

TEAMSTERS LOCAL UNION NO. 175

CONSTRUCTION

REFERRAL LIST

RULES & REGULATIONS

FOR THE HUNTINGTON JURISDICTION BOOKS

Registration and referral of applicants shall be in accordance with the following rules and regulations. In order for an applicant to be eligible to register on the out of work list the applicant must fill out an application for referral, listing all qualifications including the number of years worked in the industry and all equipment that the applicant is qualified to drive.

In order to be eligible for referral the applicant must be qualified to perform the work, willing to work and accept referrals pursuant to these rules and be current in any applicable referral hall fees or if a member of the Union, current in their dues. In addition, in order for an applicant to be eligible for referral, their applications must show that their credentials, including but not limited to: Certifications, DOT Physical, CDL's, LEAD Drug Cards, TWIC, OSHA, Safety Training, etc., are current. It is each applicant's responsibility to provide this information to the Local Union office on a timely basis and to ensure that their respective applications are updated to reflect their current status.

Applications to be placed on the referral list will be accepted on an as needed basis, with the Executive Board determining when it is necessary to take any additional applications.

An Application for referral will remain on file for (6) months at which time, it is subject to being renewed if the applicant has not been referred to or accepted work through the referral hall.

Referrals shall be made in chronological order of the applicant's place on the out of work list, so long as the applicant is qualified to perform the work that he or she is being referred for. This referral procedure will be followed except in cases where the employer may request employees by name who are on layoff status and who are registered on the out of work list to be referred for employment without regard to their position on the list and in cases where the employer requests special skills, abilities and/or requests to employ minority and/or female referrals in order to meet workforce participation goals of the employer or in accordance with an affirmative action plan, in which case the Union shall refer the first applicant on the out of work list, possessing such special skills, abilities and/or minority and/or female referral.

1. You will be called for work according the qualifications furnished by you, provided you are next on the list with the necessary qualifications.

2. When you have accepted an assignment and have actually been employed on the job one (1) or more days, you will not be called again until you report and re-register at the Local Union Hall that you are again available for referral. In order to re-register you must provide a layoff slip from your

previous employer. At this time you will be re-entered on the out of work list and placed at the bottom of the list.

3. Any applicant who is on the out of work list and fails to be available to answer three (3) referral calls from the Union, then that applicant shall be placed at the bottom of the out of work list.

4. The Business Representative of the Union shall have the right to appoint the job Steward without regard to the person's place on the out of work list.

5. At times, requests are made by employers for emergency help. In this event, if the job location is such a distance that you could not reasonably fill the request within one hour from the call from the Union, then you will be passed-by but you will hold your place on the out of work list.

6. In order for you to be eligible for work assignments you must be able and available for work, and you must also have two telephone numbers where you can be reached. It is your responsibility to provide the Union with your current telephone numbers. ONLY TWO NUMBERS WILL BE USED FOR REFERRALS.

7. If you are registered on the out-of-work list for referral and it is determined by the Local Union that you are working without having been referred by the Union or having been cleared by the Union to work within the jurisdiction of the Huntington books, then your name will be removed from the out of work list and you will not appear on the list again until such time as you re-apply and the Executive Board approves the application.

8. Any applicant upon being referred in regular order who refuses to accept three (3) referrals, such applicant's name shall be placed at the bottom of the out of work list.

9. Any applicant who is on the out of work list and upon being referred in regular order is sick and refuses to accept the referral, then such referral shall be regarded as not physically able to work and such referral's name shall be removed from the list until such time as the referral can show that they are physically able to work. Then they may re-register, and their name will be returned to its place on the list from where it was removed.

For example: If your name is at place ten (10) when you are reporting off sick, you will be returned to number ten (10) on the out of work the list when re-registering on the out of work list.

10. Any member who fails a pre-employment, random, return to duty, follow-up, post accident, or reasonable suspicion clause drug or alcohol test will not be referred for work until he/she successfully passes and completes the Tri-State LEAD Drug Test and a rehabilitation program.

11. Your application will remain in effect for a period of thirty (30) days. If you desire to remain on the out of work list for a period longer than thirty (30) days you must re-register each CALENDER MONTH either in person at the Local union office, via fax at (304) 744-5649 or via email at tonia175@suddenlinkmail.com. The only day you can re-register following a report of your initial layoff in item #2 above is FRIDAY BETWEEN 8:00 A.M. AND 12:00 NOON.

12. The only day you can re-register following a report of your initial layoff in item #2 above, is FRIDAY BETWEEN 8:00 AM AND 12:00 NOON at the Local Union office.

13. If an applicant habitually refuses work, the Executive Board may, at its discretion, disqualify the applicant from the Referral System, up to and including a permanent disqualification.

14. Any member abandoning an ongoing job without the approval of the Construction Business Agent or Executive Board will be will be disqualified from the Referral System, up to and including a permanent disqualification.

15. Any applicant, who obtains direct employment with a construction employer, without being referred from the out of work list of Teamsters Local Union No. 505, shall have his or her name removed from the referral list, and shall be barred from again registering for referral for a minimum period of three (3) months with a maximum period of time equal to two (2) times the number of days of employment whichever is longer.

16. Any applicant who is rejected by the Employer shall be returned to their appropriate place on the list and shall be referred to another employer in accordance with the position of their place on the list.

The Executive Board has the right to approve, delete, change, modify or discontinue any or all of these rules and regulations at any time.