

CHATTANOOGA STAGEHANDS LOCAL 140, IATSE BULLET POINTS

The following are mandatory conditions of continuing employment for all Local 140 for the Tivoli Theatre Foundation. The violation of any one of these policies may result dismissal from the job and termination of future employment.

1) BE ON TIME:

It is essential that all persons report to each and every job at least fifteen minutes prior to the commencement of work. This allows each individual to prepare for the work day and be ready to begin work at the prescribed time. Being late to a job is grounds for being sent home from a job without pay. Repeated tardiness is grounds for losing your employment.

2) PARKING:

You should be prepared to pay for parking at any call. Do not park in Loading areas, alleys, etc. **DO NOT ASK ABOUT AVAILABLE PARKING.** Do not park at a parking meter that you will need to continually manually feed when you go to a work call. Use the parking app. Once you report for work, you are expected to remain at work.

2) DRESS CODE:

Every job has a dress code.

Every dress code mandates **CLEAN, FRESH SMELLING, NON-STAINED CLOTHING.** Showing up in dirty, smelly clothes and/or with bad hygiene is grounds for being sent home from job without pay. Reeking of cigarette smoke, unwashed appearance is not allowed. Check with job steward or business agent when in doubt about dress code. Failure to wear appropriate clothes/exhibit proper hygiene will get you sent home from the job.

The dress codes are as follows:

WORK CLOTHES - Casual, clean clothes; long pants/jeans, shirt (non-offensive), appropriate work shoes (NO SANDALS, FLIP-FLOPS, OR SLIPPERS). Dress appropriate for the expected weather. **NO SHORTS.**

SHOW BLACKS - Same as work clothes except all clothing is black.

DRESS CLOTHES - Business casual, dress button down shirt or polo shirt, khakis or dress pants, dress shoes. No bright or loud colored clothing.

DRESS BLACKS - Same as Dress clothes except all clothing is black. Sometimes a black blazer or dress coat may be required.

CHATTANOOGA STAGEHANDS LOCAL 140, IATSE BULLET POINTS

3) BRING YOUR SAFETY ITEMS & TOOLS:

Every technician is expected to come to each job with the safety items and tools required to execute all aspects of the position to which you have been assigned. Failure to do so may lead to dismissal. See the tool lists provided by IATSE 140.

7) COMMUNICATE:

Should you experience any difficulties regarding a job to which you are going, a job that you are on, or a job that you have already been on, contact the Job Steward not the Tivoli Theatre Foundation staff or the touring show staff. Every Local 140 call for the Tivoli Theatre Foundation has a Job Steward. If there is any concern or issue on a job please bring it to their attention. The Steward should be able to resolve most issues on a job that should arise. If the Steward cannot resolve the issue or concern, then contact the Business Agent. DO NOT go to the Tivoli Theatre Foundation staff or road crew with any concerns or issues on the job, your Union representative should take care of it.

8) CELL PHONE POLICY:

Cell phone use and texting is prohibited while working on a Local 140 call for the Tivoli Theatre Foundation. Only Job Stewards and Union Officers are permitted to use their cell phones.

9) SLEEPING:

There is to be no sleeping on the job. Violation of this policy may be grounds for dismissal from the job.

10) SMOKING: There is to be NO SMOKING in any building, in any truck, or on any stage at any time, inside or outside. Smoking is only allowed in designated areas on breaks or with firsthand permission of the Job Steward. Smoking is prohibited on all calls, except during authorized breaks in designated areas. Any person caught smoking will be sent home by the Job Steward.

11) DRUGS AND ALCOHOL:

The Tivoli Theatre Foundation is committed to a safe work environment. If it is evident that you are under the influence of drugs or alcohol you will be dismissed from the job by the Job Steward and/or the Tivoli Theatre Foundation staff.

It is the policy of the Tivoli Theatre Foundation that the possession, sale or use of illegal drugs or alcohol in the workplace is not consistent with the Tivoli Theatre Foundation's needs to operate in a safe and efficient fashion. For that reason, no member of I.A.T.S.E. 140 may use or possess unlawful drugs or alcohol, i.e., any

CHATTANOOGA STAGEHANDS LOCAL 140, IATSE BULLET POINTS

substance found on the *list of controlled substances issued by the Food and Drug Administration now or in the future, at any time while employed by the Tivoli Theatre Foundation. In addition, while the Tivoli Theatre Foundation has no desire to intrude upon the private activities of IATSE 140 members when they are away from work, involvement with unlawful drugs, including their manufacture or distribution, constitutes a severe breach of accepted conduct and is also grounds for termination. IATSE 140 technicians are also prohibited from bringing prescription drugs to a call, unless they have been prescribed by a licensed physician, such drugs can only be utilized by he/she receiving such prescriptions in the manner, combination and quantity prescribed. In instances where any member holds a position that the Tivoli Theatre Foundation considers to be safety sensitive, we must be notified by IATSE Local 140 that the use of prescription drugs on the job will not impair the individual's working abilities and in some cases, by a suitable statement from the prescribing physician.

IATSE 140 technicians are prohibited from using alcoholic beverages during a call or within six (6) hours prior to reporting to a call, and/or being under the influence of alcohol while on a call. It is prohibited to use or possess alcohol on a TTF's property in any unauthorized manner, or bring alcohol onto a TTF's property for the purpose of such use.

6) BE PROFESSIONAL:

The rates and conditions enjoyed by technicians working under the Tivoli Theatre Foundation and the IATSE 140 Working Agreement mandate that technicians conduct themselves in a professional manner.

The following, but not limited to, offenses are grounds for termination from future employment:

1. Failing to report to work.
2. Failing to report to work prior to the call starting.
3. Excessive absences or tardiness.
4. Engaging in an activity that results in neglect of work or interference with the work of another employee.
5. Insubordination or failure to follow instruction.
6. Loafing, loitering, or sleeping on the job.
7. Fighting or committing assault.
8. Using abusive or threatening language.
9. Use of drugs or alcohol on the job. (Refer to drug and alcohol policy and statement above.)
10. Improper conduct with employers or road personnel.

CHATTANOOGA STAGEHANDS LOCAL 140, IATSE BULLET POINTS

11. Stealing or commission of any criminal offense on the work site.
12. Violating safety regulations and procedures in place at a venue.
13. Creating or contributing to any unsanitary condition.
14. Defacing, damaging, or improperly using property or facilities.
15. Committing a felony.
16. Dishonesty
19. Smoking in non-smoking areas. (Note the Tivoli Theatre Foundation properties are smoke free.)
8. Sneaking guests into performances, rehearsals, events, etc.
9. Solicitation of gratuities, show tickets, monetary compensation or employment.

The Tivoli Theatre Foundation is not required to accept an individual assigned by IATSE to a call. A verbal explanation of the reason(s) for a rejection will be given to the IATSE Business Representative, followed by the appropriate documentation. In the event the the Tivoli Theatre Foundation predetermines the disqualification of an individual or, if an individual is disqualified for a period of time rather than an event, the The Tivoli Theatre Foundation will notify the IATSE Business Representative in writing stating the reason(s) for disqualification.

In the event of a request for dismissal during a call, the the Tivoli Theatre Foundation will provide a verbal explanation to the IATSE Business Representative or Steward of the call followed by the appropriate documentation.