



CAPE – Policy on local organizing committees approved by the CAPE National Office

Background

CAPE is committed to developing an organizing model of unionism, which requires rank and file members to actively organize their coworkers around issues of common concern.

As such, CAPE locals will be periodically be asked to form organizing committees in their locals (subject to CAPE National Office approval), which will be empowered to carry out a variety of organizing tasks on a given campaign. For the sake of this policy, “local organizing committee” (or LOC) refers exclusively to those LOCs called for by the National Office to implement an approved national campaign.

This policy sets out obligations regarding the formation and duties of LOCs.

A – Formation of organizing committee

After the National Office has approved a national campaign, it will call on locals to form organizing committees to carry out its implementation.

LOCs shall consist of at least five CAPE members in good standing in a given local – any CAPE member in good standing, including elected or acclaimed local officers, and stewards may propose themselves as organizing committee members. Members of locals can be on more than one LOC, should more than one national campaign exist at a given time. Once local members have created a proposed organizing committee list for a given campaign, they should name at least one chair but not more than five co-chairs of a proposed committee. At any given time, the chair or co-chairs must be CAPE member(s) in good standing.

Any member submitting a LOC proposal should contact their existing elected local executive (where one exists) and discuss the proposed organizing committee list – elected local executives can consult on proposed lists but cannot deny members the right to propose themselves as committee members. Local executives should strive to respond to LOC proposals within one calendar week of having received said proposal, and communicate any existing concerns to the President’s Office.

Locals may wish to call for local elections of a proposed LOC prior to submitting a formal proposal.

Following the distribution of a callout by the National Office for LOCs to be formed on a given campaign, any local member in good standing may submit an application to the President’s Office with a list

(minimum of five CAPE members in good standing) of potential LOC members to president@acep-cape.ca

This email should include the following information:

- Name of approved national campaign LOC proposal is for
- First and Last Name of proposed members
- Personal Emails of proposed members
- Evidence of consultation with respective elected local executive, where one exists
- Proposed chair or co-chairs of organizing committee (up to five)

Should more than one LOC proposal be submitted for a local on a given campaign within a similar timeframe, the President's Office will be responsible for coordinating a proposed resolution with the involvement of proposed LOC members, local executives (where they exist), and CAPE staff.

B – Approval by the National Office

The President's Office will receive proposals for local organizing committees and will strive to reach a decision and communicate the decision on given LOC proposal within two calendar weeks of receipt.

The President's Office shall not deny the approval of a LOC unreasonably. Reasons for denial of a LOC proposal may include:

- One or more members of a proposed LOC list are not in good standing with CAPE
- A proposed member has a documented history of abuse, harassment, or discrimination towards other CAPE members or coworkers, or CAPE staff
- Any other substantive privacy, security, or strategic concern (to be communicated to the respective member(s) in a timely fashion)

The President's Office may revoke a LOC approval (and suspend any respective privileges granted to non-executive local members prior to revocation) for any of the reasons listed above, or for violating the duties of LOC members listed below.

If the President or designate deny or revoke a LOC proposal, the matter can be referred to the National Executive Committee for a final determination at the request of a local member being denied or revoked.

The President must report on every decision taken on LOCs approval, denial, and revocation at the following NEC meeting. For denial and revocation of LOC, the report must be in-camera.

C – Duties of LOC members

Approved LOC members must:

- Receive organizing training from CAPE National prior to beginning systematic campaign organizing
- Sign a CAPE solemn declaration prior to receiving access to any organizing infrastructure
- Strive to work closely with CAPE National and their respective elected local executive to coordinate campaign implementation, where relevant

Approved LOC members should:

- Work to chart their workplaces and identify strategic paths to campaign implementation
- Develop scripts and other campaign implementation tools appropriate to their workplace
- Carefully track campaign implementation data
- Report campaign implementation processes and challenges to the National Office

D – Other Considerations

LOCs can and should include federal public servants who are not members of CAPE, as per CAPE's commitment to solidarity and common front unionism. Non-CAPE members should not take on LOC chairing roles or have access to any sensitive CAPE member data, such as the membership lists, but may participate in strategic and tactical planning as well as campaign implementation.