



May 22, 2013

Mr. Charles Cruea, Secretary Treasurer
United Transportation Local 14
472 Saint Thomas Ct
Fairfield, OH 45014

Case Number: 350-02408 [REDACTED]
LM Number: 543584

Dear Mr. Cruea:

This office has recently completed an audit of United Transportation Local 14 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 on May 7, 2013, 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.

Reporting Violations

1. Failure to File Bylaws

The audit disclosed a violation of LMRDA Section 201(a), which requires that a union submit a copy of its revised constitution and bylaws with its LM-3 report when it makes changes to its constitution or bylaws. Local 14 amended its constitution and bylaws in 2011, but did not file a copy with its LM-3 report for that year.

Local 14 has now filed a copy of its constitution and bylaws.

Other Issues

1. Lost Time

As I discussed during the exit interview with you, the audit revealed Local 14 does not have a policy regarding lost time. OLMS recommends Local 14 adopt written guidelines concerning lost time pay. The bylaws should be updated to reflect this change. I am attaching a compliance tip sheet, *Union Lost Time Payments*, that contains a sample of an expense voucher Local 14 may use as a sample to assist in crafting a lost time policy. The sample identifies the type of information and documentation that the local must maintain for lost wages and other officer expenses.

I want to extend my personal appreciation to Local 14 for the cooperation and courtesy extended during this compliance audit. I strongly recommend that you make sure this letter and the compliance assistance materials provided to you are passed on to future officers. If we can

provide any additional assistance, please do not hesitate to call.

Sincerely,


Investigator

Enclosure

cc: Mr. Ken Werdman, President