



**SENT ELECTRONICALLY**

May 10, 2021

Election Committee 2021  
Amalgamated Transit Union 757  
1801 NE Couch Street  
Portland, OR 97232-3054

Re: C-TRAN's Campaign Rules for Union's 2018 Election Campaign

ATU Partners:

In preparation for the upcoming election of Union officers, I would like to share C-TRAN's rules regarding campaign activities on C-TRAN premises. It is C-TRAN's expectation that candidates, including incumbents, and members follow these rules to ensure that election campaign activities do not interfere with system operations and customer service or distract employees from their work.

Campaigning is considered anytime a candidate is engaging in any conversation about, or promotion of, his/her candidacy to include casual conversation in the operator report area or transit centers. These rules are also intended to ensure that property and facilities owned and operated by C-TRAN including the use of e-mail, phones, copy machines, or other property or equipment for union campaign purposes is prohibited, except as expressly authorized below.

**Campaign Visitation**

Prior to the official nomination of candidates, all campaign activity is prohibited on C-TRAN owned or operated property.

Official candidates are only permitted to visit designated C-TRAN facilities during times established by C-TRAN. This rule applies to both employee and nonemployee candidates. Employee candidates may not use any paid time to promote their candidacy or be on property in nonpaid status outside the parameters established below. Visits will be limited to no more than 30 minutes at each location between the hours of 4:30 a.m. and 10:00 p.m. Dates and times for visits must be approved by the Chief Operations Officer Inessa Vitko and/or Director of Operations Fredricka Berry:

1. Candidates wishing to visit C-TRAN's secured facilities after approval has been granted, must report to the Operations Division or Administrative Office buildings any weekday between the hours of 8:00 a.m. and 5:00 p.m. to obtain a temporary electronic badge. Candidates must sign for and present valid photo identification in order to be issued a temporary electronic badge, which will permit facility access limited to authorized dates and locations. While on-site, the temporary badge must be visible at all times. Candidates are expected to return access

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badges at the conclusion of their final visit.

2. Campaign visitations may not interfere with normal operations. Violations will be communicated to the ATU Election Committee and may result in denying access to candidates for the purposes of campaigning.

### **Designated Facilities**

Campaign postings and candidate visitations with ATU membership are restricted to designated locations as listed below. Campaign postings or signs will be limited to a maximum size of 8½ inch x 14 inch and must not contain inappropriate or inflammatory content. Only one sign per candidate may be posted at each designated location.

- ☞ **C-TRAN Operations Center:** Report Area; post campaign signs on west entrance wall next to union kiosk.
- ☞ **C-TRAN Worldwide Headquarters:** Employee Breakroom.
- ☞ **Vancouver Mall Transit Center:** Employee Lounge; post campaign signs on the white board in the hallway wall near the employee lounge.
- ☞ **Fisher's Landing Transit Center:** Employee Lounge; post campaign signs on white board wall.
- ☞ **99th Street Transit Center:** Employee Lounge; post campaign signs on west wall at the end of hallway next to safety poster.

### **Campaign Materials**

Beginning the day after candidates are officially nominated for Union officer positions, union campaign materials may be posted at designated C-TRAN facilities. Postings will only be allowed in the facility and area C-TRAN has designated for that purpose. All campaign materials must be removed from C-TRAN facilities no later than the day after election results are announced. C-TRAN will remove and discard any campaign materials remaining after this deadline.

1. All campaign posters or signs displayed on C-TRAN premises must be signed and dated by the candidate. Any poster/sign which is not signed and dated by the candidate will be removed, as will posters or signs posted at any non-designated location.
2. During the campaign ATU members while on duty may wear small campaign buttons no larger than 1¾ inch size, and limited to one button per candidate. This shall not negate any rule which prohibits wearing non-approved items while on duty.

### **Expectations for Candidates and Employees**

C-TRAN will take measures to advise employees of these expectations and will monitor union campaigning activities and campaign related materials to ensure that:

1. Union campaigning and campaign related materials of any kind are not permitted

in unauthorized locations including C-TRAN vehicles. C-TRAN's property, equipment and systems (i.e. computer, communications) are expressly prohibited from use for the purpose of union campaign activities or the production or distribution of campaign related materials or information including but not limited to postings, handouts, flyers, advisories and any other form of campaign related materials placed or posted at non-designated locations.

2. C-TRAN employees may not engage in any union campaigning activities during working hours, nor may employees who are engaged in off-the-clock union campaign activities disrupt or distract on-the-clock employees from their work.
3. C-TRAN will remove any union campaigning material which is deemed unsuitable for posting/distribution, is defaced, or is not in compliance with these rules. C-TRAN is not responsible for damage to or loss of campaign materials.

Operations Supervisors and Management staff will be responsible for ensuring these rules are followed. If the ATU Election Committee has any questions concerning this information, please contact COO Vitko or Director Berry with concerns.

Sincerely,



Shawn M. Donaghy  
Chief Executive Officer