

# North Central States Regional Council of Carpenters

## Dispatch/Ready-to-Work list procedure and policy

NCSRCC shall operate its Dispatch System/Ready-to-Work (RWL) utilizing Union Impact, with frequent downloads from UBC member database ULTRA/PERSONIFY to assure all membership information is kept current and confidential.

### Requirements

- All registrants must register with the Dispatch system in order to be eligible for dispatch.
- Journey-level members and Apprentices must fill out and complete a questionnaire listing skills, qualifications, certifications, and areas willing to work. Forms can be found online at [www.northcountrycarpenter.org/dispatch-system](http://www.northcountrycarpenter.org/dispatch-system) or at a Local Union within the jurisdiction of NCSRCC. Questionnaires shall be updated by member registrants annually.
- In order to be eligible to register and/or remain on the RWL, members must be in good standing.
- In order to be eligible to register and/or remain on the RWL, non-member registrants must make arrangements with the applicable Local Union to join or pay an appropriate hiring hall registration fee, and remain current on that payment.
- All registrants must update their status in Union Impact every 30 days to remain on the RWL.
- No Apprentice may be put on the RWL unless they are registered with their state's Apprenticeship Division.
- The Union may disclose to various government agencies, when requested by such agencies, that a registrant has refused a dispatch. All registrants must be advised that failure to be available for, or refusal of dispatch, may affect his or her eligibility for unemployment benefits.
- Anyone accepting a dispatch and failing to report to work will be moved to the bottom of the list.
- No registrant may be on the RWL while currently employed on a long-term assignment (over 40 hours).
- Should a registrant fall off the RWL due to failure on their part to check in using Union Impact, their position may be restored two times in the previous 12-month period, upon request.
- All applicants and employers agree to be subject to the NCSRCC Uniform Referral Rules and the Dispatch Procedures as may be amended from time to time.

### Job calls & dispatches

- The RWL is divided by craft: Carpenters, Interior Systems, Millwrights, Pile Drivers, Tradeshow, etc. A registrant may be dispatched under any category allowed in the Collective Bargaining Agreement the employer is currently signatory to provided that said registrant is capable of performing work as a journey-level craftsperson.
- Positions not filled during an open call will go to the next qualified person on the list who accepts the call.
- The dispatcher shall verify each individual Apprentice's status with the applicable UBC training program prior to dispatch to assure the individual's enrollment in the program.
- Applicable Training departments shall be copied on all apprentice dispatches.
- The dispatcher shall contact all registrants dispatched (excluding \*re-dispatches) to assure that the registrant is aware of jobsite requirements, start time and location **unless the employer has already made such contact**. The registrant may be dispatched directly to the employer's shop and/or office for training and processing prior to reporting to the job location.
- The dispatch department shall supply the employer with all requested dispatches via email or fax as soon as administratively possible. A copy shall be supplied to all registrants upon request.

- Personal dispatch histories shall be supplied to registrants upon request.
- When \*re-dispatching or dispatching a registrant currently working for an employer, dispatchers must administratively place the registrant on the RWL in order to process the dispatch.

## **Employer requirements**

- Employers seeking a classification of worker contained in an active NCSRCC Collective Bargaining Agreement shall phone, fax or email requests to the dispatch office advising of job location, start time, number of Journey-level members and Apprentices required, skills, certifications, applicable contract, prevailing wage (if applicable) and any other relevant information.
- An employer may call for any Journey-level registrant by name, provided they are eligible for dispatch.
- Apprentice registrants may be called for by name once indentured, provided they are eligible for dispatch.
- An employer may issue a request for \*re-dispatch of registrants to their company due to change in jobsite location, change in pay level, etc. A registrant is eligible for \*re-dispatch as long as they are still currently active (not suspended).
- If the contractor is utilizing a lower wage package than the contractual rate it should be notated clearly on the callout form so this information can be included in the open call recording (i.e. Market Recovery, Residential, etc.).
- Registrants shall be dispatched at the current Collectively Bargained Rate for the Agreement and/or Agreements to which the employer is signatory.
  - Modifications to the pay rates as allowed under the applicable Collective Bargaining Agreement shall be the responsibility of the employer to communicate directly to the registrant accepting the dispatch prior to the scheduled start of work.

## **Exceptions**

- Registrants are not required to update their status in Union Impact every 30 days when covered under the following scenarios:
  - Registrants who become unavailable for work due to service in the Armed Services, Reserves, National Guard or Coast Guard may be eligible to remain on the RWL during their absence per the Uniformed Services Employment and Reemployment Act (USERRA).

## **Dispute Resolution**

If any registrant questions the application of these rules in any manner regarding his or her registration or dispatch, the registrant shall have the right to appeal to NCSRCC for a review and binding decision. A registrant shall be required to exhaust all remedies within NCSRCC before taking any further action on his or her complaint.

***The North Central States Regional Council of Carpenters does not discriminate against any person on the basis of race, religion, color, gender, sexual orientation, age, national origin, disability, veteran status, or any other status or condition protected by law. No worker shall be refused registration or dispatch because of his or her lack of union membership or good standing without proper notification if such worker is otherwise qualified for registration and eligible for dispatch.***

\*re-dispatch is when an employer requests a dispatch for a registrant that is currently employed and covered by an active Collective Bargaining Agreement within the jurisdiction of NCSRCC.