



Mike Young
Business Manager
Financial Secretary

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Membership Development

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS

HOWARD

GRANT

WABASH

TIPTON

CLINTON

MIAMI

IBEW LOCAL 873 REFERRAL POLICY

GENERAL RULES

1. Hours of registration are from 7:00 am - 12:00 pm and 1:00 pm - 4 pm, Monday through Friday, excluding observed holidays.
2. All applicants shall be required to furnish verified or documented proof of work experience approved by the hiring hall administrator to qualify for employment and must sign the appropriate "Out of Work" list.
3. Initial registrations must be in person, faxed (765-459-3951), or emailed (resign@ibew873.com) from traveler's Union Office to IBEW 873 Union Office.
4. It is the responsibility of the applicant to notify the Union Office of any change of address and/or phone number(s). The Union Office should also be notified if the applicant accepts employment elsewhere.
5. Manpower requests will be sent out through our automated call system to appropriate applicants. This system will make three attempts to contact you either by answering or voicemail.
6. If you would like to bid on a manpower request you will need to call the hall **(765) 457-5371** by **9am**, the day after the request is sent out, to be eligible.
7. Please state your name, card number, phone number(s), and the job you are interested in on the jobline recorder when bidding on a manpower request.
8. All respondents will be ranked according to their positions on the "Out of Work" list and will be called in this order on the day of the deadline for bidding. If we are unable to contact you, or you do not return voicemails within 1 hour, you will be passed over for the job(s).
9. Any manpower requests not filled by the end of the day of the deadline for bidding, will be available to qualified applicants as an open call on the following day.
10. Any open calls will be available, in person, between 7am - 10 am Monday through Friday, excluding observed holidays.
11. Any applicant who accepts a call and does not show up for referral, will be removed from the appropriate "Out of Work" list.

SHORT CALLS

1. Employer requests for manpower for durations of fourteen (14) calendar days or less are considered short calls. Upon presentation of their termination slip, through no fault of their own, to the Union Office, applicants returning from a short call shall be reinstated to their prior position in the order of the appropriate "Out of Work" list.
2. Registrants who accept employment in the form of a regular call, who receive a termination, through no fault of their own, on or before their 14th day of work, shall also be reinstated to their prior position on the appropriate "Out of Work" list.

RE-SIGN

1. Re-sign is required monthly beginning on the 10th and ending on the 16th of each month. Re-signs must include your **name, date of resign, and IBEW card number**.
Re-signs can be done the following ways:
 - a. Website (ibew873.com) ~ Referral Tab ~ Resign
 - b. E-Mailed to resign@ibew873.com
 - c. Faxed to (765) 459-3951
2. **When re-signing by email, include name and IBEW card number in the SUBJECT LINE ONLY. Emails will not be opened or responded to.**
3. Re-sign in person shall be required on your 6 month anniversary of your initial sign-in date.
4. If re-sign is not received in a timely manner, the applicant will be removed from the "Out of Work" list

This policy has been amended by IBEW Local 873 effective: September 23, 2024

Original Sign Date _____

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President, IBEW Local Union 873

Treasurer, IBEW Local Union 873

Business Manager/ Financial Secretary, IBEW Local Union 873

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