

To the attention of the company '.

Attached to the present, we send you notice of the union elections, along with information on the process as well as the day of the constitution of the Electoral Board.

The process will begin on that with the constitution of the electoral board and, subsequently, the agreement on the election calendar.

According to Article 73 of the Workers' Statute, the members of the aforementioned Board will be the ones who meet the following requirements:

- President: senior worker in the company.
- Vocal: oldest worker.
- Secretary: youngest worker.

According to Article 74 of the same Statute, the company must notify them, as well as the representatives of the workers who are in the company, within a period of seven days .

You must also provide the data of the second senior, oldest and youngest workers in the company to be designated as substitutes.

Likewise, according to article 75 of the same Statute, the company must ensure that these three workers are notified and are present to proceed with the said constitution on the day indicated as the constitution of the electoral board.

The company will also have to provide the work census, from which the electoral census will be extracted. The said census will include all workers with the right to vote and will specify the following data:

Name and surname, DNI, date of birth, professional category and seniority in the center.

To make the whole process easier, a member of UGT will work alongside with you so that the process is as comfortable as possible.

We are at your disposal for any clarification.