

U.S. Department of Labor

Employment Standards Administration
Office of Labor-Management Standards
Cincinnati District Office
36 East Seventh St., Suite 2550
Cincinnati, Ohio 45202
(513) 684-6840 / FAX: (513) 684-6845



March 31, 2005

Lawrence Collier, Financial Secretary
PACE Local 6-706
1345 N. Illinois St.
Indianapolis, IN 46202

Re: 2

Dear Mr. Collier:

This office has recently completed an audit of PACE Local 6-706 under the Compliance Audit Program (CAP) to determine your organization's compliance with the provisions of the Labor-Management Reporting and Disclosure Act of 1959 (LMRDA). As discussed during the exit interview with you and Administrative Assistant Jaqueline Harris on March 25, 2005, the following problems were disclosed during the CAP. The matters listed below are not an exhaustive list of all possible problem areas since the audit conducted was limited in scope.

The CAP disclosed that the local was not maintaining all support documentation regarding union expenditures made with the local's MasterCard, in violation of 29 U.S.C. 436. You were informed that the monthly billing statements issued by your credit card carrier alone do not satisfy the requirements pertaining to support documentation pertaining to union expenditures. You were advised to maintain the individual receipts and invoices for all union credit card purchases in the future. Since you and Ms. Harris stated that in the future all union receipts and invoices will be maintained including those connected with the use of the union's credit card, no additional action is warranted.

The CAP also disclosed that the local was not reporting the value of your local's building and the land that the building occupies. You were informed that both the land and building must be reported in Schedule 5 of your local's LM-2 report it files annually with the U.S. Department of Labor. Additionally, you were not reporting your investments and dividends correctly on your local's LM-2 report. You were advised that dividends must be reported on line item 47 and funds held in your ^f should be reported on line items 25(A) and 25(B). These reporting errors were made in violation of 29 U.S.C. 201(b). You stated that in the future you would correct these errors on future reports; therefore, no action will be taken at this time.

I want to extend my personal appreciation for your cooperation and courtesy during this compliance audit. If we can be of any assistance in the future, please do not hesitate to call.

Sincerely,

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Investigator

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