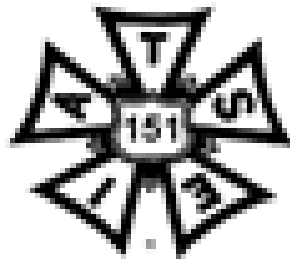


Hiring Hall Rules

International Alliance of Theatrical Stage Employees, Moving
Picture Technicians, Artists and Allied Crafts of the United States,
Its Territories and Canada

Local No. 151



IATSE Local 151

PO Box 30201

Lincoln, NE 68505-2495

1. Introduction

IATSE Local 151 administers a Hiring Hall for the purpose of referring workers requested by Employers for jobs within the Union's jurisdiction. The purpose of the following rules is to provide for an orderly procedure for referral of applicants under all agreements. The following rules are to be applied equally and universally to all workers on the dispatch list. Evidence or occurrence of deviating, exception or favoritism that violates these rules can be brought to the Local 151 Executive Board as provided herein.

Neither the Union in the referral process nor the Employer in the hiring process shall discriminate against any worker for any reason contrary to the law, the contracts or these rules. An Employer may reject any worker referred by the Hiring Hall for any reason, unless otherwise restricted in the applicable collective bargaining agreement.

These Rules are expressly designed to preserve the integrity of the referral system and are necessary for the effective performance of the Local's function of fairly representing all persons referred by the Local under agreements with Employers. Failure to observe these Rules adversely affects the operations of the Hiring Hall, the wages, terms, and conditions of work under the Union's collective bargaining agreements, and the employment opportunities of those seeking work through the Hiring Hall.

It is not possible to write rules to cover every possible situation. When an issue arises that is not directly covered by these rules, these general concepts shall apply:

A. The Business Agent is responsible for administering the Hiring Hall in accordance with these rules and the respective collective bargaining agreements.

B. You have the right to be represented by your Union fairly, in good faith, and without discrimination. Your Union has the duty to represent all employees whether members of the union or not, fairly, and without discrimination. This does not guarantee labor referral to any worker.

C. These Hiring Hall Rules apply to all persons referred by the Hiring Hall.

D. It is the intent of these Rules that the most qualified personnel are provided to the employers.

E. The Hiring Hall Governance Board shall consist of two Executive Board members (Business Agent and Vice-President) and three elected Referral Committee members of IATSE Local 151, who have authority to interpret and apply these Rules to all Hiring Hall participants.

2. Eligibility Requirements

Workers must fulfill the following requirements to remain eligible for dispatch through the Hiring Hall:

1. The worker must have a signed Worker's Agreement form on file with the Hiring Hall indicating his or her intention to abide by the Hiring Hall Rules, Working Rules, and Code of Conduct.
2. The worker must be at least 18 years of age.
3. The worker will be provided a voluntary Work Assessment and Representation Form. This will allow a 5% referral fee payable to the Local for each paycheck that they earn from employment obtained by referral from the Hiring Hall. The fee is applied to the administrative costs of operating the Hiring Hall, enforcing the Hiring Hall Rules, and administering the terms of the applicable collective bargaining agreement.
4. The worker must not have been discharged or rejected from dispatch by the Employer requesting workers.
5. The worker must not be suspended or permanently removed from dispatch by the Hiring Hall for violating these, Rules.
6. The worker must keep current with the Hiring Hall his/her primary email address, telephone number, and mailing address. Workers who fail to do so may be removed from the Hiring Hall lists.

3. General Rules

All persons who are available for referral to jobs within the jurisdiction of IATSE Local 151, Lincoln, Nebraska, shall be placed on the A, B, C, D work referral list of Local 151 (hereinafter the Union) for which they qualify. Referral to available jobs will be made in accordance with the provisions of this job referral procedure.

The Hiring Hall shall use a non-discriminatory procedure for referring qualified personnel to contractors.

- Job referrals shall be made on a non-discriminatory basis without regard to union membership, race, color, religion, creed, age, sexual preference, gender, or national origin.
- The Business Agent/Call Steward shall facilitate the Hiring Hall and dispatching procedures.

The Business Agent shall maintain all working lists. The Hiring Hall Governance Board composed of the IATSE Local 151 referral committee appointed by the President shall interpret and administer the rules. The Rules are subject to change by approval of the Local membership and notice to all Hiring Hall participants.

Initial placement on Lists A, B, C, and D will be on the basis of verified hours worked in the industry within the Union's jurisdiction. The Hiring Hall Governance Board shall determine the appropriate document acceptable to verify hours worked.

Within each list (A, B, C, D), the order of placement shall be determined annually by one's verified number of hours worked through the referral hall the previous two years, as determined by the Hiring Hall Governance Board.

Referrals will be made from each list in descending order, beginning with the referent with the most hours worked through the referral hall in the previous two years, who is available and qualified for the position, as determined by the Business Agent/Call Steward.

In referring workers, the Local reserves the right to give preference to Local members where the Local is not the exclusive source of the employer's employees.

Maintaining a position on the Dispatch List in accordance to these rules **does not guarantee labor referral for any worker**. Many jobs require skills and knowledge testing. The lists will reflect each worker's known skills. The lists will be reviewed and updated by the Hiring Hall Committee at the end of each calendar year. The New list will be implemented at the end of the first quarter.

Skill levels shall include the objective criteria described as follows:

1. A short initial "Utility" exam will be given by the Business Agent on or near the time of initial hire to assess a worker's general understanding of stage craft.

2. One can advance their skill level status by successful completion of either IATSE Local 151 practical exam, specific department exams, attainment of Journeyman status within Local 151, or qualified skills examinations provided by other educational and training sources approved by the Hiring Hall Committee, e.g. vocational training schools and academies.

Workers may attempt the Local 151 written exam in January on the date of the regularly scheduled meeting of IATSE Local 151. One must request to do so, in writing, to the education committee chair at least two calendar weeks prior to such meeting. Workers shall be subject to a nonrefundable exam administration fee prior to each exam attempt.

4. Dispatch Groups

Specialty Personnel Dispatch List:

In the absence of collective bargaining agreement language governing the requesting of Specialty Personnel for skill, gender or experience, the guidelines in this document shall apply. There is no limit to the number of Specialty Personnel within any labor request. Specialty Personnel are workers requested by skill, experience, or gender (gender requests are specific to

the wardrobe department, i.e., same gender dressers), not by name. The employer will provide Specialty Personnel skill level requirements needed for a particular labor request. The Business Agent/Call Steward shall make every effort to fulfill these requirements when filling a labor request. Specialty Personnel skill levels shall be determined by the Hiring Hall Governance Board as objectively as possible using, but not limited to the following criteria: documented, demonstrated or other objectively recognized skills, and documented hours worked with in Specialty Skills areas.

Specialty Personnel skills shall be within the following departments:

- Carpentry: Fly rail operators, weight loaders, theatrical and non-theatrical riggers, forklift and aerial lift operators, truck loaders, and carpentry personnel.
- Electrics: Qualified hookup electrician, system operators and technicians, spot operators, and focusing.
- AV: Projectionists, camera operators, cable page, video system operators and technicians.
- Sound: System operators and technicians
- Wardrobe: Dressers, sewers, and laundry personnel.
- Hair: Hair and make-up personnel.
- Props: Properties personnel.
 - Department Heads: Each Department Head position is filled with the most skilled and experienced worker from within each department, as determined by the Business Agent/Call Steward.

List A:

All personnel who are registered with the Hiring Hall for at least five consecutive years, are available for referral, and have not less than 600 referral hours worked in the previous two calendar years. The Business Agent/Call Steward will maintain status on the A list for the next calendar year.

List B:

All personnel who are registered with the Hiring Hall for at least three consecutive years, are available for referral, are not qualified to be on the A list and have not less than 100 referral hours worked in the previous two years.

List C:

All personnel who are registered with the Hiring Hall for at least two consecutive years, are available for referral, are not qualified to be on the A or B lists and have not less than 50 referral hours worked in the previous two years.

List D:

All personnel who are registered or have worked on referred jobs with the Hiring Hall within the past two years, are available for referral, and are not qualified to be on the A, B or C list.

Residency:

Residency in the Union's geographical jurisdiction is not required but must be within reasonable driving distance of the job, as determined by the Business Agent/Call Steward.

Personnel Requested by Name:

Absent specific prohibitions in the collective bargaining agreement, an employer may at times request personnel by name. A request by name should be made at least 48 hours in advance. The Business Agent/Call Steward shall make an effort to fulfill these requirements when filling a labor request.

General Personnel:

All other requests for personnel shall be considered requests for General Personnel. The Business Agent/Call Steward shall follow the General Personnel Dispatch List order and provide the most skilled personnel when making dispatch calls for General Personnel labor requests.

5. Calling Rules

General Dispatch Calling Rules:

It is the responsibility of the Business Agent/Call Steward of IATSE Local 151 to fill employer labor requests to the best of their ability in accordance with the rules of the Hiring Hall. The Business Agent/Call Steward shall contact each eligible worker in Dispatch List order using the procedure set forth here. The Business Agent/Call Steward will make dispatch calls, by telephone/text/email, between the hours of 9:00 AM and 9:00 PM except in case of an emergency or by prior arrangement with a worker. The Business Agent/Call Steward is not obligated to call workers who have already begun working on a labor request when their current or projected hours conflict with the new labor request. For each labor request the Business Agent/Call Steward will be required to make only one dispatch call to each worker.

Direct Contact:

The Business Agent/Call Steward must make direct contact with the worker or leave an electronic message. No third-party messages will be left unless it is the only option. An electronic message may consist of a voice mail, answering machine message, text message or an email. The Business Agent may not accept a third-party response to accept or decline any offered work.

Grace Period:

The response grace period shall be from the time of call being placed (by phone, text, IM, or email). If a message can be left, this shall be accepted as the dispatch call attempt and the grace period will start when the message was left. If no message can be left, because the worker has no voicemail or answering machine, this shall be accepted as the dispatch call attempt. The grace period will be split between two time periods.

The first period starts when dispatch call attempt is made and either received or message left. The referee then has 6 hours to respond with one of three answers; accepting the call, denying the call or I request more time (to decide or plan). Workers responding within this period will be placed on the labor request in Dispatch List order. Workers responding after this period expires may be placed on the labor request, if a position remains, in the order of their response, regardless of Dispatch List order.

The second period begins when the referee requests "more time to respond." The second period will be 18 hours. Workers responding within this time period will be placed on the labor request in Dispatch List order. Workers responding after this period may be placed on the labor request, if a position remains, in the order of their response, regardless of Dispatch List order.

Special Work Calls:

There will be some Special Work Calls due to the size and area of our geographical jurisdiction. If there are work calls that are outside of Lincoln and have consecutive workdays, then there will be special consideration given to those that can work multiple days in a row. Crew consistency is important for the employers hiring for multiple days.

Non-Availability:

Any worker wishing not to be called for dispatch to specific venues or employers must request, in writing, and return a completed Dispatch Removal Request Form to the Business Agent/Call Steward.

Any worker wishing not to be called for dispatch for any period of time must inform the Business Agent/Call Steward of this request in writing or email.

If at any time the Business Agent/Call Steward or Hiring Hall is unable to reach a worker by their contact information on file, the Business Agent/Call Steward will not be obligated to attempt contact while dispatching work until the worker provides current contact information. It is the responsibility of the workers to inform the Business Agent/Call Steward, in writing or e-mail, of any change in their

telephone number or mailing address within ten calendar days of any such change. It is the responsibility of the Business Agent/Call Steward to keep complete records of all dispatch calls made. Any worker with a question about a specific dispatch call may review these records by appointment with the Business Agent/Call Steward.

If a worker has not responded to three (3) consecutive calls, the Business Agent/Call Steward shall write a certified letter, allowing (2) weeks for response from the date of the certified letter, informing the worker they will no longer be contacted for dispatch calls. A worker may request in writing to be returned to the Dispatch List for good reason shown, as determined by the Business Agent/Call Steward.

Availability Call:

To expedite the filling of labor requests the Business Agent/Call Steward may call workers to determine their availability, but not offer any work. These calls will be made in Dispatch List order. The Business Agent/Call Steward will inform the worker this is only an availability call, and no work is being offered at this time.

Accepting a Dispatch Call While Absent:

Workers who will be out of contact may accept dispatch calls while they are absent by doing so in writing to the Business Agent/Call Steward, including conditions of acceptance. Workers accepting dispatch calls in such a manner must contact the Business Agent/Call Steward as soon as they return for confirmation.

Emergency Dispatch Calls:

Forty-eight (48) hours or fewer prior to the commencement of a labor request shall constitute an emergency dispatch call. In such an emergency the Business Agent/Call Steward shall move directly through the Dispatch List calling each worker at the phone number they are most likely to be reached. Either by direct contact or electronic message the worker will be informed the dispatch call is of emergency status and until what time the labor request will be filled in Dispatch List order. Workers accepting made dispatch calls will be placed on the labor request in the order of their response. The labor request will be filled in Dispatch List order until twenty-four (24) hours prior to labor request commencing. After twenty-four (24) hours, the Business Agent/Call Steward may call any eligible worker regardless of dispatch list order so the labor request may be filled in a timely manner. If direct contact is not made, the Business Agent/Call Steward will leave an electronic message with the details of the labor request and of its emergency status but is not obligated to wait for a response before filling the labor request. The Business Agent/Call Steward is not obligated to call workers who are already dispatched on a labor request where the actual or projected hours will conflict with the new labor request.

Exhausting Referral List:

If the Business Agent/Call Steward has exhausted the referral list (Specialty and/or Group List), then the Business Agent/Call Steward must contact a Business Agent from another jurisdiction to fill the remaining crew openings with skilled/qualified personnel.

6. Show Calls

Show Calls with a Load-In and/or Load-Out:

In the absence of collective bargaining agreement language, governing the requesting of show call personnel for skill, gender or experience, the guidelines in this document shall apply. The show call shall first be filled with workers that accepted the load-in and load-out calls. The Business Agent/Call Steward will make every effort to provide our employers with the most skilled and experienced workers. Show call positions must be filled from within the appropriate departments and by skill and experience.

Show Calls with NO Load-In and/or Load-Out:

In the absence of collective bargaining agreement language governing the requesting of show call personnel for skill, gender or experience, the guidelines in this document shall apply. The calling of show call personnel shall be filled in normal dispatch order in accordance with a normal call. The Business Agent/Call Steward will make every effort to provide our employers with the most skilled and experienced workers based on the show call personnel positions requested.

Specialty Show Call Positions:

In the absence of collective bargaining agreement language governing the requesting of show call personnel for skill, gender or experience, the guidelines in this document shall apply. Due to some show call positions needing specialty personnel, there may be exceptions from using workers from within a department. One such case may be made for Spot Ops, due to heights, rigging, and safety gear.

Other requirements may be determined upon information given by the employer about the type of work being done during a show call. These requirements may include but are not limited to; amount of weight you must be able to lift, small number of crew working together, speed at which the show crew must work and gender specific work assignments.

7. Changes to Labor Requests

Additions and Replacements to Labor Requests:

In the event additional or replacement workers are added before the start of an existing labor request it shall be the responsibility of the Business Agent/Call Steward to fill said positions. In the event additional or replacement workers are added after the start of a labor request it shall be the responsibility of the Business Agent/Call Steward and/or Job Steward to fill said positions. If the additional or replacement times and dates differ from the original labor request the Business Agent/Call

Steward and/or Job Steward shall first contact workers who are already on the labor request, in dispatch list order within Specialty Personnel areas or departments.

If no worker previously on the labor request, within the Specialty Personnel area or department can accept the additional duties the Business Agent/Call Steward and/or Job Steward shall contact workers who are already on the labor request in dispatch list order. If no worker previously on the labor request can accept the additional duties the Business Agent/Call Steward and/or Job Steward shall call for additional workers in proper Dispatch List order. If the new labor request is of a temporary nature the Business Agent/Call Steward shall inform workers of this while making the dispatch call. Replacements, temporary or permanent, shall be granted only in cases of emergency, by prior arrangement or due to disciplinary action.

Reductions to Labor Requests:

In the absence of collective bargaining agreement language, governing the timeline in requesting a labor reduction, the guidelines in this document shall apply. In the event that an employer decreases the original number of workers requested before the start of a labor request workers will be removed in reverse Dispatch order. Once a work call begins, the employer normally cannot request a labor reduction. The Job Steward will make a note of the request in the Steward Report.

8. Leaving a Dispatch Position

Injury/Illness:

If a worker is involved with an on-the-job injury or has a personal health issue that requires emergency medical attention. The Job Steward must be contacted immediately to follow the accident report protocol. If the worker is removed from the call due to such medical attention, then the worker will be paid for the time worked and removed from the rest of the call. The worker will be suspended from taking any further calls. To return to the Dispatch List for further calls there must be a written work release from the worker's attending physician.

In cases of accepting a call and then requests to be removed from the call due to immediate family illness, surgery, hospitalization, or personal health issues. The Business Agent/Call Steward must be contacted immediately, so the worker can be removed, and a replacement worker will be assigned from the Dispatch List. This will not affect their status on the Dispatch List order for that current year. The reduced hours may affect the worker's placement on the subsequent Dispatch List.

A worker must submit in writing a request to be temporarily removed from the Dispatch List due to immediate family illness, doctor's appointment, personal health issues, surgery, hospitalization a wedding or funeral of an immediate family member and so forth. The worker will be removed from the Dispatch List with no effect on Dispatch List order. The reduced hours may affect the worker's placement on the subsequent Dispatch List. In order to return to the Dispatch List, there must be a request in writing and a written work release from the workers attending physician if applicable.

Temporary Leave Requests:

Anyone requesting temporary leave from the Dispatch List due to their required elected or volunteer civic duty, such as elected government positions, armed service duty, voting polls worker, or jury duty, shall be granted an exemption. This will not affect their status on the Dispatch List order for the subsequent year.

If a worker requests a temporary leave, they must request in writing to the Business Agent/Call Steward. This temporary leave will be granted with no affect to their status on the Dispatch List order. The reduced hours may affect the worker's placement on the subsequent Dispatch List. The Business Agent/Call Steward will not call a worker for work calls that has requested temporary leave. It is the responsibility of the worker to notify the Business Agent/Call Steward in writing that they want to return to the Dispatch List.

9. Discipline

Expectations:

By accepting a labor call, you are entering a verbal or written labor agreement. The labor agreement states that you will show up and be ready to work by the call time. If you arrive late without communicating with either the Business Agent/Call Steward or onsite Job Steward, you are subject to disciplinary action.

By accepting a labor call, you will adhere to all on site working rules. You will stay and work until you have been dismissed by the onsite Job Steward unless previously communicated with the Business Agent/Call Steward. If you must leave at any time prior to being dismissed and prior to working a full minimum, you will be in breach of your labor agreement and forfeit your right to your minimum. You will be paid for your time worked.

All workers dispatched by the Hiring Hall are expected to abide by and uphold the IATSE Local 151 Hiring Hall Conduct Policy. Failure to do so shall result in disciplinary action. Adherence to these Rules is necessary to preserve the integrity of the referral system and to enable the Local to effectively perform its collective bargaining functions and to fairly represent all persons referred by the Local under agreements with Employers. The Rules are intended to (A) ensure that referrals show up for assignments, many of which are large, one-time events that must be assembled or taken down quickly, (b) prevent unexcused absences and other attendance infractions from adversely affecting referral opportunities for other referral hall participants, (c) assure that referrals have the proper dress, tools, and equipment for the call and conduct themselves in a professional manner, and (d) reimburse the Local for the administrative costs of finding and referring replacements.

Disciplinary Action:

The Hiring Hall Governance Board shall be the sole disciplinary authority in charge of enforcing these, Rules. The Hiring Hall Governance Board on the basis of written information or oral testimony provided by the Business Agent/Call Steward, an Employer and/or Co-worker showing that the worker has violated these Referral Rules, the Working Rules, or the Code of Conduct, or has engaged in other conduct detrimental to the operations of the Hiring Hall shall notify the individual within 48 hours of the violation. The person shall be entitled to appear before the Hiring Hall Governance Board within 10 days of being notified, to respond to the evidence about the violation. After the individual has the opportunity to respond, the Hiring Hall Governance Board may take disciplinary action. If the individual does not comply or refuses to meet, then the Hiring Hall Governance Board will temporarily suspend the individual until they meet with the Hiring Hall Governance Board.

Disciplinary action may consist of but is not limited to permanent or temporary suspension from dispatch, successful completion of an appropriate rehabilitation or training program, or submission of sufficient proof of knowledge of a skill or concept. Any disciplinary action taken by the Hiring Hall Governance Board will be done in closed session and be accompanied by a letter of explanation to the worker. A reasonable fine may be paid in lieu of suspension, as determined by the Governance Board.

Appeals:

Persons disciplined may appeal the Governing Board's decision to the three remaining Local 151 Executive Board members (President, Secretary and Treasurer) by written submission within 10 calendar days of the Board's decision addressed to IATSE Local 151, PO Box 30201, Lincoln, NE 68505-2495. The submission must contain all documents relied upon in the appeal. The person shall be entitled to appear before the Executive Board and present any testimony or evidence in support of the appeal. The Executive Board will present the appeal at the next membership meeting (General or Special). The Executive Board's decision shall be made after the membership meeting and will be final.

10. Administration, Oversight, and Review

The administration and oversight of the Hiring Hall and its procedure shall be the responsibility of the Hiring Hall Governance Board. The Hiring Hall Governance Board shall consist of two Executive Board members (Business Agent and Vice-President) and three elected Referral Committee members of IATSE Local 151. The Hiring Hall Governance Board shall publish and submit the Dispatch Lists to the Business Agent/Call Steward on the first day of the second quarter (April 1st). The Hiring Hall Governance Board shall review the Hiring Hall Procedure and offer any proposed revisions, other than Dispatch Lists, on a quarterly basis. The Business Agent/Call Steward shall answer for the actions in the management of the Hiring Hall to the Hiring Hall Governance Board and the general membership of IATSE Local 151. It shall be the responsibility of the Business Agent/Call Steward, after being advised of such ineligibility by the Hiring Hall Governance Board, to immediately suspend any worker from dispatch who does not meet all eligibility requirements.

It shall be the responsibility of the Business Agent/Call Steward, after being advised of such eligibility by the Hiring Hall Governance Board, to immediately reinstate any worker who once again meets all eligibility requirements including, but not limited to payment of financial obligations, payroll percentages or successful appeal of disciplinary action. It shall be the responsibility of the Business Agent/Call Steward to inform Job Stewards of any workers changing eligibility status. The official Dispatch Lists shall be held by the Hiring Hall Governance Board. The official Dispatch Lists will be available for all referees to view upon request.

Any worker who feels their position on the Dispatch Lists is incorrect may appeal, in writing to the Hiring Hall Governance Board for a detailed review. The Board's decision shall be final.

Grievances:

Any grievances over the operation of the Hiring Hall must be submitted in writing to the Hiring Hall Governance Board for review. Submission of grievances does not guarantee any disciplinary action, but a review and investigation into said grievance. The review and investigation may consist of, but not limited to interviews of Business Agent/Call Steward, Job Steward, Department Heads, co-workers and collecting paperwork/records from work calls. Grievances may be sent to IATSE Local 151, PO Box 30201, Lincoln, NE 68505-2495.

11. Serviceability

Should any changes, modifications, or amendments to this document be required, they will follow the procedure listed below.

Changes, Modifications, or Amendments

Any referent from the Dispatch List of IATSE Local 151, who wishes to propose any adjustments, amendments, or modifications to this document, may do so by contacting the Hiring Hall Governance Board. Submissions of adjustments, amendments, or modifications can be sent to IATSE Local 151, PO Box 30201, Lincoln, NE 68505-2495. Upon receipt of such proposals for adjustments, amendments, or modifications, the Hiring Hall Governance Board shall review these requests. If, in the view of the Hiring Hall Governance Board, the adjustments, amendments, or modifications are constructive, the Hiring Hall Governance Board Shall submit the above to the membership of IATSE Local 151 at any regularly scheduled general meeting for approval, as outlined below. Upon prescribed submission to the membership as outlined above, notice of proposed changes shall be sent by mail to the general membership of IATSE Local 151. At the following general monthly meeting, a secret ballot on the adjustments, amendments, or modifications shall be taken. The adjustments, amendments, or modifications must pass by a 2/3 vote of those members in attendance at that meeting. Upon approval, these Rules shall be updated. **Notice of all changes in these Rules shall be given to all Hiring Hall participants.**