

International Brotherhood of Electrical Workers

Local 127

3030 39th Avenue
Kenosha Wisconsin

Phone: (262)654-0912
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To: All Applicants for employment

From: Sean Frank, Business Manager, IBEW Local 127

RE: Referral Procedure Administrative Rules

Administrative Rules for Referral System

1. Original sign-in must be in person from 8am -10am or 3pm - 4:30pm. Original sign-ins for those signing Book II must be accompanied with a letter from your Business Manager stating that you passed the journeyman wireman's exam or completed an Inside Wireman Apprenticeship. For qualifications for any other out of work book, contact the Business Manager. Failure to provide proper documentation for any referral book will result in not being called for employment.
2. All re-signs will be ACCEPTED FROM THE 10TH OF THE MONTH TO THE 16TH OF THE MONTH. Applicants shall re-sign their appropriate "Out of Work" book starting ON THE 10TH OF EACH MONTH THROUGH THE 16TH OF EACH MONTH to retain their eligibility to remain on the "Out of Work" book. Applicants must resign monthly
3. All re-signs by fax , mail or E-Mail shall include date, name, phone number, month re-signing for, and must be received within the re-sign period. Early or late resigns in person, by mail, fax or by E-Mail will not be recognized.
4. An applicant who fails to re-sign according to the required procedures will have their name removed from the "Out of Work" book.
5. You are allowed three (3) strikes before you are removed from the "Out of Work" book. A strike will be given if there is no answer, you are not at the number listed, service has been disconnected, you are unavailable or if you refuse a call, or as otherwise stated in these administrative rules.
6. Working less than 14 days will preserve your position on the "Out of Work" book. Exceeding 14 days employment will result in your name being removed from the "Out of Work" book. Your position on the "Out of Work" book will not be preserved if you are terminated for cause or quit prior to 14 days employment and will require you to sign the out of work book as a new applicant.
7. Applicants will notify IBEW Local 127 if they receive employment in another Local Union, which is more than fourteen (14) calendar days.
8. Applicants who fail to resign accordingly or violate these referral procedures will be removed from the "Out of Work" book.
9. Information on calls will be given out by dialing 262-496-8197 after 5:00 p.m. You must call the job line again at 262-496-8197 between the hours of 7:30 a.m. and 10.00a.m. the next morning to submit your name for job consideration. Your name will not be added to the list of job bids from a voicemail. Messages left on the job line will not be acknowledged or returned. Jobs will be awarded at 10:15a.m. If no one in the top ten calls in for job consideration everyone in the top ten will get a strike and the jobs will be filled by the next available applicant. When work is available, applicants shall be referred in chronological order from Group I. When Group I is exhausted, applicants shall be referred in the same manner successively from Group II, then Group III, then Group IV.
10. The Business Manager is responsible to fill calls in a timely manner as needed by employers. Referrals may have to be made outside normal hours using whatever means are available to fill calls and place registrants. If the Business Manager deems it necessary to fill calls outside these stated rules the calls will be filled by available applicants. No strikes will be given to applicants who are not available.

revised 3/4/15
5/11/11
12/5/11
2/22/12
4/13/12