



Steward Designation Form - CHAPTERS ONLY

Sub. Body Constitution: Article V, Section 4 - Stewards shall be appointed by the Chapter president.

Article V, Section 5 - The term of office for stewards shall run concurrently with the term of office of the appointing Chapter president. Stewards must be appointed or reappointed by each Chapter president at the beginning of their term.

Article IX, Section 1(E) - Through the chapter secretary,[chapter president] shall provide a list to OCSEA Central Office of all current stewards **within ten (10) days of their election**. Any new appointments or removals of stewards thereafter must be reported to OCSEA within seven (7) days of the action.

Please list **ALL Stewards** for this Chapter. Our records will be updated according to this form. Any names **not included on this form will be removed from the database and no longer listed as a Steward**. (Use as many sheets as necessary). Forms must be received to OCSEA within ten **(10) days of election**.

NOTE: Failure to submit an updated steward list within ten (10) days of the election will result in all stewards for the chapter being removed from the database until a current list is received.

Chapter Name/Number: _____ **Form Date:** _____

Submitted by: _____ **Title:** _____

Chap. President: _____ **Elected/Aptd. Date:** _____

Circle One: Steward / Chief

Employee I. D. _____

Name: _____

Agency: _____

Address: _____

Work Number: _____

Home Number: _____

Home E-mail Address: _____

Would you like this person to have the authority to sign withdrawal and settlement forms? Yes ___ No ___

Circle One: Steward / Chief

Employee I. D. _____

Name: _____

Agency: _____

Address: _____

Work Number: _____

Home Number: _____

Home E-mail Address: _____

Would you like this person to have the authority to sign withdrawal and settlement forms? Yes ___ No ___

Circle One: Steward / Chief

Employee I. D. _____

Name: _____

Agency: _____

Address: _____

Work Number: _____

Home Number: _____

Home E-mail Address: _____

Would you like this person to have the authority to sign withdrawal and settlement forms? Yes ___ No ___