



International Union of Operating Engineers, Local 904

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Dispatch Rules

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Section 1 - Job Classifications

1. A member placing themselves on the Dispatch List will be allowed to choose up to three (3) job classifications from the job class listing.
2. When a member accepts a job they are not qualified for and has to return, they will be removed from that classification and placed on the bottom of the Dispatch List.
3. A member may delete their name from a job classification on the Dispatch List at any time, but if they wish to change job classes or add job classes, they must re-register not less than every ninety (90) days and their position on the list will be determined by their order date. Members requesting job classification changes, must submit proof of abilities/qualifications for that particular classification.

Section 2 - Job Refusal

1. Any member refusing one (1) job because they are working non-union, will be recorded as working and will not be placed on the Dispatch List until they report they are finished work.
2. Any member refusing one (1) job will be moved to the bottom of the Dispatch List.

Section 3 - Calling in

1. When members finish work, they are responsible to place themselves on the Dispatch List by contacting the union office either in person, in writing, e-mail or by telephone. Members will be put on the Dispatch List **the day they contact the union office.**

Section 4 - Employed Outside Union Jurisdiction

1. If a member goes to work without notifying the union, they shall pay double union dues for each month they work.

Section 5 - Hiring / Name Requests

1. The principle of 1st in, 1st out shall be adhered to in each respective classification. However, name requests will be adhered to in accordance with the applicable collective agreement.
2. To be eligible for name request, a member must:
 - A. Have been a member of Local 904 in good standing for a minimum of one (1) year.
 - B. Have been properly cleared through the union office.
 - C. Be registered with the union office on the Dispatch List in the appropriate job classification.

- D. Any member transferring into the Local, depositing a withdrawal card or reinstating after expulsion, shall not be eligible for a name request for a one (1) year period.
- E. If a member is layed off from a job, they are not eligible to be name requested for 30 calendar days. If a person quits a job, they are placed on the bottom of the Dispatch List and they are not eligible to be name requested for 60 calendar days. All layed off members or members who quit jobs, may continue to apply for all jobs posted on the Union's Job Line and they shall be dispatched in their proper turn.

Section 6 - Recall

- 1. There shall be no recall for employees after layoff except where permitted within a collective agreement.

Section 7 - Failing to Report for Work

- 1. Any member who is referred to a job and fails to report, or fails to report to the union office immediately that they will be delayed or cannot accept the job, without a valid reason, will receive a minimum fine of one hundred (\$100.00) dollars. They will also have their name moved to the bottom of the Dispatch List.
- 2. Members who quit a job, will go to the bottom of the Dispatch List.

Section 8 - Dispatching

- 1. It is the members responsibility to keep the union office informed of current contact information such as addresses and telephone numbers, or supply an alternate means of contact that is acceptable to the union office.
- 2. **Members will not be dispatched to work who are in arrears over sixty (60) days, to be strictly enforced.**
- 3. Members dispatched to work in a particular classification, shall not accept employment in another classification, unless approved by the union office.

Section 9 - Work less than Forty-two (42) Calendar Days

- 1. Members who work forty-two (42) calendar days or less, will not lose their position on the Dispatch List. If a member works forty-three (43) calendar days or more, will go to the bottom of the Dispatch List.

Section 10 - Crane Operators

1. It is the responsibility of all crane operators to ensure they are assisted by an apprentice/oiler when required within the collective agreement. If they fail to notify the union of a violation of the collective agreement, they may be subject to a fine.
2. It is the responsibility of crane operators to notify the union when they are required to assemble and disassemble cranes with the help of anyone who is not a member of the Operating Engineers, Local 904. If they fail to notify the union of a violation of the collective agreement, they may be subject to a fine.

Section 11 - Dispatch List

1. Union members who take staff positions on union jobs, will be removed from the Dispatch List.
2. Members who go to work **union or non-union, who do not report to the union office**, will be put on the working list. They will remain on the working list until they report themselves out of work and place themselves on the Dispatch List. They will then go to the bottom of the Dispatch List regardless of how long they have worked.

Section 12 - Dispatch List - Local 904B

1. Members of **Local 904B** must have all union dues paid up to date and their full initiation fee paid for **Local 904** to be placed on the Dispatch List.
2. Before a member of Local 904B can enter Local 904, they must provide proof of qualifications and experience.

Section 13 - Lay-off

1. Members working in a classification they are not listed for, will be the first laid off.

Section 14 - Pension Withdrawal - Under Age 62

1. Any member, prior to age 62, wishing to withdraw their pension contributions must first terminate their membership in Local 904. They are not eligible for future membership into Local 904, however they may be dispatched to work on Permit.