

VOTING PROCEDURES FOR EXPERTECH MEMBERS WHO ARE WORKING OUT OF PROVINCE OR IN THE FAR NORTH

Note: The National Union has set up a one hour conference call on Tuesday July 8th at 8:00 pm Eastern Daylight Savings Time for all our Expertech members who are working out of province or in the far north. The purpose of this call will be to provide the recommendation from the National Union, a summary of the Memorandum of Agreement on Job Descriptions & related matters, to answer questions and to explain voting procedures. National Representative Janice McClelland and Bargaining Committee members Wayne Lalonde & Gary Carr, will be available on the call to speak with these members. *These members should have a copy of the proposed Memorandum of Agreement on Job Descriptions and other matters for the purpose of the call.*

Conference Call: *Tuesday July 8th, 8:00 pm Eastern Standard Time*
Call in Number: *1 866 440 4486*
Conference ID: *867 4327*

VOTING PROCEDURES:

The Union has set up two methods of voting for our Expertech C&S members who are working out of province or in the far north:

- Electronic balloting (This requires that the member have a non-Expertech e mail address.) OR
- Voting using a 1 800 number.

Method A - Electronic Balloting:

If your Local has Expertech C&S members who are working out of province or in the far north and any of those members wish to use the electronic balloting, then we request that the Local President e mail Michelle Styka mstyka@cep.ca with:

- the names of the members from your Local who will be using the electronic balloting process and
- their respective e mail addresses.

The National Union will then provide those members via their e mail addresses with a password and they will be able to vote electronically.

The electronic balloting will be open from Wed June 25th at 8 pm Eastern Daylight Savings Time to Thursday July 31st at 4:00 pm, Eastern Standard Time.

(The specific instructions for the electronic balloting are found on page 3 of this document.)

Method B - Voting Using a 1 800 Number:

If you are working out of province or in the far north and you wish to vote using the 1 800 number, then call CEP Local 26 at **1 800 823-0368 on Tuesday July 8th for one hour after the completion of the conference call or on Wed July 9th, between 10 am and 6pm, Eastern Daylight Savings Time** in order to receive your serial number.

When you receive the automated attendant, depress 230 for extension 230 and the call will go to a designated extension in the CEP Local 26 office.

Give your name, your home local number, e.g. "I'm from Kitchener, Local 44", and a telephone number that you can be reached at, should there be any difficulties.

Local 26 will randomly assign you a serial number.

You can then vote on Wednesday July 9th from 10 am to 6 pm Eastern Daylight Savings Time by calling Local 26 at 1 800 823-0368, extension 230.

When you call in to vote, you give your serial number to the Balloting Committee Chairperson. The Balloting Chairperson will verify that it is a valid serial number. You then give your vote over the phone and it is recorded on a ballot. The ballot is folded and placed in a white envelope with the serial number written on the front.

Local 26 will subsequently contact Michelle Styka at the CEP National Office to ensure that this member has *not* been issued a password for electronic balloting and will also contact the home Local of the member to verify that the member has *not* voted in the home Local. When the home Local gives the authorization, the ballot will be placed in the Local 26 ballot box and the Local 26 Counting Committee will include these ballots in their count.

Specific Instructions for Electronic Balloting: (Method A)

Access the Internet and type in the following website: <https://las.cep.ca/evote/>

Once you have accessed the website, type in your username that you will receive from the National Union.

Also type in the password that you will receive from the National Union.

The ballot will then come up on the screen. It is bilingual.

You will see the two choices:

I accept the Memorandum of Agreement dated June 19, 2008.

I reject the Memorandum of Agreement dated June 19, 2008.

You click on the box of your choice.

Another screen will then come up and it states: Please confirm that you have voted as shown below.

It will then show in a yellow-beige colour the wording that you voted for (bilingual).

Read the wording in the yellow-beige colour and make sure that it is the way that you voted.

If it is, then click on the Yes button beneath. If it is not, then click on the No button beneath and you will go back to the ballot.

Any problems, please contact Michelle Styka at 1 800 268-9040, extension 247.