



Central South Carpenters Regional Council

Out-of-Work List Policy & Procedures

Hiring Hall Work Rules, Registration and Protections for Referral of Construction Work

1. The Central South Carpenters Regional Council (CSCRC), or its affiliated Local Unions, will make available a non-exclusive and non-discriminatory “Out-of-Work List” for those qualified members seeking work in the Construction Industry, and an exclusive, non-discriminatory “Out-of-Work List” for those qualified applicants seeking work in the Trade Show Industry.
2. Upon being laid-off, terminated or voluntarily leaving Union employment, all Carpenters or Apprentices may register on the “Out-of-Work List” by contacting the CSCRC MIX 20/20 @ (1-877-WORKLIST) or (1-877-967-5547) 24 hours a day, any day of the week. Upon becoming unemployed, the applicant will place him or herself on the “Out-of-Work List” by calling the CSCRC Mix 20/20 system and registering themselves on the “Out – of-Work List”. Those registering must have provided the CSCRC with a skill, training and geographical preference form.
3. Placement on the “Out-of-Work List” begins numerically with the applicant’s personal requests for name to be placed on list. (First come-First serve)
4. To be eligible for dispatch applicants must:
 - A. Be a member in good standing of a Local Union affiliated with the CSCRC with all dues paid current.
 - B. Have a valid dues authorization card on file at the Local Union.
 - C. Be unemployed and available for employment at all times.
 - D. Be currently registered on the “Out-of-Work List”.
 - E. Meet the minimum training skills qualification requirements as per the request.
 - F. Have all tools required for the scope of work per the Council CBA.
 - G. Applicants shall provide the CSCRC a current, active phone number and must be available for contact between the hours of 3:00 p.m. and 8:00 p.m.(CST), Monday through Friday. The Executive Secretary-Treasurer may exercise his or her own discretion in the event of emergencies, or as deemed necessary, in dispatching applicants outside of this time period. In the event an applicant cannot be contacted during these specified time periods, the CSCRC will contact the next available applicant, meeting the request specifications
5. Dispatch to requesting employers will be as follows:
 - A. In chronological order based on the skill, training and/or geographical area requested.
 - B. In chronological order if no skill, training and/or geographical area are specified.

- C. Specific request of an employer for a previously employed applicant. All dispatch shall be made in a non-discriminatory fashion, and shall not be based on race, color, sex, creed or any other unlawful considerations.
6. No member shall report for employment “unfit for duty”. Violation of this rule shall result in the member being restricted from placement on the “Out-of-Work List” for (90) days, not including weekends, following the occurrence. Subsequent placement shall be as specified in sections (2) and (3) above.
 7. Prior to a Union member beginning work, even if he or she has personally acquired that work in the Construction Industry, he/she must sign a dues authorization or make other arrangements for payment of working dues.
 8. Applicants may personally seek employment with any employer, signatory to an agreement with either the CSCRC or the United Brotherhood of Carpenters & Joiners of America (Except Trade Show Employers). Each applicant is responsible to notify the CSCRC of the contractor’s identification, location of the job-site, and the date of employment, within two (2) business days, if and when employment is personally acquired, and applicants must call the CSCRC MIX 20/20 system and remove him or herself from the “Out-of-Work List”. Any applicant who fails to comply with this provision shall be restricted from placement on the “Out-of-Work List” for a period not less than thirty (30) days, not including weekends after the employment in question ends.
 9. The CSCRC may dispatch applicants, who possess the skills and/or training requested, as Steward regardless of their chronological location on the “Out-of-Work List”. Identification and designation of Stewards shall be at the discretion of the CSCRC Executive Secretary Treasurer or his designee.
 10. An applicant who refuses dispatch on two (2) consecutive calls for employment, within the skill, training and/or geographical area shall be removed from the “Out-of-Work List”. Subsequent placement shall be as specified in Sections (2) and (3) above.
 11. An applicant who accepts and/or is dispatched to employment and fails to report to work shall be removed from the “Out-of-Work List”, and will be restricted from placement on the “Out-of-Work List” for (15) days, not including weekends, following the occurrence. Subsequent placement shall be as specified in Sections (2) and (3) above.
 12. An applicant who is employed by a signatory employer and “quits without notice/drag-up” to accept other employment, or for any reason without prior notification to the Business Representative, will be restricted from placement on the “Out-of-Work List” for (90) days, not including weekends, following the occurrence. The member must have reasonable cause to leave a job, and provide the Business Representative adequate time to secure a replacement. Subsequent placement shall be as specified in Sections (2) and (3) above.

13. If an applicant is registered on the “Out-of-Work List” and the CSCRC receives proof of the applicant’s employment, same shall be removed from the “Out-of-Work List” following the occurrence with a (30) day restriction from placement on the “Out-of-Work List”, not including weekends.
14. All applicants currently registered on the “Out-of-Work List”, who upon accepting employment will be removed from the “Out-of-Work List” and it will be the responsibility of the dispatched applicant to submit proof to the dispatcher that he/she has been laid-off and worked less than 40 (forty) hours so he/she shall retain his/her original numerical location on the “Out-of-Work List”. (Exception-Applicants performing Trade Show Work, upon being laid-off and worked less than 40 (forty) hours, shall register for placement on the “Out-of-Work List” beginning numerically with the applicant’s personal requests for name to be placed on list).
15. To effectively maintain the integrity of the “Out-of-Work List”, each registered applicant is required to notify the CSCRC MIX 20/20 of their continued unemployment on a thirty (30) day basis from the anniversary date of the applicant’s placement. Those who fail to follow this procedure shall be removed from the “Out-of-Work List” and will be subject to placement as specified in Sections (2) and (3) above.
16. It is the responsibility of each applicant to register promptly and to keep the information on application current and up-to-date.
17. The employer retains the right to reject any applicant dispatched by the Union. However, the rejected applicant shall retain the position held on the “Out-of-Work List” at the time of dispatch.
18. If an applicant is terminated and/or rejected by two employers for lack of a self stated skill, this skill will be removed from the applicant’s record until the applicant shows proof that he or she has successfully obtained training to qualify for this particular skill.
19. Apprentice applicants must be currently indentured in a bona fide registered Apprenticeship Training Program to be eligible for registration on the CSCRC MIX 20/20 “Out-of-Work List”.
20. Applicants for trade show work must remain unemployed in the trade show industry at all times while on the “Out-of-Work List”. The “Out-of-Work List” is for unemployed applicants only. Applicants who work for any trade show employers while their name remains on the “Out-of-Work List” will have their name removed from the “Out-of-Work List”, and will be ineligible for referral or call by name for thirty (30) days, not including weekends to Trade Show Employers.

21. An applicant who seeks work as a scaffold builder must have taken successfully passed the forty hours UBC Scaffold training course, as well as, a minimum OSHA 10 course, and must maintain all required training updates. Failure to do so shall disqualify the applicant from being referred for work as a scaffold builder.
22. “Work Referrals” for job dispatch shall be obtained from Local Union/Council administrative staff, and/or Council Representatives. The Local Union(s) designated for administering the work referrals will be according to the geographical area of the job request. Observe – Section 6, Section 10 and Section 12.
23. The Executive Secretary-Treasurer, or his designee, shall administer the “Out-of-Work List” and is authorized to exercise his or her own discretion in any event a decision must be made on any administrative or procedural question that may arise in a particular situation that is not specifically provided for in the above language.
24. The Work Rules contained herein must be followed as an obligation of membership, pursuant to the UBC Constitution. Failure to adhere to these rules will have a detrimental effect on other members of the CSCRC. Violations of these rules shall subject members to charges under the UBC Constitution, in addition to other penalties contained in these Rules.
25. Should any provisions set forth in the CSCRC Hiring Hall Work Rules/Policy & Procedures be declared, for any reason, illegal or contrary to law, then such provision shall be deleted without invalidating any other provision of these Rules.