

IATSE LOCAL 470 HIRING HALL RULES AND PROCEDURES



2025 Draft Edition

These are the dispatch rules of the Hiring Hall of IATSE Local 470, originally adopted July 2, 2007, and as thereafter legally amended in editions 1-4. This 5th edition of the Hiring Hall Rules was adopted on 02-28-2021, to be effective 1-1-2025 through May 31, 2025. The draft edition supersedes all previous editions of the document and only in effect for jobs pertaining to the NFL draft.

It is the mission of the Hiring Hall to use these rules to dispatch registered and eligible workers to available work in the theatrical industry in a fair and equitable manner based upon objective criteria. It is the intent of these rules that the most qualified personnel are provided to the employers.

The Hiring Hall rules do not discriminate on the basis of race, color, national origin, creed, religion, age, gender, sexual orientation, gender identity, disability, union affiliation or as otherwise prohibited by any applicable federal, state or local law.

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Administration and Oversight

The administration and oversight of the Hiring Hall and its procedures shall be the responsibility of the Hiring Hall Governance Board (hereinafter "The Board"). The Board shall be made up of the members of the Executive Board of IATSE Local 470 (hereinafter "The Local"). The Board shall publish and submit the Dispatch Lists to the Business Agent and the general membership of The Local on or before April 1 of each calendar year. The lists will be posted for public view, including The Local's webpage, and available upon written request to The Board. Any worker who feels that their position on the Dispatch Lists is incorrect may appeal in writing to The Board for a detailed review.

The Business Agent shall at all times be under the supervision of the Board in the management of the Hiring Hall. The Business Agent shall not suspend a worker from dispatch unless so instructed in writing by the Board. The Business Agent shall immediately reinstate a worker when notified in writing by the Board that the worker has returned to eligible status. It shall be the responsibility of the Business Agent to inform Job Stewards of any worker's change in eligibility status.

1 Eligibility

The Hiring Hall of The Local is administered by The Board. Any questions a worker may have about their eligibility for dispatch should be addressed to The Board at the official mailing address, email address or telephone number. Current contact information is available on the website: **www.ia470.com**.

1.1 Eligibility Requirements

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

- a. must have legal documents to prove eligibility to work in the United States.
- b. must have a signed [Worker's Agreement](#) form on file with the Hiring Hall indicating their intention to abide by the Hiring Hall's Dispatch Rules and Conduct Policy.
- c. must not be barred from dispatch to the employer in question, following the procedure set forth in the collective bargaining agreement with said employer.

1.2 Employment Status

- a. All workers are dispatched through the Hiring Hall are employed by the entity who requested the labor referrals from the Hiring Hall. The Hiring Hall is not an employer of any worker.
- b. Due to the unpredictable volume of work referrals available at any given time, maintaining a position on the Dispatch List in accordance with these rules does not guarantee labor referral for any worker during periods of low employment opportunities.

1.3 Opting in

- a. Any worker wishing to be dispatched via the draft dispatch hall, they must notify the hiring hall in writing.

Any worker can be added to the Draft dispatch list, that is able and willing to be dispatch for all draft related jobs

2 Calling Rules

2.1 General Dispatch Calling Rules

The Local shall fill employer labor requests in accordance with the rules of the Hiring Hall.

The local shall contact each eligible worker in Dispatch List order by telephone or text message, between the hours of 8:00 a.m. and 8:00 p.m. Contact outside the normal hours of operation may be made in an emergency situation or by prior arrangement with a worker.

The local is not obligated to call workers for a new labor request if they have already been referred to a job from a prior labor request that will overlap.

2.2 Direct contact

The Local must make direct contact with each worker or leave an electronic message. The primary form of contact will be text messages sent to cellular phones.

2.3 Response grace period

Once a worker has received a dispatch offer from the Local, the worker shall have a grace period within which to respond, which will be from the time the text or other electronic message was made, until 4:00 p.m. the following day.

Workers are expected to respond to the Business Agent in as timely a manner as possible, whether accepting or declining the dispatch offer.

Workers responding within the grace period will be placed on the labor request. Workers responding after the grace period may be placed on the labor request if a position remains open.

2.4 No Call, No show

If a work is a no call no show, they will not be dispatched until they reestablish communication with the hiring hall.

3 Emergency Dispatch Calls

Twenty-four (24) hours or fewer prior to the commencement of a labor request shall constitute an emergency dispatch call. In such an emergency case, the Business Agent will move directly through the Dispatch List contacting each worker at their primary phone number. Workers will be dispatched on a first-acceptance basis regardless of their position on the dispatch list.

4 Additions and Replacements to Labor Requests

In the event additional or replacement workers are needed after the start of a job, the job steward shall be authorized to fill the call before consulting with the Business Agent.

5 Leaving a Dispatched Position

Workers shall never replace themselves, even in an emergency situation. A worker who must leave a jobsite before the work has finished, or cannot arrive at a jobsite as assigned, *must* inform the Business

Agent or Job Steward, or may face disciplinary action.

5.1 Cancellations

Any worker who cannot complete a job after accepting the dispatch offer must contact the Business Agent directly; if the Business Agent is not available the worker must contact the Job Steward. A message can be left by text, voice mail or email, but the worker should continue to attempt direct contact until they receive a response from one of these two people.

6 Reductions in Labor Requests

In the event that an employer decreases the number of workers originally requested before the start of the job, workers will be removed in reverse Dispatch List order. If the employer requests a reduction of workers after the job has started, the Job Steward may remove workers in reverse Dispatch List order, within departments or Specialty Personnel groups. The Job Steward shall not be required to rotate workers doing specific jobs or tasks in order to accomplish this. Work Referral Categories

The Hiring Hall shall refer workers to employers, as needed, within the following categories:

6.1 Job Steward

The Business Agent shall appoint Job Stewards.

6.2 Personnel Requested by Name

The Employer's designated representative may request workers by name. This request shall be considered strongly when filling the labor request.

Requests by name shall not include the Job Steward.

All requests for personnel by name must be made in writing or email to the Business Agent at least seven (7) days prior to the commencement of the job.

7 Dispatch Lists

- a. Workers must opt into the NFL Draft Dispatch hiring Hall lists (in writing or google survey), in order to be dispatched to NFL Draft related calls.
- b. Any worker who does not have a signed workers agreement on file will not be dispatched to any NFL draft related jobs.
- c. Any worker previously on the regular IATSE 470 Dispatch lists shall retain their current dispatch position.(List includes A, B, C, D, current stringer positions)
- d. All additional workers will be placed on the dispatch list in either Tier 1, 2 or 3 on a first come first serve basis, after submitting the proper paperwork and/or credentials
- e. Any worker willing/able to accept the entire call will be placed before workers, whom are only able to work a portion of said labor call

7.2 Qualifications for Tier 1,

- a. Having a signed workers agreement on file
- b. Having passed the IATSE 470 Practical and/or written exams
- c. Members in good standing from another IATSE local
 - Having passed the IATSE 470 written “skills test”
 - or
- d. Have 5 or more years of documented experience in the entertainment industry
 - Having passed the IATSE 470 written “skills test”

7.3 Qualifications for Tier 2

- a. Having a signed workers agreement on file
 - Having passed the IATSE 470 written “skills test”

7.4 Qualifications for Tier 3

- a. Having a signed workers agreement on file

7.5 Specialty Personnel Dispatch List

- a. The Employer will provide a description of the skill requirements needed for workers to be designated as Specialty Personnel for a particular job.
- b. Specialty Personnel Dispatch Lists have been created to rank workers in certain specialty skill areas. Workers requested for these positions shall be dispatched according to those Specialty Personnel Dispatch Lists instead of the General Personnel List.
- c. Current approved Dispatch lists for Wardrobe and Rigging shall be used.

8 Savings Clause

Should any term, paragraph or provision of this document be found to be illegal or unenforceable under federal, state or local laws, or under the Union’s local or international constitutions or by-laws, or under the terms of applicable collective bargaining agreements, only that part shall become void. All other provisions of this document shall remain in effect.