



**CALL LETTER**  
**UAW MEMBER ADVISORY COMMITTEE ON ETHICS**  
**Second Friday of each month**  
**Virtual Meeting April 10, 2026**

**NOTE**  
**MONTHLY STANDING MEETING NOTICE**  
**1 p.m. – 4 p.m.**

**Member Advisory Committee on Ethics**  
**Scope of the Committee**

**The Committee is responsible for:**

- Reviewing the Union’s existing internal rules and policies on ethical practices and financial matters – including the Ethical Practices Codes, Administrative Letters, and other guidance – and how those rules and policies are understood by the Union’s Officers and employees.
- Drawing upon Committee members’ individual experience and expertise to develop any recommendations to the IEB for improving existing ethics guidelines, practices (both financial and ethical), policies, enforcement standards, and education of these standards.
- Reviewing the operation and function of the Ethics Officer positions to determine whether adjustments might improve their effectiveness and/or promote transparency.
- The Committee will provide a mechanism for two-way communication and dialogue between the Committee union members and the Ethics Officer to enhance understanding, acceptance, and operations of the Ethics Program. The Committee will have the ability to make recommendations about the operation of the Ethics Program to the Ethics Officer, who will give full consideration to those recommendations but will not be bound to accept them.

**For information on the UAW’s Ethics Program, please visit <https://uaw.org/ethics/>**

## Eligibility to Attend

Committee members and Alternates members who have been appointed by their Regional Director **are the only members eligible to attend these meetings.**

The only criteria or prerequisite to being selected to serve on the Member Advisory Committee is that the applicants have been a UAW member in good standing for one (1) year. Members must remain in good standing for the duration of their service on the Committee.

## Lost Time

**The International Union will reimburse Local Unions for lost time as follows:**

- Lost time is payable in accordance with UAW Administrative Letter Volume 50 Letter No. 3 and your local union bylaws.

## Procedure for reimbursement

Payments for Lost time will be in accordance with UAW Administrative Letter Volume 50 Letter No. 3 and your respective local union bylaws.

1. Reimbursement requests must be submitted within 30 days after each MACE meeting.
2. Following the payment of lost time and allowable expenses, the local union's Financial Secretary must send a request for reimbursement to Jessie Brown at [JMBrown@uaw.net](mailto:JMBrown@uaw.net). The Financial Secretary must also cc the Local Union President and the Local Union Recording Secretary, when initiating reimbursement requests.
3. All requests for reimbursements must include the attached reimbursement form. **The reimbursement form must be completed in its entirety.**
4. You must include a **completed copy of the local union disbursement voucher**. The disbursement voucher must be **signed by all parties with accompanying receipts (when applicable)**.

For the best virtual conference experience, delegates must use a computer or a tablet with a camera, **not a smartphone. Connecting via phone will not allow full participation in the virtual conference experience. There will not be a dial-in option;** committee members will only be able to connect via a link on a computer or tablet. Delegates will also need a stable internet connection. *A non-company email is preferred.*

**If you have not received the meeting notice or if for any reason you are unable to attend, please respond back to Jessie Brown, at [JMBrown@uaw.net](mailto:JMBrown@uaw.net)**