

## **Operating Engineers Local 649 Job Referral Rules**

International Union of Operating Engineers Local No. 649 operates its job referral system in a fair and non-discriminatory manner. The referral system is open to all applicants without regard to race, age, gender, physical or mental handicap unrelated to work ability, religion, national origin or Union membership.

Local 649 established a referral procedure by Group based on work experience as an operating engineer, under a Local 649 collective bargaining agreement. Each applicant, in accordance with these Job Referral Rules and Registration and Referral of Applicant Rules, is placed on the referral list at the bottom of the highest Group for which the applicant qualifies. Group A is those persons with more than 8,000 hours of experience and 8 consecutive years of referrals from Local 649, Group B is those persons with at least 4,000 hours up to 8,000 hours and has a minimum of 4 consecutive years of referrals from Local 649, Group C is those persons with at least 2,000 hours up to 4,000 hours and has a minimum of 2 consecutive years of referrals from Local 649 and Group D is those persons with less than 2,000 hours and Group RA is those persons who are in good standing in the Apprentice program. Referrals to work are made first to A, then B, then C and then D applicants. Referrals for Group RA are made only for jobs which may be appropriate for an Apprentice. Applicants are placed in the appropriate referral group the first of each month based on total accumulated hours worked through the previous reported month and consecutive years of referral. No person in retirement status with any IUOE retirement fund is eligible for Group A, Group B or Group C.

1. The referral list is open only to applicants who are actively seeking work under an Operating Engineer Local 649 collective bargaining agreement for covered work.
2. Non-members must pay a \$20.00 registration fee at the time of registration. Sign up is good for one month.
3. You must complete and keep current a qualification card, which lists your experience. Your signature on the qualification card is your permission for Local 649 to verify your work experience, including contacting your employers or persons who have knowledge of your skills and ability.
4. Referral to work is made in order by Group. An Employer may request a person with special qualifications. The highest person on the referral list with the appropriate qualifications shall be referred to the job.
5. Any falsification on your qualification card will cause you to be removed from the referral list. Your administrative fee will not be refunded and you must sign up again at the next registration time.

6. Any person referred to work on a job(s) that lasts ten cumulative working days or more who is terminated for cause shall be removed from the list and must re-register when out of work. Any person who attempts to evade the ten-day rule by quitting and/or asking for a layoff, or not reporting out of work to hold their position on the list will be placed at the bottom of the list when they report out of work. Temporary replacement work of less than 10 days is not counted towards the 10 cumulative days.
7. Refusal of three consecutive job referrals will cause you to be placed at the bottom of the list. No answer to five contact tries will cause you to be placed at the bottom the list. Persons not seeking referral shall be placed on the inactive list.
8. If you are terminated because an Employer claims you cannot operate equipment listed on your qualification card, you cannot list that piece of equipment on your qualification card unless the Union verifies that you can satisfactorily operate the equipment.
9. Any applicant who is denied employment or is terminated from employment by reason of a positive drug and/or alcohol test or refusal to take the test will not be allowed to sign up for referral until presenting a qualified laboratory test to Local 649 showing the absence of drugs and/or alcohol.
10. Each applicant must provide a current, accurate phone number for the Union to use in contacting you for work. The Union will not attempt to contact you exempt at the phone number you provide.
11. All referrals to work will be made by telephone. No referrals are made at the Union Hall except in the case of emergency.
12. Anyone who quits a job, requests a layoff or causes their termination from an ongoing project and is believed to be doing so for the purpose of positioning on the referral board, thus harming brother and sister engineers, shall be subject to fines per the Local Executive Board and shall be deemed working, until the job that they were replaced on is finished.
13. An owner/operator is not eligible for referral to any other employer so long as the individual operator owns or controls an employer who has a collective bargaining agreement with Local 649.
14. By placing yourself on the referral list you are certifying that you are in good health and capable of performing all the physical requirements for work on each piece of equipment listed on your qualification card. You agree to notify Local 649 of any change in your health circumstances.