

Stagehand's Hiring Hall Rules

GENERAL

1. The Stagehand's Hiring Hall provides labor services to a variety of employers including, but not limited to, theatrical productions, musical performances, trade shows and conventions in eastern Washington, northern Idaho and western Montana. The day-to-day operations of the Hiring Hall are run by the Business Agent, under the general supervision of the Hiring Hall Executive Board. The Executive Board shall consist of the elected officials of IATSE Local 93.
2. The Hiring Hall will be a list of names. The list will be comprised of those individuals who have joined the Hiring hall and have paid the monthly fee. The fee is set by the Executive Board.
3. A master list will contain all of the members of the Hiring Hall.
4. Individual employer lists can be established as part of contract negotiations between IATSE Local 93 and employers.
5. The Hiring Hall dispatches labor on a non-discriminatory basis and is subject to applicable laws. Dispatching is not affected by union membership, non-membership, race religion, sex, age or national origin.
6. Leads and department heads make decisions and handle issues as they arise, including acting in the place of, and with the authority of, the Business Agent until the Business Agent is available.

POLICIES

The following policies will apply to individuals who desire work through the Hiring Hall.

1. To be eligible for work through the Hiring Hall, you must pay a fee every month.
2. Fees will be collected quarterly.
3. To be eligible for work you must pay your fee prior to the beginning of each quarter.
4. Failure to pay the fee on time will result in your placement at the bottom of the referral list. Your position on the Hiring Hall list is determined by the HIRING section below.
5. In order to keep your position on the list, you must pay your fee whether you work or not.
6. The call steward (or a representative appointed by the call steward) is the only person authorized to make work calls. You cannot accept a direct call from a contracted employer. All calls must go through the Hiring Hall.

HIRING

The Hiring hall shall use the following criteria for accepting and maintaining individuals on the hire list.

1. Availability
 - a. Time of day, day of week and special availability
2. Reliability
 - a. Accepts assignments
 - b. Does not cancel for another assignment
 - c. Arrives on time and ready to complete the assigned work
3. Capability
 - a. Status in the industry: Journeyman, Utility, Apprentice, none
 - b. Demonstrated job skills
 - c. Requested by a client
 - d. Recommendation from a client
4. Experience
 - a. Experience in the industry
 - b. Recent experience in the specific job
5. Attitude
 - a. Team player
 - b. Ability to work effectively with other crew members
 - c. Ability to work effectively with client representatives
 - d. Good attitude

DISPATCHING

1. Do not call the call steward.
2. You will be called as your qualifications and your place on the list permits.
3. Anyone dispatched through the Hiring Hall should arrive at the job site in time to complete check-in and be ready for work at the designated call time.

PAYROLL INFORMATION

Currently if you are dispatched through the Hiring Hall, you will be paid through the Spokane Production Service. However, you are not an employee of Spokane Production Service or Local 93, but instead are an employee of whichever theatrical production, musical performance, trade shows, or convention company has requested stagehand services from the Hiring Hall, or any promoter or other employer acting on behalf of such an entity.

Paychecks will be mailed. Individuals are responsible for address changes and other contact information. If there are any questions concerning when you will be paid, ask your lead. Keep a work calendar. You are responsible for catching any errors in reporting your wages. You must know when, where, how long, and for whom you worked in each pay period.

DISCIPLINE FOR MISCONDUCT

Individuals may be removed from any particular job, for the duration of the entire job, at any time if, in the opinion of the job steward, their conduct or demeanor has created a serious risk that they will be unable to perform all of their assigned job duties in a safe and competent manner. Belief, based on objective manifestations, that a worker is under the influence of alcohol or drugs, is a legitimate basis for this opinion. This is not an appealable decision and the member will not be compensated for any lost wages or benefits. Prior to making such a decision, the job steward will make reasonable efforts to consult with the Business Agent, but such consultation is not a necessary prerequisite to removing a worker from a job. The Business Agent may also, independently, remove a worker from a job under these circumstances.

Subsequent to the end of any job, whether or not a worker has been removed from the job prior to completing his/her assigned job duties, either the job steward or any other Hiring hall member may make a written complaint to the Business Agent that the worker should be subject to corrective or disciplinary action for one or more of the following reasons:

1. Not reliable
2. Lack of adequate skills and / or experience
3. Not acceptable to one or more clients
4. Not working effectively with other crew members
5. Not working effectively with client representatives
6. Bad attitude
7. Inappropriate behavior
8. Arriving late for a job
9. No-showing, throwing back, or removing him/herself from a job after accepting a call
10. Leaving a job before completion
11. Threats of violence, sexual or other harassment of coworkers or others at the workplace

The Business Agent also may initiate corrective or disciplinary action based on any of these reasons, or for any other legitimate reason, on his/her own initiative, or at the request or based on information provide by the employer or any third party.

The Business Agent may, where appropriate, impose discipline of up to 180 days suspension from dispatch and of up to a \$120 fine. Imposition of such discipline is appealable by right to the Executive Board. Should such an appeal be taken, the matter will be addressed by the Executive Board at its next regularly scheduled session , barring circumstances which make that impracticable, and the aggrieved Hiring Hall member will have the right to address the Executive Board and evidence on his/her own behalf. The Hiring Hall member may, at his/her discretion, have an advocate present. The Business agent shall also present the evidence which forms the basis for the discipline. The Executive Board, in its discretion, may refer the matter to a Trial Committee, the composition of which the Executive Board will determine, in order for factual disputes to be resolved prior to the Executive Board making a final decision on the appeal. The Executive Board will then resolve the appeal at its next regularly scheduled session following the determination of the Trial committee, barring circumstances which make that impracticable. Unless the Executive Board decides otherwise, no compensation will be paid to any member for any period of time for which that person was suspended by the Business Agent pursuant to these provisions, unless the Executive Board concludes that imposition of the suspension by the

Business Agent was arbitrary, capricious or discriminatory. The amount of any compensation awarded by the Executive Board will be determined by the Executive Board.

The Business Agent is also authorized to enter into any other voluntary written agreement with the member, in lieu of imposition of any or some portion of the proposed discipline, whereby imposition of any or some disciplinary sanction is suspended pending completion by the member of appropriate corrective or remedial steps. Such an agreement is binding on both the Hiring Hall and the member and need not be ratified by the Executive Board. Violation of such an agreement by a member may constitute grounds not only of imposition of whatever disciplinary sanction may have been suspended, but also for additional discipline or corrective action.

Where the Business Agent concludes that discipline of greater than 180 days suspension and / or more than a \$120 fine is appropriate, the Business Agent will recommend such discipline to the Executive Board. A copy of any such recommendation will be provided to the member.

Prior to imposing such discipline, the Executive Board will permit the member who is the target of the proposed discipline to address the Executive Board and present evidence on his / her own behalf. The member may have an advocate present. The Business Agent shall also present the evidence which forms the basis of the proposed discipline. The Executive Board, in its discretion, may refer the matter to a Trial Committee, the composition of which the Executive Board will determine, in order for factual disputes to be resolved prior to the Executive Board making a final decision on the matter.

The Business Agent is entitled to place the member on an emergency suspension for a period of up to 180 days, pending action by the Executive Board on the Business Agent's recommendation of more serious discipline. Should circumstances warrant, the Executive Board may decide to extend the period of the emergency suspension beyond the 180 days, in order to properly complete the process of making a final decision regarding imposition of discipline on the member.

The Executive Board may, in its discretion, impose the discipline requested by the Business Agent, impose different discipline from that requested (including greater discipline) or impose no discipline at all. The decision of the Executive Board is final. Unless the Executive Board concludes otherwise, no compensation will be paid to any member for any period of time during which an emergency suspension was in effect, unless the Executive Board concludes that imposition of the emergency suspension was arbitrary, capricious or discriminatory.

LABOR STANDARDS

Since each event and each employer has different expectations, we have established the following standards of dress and professional behavior. The Job Steward will advise you if there are any specific requirements.

Individuals will:

1. Show up for work clean.
2. Men who shave will be clean shaven, beards will be trimmed.
3. Hair will be clean and long hair will be restrained for the safety of the individual.
4. Maintain an attitude of professionalism, by showing restraint and decorum in speech as well as respect and politeness to employers and co-workers. Violations of this part of the standards may result, by the decision of the acting lead, the call steward, and / or the Business Agent, in your immediate removal from the call.
5. Individuals may not smoke anywhere, except in legally designated smoking areas and only during designated breaks.

DRESS CODE

All individuals must be dressed appropriately for the work environment.

1. Sleeve lengths will be a 3" minimum.
2. Shirts must be able to be tucked in.
3. Tank tops are not allowed.
4. Clothing allowing inappropriate exposure will be deemed a distraction to a safe work environment and will not be tolerated.
5. Show calls may require 'dress blacks'.
6. Each lead will advise you if there are any specific requirements.
7. Footwear should be appropriate to the job assignment.

REQUIRED TOOLS

You must have the appropriate tools for work. They can be, but are not necessarily limited to:

1. Sharp knife
2. Flashlight
3. Adjustable wrench (8")
4. Gloves
5. Pliers
6. Screwdriver

HIRING HALL RULES SIGNOFF SHEET

I have received and understand the Hiring Hall Rules and agree to abide by the rules and conditions contained therein.

NAME (print): _____

SIGNATURE: _____

DATE: _____