

DISPATCH, WORK RULES AND PROCEDURES

INTERNATIONAL BROTHERHOOD OF
BOILERMAKERS, IRON SHIP BUILDERS, BLACKSMITHS
FORGERS AND HELPERS

LOCAL LODGE 359

AFL-CIO



LANGLEY, BRITISH COLUMBIA, CANADA

2024

1.1 Any member who wishes to change classifications on the out of work lists, i.e. switch from one list to another, must have the appropriate qualifications for the list they wish to change to. Furthermore, once a member posts on the out-of-work list of their choice, that member will not be able to change boards until they have accepted a dispatch and returned from work.

1.2 All members can post or tag out their names between the hours of 8:30 a.m. through 4:30 p.m. via telephone to the designated posting line 778.369.3591 provided that at the time of posting the member is at or past the end of their last paid shift. The posting list will be sent to the dispatcher at 9:00 a.m. at 12:00 p.m. and again at 4:30 p.m. each day, Monday through Friday. Any member found to be posting before the end of their last paid shift will be subject to a fine of not less than two hundred dollars (\$200.00) and a loss of board position. Members will be advised of the fine by phone and or be notified by registered mail to their last known address if phone contact cannot be made.

The posting operator will ask the following questions;

- Name
- Lay Off Date
- Last Paid Hour (end of paid shift on lay off day)
- Registration Number
- Board To Be Posted On
- Did You Earn Less Than 40 Hours Pay
- Do You Currently Have A Tag On Your Name

(Note, weekend posting will no longer be used as the new office computer system will allow for a date and time of lay off to be entered, thus the system will act similar to the old weekend posting rules for any day of the week.)

1.3 All members have the option to post their names 24 hours per day on any calendar day of the year via the "Members Only" section on Lodge 359's website provided that at the time of posting the member is at or past the end of their last paid shift. The member will be required to enter the time and date of the layoff. Any member found to be posting before the end of their last paid hour will be subject to a fine of not less than two hundred dollars (\$200.00), a loss of board position and may also lose the right to online posting. Members will be advised of the fine by phone and or be notified by registered mail to their last known address if phone contact cannot be made.

1.4 Posting using the online method immediately puts the member in the queue as soon as they submit the online post, first to post is the first person on the list, and all others follow according to their time stamped submission.

1.5 All members posting using the phone in method are placed on the out of work list using the historical procedures listed in the item 1.2 above and will be posted in according to their lay off date and end of their last paid hour of their last paid shift.

- 2.1 Any travel card member applying for transfer of membership in Lodge 359 as a mechanic, welder or apprentice shall make such application in keeping with the International Brotherhood Constitution and the following;
- (a) Hold a valid British Columbia Welding Qualification, or
 - (b) Hold a British Columbia Journeyman Boilermaker Trade Qualification or Interprovincial Boilermaker Red Seal
 - (c) Hold a transferable certificate of apprenticeship
 - (d) Provide proof of residency in British Columbia of no less than six months
 - (e) Have a recommendation from the Lodge Executive Board to the Business Manager
- 3.1 All work orders from the Employers shall be received at the Lodge Dispatch office and the members shall be dispatched from the out-of-work list in a fair and impartial manner. When a member has accepted a job dispatch, they shall be removed from the out-of-work list.
- 3.2 **CALL OUT** – Members will be dispatched from 9:00 a.m. to 12:00 p.m. or until orders are filled each day starting from the top of each out-of-work list. Furthermore, the Dispatch office will be open to visitors and member phone calls between the hours of 1:00 p.m. and 3:00 p.m. if afternoon dispatch is not required.
- Dispatch will commence from the number one (1) position on each out-of-work list until complete. Each member shall receive one call (minimum of 6 rings), the result of the call will be noted on the computer data system. If the phone is busy two (2) attempts will be made to reach the member.
- Emergency dispatch will normally commence from the number one (1) position on each out-of-work list until complete. But because of the nature of emergency dispatches, start time and geographic location will factor into the dispatcher having discretion to call those members who are able to immediately meet the job start time.
- Dispatching order is as follows;
- (a) Local Lodge Members (all classifications)
 - (b) Travel Card Members
 - (c) Members on Pensioners Board
 - (d) Permit Workers
- Note: Apprentices shall be dispatched by the Coordinator when possible.**
- 3.3 Any job orders received from employers before 1:00 p.m. will be dispatched the following day. Only in cases of emergency can members be dispatched the same day as the order is received and then every effort must be made to contact the members by phone in rotation of their name on the out of work lists.
- 3.4 A nightly job information line will be maintained and kept as up to date as possible barring any unforeseen circumstances. The dispatcher will record all the information available on the job information line 778.369.3592. The job information recording will also be maintained on the Lodge's website located at boilermakers359.org.

- 3.5 If a member has been on the out-of-work list for an extended period of time, and the Union has repeatedly tried to contact them for available work with no success, the Union may, at the Business Managers discretion, serve them with written notice via registered mail (to last known address), that their name will be “**tagged out**” until such time the member contacts the Business Manager to explain why they are not actively seeking work.
- 3.6 If a member has been on the out-of-work list for an extended period of time, and the Union has repeatedly tried to contact them for available work with no success, the Union may, at the Business Managers discretion, serve them with written notice via registered mail (to last known address), that their name will be “**tagged out**” until such time the member contacts the Business Manager to explain why they are not actively seeking work.
- 3.7 Any member Journeyperson shall have their choice of jobs, provided they have the proper qualifications required.
- 3.8 All fines, monthly dues, field dues, and assessments shall be paid before a member is placed for work.
- 3.9 It shall be mandatory upon all members who voluntarily accept a job to report for work at the time and place designated. Failure to comply without a reasonable excuse shall cause the member to be subject to a fine of not less than two hundred dollars (\$200.00). Members will be advised of the fine by phone and or be notified by registered mail to their last known address if phone contact cannot be made. The members name will then be removed from the out-of-work list and the member shall be responsible to repost his/her name once the assessed fine has been paid.
- 3.10 a) When a member is dispatched to a job and that member earns less than forty (40) paid hours, the member may post their name as “Under Forty (40)”. When a member posts their name as “Under Forty (40)”, they will retain their previous time stamped board position on the out-of-work list.
- b) **For Emergency jobs only** the “Less than Forty (40)” hours will be based on **actual worked hours worked** rather than paid hours.
- 3.11 When a member is dispatched to a job, and that job is scheduled to work for forty (40) or more paid hours, and the member has the opportunity to work those hours but misses work hours for any reason thereby making the paid hours under forty (40), then they shall post as if they had worked the full forty (40) paid hours. Welders who are dispatched to a job that is scheduled for forty (40) or more paid hours and who are required by the collective agreement to perform a weld test but fail the weld test and are released from their employment, shall post as if they worked the full forty (40) paid hours. Furthermore any member who knowingly posts as “Under Forty (40)” and is not qualified to do so, shall cause the member to be subject to a fine of not less than two hundred dollars (\$200.00) and a loss of board position. Members will be advised of the fine by phone and or be notified by registered mail to their last known address if phone contact cannot be made. The members name will then be removed from the out-of-work list and the member shall be responsible to repost their name once the assessed fine has been paid.

- 3.12 Any member who posts their name on the out-of-work list and has not been terminated, quit or laid off from their last employer shall cause the member to be subject to a fine of not less than two hundred dollars (\$200.00). Members will be advised of the fine by phone and or be notified by registered mail to their last known address if phone contact cannot be made. The member's name will then be removed from the out-of-work list and the member shall be responsible to repost their name once the assessed fine has been paid.
- 3.13 **RECALL** – Members may be recalled to their last employers, last employment location after being laid off within a twenty one (21) day time period only. The Dispatcher must refer to the original dispatch list and recall those members in order of classification and sequence in which they were originally dispatched. Member criteria are as follows;
- (a) Member must be posted.
 - (b) Member must have not taken any other Lodge 359 dispatch.
 - (c) Member must not have a "Tag" on his/her name at time of recall.
 - (d) Job Steward recalled first in their classification.
 - (e) Recalled as per original dispatch order.
 - (f) Recall to original shift only as per original dispatch order.
 - (g) Member must be contacted to be able to accept the recall.
 - (h) Contractor is responsible to call "name requests" at their discretion.

Special note as follows;

Hours worked when recalled to a job will be added to hours worked on the original job dispatch regarding posting "Under Forty (40)". Board position is lost when forty (40) paid hours are reached. Once a job is completed or all Boilermaker crews are laid off, recall will no longer apply, unless otherwise approved by the Lodge Business Manager.

- 4.1 No member shall proceed to any job coming within the scope of the construction and or maintenance and repair agreements without having cleared with the Dispatch Office. Failure to do so shall cause the member to be subject to a fine of not less than two hundred dollars (\$200.00). Members will be advised of the fine by phone and or be notified by registered mail to their last known address if phone contact cannot be made.
- 4.2 Any member who is fired or quits their last job must be on the out-of-work list for fourteen days (14) to be eligible to accept a name request, unless otherwise approved by the Business Manager.
- 5.1 Any member working within the jurisdiction of Lodge 359 who leaves the job without paying outstanding bills for accommodations, phone bills, other debts, or has caused damage to the accommodation, shall make full restitution to the satisfaction of the Business Manager or his designate before being dispatched to his/her next job.

- 6.1 Any member who is summoned to appear before the Business Manager and the Lodge Executive Board via registered mail which has been accepted on their behalf for a hearing, and fails to appear without a reasonable excuse acceptable to the Business Manager and or Local Lodge Board shall;
- (a) Have their name removed from the out-of-work list.
 - (b) If the member is working, upon completion of their job, will not be able to post on the out-of-work list.

The above member will not be dispatched until they have appeared before the Business Manager or Lodge Executive Board.

- 6.2 Any member employed in the capacity above the rank of Journeyperson (such as Foreman, General Foreman etc.) shall refrain from working with the tools, except to the extent necessary to instruct or inspect the employees work, bearing in mind that safety is everyone's responsibility. Failure to comply shall cause the member to be subject to a fine of not less than two hundred dollars (\$200.00). Members will advised of the fine by phone and or be notified by registered mail to their last known address if phone contact cannot be made.
- 7.1 When a member of Lodge 359 requests a Travel Card within the provisions of the International Constitution, they shall have their name remain on the out of work list as a tagged Travel Card. It shall be further understood that no member shall be dispatched by the Lodge while in possession of a Travel Card.
- 8.1 All fines which are assessed under the "**Dispatch, Work Rules and Procedures**" will be under recommendation and review of the Lodge Executive board and imposed by the Lodge Business Manager. Any member who has been assessed a fine, may within fifteen (15) days of receipt of such fine make an appeal in writing to the Lodge Executive Board for a hearing to review the fine.

Recommended for approval to the Business Manager by Lodge 359 Executive Board Officers on this 1st day of December, 2023.

Name (Print)	Signature
<u>President</u>	
Jeremy Kwok _____	Signature on File _____
<u>Vice President</u>	
Dave French _____	Signature on File _____
<u>Recording Secretary</u>	
Kyle Lepitre _____	Signature on File _____
<u>Trustee</u>	
Sean Lilburn _____	Signature on File _____
<u>Trustee</u>	
Trent Anderson _____	Signature on File _____
<u>Trustee</u>	
Paul Nemeth _____	Signature on File _____
<u>Inspector</u>	
James Yaremy _____	Signature on File _____
<u>Business Manager</u>	
Gord Weel _____	Signature on File _____