



Local Union 569

San Diego and Imperial Counties



INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS

4545 Viewridge Avenue, Suite 100 San Diego, CA 92123-5615 (858) 569-8900

2420 Imperial Business Park Drive Imperial, CA 92251-4004 (760) 355-3000

DISPATCHING PROCEDURES FOR SAN DIEGO AND IMPERIAL COUNTIES

(EFFECTIVE 2/10/20)

REQUIREMENTS TO REGISTER ON AVAILABLE FOR WORK BOOK(S):

1. Signing for the first time: You must complete registration form(s) in person at the Local Union office at 4545 Viewridge Ave #100, San Diego, CA 92123 or 2420 Imperial Business Park Drive, Imperial, CA 92251 between the hours of 8:00 am –4:30 pm, Monday through Friday excluding holidays (henceforth referred to as *Industry Workday*). Registrants will have the option of signing for San Diego, Imperial Valley, or both.
2. Specify which book(s) you wish to sign. Your qualifications may enable you to sign multiple books. It is your obligation to inquire.
3. **For Inside Journeyman Wireman and Journeyman Sound Technicians:** Submit proof of work experience and State Certification. Book 1 & 2 applicants must submit a letter (dated within 6 months of current date) stating that they have completed an approved apprenticeship program or passed a Journeyman examination, with the IBEW seal affixed thereto.
4. Sign registration book indicating book(s) requested and for which you are qualified. Names are placed in this order on Dispatching Books.
 - a. Definition of "Unemployed" for purposes of the Available for Work Books: A worker that is "AVAILABLE" for work.

MONTHLY RE-SIGN: SAN DIEGO & IMPERIAL VALLEY (ALL CLASSIFICATIONS):

1. In person:

Re-sign any weekday of the month during business hours, except for the last industry workday of the month. *The last industry workday day of the month, you must sign before Noon.* It is your responsibility to verify your status on the book.
2. By email:

You may re-sign by sending an email to: resign@ibew569.org. Date and time on email must be within the calendar month, at least one industry workday BEFORE the last industry workday day of the month. (Example: The last day of the month is a Monday the 31st. The email must be received in the office on Friday the 28th. *You will be sent an acknowledgement (proof of signing) by return email when it is received. You must "open" and read acknowledgement for verification. Please note that acknowledgement may not occur immediately.*
3. Local 569 website:

MEMBERS (w/active IBEW Card #) – Re-sign any day of the month, until Noon on the *last industry workday* of the month. WEB RE-SIGN CLOSES AT NOON ON THE LAST INDUSTRY WORKDAY OF EVERY MONTH. Go to www.ibew569.org, MEMBERS ONLY BUTTON: log in with your Card Number as your Username. The initial password is your last name (IN CAPITAL LETTERS), followed immediately by the last 4 digits of your SS#. Then go to ONLINE SERVICES (the first time, you will be prompted to change your Password), BOOK STATUS/MONTHLY RE-SIGN, and click the RE-SIGN/REREG button. Print your receipt/confirmation as "proof" of your timely re-sign. This re-sign option is provided for

your convenience. If you are unable to complete the website re-sign in the manner stated above, you must re-sign by other means, noting timeframe stipulations.

4. By FAX:

You may re-sign by FAX at: 858-569-8909. You should use a FAX system that will allow you to retain "proof" that your FAX re-sign was sent at least one workday before the last industry workday of the month.

5. By mail:

You may re-sign by U.S. Mail. You must mail re-sign letter certified with a "return-receipt", or any other form of mail that will allow you to retain "proof" of your re-sign delivery date. Your re-sign letter is due in the office at least one industry workday before the last industry workday of the month.

Only those re-sign procedures listed in "MONTHLY RE-SIGN" will be accepted. Failure to re-sign, as stated previously, will result in the removal of your name, and you must re-register at the bottom of the Available for Work Book(s), in person, during normal office hours. New Position Numbers are available the afternoon of the last re-sign day of the month.

DISPATCHING (ALL CLASSIFICATIONS):

1. You must be registered by 4:30 pm in order to be dispatched the following dispatch day.
2. Dispatching begins promptly at 7:30 am. The dispatcher starts with the first name on JW Book #1 and continues to successive books, as required each day. You must be present when your name is called, either at the San Diego or Imperial Valley Office.

DEFINITION OF A STRIKE:

1. When a Registrant turns down a call at dispatch.
2. Is not present at dispatch when his/her name is reached on the book.
3. Does not report as directed on the referral.
4. A regular call that lasts less than twenty-one (21) calendar days.

On receiving the third strike, you will be removed from the book, and will have to register in person to get back on the book.

STRIKES:

1. Registrants will be allowed two "strikes" without penalty and be rolled completely OFF the book for a third "strike".
2. You must re-register in person after being rolled off the book.
3. You must be available for work and report as soon as possible after dispatch, or as directed by the employer, or referral will count as a "strike".
4. The 1st "rejection" by an employer will not be counted as a "strike", if through no fault of his/her own or it was beyond the influence of the registrant.

SIGNING THE AVAILABLE FOR WORK BOOKS AFTER A TERMINATION:

1. **UNDETERMINED CALLS:**

- a. Any call that lasts over 21 calendar days is considered an undetermined call and will result in removal from all Available for Work Book(s).
- b. When laid off from a job in San Diego or Imperial County, you must register on the Available for Work Book(s) in person, any industry workday between 8:00 am – 4:30 pm at the San Diego or Imperial Valley Office, no later than the next industry workday after the layoff.

2. **UNDETERMINED CALLS WHICH BECOME SHORT:**

- a. An undetermined call which lasts no more than twenty-one (21) calendar days, will be considered a "short duration" call.
- b. When a person re-registers, he/she will be placed on the book in the same relative position from the top as when they were dispatched, providing "layoff" was through no fault of their own.
- c. He/she must re-sign in person by the end of the next Industry workday, or not later than the next industry workday.
- d. NO RECORDER CALLS ARE ACCEPTED AND NO EXTENSIONS.
- e. There is a maximum of two (2) "short duration" jobs. The 3rd "short duration" call drops a registrant off all Available for Work Books, unless the person has not accumulated a total of forty (40) hours from all combined jobs. In this situation, a registrant will retain the relative position from the top of the Book(s), according to registration date, until they have accumulated forty (40) hours. Check stubs must be provided to verify that forty (40) hours have not accumulated.

SHORT CALLS (ONLY FOR INSIDE JOURNEYMAN WIREMAN)

1. CHECKING IN:

- a. A person returning to the book from a Short Call will retain the same relative position from the top of the Book(s). If more than one industry workday elapses after day of layoff, you must sign the bottom of the Book(s) in person.
- b. Failure to check-in in this manner will result in removal from all Books, and you must then re-register at the bottom of the Book(s) in person.

2. SHORT CALL AVAILABLE FOR WORK BOOK(S):

- a. Short calls can last up to and including a maximum of 21 calendar days, including day of dispatch.
- b. The Short Call list is a 'rolling' list.
- c. Failure to re-register, or check-in using the above procedures will result in the person's name being dropped off the book(s) and will only again be placed at the bottom of the book(s) upon new registration.
- d. If terminated (through no fault of your own) after normal business hours, the laid-off worker must report in person prior to dispatch on the day after layoff (between 7:00 and 7:30 am) in order to take a call on that next dispatch day.
- e. A person will retain his/her same position from the top of the Short Call Book, according to registration date, until a total of forty (40) hours are worked. Check stubs must be provided to verify 40 hours have not been accumulated.

Refer to Monthly Re-sign Procedures to maintain placement on the Available for Work Book(s).

REJECTIONS (Turnarounds):

1. You must report to the Union Hall in person or by phone, for re-registration by no later than 4:30 pm of the following industry workday.
2. The 1st "rejection" by an employer will not be counted as a "strike", if it is beyond your influence, however, if you accept the same job (all things appearing the same, as in company name, shop or job location, and requested classification) the next dispatch day, then the 2nd "rejection" will be considered a "strike".

The Business Manager is responsible to fill calls in a timely manner, as needed by employers. This means, in an emergency, referrals may have to be made outside normal industry work hours, using whatever means available to fill calls and place registrants.

DISPATCH INFORMATION:

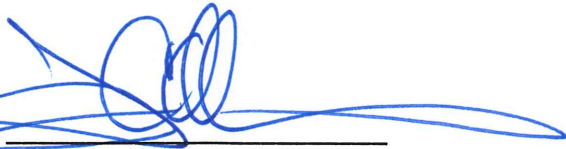
Local 569 Information Phone Line: (858) 569-8939 and Website www.ibew569.org (members only), both after 5:00 p.m.

EXEMPTIONS FROM STRIKES AT DISPATCH (ONLY FOR INSIDE JOURNEYMAN WIREMAN):

1. SAN ONOFRE NUCLEAR GENERATING STATION
2. DEL MAR THOROUGHBRED
3. STATE OF CALIFORNIA (IDL)
4. EXEMPTION LIST -
 - a. Upon signing the Available for Work List(s) in person, member may complete an Exemption List: listing up to three (3) contractors for whom member refuses to work.
 - b. At Dispatch, member WILL NOT be offered jobs to listed contractors AND member WILL NOT INCUR STRIKES for these offered jobs.
 - c. This list MAY ONLY BE AMENDED WHEN A MEMBER REPORTS IN PERSON, DURING REGULAR OFFICE HOURS, FOLLOWING A REGULAR, SHORT, OR REGULAR CALL WHICH BECOMES A SHORT CALL.
5. SPECIALIZED SKILLS/CONDITIONS -
 - a. Job calls requiring special skills or having special conditions (such as special certifications, asbestos environments, shift work, etc.)
6. VACATION -
 - a. While on the Available for Work Book(s) you will be allowed two (2) weeks' vacation, in one (1) week increments per calendar year for the purposes of re-sign.
 - b. While on vacation you will not be charged a strike for jobs in which you were not available.
 - c. To take advantage of the vacation clause, you must fill out the form at the Union Hall and submit it no later than one (1) industry workday before the start of your vacation.
 - d. The two (2) week vacation is not meant to extend the monthly re-sign.
7. DISABILITY -
 - a. If you are on the Available for Work Books and are unable to work in your trade for an extended period of time, a disability exemption may be requested at the Union Hall with medical documentation stating that you are unable to work until a specific date.
 - b. After the proper documentation is accepted by the Dispatcher, you will be re-signed to the date given by the medical provider. If there is no date on the doctor's report, there can be no extension and the default will be the next re-sign date.
 - c. Should the disability extend beyond the date given to the Dispatcher then you need to provide further documentation on or before the previous disability end date to remain on the Available for Work Book(s).
 - d. To be able to take a call before the expiration of a disability, you must present a release form from your medical provider and submit it no later than one (1) industry workday before taking a call.

An Appeals Committee is hereby established composed of one member appointed by the Union, one member appointed by the Employer or the Association, as the case may be, and a Public Member appointed by both these members.

It shall be the function of the Appeals Committee to consider any complaint of any applicant for employment arising out of the administration these Referral Rules. Any request to appear before the Referral Appeals Committee must be presented to the Dispatcher in writing within three business days of any removal from the Available for Work Books or any dispute.



Jeremy Abrams

Business Manager/ Financial Secretary

Date: _____