IBEW LOCAL 100 DISPATCH PROCEDURES
EFFECTIVE October 1, 2026

The procedures listed below will apply to all applicants/registrants in all classifications whose Collective Bargaining Agreement contains a system of referral.

1. OUT OF WORK LIST

a. By placing your name on any "Out of Work" list, you are stating that you are not currently employed in the electrical construction field.

b. The Union will maintain 2 "Out-of-Work Lists" or "Books", which will list the registrants within each group in chronological order of the dates they register their availability for employment. One list will be designated for "short-calls" only, and the other will be for calls of indefinite length. Registration on the Out-of-Work List must be done in person at the Union's office at 5434 E. Lamona Ave., Fresno, CA. Individuals may register on either or both of Out-of-Work List any time during normal business hours, Monday through Friday, excluding holidays.

2. LAYOFF LOTTERY PROCEDURES

a. Whenever a single-day layoff of three or more men occurs on any one job, a lottery will be used to determine the position of each such registrant on the Out-of-Work List. This lottery will be used for all Books so affected.

b. All those registrants laid off on the same day from the same job will be included in this lottery, providing they have re-registered by 12:00 o'clock noon of the business day following their date of termination. Those re-registering after this cut-off time will lose their eligibility to participate in the lottery and shall have their position on the Out-of-Work List treated in the normal manner, as if they had each received an individual, non-group layoff. Registrants who sign the Out-of-Work List during the lottery eligibility period who are not eligible to be lottery members shall not have their re-register positions affected by the lottery proceedings.

c. Should jobs be dispatched prior to 12:00 o'clock noon of the business day following the date of termination, a mini-lottery of those lottery-eligible members already re-registered at the close of dispatch sign-in will be held prior to dispatch to determine the out of work list order to be used for that dispatch only. Any mini-lottery participants not dispatched that day will be included in the general lottery to be held after the 12:00 noon cut off time.

3. JOB RECORDER

a. All jobs available for referral on the following business day will be listed on a telephone recording at (559) 251-8278 and website at www.ibew100.org/dispatch. The recording and website posting will be available each workday at 5:30 pm.

4. DISPATCH

a. DAILY SIGN-IN MUST BE COMPLETED BY 8:20 AM (7:20AM FOR SOLAR INSTALLERS) to be eligible for the daily dispatch, which will follow shortly thereafter and remain open until all calls are filled.

b. Registrants will have the option of signing-in and being dispatched from the Fresno or Visalia offices, except that all first-time dispatches must be made from Fresno.

   i. Fresno – 5434 E. Lamona Ave., Fresno, CA 93727 (559-251-8241)

   ii. Visalia – 3200 S. Fairway Suite C., Visalia, CA

c. Failure to accept a referral, whether it is a long-call or a short-call, either by refusal or being unavailable when a referral could have been accepted, will result in a "turndown" unless the referral was for "a special-skills call"; the registrant is on official union business at the direction of the Business Manager; or the registrant has registered with the dispatcher as disabled or on vacation as prescribed below.

d. At the time of registration, the registrant may designate a preferred geographical work area within the Local's jurisdiction, either North (Fresno and Madera Counties) or South (Kings and Tulare Counties) where he/she will not receive a "turndown" as discussed in the preceding paragraph, unless one or more calls remain unfilled upon conclusion of referral. In the event one or more calls remain after at the conclusion of referral, the remaining call(s) will be run through dispatch once more with no exemption from the "turndown" based on geographical preferences.

e. Registrants will receive a maximum of one (1) "turndown" per day.

f. All "turndowns" are cleared upon accepting a referral**.** This shall not apply in the case of rejection due to lack of state certification or trainee registration.

g. Registrants will be allowed two (2) "turndowns" without penalty. However, registrants will be removed from the Out-of-Work List upon receiving a third "turndown."

h. Registrants must re-register (resign) on the Out-of-Work List IN PERSON **or via email**, either in Fresno or Visalia, after being removed from the out of work list for receiving a third "turndown." If re-registering in Visalia, it must be done on the form provided by Local 100 and faxed from the Visalia Hiring Hall. To re-register by email send an email to outofwork@ibew100.org with the following information: Termination slip, What eligible book(s) you would like to register on, Name, Phone Number, home local #, IBEW card #/Last 4 SSN. Emails received without required information will be subject to refusal.

i. Registrants who are rejected by the employer, or are returned to the Hall for reasons other than rejection before being employed, will not receive a "turndown." This shall not apply in the case of rejection due to lack of state certification or trainee registration.

j. Registrants who receive an ineligible-for-rehire from an employer, or are rejected by an employer, will not be penalized for refusing a referral for that same employer for a period of six (6) months following the date of termination or rejection. This shall not apply in the case of rejection due to lack of state certification or trainee registration.

k. Registrants will not receive a "turndown" for refusing a referral to a contractor that is known to be delinquent with benefit payments at the time of the referral.

l. Any registrant who is hired for a long call and who receives, through no fault of his/her own, work of **Eighty (80)** hours or less, shall be restored to his/her appropriate place within the group. Such a call will not be reclassified as, or be considered as, a short call.

m. Any registrant who takes a "long call" and remains on that call in excess of **Eighty (80)** hours shall be removed from the short call book.

5. VACATIONS AND DISABILITY

a. Any registrant who wishes to maintain his place on the Out-of-Work List while on vacation must register with the Dispatcher prior to leaving on vacation. Registrants may take only one (1) vacation pass, not to exceed 14 calendar days, in any one (1) calendar year.

b. Any registrant who wishes to maintain his place on the Out-of-Work List while on disability must provide documentation from a qualifying physician to the dispatcher. For the purposes of this section, disability is defined as State Disability, Workers Compensation, Family Medical Leave, etc.

c. Any registrant who returns from vacation prior to the scheduled date of return, and any registrant who returns from disability, shall not be eligible for dispatch until the day following their return.

6. SHORT CALLS

a. Short calls will be dispatched off of a separate "short call out-of-work list", and will be a call of fifteen (15) consecutive calendar days or less.

b. Upon accepting a short call, the registrant's name shall be removed from the short call book. All registrants must return to the hall to re-register at the completion of the short call.

c. When accepting a short call, the registrant is expected to stay for the entire duration of that short call, and may not quit or cause their termination in order to accept an indefinite call.

d. If an applicant quits, or causes their own termination, they will be removed from the indefinite "out-of-work" list. The registrant will re-sign the "out-of-work" lists at the bottom of the appropriate book.

7. RE-SIGN PROCEDURE

a. Re-sign shall be required monthly beginning on the 10th and ending at 5:00 P.M. on the 16th of each month. When the 16th of the month falls on a weekend or holiday, the day shall be moved to the next business day. It is the responsibility of the applicant to make sure you have met the re-sign deadline.

b. Re-sign may be accomplished by mail, Fax, e-mail or in person or online* (Fax or e-mail re-signs shall not be required to be sent from the home Local Union). Mail must be postmarked by the 16th in order to be placed back on the books after re-sign. Fax # (559)251-0543. E-mail address: resign@ibew100.org.***you must be a member in good standing to access the online re-sign website**

c. Re-signs will require the following information: Name, Address, Phone Number, Home Local Number and IBEW Card Number, or if not a member, the last 4 digits of your Social Security number. Re-signs received without required information will be subject to refusal.

d. If re-signing by email, please put "Re-sign" in the subject line. You will receive an automated response via email to confirm delivery of re-sign. If automated response is not received shortly, refresh mail server/browser. Save automated response as proof of monthly re-sign.

8. BUSINESS MANAGER

a. The Business Manager is responsible to fill calls in a timely manner as needed by employers. In an EMERGENCY, referral may have to be made outside normal hours using whatever means are available. This will be done in a non-discriminatory manner.

9. FOREMAN CALL OUT PROCEDURE

a. Unless otherwise modified in a collective bargaining agreement between IBEW Local 100 and one or more of its signatory employers, an employer will have the opportunity to request a particular registrant as Foreman under the following conditions:

i. The employer shall notify the Business Manager in writing of the name of the registrant that is to be requested for employment as Foreman.

ii. The Business Manager will refer such registrant to the employer provided that the requested individual is registered on the highest priority group.

iii. The requested registrant must not have not quit his previous Employer within the past two weeks and has been registered on the appropriate Out-Of-Work List for no less than five (5) working days.

iv. The requested registrant must perform the duties of Foreman and shall remain as a Foreman for 1500 hours, or until such time that he/she receives a termination or reduction in force.

v. If an employer abuses the conditions of the Foreman Call Out, the Business Manager shall have the right to refuse such request by said employer. The Business Manager retains the right to revoke the Foreman Call Out Procedure at any time.

10. DISCHARGE FOR CAUSE

a. Any individual receiving 2 (two) discharges for cause within a twelve month period shall be suspended from future referral from this Local until they appear before the Referral Appeals Committee for a determination as to their continued eligibility for referral.

b. Requests to appear before the Referral Appeals Committee shall be submitted to the Local Union Office in writing by the individual being suspended. Letter notification will be sent to the individual, to the address currently on file with the Local Union Office, indicating the scheduled date and time for the Referral Appeals Committee hearing.

c. As per each individual collective bargaining agreement, a Referral Appeals Committee is hereby established composed of one member appointed by the Union, one member appointed by the Employer or by the Association, as the case may be, and a Public Member appointed by both these members.

d. It shall be the function of the Referral Appeals Committee to consider any complaint of any employee or registrant for employment arising out of the administration by the Local Union of Sections 4.4 through 4.14 of the Inside Wireman's Agreement and similar section of any other Local 100 collective bargaining agreements containing comparable language. The Referral Appeals Committee shall have the power to make a final and binding decision on any such complaint, which shall be complied with by the Local Union. The Referral Appeals Committee is authorized to issue procedural rules for the conduct of its business, but is not authorized to add to, subtract from, or modify any of the provisions of any Agreement and its decisions shall be in accordance with the Agreement under which the employee/registrant and employer are bound.

ANY PERSON SIGNING THE OUT-OF-WORK LIST OR ACCEPTING A REFERRAL FOR EMPLOYMENT AGREES TO BE BOUND BY THE PROVISIONS OF THESE DISPATCH PROCEDURES.

THE BUSINESS MANAGER RESERVES THE RIGHT TO AMEND OR MODIFY THESE PRECEDURES AS NEEDED AND POSTING OF SUCH AMMENDMENTS OR MODIFICATIONS AT THE UNION OFFICE WILL SERVE AS NOTIFICATION TO THE MEMBERSHIP OF THOSE CHANGES MADE.