



Union Registration and Placement Questionnaire

Your union recently requested certification of its placement service to satisfy the work search requirements of Section 500C of the Illinois Unemployment Insurance Act.

In order that your request may be properly reviewed, please complete this questionnaire and return it to:

Illinois Department of Employment Security
 UI Support Division
 33 South State Street - 9th Floor (Wabash)
 Chicago, IL 60603

If you need additional space, please use the other side of this document, if appropriate, or attach a separate sheet of paper.

After the questionnaire is returned, you will be notified as to the agency's decision. You will receive a determination of your certification status, once the returned questionnaire has been reviewed.

A copy of the applicable rules is appended for your information.

| | | | |
|---|--------------------------------|---------------------------------------|---------------|
| Section A: Union Information | | | |
| Union Name: | | | |
| Affiliation, if any | | <i>Address of Local Headquarters:</i> | |
| Address 1: | | Address: (Apt., Floor, Suite, etc.) | |
| City: | State: | Zip Code: | + |
| Section B: Placement Services Information | | | |
| Does your union maintain a placement service for your members? | | Yes | No |
| <i>If Yes, please complete Sections B, C and D. If No, please skip to Sections C and D.</i> | | | |
| <i>State address and phone number for place where the service is maintained:</i> | | | |
| Address 1: | | Address 2: (Apt., Floor, Suite, etc.) | |
| City: | State: | Zip Code: | + |
| Telephone Number: () - | | | |
| Hours and Days this Service is Available | | Hours: | Days: |
| How does a member secure this service? | | | |
| How frequently must a member report to keep his/her registration for work active? | | | |
| How does your union notify members of job openings? | | | |
| Does the union check the following regarding the unemployed worker? | | <i>(Check all that apply)</i> | |
| Member's status with the Union | Member's registration | Periodic renewal of registration | |
| Referrals to jobs and names of employers | Acceptance or refusal of a job | | |
| Section C: Additional Information | | | |
| Do you have a labor-management contract with an employer or employers for whose employees the union provides an employment service? | | Yes | No |
| If Yes, what kind of contract is it? (Select One) | | Nation-wide | Industry-wide |
| | | Local Level | |
| <i>Please attach a copy of a sample contract</i> | | | |
| Are the job classifications under the jurisdiction of your union for which you provide all employment services contained in the contract? | | Yes | No |
| If No, either provide on the next page or attach a list of all job classifications. | | (Continue to page 2) | |

Job Classifications

Please describe the geographical area over which you have jurisdiction.

Are all employers who are contractually bound to your local required by contract to fill their job openings through your hiring hall? Yes No

If No, does your union fill substantially all of the job openings for positions covered by your contracts within your jurisdiction? Yes No

Does your union have any contracts with employers under which the employer is not required to first seek workers in the job classifications covered by your local? Yes No

If Yes, please attach a copy of one of those contracts.

Please designate a point of contact within your local. This person would be called for the following.

- * To answer any questions which may arise concerning the contents of this questionnaire?
- * To verify a member's status with the union
- * To verify a member's registration with the union for job refusals.
- * To obtain such other information as may be required by the Illinois Unemployment Insurance Act or the Rules.

Point of Contact Name:

Title:

Telephone Number: () - Ext.:

Section D: Signature

Signature:

Date:

Name: (printed)

Telephone Number:

Title:

Ext.:

Rules

Section 2865.50 Union Registration In Satisfaction of Active Search Provisions

- a) Upon request, a claimant will satisfy the active search for work provisions of Section 500(C) of the Act (Ill. Rev. Stat. 1991, ch. 48, par. 420(C)) [820 ILCS 405/500 (C)], by registering for work with a union qualified under Section 2865.55.
 - (1) A claimant who is unemployed, belongs to the job classification of workers represented by the union and reports periodically (but not less than monthly), in person, to his local union placement service, shall meet the work search requirements of Section 500(C) of the Act (Ill. Rev. Stat. 1985, ch. 48, par. 420(C)).
 - (2) Meeting the requirements set forth in subsection (a) (1) shall not relieve the claimant from satisfying all other requirements of the Act regarding eligibility for benefits, including the additional work search requirements of Section 409(K) of the Act, except during weeks beginning on or after March 7, 1993 and before January 1, 1995 when such additional requirements do not apply.
- b) The Agency shall maintain an updated listing of all unions qualified under Section 2865.55.
- c) Any local union certified by the Director before the effective date of this Section shall continue to be certified, without further action on its part, so long as it continues to meet the requirements of Section 2865.55(a).
(Source: Amended at 17 Ill. Reg. 17917, effective October 4, 1993)

Section 2865.55 Requirements for Union Local Certification

- a) To meet the placement service requirements of Section 2865.50 (a) (1), a union local must establish that:
 - (1) It maintains a placement service which is available during all reasonable hours, and is available to Agency personnel for information regarding such workers;
 - (2) It maintains accurate records of a claimant's original registration, referrals to work, refusal of work with reasons therefore, and records of job orders and their status; and,
 - (3) All employers which are contractually bound to that local must fill all of their job openings by first hiring from the local's placement service. In such a situation, that local then controls referral to all job opportunities in that designated locale in the trade or occupation, as though the users of its placement service personally visited each of these contractually bound employers.
 - (4) In the absence of such contractual obligation, a local may still be approved upon showing that it does, as a practical matter, fill substantially all of the job openings in the designated locale.
- b) If a union local fails to maintain any of the above requirements of this Section, it shall lose its certified status until such time as it requalifies under the procedures set forth in Section 2865.60.
- c) After being granted certified status, such local shall submit, not more than annually, such information maintained in writing pursuant to Section 2865.55 (a) (2) that will show that the union local still meets the requirements of subsection (a).

Section 2865.60 Procedures for Approval As a Certified Union

- a) Any union local may seek approval under Section 2865.55 by requesting from the local office or the Adjudication Section of Field Operations a "Union Registration and Placement Questionnaire", which requests the information necessary to ensure compliance with the requirements on placement service in Section 2865.55. The form shall be completed and returned to the Illinois Department of Employment Security, U.I. Support Division as instructed.
- b) If a union local is disapproved, written notice of the reasons for such disapproval shall be provided to the union local. All inquiries for supplementary information, explanations or assistance shall be directed to the Adjudication Section of Field Operations, which shall:
 - (1) Explain the basis for disapproval;
 - (2) Advise the union local regarding any adjustments in record keeping which may be necessary to meet the standards for approval under Section 2865.55 (a).
- c) If a union local is approved, it shall be advised in writing and added to the listing set forth in Section 2865.50 (b).
- d) Since disapproval of a union local under subsection (b) does not adversely affect its rights under the Act, there is no right of administrative review within the Agency under the Act. However, if an individual claimant is denied benefits under Section 500 of the Act, the individual, in his appeal under Section 800 of the Act (Ill. Rev. Stat. 1991, ch. 48, par. 470) [820 ILCS 405/800] may raise the wrongful disapproval of his union local as an issue in an appeal.

(Source: Amended at 17 Ill. Reg. 17917, effective October 4, 1993)