

**BAC Code of Conduct:
A Commitment to Quality, Dependability, and Value**

The International Union of Bricklayers and Allied Craftworkers 2005 Convention passed a resolution endorsing the following BAC Code of Conduct:

As a member of the International Union of Bricklayers and Allied Craftworkers, I will uphold the code of conduct embedded in our Union's name – IUBAC:

I will come to work on time prepared to give my employer a fair day's work for a fair wage, and to work to the highest standards.

Be Union through and through – loyal to, and respectful of, my brothers and sisters in the trade and the labor movement.

Work Better because I have received the finest, most comprehensive masonry-trowel trades training in North America.

Willingly Accept responsibility for the quality of my work and behavior on the job.

And always be Committed to growing the unionized masonry-trowel trades industry for current and future generations.

The BAC Code of Conduct recognizes that our Union is composed of individuals who represent the best in the masonry-trowel trades industry, as well as in the labor movement. This Code represents a commitment by our Union, members, and signatory contractors to produce work of the highest quality, to be the most productive, to advance our Union's causes, and to promote the unionized masonry-trowel trades industry.

For BAC members, the Code is a commitment to look out for their fellow members, and to work to the highest standard. It is an acknowledgement that as professional craftworkers they take pride in their work, and that doing less than their best work could jeopardize the work or safety of others on the job.

For BAC signatory contractors, the Code recognizes their responsibility to provide a work environment for craftworkers conducive to producing the highest quality work, productively, by delivering the proper materials and tools on schedule, and by ensuring a safe work environment. Equally as important is their recognition that these craftworkers – BAC members – deserve to be treated with the respect their skills merit.

For BAC officers and leaders, the Code represents an obligation to make sure promises on both sides are kept. This is done by providing members with the best training, by committing to supplying signatory contractors with a quality workforce made up of individuals who understand the important role they play in making sure that projects are completed on time and within budget, by ensuring that members are treated with respect, provided safe working conditions, and paid wages and benefits commensurate with their productivity and the quality work they perform, and by setting the example in adhering to the Code of Conduct.

This Code is a recommitment on the part of our members, signatory contractors, and officers to producing quality work, to creating a dependable workforce, and to adding value to all projects in which they are involved. This commitment has distinguished the unionized masonry-trowel trades industry from the rest for more than 140 years and will

continue to do so in the future. Each of the Code statements embodies specific actions toward that end.

BAC Code of Conduct – Actions

Statement #1: I will come to work on time prepared to give my employer a fair day's work for a fair wage, and to work to the highest standards.

Members

1. Arrive at work on time, fit for duty and ready to work.
2. Adhere to contractual starting and quitting times, including lunch and break periods.
3. Notify their employer before the start of their shift if they will miss work.
4. Do not use personal electronic equipment (cell phones, iPods, radios, etc.), which can create distractions, lead to unsafe conditions, and reduce productivity, except during lunch or break periods or unless authorized by the employer to use such items for work-related purposes.
5. Do not use illegal drugs or alcohol on the jobsite, follow safe, legitimate employer directives, and do not arrive at work impaired.
6. Always promote the Union by engaging in appropriate behavior and being supportive of the Union.
7. Do not make disparaging comments about the Union or employer.
8. Use the proper tools to perform assigned work, and always take proper care of those tools supplied by the employer.
9. Follow safety requirements, dress in safe clothing, and use appropriate personal protective equipment (PPE).

Contractors

1. Do not engage in activities that will contribute to member tardiness or absenteeism.
2. Staff projects appropriately so that they can be completed on time and within budget.
3. Staff projects with effective leaders who are trained to address problems.
4. Have a clear policy, mutually agreed to by the Local, on the use of personal electronic equipment (cell phones, iPods, radios, etc.) during work hours, and make employees aware of the policy when hired.
5. Make sure members are aware of jobsite hazards, safety requirements, employer expectations, and project objectives.
6. Take responsibility for management decisions that impact the work flow, and correct them in a timely manner.
7. Provide fair, consistent and progressive discipline for absenteeism, or any other company policy violations mutually agreed to by the Local, and make sure the discipline policy is documented, distributed and understood.

Local Officers

1. Educate members on the importance of coming to work on time and fit for duty, and the impact that not doing so has on their employer and fellow members.
2. Encourage all members to adhere to contractual requirements related to starting and quitting times, lunch time and breaks, and to not leave the jobsite without proper approval. Supervisors should contact the Local officer with regard to members who leave early or are frequently late or absent.
3. Make sure that members meet contractual safety requirements on all jobsites.
4. Make sure that all members understand their responsibility to have the proper tools to perform their work, and to take care of those tools supplied by the employer.
5. Do not tolerate work slowdowns.
6. Alert members that drugs or alcohol on the jobsite will not be tolerated by the Union.

Statement #2: Be Union through and through – loyal to, and respectful of, my brothers and sisters in the trade and the labor movement.

Members

1. Dress in a professional and safe manner, in clothing that will not in any way create unsafe conditions (i.e., loose clothes that can get caught in equipment, etc.) or offend others (i.e., offensive words or symbols) on the jobsite.
2. Always behave appropriately toward other members and workers, and the public, and be respectful of others' race, national origin, age, religion, sexual orientation and/or gender.
3. Do not make disparaging comments about the Union.

Contractors

1. Adhere to the collective bargaining agreement.
2. Provide foremen and other supervisory personnel with training on how to treat employees, and act decisively to replace or discipline ineffective or abusive supervisory personnel.
3. Promote mutual respect by making sure no one is abused on the job, and by recognizing that labor is a valued resource required for the completion of the work.
4. Prevent and/or remedy any jobsite discrimination and/or harassment on the basis of race, national origin, age, religion, sexual orientation and/or gender.
5. Cooperate and communicate with the job steward and the Local officer, and use them to help resolve any workplace issues immediately and effectively.
6. Do not make disparaging comments about the Union.
7. Work with the Union through, for example, the Joint Apprenticeship & Training Committee, to accommodate the entry of new workers into the trades and jobsite.

Local Officers

1. Educate members on what it means to be Union, how the Union is run, the value of Union membership, and the collective bargaining agreement.
2. Encourage members to respect their employer and others on the jobsite by not wearing offensive or potentially hazardous clothing, pins, etc.
3. Provide steward training and assign trained stewards to jobsites.
4. Alert members that they are expected to display appropriate behavior toward other members and workers, and the public, and to be respectful of others' race, national origin, age, religion, sexual orientation and/or gender.
5. Alert members that they must not engage in activities that cast the Union in a bad light.
6. Always uphold the image and standing of the Union.

Statement #3: Work Better because I have received the finest, most comprehensive masonry-trowel trades training in North America.

Members

1. Participate in training programs offered through the Union and IMI to upgrade or increase skills, including upgrade programs, safety training, and special certifications.
2. Follow work and safety practices learned through apprenticeship, safety, and upgrade training.
3. Journey-level workers are obligated to mentor apprentices in order to transfer knowledge and skills.
4. Encourage apprentices to take advantage of all training and to learn from senior craftworkers.

Contractors

1. Provide foremen and other supervisory personnel with proper training, and encourage them to take advantage of training programs offered through IMI.
2. Use apprentices on jobs as provided in the collective bargaining agreement, adhere to apprentice ratios, and ensure that all apprentices receive adequate hands-on experience in the craft they are learning.
3. Encourage senior craftworkers to work with and mentor apprentices, and apprentices to take advantage of training and be receptive to advice from more experienced craftworkers.
4. Enable the workforce to take advantage of opportunities to upgrade their skills.
5. Utilize the Union's apprenticeship and training system to ensure a qualified supply of skilled craftworkers, and to grow the unionized masonry-trowel trades industry.
6. Assign more experienced craftworkers to mentor apprentices.

Local Officers

1. Encourage members to take advantage of training opportunities, including becoming certified in new products and upgrading skills.
2. Make sure that all members have the opportunity to receive appropriate safety training, as provided by IMI, and adhere to safe work practices.
3. Notify members of training opportunities available through the Union through mailings, notices, meetings, etc.
4. Enforce apprentice ratios in the collective bargaining agreements.
5. Direct the Local Joint Apprenticeship & Training Committee to adopt rules to discourage any form of "hazing" by one group of members toward another (ie., journey-level workers toward apprentices).

Statement #4: Willingly Acept responsibility for the quality of my work and behavior on the job.

Members

1. Work to the best of their ability with regard to quality and productivity at all times.
2. Actively observe jobsite conditions and abide by all safety requirements.
3. Always use the proper tools for the job at hand.
4. Proactively seek to resolve any potential problems by contacting the foreman or supervisor, and if that doesn't work, the job steward or Local officer.
5. Refuse to engage in any job disruption, slowdown, or action detrimental to efficiency and productivity, unless authorized by the proper representative of the Union or unless there is imminent danger.

Contractors

1. Create an environment conducive to producing quality work, recognizing the negative impact of trying to *fast-track* work.
2. Optimize efficiency and effectiveness through front-end planning, making sure that the necessary materials, tools and equipment are available close to the jobsite, and ensuring that job plans are understood.
3. Establish safety as a core value of the company's culture by meeting or exceeding all recommended and/or legal requirements.
4. Communicate regularly, and when feasible participate in meetings such as pre-job conferences, with the Union while planning and executing projects.

Local Officers

1. Make sure that members understand that Union craftworkers are expected to perform work right the first time.
2. Actively work to resolve any issues before disputes occur by advising the contractor of jobsite concerns that could impact quality or productivity, and work with members and the contractor to correct such problems.
3. Promote safety with members and make it clear that they are expected to follow jobsite safety standards and work safely.
4. Enforce the collective bargaining agreement provisions related to working conditions.
5. Regularly communicate member concerns related to job progress, work schedules, and work process to the employer.
6. Educate members that walk-offs will not be tolerated without the approval of the proper representative of the Union unless to protect members from imminent danger.
7. Promote the use of labor-management meetings, including pre-job conferences.

Statement #5: And always be Committed to growing the unionized masonry-trowel trades industry for current and future generations.

Members

1. Promote the positive aspects of a career in the unionized masonry-trowel trades industry to potential members and non-union workers.
2. Assist and support their Local's organizing initiatives.
3. Become informed of the many benefits available through the Union by taking part in Local/Chapter meetings and activities, and by reading Union communications and publications.

Contractors

1. Be willing to sell the union-advantage to non-union contractors to help increase the unionized masonry-trowel trades industry's share of the market.
2. Participate in labor-management committee meetings to promote the growth of the unionized masonry-trowel trades industry.
3. Work with the Local's Joint Apprenticeship & Training Committee to match recruitment targets to projected workforce needs.
4. Be willing to bid on new types of masonry and other trowel trades work to secure more work for the unionized masonry-trowel trades industry.

Local Officers

1. Develop and implement an organizing plan that includes steps to promote the advantages of using materials installed by BAC members and their signatory contractors.
2. Educate members on the importance of growing the unionized masonry-trowel trades industry's share of the market.
3. Work with the Local Joint Apprenticeship & Training Committee to match recruitment targets to projected workforce needs.
4. Encourage signatory contractors to bid on new types of masonry and other trowel trades work, and members to participate in training programs on new materials and equipment, in order to secure more work for the unionized masonry-trowel trades industry.
5. Educate members on the numerous benefits they receive through the Union, for example, training, good wages, pensions and health & welfare benefits.