Election Supervisor and your Regional Director to the distribution list of your GCA newsletter. The appropriate mailing addresses are as follows:

Office of the Election Supervisor for the
International Brotherhood of Teamsters
1801 K Street, NW, Suite 421 L
Washington, D.C. 20006

William C. Broberg
1108 Fincastl Road
Lexington, KY 40502-1838

Additionally, the *Rules* require that the Election Supervisor review and approve the content of all IBT newsletters in the event of a contested general election. Be advised that the copy to be

included in any newsletter which you propose to distribute after the close of the 2011 IBT Convention must be transmitted to the Office of the Election Supervisor for review and approval before publication.

18d. Does your SF maintain a web site for communication with its membership?

Yes No

If Yes, please provide the website address:

—

18e. Has the SF sent email to any of its members in the past two years?

Yes No

18f. Has any officer, business agent, shop steward, employee, or representative of the SF sent email concerning union-related business to any of the SF's members in the past two years?

Yes No

18g. Does the SF maintain a list of email addresses of any of its members?

Yes No

18h. Does any officer, business agent, shop steward, employee, or representative of the SF maintain a list of email addresses of any of the SF's members?

Yes No

If yes to any of these questions, please attach a full and complete list of all email addresses the SF has for the members for whom it has email addresses. Include in this list all email addresses of members to which the SF or any officer, business agent, shop steward, employee, or representative of the SF sent email in the past two years. Please attach the list by hovering over the green flag and selecting **UPLOAD FILE** or send a copy to the Election Supervisor via mail.

Electronic Copy Attached

Mailing a Copy

The mailing address is:

Office of the Election Supervisor for the
International Brotherhood of Teamsters
1801 K Street, NW, Suite 421 L
Washington, D.C. 20006

Article II, Section 4(e) of the *Rules* requires the SF Secretary-Treasurer to do the following:

- Within 5 days after sending the Plan to the Election Supervisor, a notice must be posted on all SF Bulletin Boards (on the Election Supervisor's Official Form 2, available at www.ibtvote.org) advising that the plan has been sent; and,
- Within 3 days after the above posting, an affidavit attesting to the posting must be sent to the Election Supervisor. For your reference sample affidavits of posting are available as Official Form 3 at www.ibtvote.org.

By submission of this plan, I declare that all of the answers in this SF Plan and all work site lists, bulletin board lists and email lists provided are true and accurate and have been reviewed and approved by the Principal Officer of this SF.

Name -

Title/Position -

Phone: -

Date: -