



CONSTITUTION AND BYLAWS
AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES
DEFENSE HEALTH AGENCY
COUNCIL 275

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PREAMBLE

To promote unity of action in all matters affecting the mutual interest of government civilian employees in general and for the improvement of the government service, we, as members of American Federation of Government Employees, Defense Health Agency Council 275, adopt this Constitution and Bylaws.

ARTICLE I
NAME

Section 1. This organization shall be known as the American Federation of Government Employees, Defense Health Agency (DHA) Council 275.

Section 2. The headquarters of Council 275 shall be the residence or business office of the Council President.

ARTICLE II
PURPOSE

Section 1. To promote the interests and effectiveness of this Council to improve representation of members in AFGE Locals in their efforts to render the maximum service to their membership.

Section 2. The Federation shall strive to promote efficiency in the governmental service and shall advance plans of improvement to be secured by legislation enactment through cooperation with governmental officials and by other lawful means.

Section 3. The Defense Health Agency (DHA) Council 275 does not advocate the overthrow of the constitutional form of government of the United States, does not discriminate regarding the terms of conditions of membership because of race, color, creed, sex, age, handicapping condition, marital status, political affiliation, preferential or non-preferential civil service status, or national origin and is not subject to corrupt influences or influences opposed to basic democratic principles.

Section 4. This Council shall be governed by the provisions of this Constitution and the most current AFGE National Constitution. Consistent with the AFGE National Constitution, the

AFGE National President and Council President shall ensure that all provisions of this Constitution are met and shall take the necessary actions to do so.

ARTICLE III REPORTING AND FINANCIAL REQUIREMENTS

Section 1. Every officer, agent, or other representative or employee who handles funds or other property thereof shall be bonded. The Council must be bonded for at least ten (10%) percent of all the money handled during the year. In accordance with Article XXIV, Section 8 (c) of the AFGE National Constitution, the Council President shall negotiate a blanket bond in the amount of \$5000 to cover up to five (5) people who handle the Council's funds for the protection of the Council. If the Council needs, desires or is required by the Labor Management Reporting and Disclosure Act of 1959, as amended, additional people who handle the Council's funds, it shall be incumbent upon the Council to bear the additional expense of such additional bond. It will be responsible for payments of all charges for all bonding of the Council, including the initial \$5000 blanket position bond negotiated by the National President, and it shall own all bonding paid for by the Council. For the bond to be effective, the Council must file within 90-days after the close of its fiscal year a copy of the AFGE Form 41 for the annual audit and a copy of the Department of Labor required form.

Section 2. Official publications shall not bear the name of or serve as a political vehicle for any single officer of this Council. Copies of official publications shall be furnished to the National AFGE Office.

ARTICLE IV MEMBERSHIP AND DELEGATES

Section 1. Civil Service employees in the service or retirees of the Defense Health Agency shall be eligible for membership of this Council as provided for in Article 3, Section 1 of the AFGE National Constitution.

Section 2. All DHA locals in good standing with AFGE and duly chartered by the AFGE National Executive Council, shall be eligible for membership in this Council. The DHA Council constituent locals shall be organized into regions as follows:

- (a) Region 1 (AFGE Districts 2, 3, 4 – except Maryland): Connecticut, Delaware, Maine, Massachusetts, New Hampshire, New Jersey, New York, North Carolina, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia
- (b) Region 2 (AFGE District 14): D.C., Europe, Maryland, Virginia (Fairfax County, Prince William County Only)
- (c) Region 3 (AFGE District 5): Alabama, Florida, Georgia, Puerto Rico, South Carolina, Tennessee, Virgin Islands

- (d) Region 4 (AFGE Districts 6, 7, 8 and 9): Arkansas, Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, Oklahoma, South Dakota, Wisconsin
- (e) Region 5 (AFGE District 10): Louisiana, Mississippi, New Mexico, Panama, Texas
- (f) Region 6 (AFGE District 11): Alaska, Colorado, Guam, Idaho, Montana, Okinawa, Oregon, Utah, Washington, Wyoming
- (g) Region 7 (AFGE District 12): Arizona, California, Hawaii, Nevada

Section 3. Upon receipt of exclusive recognition or national consolidation rights under law, all locals covered by the petition for exclusive recognition or national consultation rights will be required to affiliate with the DHA Council and pay per capita tax prescribed by the council for members within the unit of exclusive recognition or national consultation rights.

- (a) Any local that once affiliated with the DHA Council shall be responsible for per capita tax unless it is no longer part of the exclusive or national consultation bargaining unit(s).
- (b) A local that comes under exclusive recognition and has been so notified by the Treasurer of the DHA Council, shall be responsible for the per capita tax to the Council from the first day of the month following notification. Notifications shall be by certified mail, return receipt requested, or by email.

Section 4. Representation in this council shall be by DHA Local Delegates elected in accordance with the constituent local's Constitutions and Bylaws. All delegates must be an active or retired DHA employee. Locals shall submit ballot tally certifications and nomination and election notices of the elected Local Delegates to the DHA Council Treasurer and Council Secretary to be certified following each delegate election.

- (a) Alternate Delegates shall be elected in the same manner and may be elected at the same time as the Local Delegates.
- (b) Alternate Delegates may be seated upon presenting to the Sergeant-at-Arms credentials approved by the Credentials Committee and verification of the Local Delegates'(s) absence.
- (c) Locals having a DHA unit membership of 100 or less shall be entitled to one delegate; 101 to 200, 2 Local Delegates; 201 to 300, 3 Local Delegates; 301 to 400, 4 Local Delegates; 401 to 500, 5 Local Delegates; 501 to 750, 6 Local Delegates; 751 to 1000, 7 Local Delegates; 1001 to 2000, 8 Local Delegates; 2001 to 3500, 9 Local Delegates; and over 3500, 10 Local Delegates.

Section 5. For electing officers and for roll call votes taken on any matter before this Council, each local delegate shall be entitled to cast a proportionate share of votes of his or her respective local, based on the average membership strength of his or her respective local, to be determined as follows:

- (a) For purposes of regular council meetings (as defined in Article 9, Section 1): The average monthly membership strength for the twelve-month period ending on July 31 of the previous year and beginning on August 1 twelve months prior.
- (b) For purposes of special meetings (as defined in Article 9 Section 3): The average monthly membership strength for the twelve-month period ending on the last day of the month preceding the date of the special meeting, and beginning twelve months prior, as calculated by the DHA Council Treasurer.

A single Local Delegate may cast all votes for one or more Local Delegates to which his/her respective local is authorized. When voting member strength at a DHA Council meeting held in conjunction with the AFGE National Convention, the AFGE membership strength provisions (*See* AFGE National Constitution, Article VI) shall apply. Local and Council Delegates may cast one vote on other matters before this Council.

Section 6. An AFGE Credentials Form will be issued by the DHA Council Secretary to all known Local Delegates and Alternate Delegates, who were elected by secret ballot by plurality vote of members voting at a regular or special meeting, for the attendance at Council meetings or Council conventions. Credentials will be properly executed by the Local. Proxy Delegates will only be permitted for annual and semi-annual meetings or conventions when it is not feasible for a local or council to send a delegate. A local may only choose to elect a proxy delegate after the local membership has been provided an opportunity to elect its full entitlement of Local Delegates. Delegates may not carry proxies for more than three locals.

ARTICLE V REVENUE

Section 1. Per capita tax for locals payable at the beginning of each month shall be \$4.50 per month, effective June 1, 2025.

***All references to “member” refer to “DHA Members.”**

- (a) Membership for retired members is \$30.00 a year
- (b) Dues must be paid in advance.
- (c) Members may be dropped if dues are not paid by the last day of the last full work week of the month.

- (d) Council representatives, local Presidents and/or their Secretary/Treasurer shall make remittance of all dues collected to the DHA National Council Treasurer no later than the last day of the month.

Section 2. Any member or Local failing to pay per capita tax or any assessment for other indebtedness to the Council by the due date shall be notified by the DHA Council Treasurer of its arrearages. If after three (3) months from the date of notification, the local is still in arrears, or if the local is delinquent in payment of per capita tax to the Federation, it will not be permitted to participate in any affairs of this Council, including election of Council Officers, other than those locals which have been placed in arrears due to fiduciary malfeasance by previous local officers who have been formally charged, and which have entered into a repayment agreement with the National Office or the DHA Council. A suspended local shall be reinstated to full membership in this council upon payment of arrearages. The fiscal year shall begin on April 1 and end on March 31st.

Section 3. All receipts, checks and cash disbursements shall be properly recorded and accounted for in the financial records of this Council. The Council Treasurer shall sign, and the president shall counter-sign checks governing proper representatives for the Council.

Section 4. The DHA Council Executive Board shall have the authority to move money and restrict the accounts to the general fund based upon financial shortfalls in the Council's budget.

Section 5. Upon notification, Locals will be responsible for per capita tax to the DHA Council.

ARTICLE VI OFFICERS

Section 1. The Executive Board of the Council shall consist of:

- (a) Council President – This position upon election or appointment by the AFGE National President shall only be held by an AFGE active member currently employed by the Agency. No retiree will be allowed to hold this office.
- (b) Council Executive Vice President – This position upon election or by appointment of the AFGE National President, shall only be held by an AFGE active member currently employed by the Agency. No retiree will be allowed to hold this office.
- (c) Council First Vice President - This position can be held by any DHA member.
- (d) Council Secretary -This position can be held by any DHA member.
- (e) Council Treasurer – This position can be held by any DHA member.

Section 2. Line of Succession

- (a) Succession procedures of the Council will not extend beyond the Council President, Council Executive Vice President or the Council First Vice President. In the event of a vacancy in the Office of Council President the Council Executive Vice President will assume the Office of the Council President and will serve as a delegate by virtue of office for the duration of the unexpired term.

- (b) In the event of a vacancy in the Office of Council Executive Vice President the Council First Vice President will assume the Office of Council Executive Vice President and will serve as a delegate by virtue of office for duration of the unexpired term, unless the Council First Vice President is a retired member. If the person holding the position of Council First Vice President is a retired member at the time of a vacancy in the Office of the Executive Vice President, an election to fill the Office of Executive Vice President will be held within 90 days of the vacancy.

- (c) Any other Council Officer Vacancies will be filled by appointment of the Council President and approval by the Council Executive Board.

Section 3. To be qualified as a candidate for Council Office, a candidate must be a member in good standing of a constituent local, must be an active or retired DHA employee, have been a member of an AFGE local for one (1) year immediately preceding the closing of nomination process, and must not be a member in any labor organization not affiliated with the AFL-CIO. Any active or retired DHA employees who are members of a constituent local shall be eligible to be nominated as a candidate and to hold office in this Council as prescribed in Section 2 of this Article.

Section 4. Any officer or regional representative must be either a DHA employee or retired DHA employee. If any regional representative physically relocates from her/ his designated region or leaves employment by DHA during his/her term of office shall automatically forfeit said office. The vacancy caused thereby shall be filled under the provision of Section 2 (c) of this Article.

ARTICLE VII OFFICER DUTIES

Section 1. The Council President shall function as the presiding officer of the Council and shall exercise general supervision of the affairs of the Council. It shall be the duty of the President, in accordance with the mandates of the Council, to plan and pursue policies that will promote the welfare of the Council; keep the membership fully advised of activities; serve as the duly elected Council delegate to all conventions, meetings, or conferences to which the Council is entitled to be present: and preside at Council conventions and at meetings of the Executive Board; and maintain all official documents pertaining to the office. The Council President will keep the membership fully advised of his/ her activities, including Council office location and contact information; travel under budget and general policies of the Council Constitution and /or the Council Executive Board; and sign all official documents pertaining to his/ her office. The

Council President shall be an ex officio member of all committees except the Election and Audit Committees or a committee of investigation. The Council President shall meet with DHA management on DHA wide issues affecting policies, regulations, and conditions of employment, and shall chair the Negotiations Committee. The Council President may hire employee(s), if the Executive Board has given prior approval, either by adoption of an annual budget that provides for employee(s), or by authorizing the expenditure of funds for employee(s).

Section 2. The Council President shall appoint the Council Sargent at Arms and a Council Parliamentarian for each council meeting.

Section 3. The Council President shall provide an annual report to local presidents detailing the accomplishments over the past year and the goals for the upcoming year.

Section 4. The Council Executive Vice President shall assist the Council President in performing his/her duties; preside at any meeting of the Council at which the Council President is absent, or assume the duties of the President if and when the Council President so delegates; acts as chair of committees as delegated by the Council President, and the event of vacancy in the office of the President , automatically assumes the office of President for the remainder of the unexpired term.

Section 5. The First Vice President shall assist the Council President and Executive Vice President in their duties and preside at any meeting of the Council if both the Council President and Council Executive Vice President are absent. The First Vice President shall serve as chair of committees as delegated by the Council President and assist Regional Representatives with representational issue.

Section 6. The Council Treasurer shall receive receipts for disbursement and keep records of all money received and dispersed for the council; shall deposit all surplus money in a federal charter, bank or credit union in the name of the Council, with the approval of the Council. The President and all Executive Vice Presidents, along with the Treasurer and Secretary, shall have the authority to sign checks. Every check must have two signatures. One signatory must always be the President or the Treasurer. The Treasurer shall submit all receipts and disbursements to a certified public accountant to review annually, and triennially prior to the DHA Council Convention, and the report will be mailed or emailed to all local presidents quarterly, or at least 30 days prior to the DHA Council Convention.

Section 7. The Council Secretary shall keep a record of the minutes of all meetings and keep all official records of the Council except those that are specifically assigned to others. He/she shall keep the Constitution up to date and notify the Delegates of all Council meetings. In the absence of the Secretary, the presiding officer may appoint a Temporary Secretary for that meeting who will keep a record of the minutes and furnish them to the Secretary. The Council First Vice President shall distribute copies of the minutes of the DHA Convention within 45 days of such meetings.

Section 8. The duties of Regional Representatives shall be assigned in writing by the Council President, with the approval of the Executive Board. Each Regional Representative shall be charged with the responsibility of coordinating Council affairs within their respective regions. Except for usual monthly and annual reports, or as otherwise directed by the Council President,

all official matters of concern existing between the Council and its member locals shall be forwarded upward or downward through the respective Regional Representative. He/she shall communicate as necessary with his/her Local Presidents or other local officers. He/she shall attend, or cause a representative to attend, all labor-management meetings and committees at the regional and national level of his/her responsibility. The Regional Representatives will participate in communication with Council President, Council First Vice President, or Council Secretary.

Section 9. The duties of the Sargent at Arms, who is appointed by the Council President at the start of each meeting, is to assist the Council President or presiding officer at Council meetings, maintain order, verify attendance and quorums, to welcome guest, introduce new members, enforce AFGE National Standards of Conduct and Council rules.

Section 10. The duties of the Parliamentarian, who is appointed by the Council President at the start of each meeting, is to provide the Council President or presiding officer at a meeting guidance on parliamentary procedure and make sure the meeting follows Robert's Rules of Order providing an efficient meeting process while ensuring fairness.

Section 11. No officer shall engage in any business or financial activities on behalf of this Council which conflict with his/her fiduciary duties.

Section 12 For negotiations subsequent to the first Master Labor Agreement, the Council Executive Board and/or its designee shall be the Council Negotiating Committee.

ARTICLE VIII OFFICER ELECTION PROCEDURES

Section 1. The Council Officers shall be elected by secret ballot and by majority vote of the Local Delegates in good standing, present and voting. Council elections shall be held in accordance with the AFGE Rules of Conduct for an Election (AFGE National Constitution, Appendix A), and the provisions of this Article. The vote shall be based on the average membership strength of the respective locals in accordance with Article IV, section 4.

Section 2. The term of the Council Officers shall be for three (3) years or for a balance of the unexpired term.

Section 3. Elections shall be conducted every third year at the DHA Council Convention. The Convention Call shall include announcements of nominations and election of officers and shall be mailed to all known DHA local Presidents and Treasurers, at their last known address, not less than 60-days prior to the election of officers. It shall be the responsibility of the local to notify its membership of a nomination and election. All declared candidates for a DHA council office will be provided, upon request, with the following information as expeditiously as information is available.

- (a) A complete list of names, businesses and home addresses and telephone numbers of the Presidents and Treasurer of each DHA Council constituent local; and
- (b) The list of locals and voting strengths as computed by the DHA Council and the DHA Treasurer.

Section 4. Nominations for council office shall be moved by delegates to the convention. The nominated member shall accept or decline the nomination; and no individual shall be nominated unless he or she is present at the Convention or has presented prior written notification to the Executive Board or the Election Committee of his or her willingness to accept a nomination.

Section 5. As the first order of business at the convention, the Local Delegates, prior to commencement of the nominations and election process, shall elect an Election Committee consisting of not less than three members by division of the house. If a larger committee is required, it shall contain an odd number of members. No member of the committee shall be an incumbent officer or a candidate for the Council office for which the election is being conducted.

Section 6. No monetary or other resources of AFGE or any employer shall be contributed or applied to promote the candidacy of any candidate in an election. Candidates requesting a list of all constituent local Presidents and local Treasurers last known addresses will make such requests to the DHA Treasurer's office. There will be no charge by the DHA Treasurer for the first set of labels provided.

ARTICLE IX

REGIONAL REPRESENTATIVE ELECTION PROCEDURES

Section 1. Representative members of the DHA Council will be elected representatives, one (1) each from the seven (7) regions:

- (a) Region 1 (AFGE Districts 2, 3, 4 – except Maryland): Connecticut, Delaware, Maine, Massachusetts, New Hampshire, New Jersey, New York, North Carolina, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia
- (b) Region 2 (AFGE District 14): D.C., Europe, Maryland, Virginia (Fairfax County, Prince William County Only)
- (c) Region 3 (AFGE District 5): Alabama, Florida, Georgia, Puerto Rico, South Carolina, Tennessee, Virgin Islands

- (d) Region 4 (AFGE Districts 6, 7, 8 and 9): Arkansas, Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, Oklahoma, South Dakota, Wisconsin
- (e) Region 5 (AFGE District 10): Louisiana, Mississippi, New Mexico, Panama, Texas
- (f) Region 6 (AFGE District 11): Alaska, Colorado, Guam, Idaho, Montana, Okinawa, Oregon, Utah, Washington, Wyoming
- (g) Region 7 (AFGE District 12): Arizona, California, Hawaii, Nevada

Section 2. To be qualified as a candidate for Regional Representative, a candidate must be a member in good standing of a constituent local of that Region, must be any active or retired DHA employee, have been a member of an AFGE local for one (1) year immediately preceding the closing of nomination process, and must not be a member in any labor organization not affiliated with the AFL-CIO. Any active or retired DHA employees who are members of a constituent local shall be eligible to be nominated as a candidate for Regional Representative.

Section 3. Any Regional Representative who physically relocates from her/ his designated region or leaves employment by DHA during his/her term of shall automatically forfeit said office. The vacancy thereby shall be filled by appointment of the Council President until a proper election can be held.

Section 4. Election of representatives for a region shall be made by the delegates from locals within the same region. For example: Locals that fall within the jurisdiction of the designated Region 5 would nominate and vote on the Representative of the Region 5.

ARTICLE X COUNCIL MEETINGS

Section 1. The DHA Council Convention will be held every third year, the year following each AFGE National Convention during the month of November, and the site and date will be left to the discretion of the DHA Executive Board. The Executive Board shall select the dates of the DHA Convention by October 1st of the year preceding the DHA Convention year and the DHA Office shall notify all constituent locals within 30-days after said date is set. In addition, the DHA Council will meet in conjunction with the AFGE National Convention.

Section 2. A quorum of this council shall consist of 25% of the registered Local Delegates. A quorum of any committee shall consist of a majority of the members thereof. A quorum is not required for nominations and/or elections.

Section 3. Special meetings may be called at any time by the President, by a majority of the Executive Board, or upon request in writing from 30% of Locals in good standing, provided however, at least 30 days' notice is given as to the specific purpose of such meeting with a listing of topics. Only those topics listed in the notice will be discussed and/or voted upon.

ARTICLE XI EXECUTIVE BOARD

Section 1. The Executive Board shall consist of five (5) nationally elected general officers of the Council.

Section 2. The Executive Board shall meet at the call of the President, or by majority vote of the Executive Board at least two times per year. It shall be the duty of the Executive Board to devise and initiate such actions as may be necessary in the interim between Council meetings, not inconsistent with the objectives of the Council, this Constitution, or the AFGF National Constitution.

Section 3. All meetings and actions of the Executive Board of this Council shall be recorded in minutes, and such minutes shall be distributed to Regional Representatives within 45 days after each meeting. The Regional Representative shall provide a copy to each constituent local within their Region within 15-days of receipt of the minutes.

Section 4. Expenditures by the Council President more than \$500 per month must have prior approval by the Council's Executive Board. All expenditures authorized by the Executive Board in writing at the next regular meeting of the Council. Upon request, a copy of such a report will be made available to any officer in good standing on the Council.

Section 5. The Treasurer will prepare a financial report and distribute it to each Executive Board member. Copies of the financial report and the approved budget will be disseminated to all member locals by the Region Representative.

ARTICLE XII COMMITTEES

Section 1. All DHA Council Committees will be established by the Council President with approval of a simple majority of the DHA Council Executive Board. The DHA Council may disestablish a DHA Council Committee by a two-thirds vote of the DHA Council Delegates.

Section 2. The membership of DHA Council committees shall be appointed by the Council President with approval of the Council Executive Board, except where this Constitution specifically assigns or designates the Chair of the Committee. Standing Committees shall be appointed during the last meeting of the year and shall be: Agency-wide Negotiations/Consultations, Constitution, Representation, Legislative, Budget, and Organizing.

ARTICLE XIII COMPLAINTS AND APPEALS

Section 1. Complaints against any of the Council Officers or Delegates arising out of or resulting from an individual's conduct or status as a council officer on matters concerning the operation of the Council, excluding Council officer elections (which are processed in accordance

with the procedures set forth in Appendix A of the AFGE National Constitution) will be processed as follows:

- (a) Constituent locals or members thereof, shall register a complaint first with the Council President. A Committee of Investigation and, if probable cause is found, a Trial committee will be appointed by the President or the Executive Board if the President is the accused.
- (b) The Council President or the Executive Board, as appropriate, shall ensure that neither the Committee of Investigation nor the Trial Committee includes the complainant(s) or the accused, and in no case will the Committee of Investigation and Trial Committee be composed of any of the same members. No member of the Executive Board may serve on the Committee of Investigation. No member shall be eligible to serve on the Committee of Investigation or Trial Committee for the hearing of charges under this article if he/she is directly or indirectly involved in the matter which gave rise to the charges upon which the accused is to be tried, and the committees otherwise shall be impartial.
- (c) A hearing on the complaint shall be conducted consistent with applicable provisions of Article XXIII of the AFGE National Constitution, not less than two weeks after the mailing of the notice nor more than 180 days after the preferring of charges.
- (d) The Trial Committee's findings of fact and decision shall become effective after 45 days of its publication or service by mail to all constituents' locals, unless disapproved by most of them during that 45-day period. The Committee of Investigation's finding of no probable cause or the Trial Committee's decision exonerating the accused shall not be subject to Council approval or be subject to any further action within the Council or the Federation.
- (e) The Trial Committee shall render a decision suspending the accused for a specific time from his/her office, removing him/her from the office, barring him/her from holding any office for a specified time, and/or suspending or removing him/her from membership for a specified period, or finding him/her not guilty as accused. After the decision of the Trial Committee, an officer suspended or expelled from office and/or membership shall have the right to appeal to the AFGE National Executive Council (NEC) set forth in Article XXIII, Section 9 of the AFGE National Constitution, by service upon the AFGE National Secretary-Treasurer within 15 days of receipt of the Trial committee's decision.
- (f) The NEC shall review the case and affirm or reverse the decision, reduce the penalty, or return the case to the DHA Council for a new trial before a different

Trial Committee. If the decision of the NEC should affirm any adverse action taken against the appellant by the DHA Council, upon receipt of the NEC's written decision, the appellant may further appeal to the next AFGE National Convention.

ARTICLE XIV AMMENDMENTS AND RESOLUTIONS

Section 1. This Constitution and any amendments thereof shall become effective and remain so when it is approved by two-thirds vote of the Delegates of this Council present and voting at a regular meeting and subsequently approved by the AFGE National Executive Council and signed by the AFGE National President. Copies of this Constitution shall be available to all locals and councils in good standing upon request to the President of the DHA Council.

Section 2. Any proposed amendment to this Constitution shall be submitted to the DHA Secretary in writing no less than 30 days prior to a regular council meeting. The Secretary shall notify all Delegates of the proposed amendment not less than 30 days prior to the date on which action will be taken to amend the Constitution.

Section 3. Amendments may be adopted between meetings through mail ballot by two-thirds vote of the votes cast by constituent locals.

Section 4. Amendments concerning a change in dues structure may be adopted by a majority vote and by secret ballot of the Delegates in good standing voting at a regular meeting of this Council, after no less than 30 day notice of the intention to vote on such question, or by a majority vote of the members of the constituent locals in good standing voting in a membership referendum conducted by secret ballot.

Section 5. Resolutions shall be sent to the DHA Council President in writing not less than 45 days prior to the date of the regular meeting. Copies of the proposed resolutions will be sent to all constituent local presidents not less than 30 days prior to the date of the regular meeting.

Section 6. Copies of resolutions adopted at the DHA Convention shall be published in the next DHA Council newsletter after said convention. Locals submitting the resolution shall be supplied with any correspondence regarding the implementation of said resolution.

ARTICLE XV LOCALS' RIGHTS

Section 1. All constituent locals shall have the right to conduct their internal business without interference, coercion, or restraint by this Council, as far as such matters are not in conflict with this Constitution and the AFGE National Constitution.

Section 2. Each constituent local in good standing shall be entitled to full participation on all matters before the council through the Regional Representatives or local delegates.

Section 3. Any local, which is not affiliated with the DHA Council, or which is not in good standing, may not speak, act, or conduct any business on behalf of the Council on any matter properly within the responsibility of this Council.

Section 4. Each constituent local shall be entitled to negotiate local supplemental bargaining agreements after receiving a delegation letter from AFGE National. Such agreements shall be subordinate to the DHA National Agreement and shall neither conflict with nor alter it. Each constituent local negotiating such an agreement is responsible for administration and enforce such local supplemental agreement.

ARTICLE XVI PARLIAMENTARY AUTHORITY

The current edition of Robert's Rules of Order shall be the parliamentary authority for all matters of procedure not specifically covered by this Constitution, the AFGE National Constitution, or the Convention Rules of the DHA Council.

ARTICLE XVII AFGE NATIONAL CONVENTION AND DHA COUNCIL CONVENTION DELEGATES

Section 1. This Council is entitled to two Council Delegates for representation at the AFGE National Convention.

Section 2. The selection of such Council Delegates shall be accomplished in the following manner. The President and Executive Vice President of the Council, by virtue of their position to those offices, shall serve as Council Delegates, but may not participate in the election of AFGE National officers.

Section 3. The DHA Council Officers, by virtue of their position, shall serve as Ex-Officio Delegates to the DHA Council Convention, but may not participate in the election of DHA Council officers unless they are a delegate from their respective local.

Section 4. The Council shall pay the expenses of the elected Ex-Officio Delegates.

BYLAWS

Section 1. The order of business at regular Council meetings will be:

- (a) Roll call of Officers
- (b) Reading of the minutes of the previous meeting by the Secretary
- (c) Report on financial condition by Treasurer
- (d) Reports of Committees
- (e) Unfinished business
- (f) New business
- (g) Comments for the good of the Council

(h) Adjournment

Section 2. A quorum of this council shall consist of not less than five (5) Delegates.

Section 3. Unless otherwise specified by law or by the AFGE National Constitution, or this Constitution, all questions before the Council will be decided by votes of the Delegates present, first by voice vote, then by a show of hands, and then by roll call if requested by 25% of the Delegates.

Section 4. The time allowed for debate on any issue before the Council and the time allowed for speeches will be governed by circumstances and by the majority vote of those present. Any limitation as to time allowed for debate may be extended by a majority of those present and voting.

Section 5. Elections shall be conducted every third year at the DHA Council Convention.

Section 6. The current edition of Roberts' Rules of Order shall govern the proceedings of all meetings of the Council, when not inconsistent with the provisions of this Constitution and Bylaws.

Section 7. These Bylaws may be amended by a two-thirds vote of the Delegates, as provided in Article XVII of this Constitution.