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July 6, 2011

TO ALL SHEET METAL CONTRACTORS  
FROM SMACNA METROPOLITAN DETROIT CHAPTER  
SUBJECT SAFETY MODULAR TRAINING FOR LOCAL #80 JOURNEYMEN

1. Effective October 1, 2005 and as established on February 24, 2005, all **unemployed** journeymen sheet metal workers may be trained under the MUST / Pure Safety Module Training Program and will receive one hour pay (at straight time, no fringe benefits) per session regardless of the number of modules completed **not to exceed 3 days**. All 18 must be completed and the Journeyman must have a "current" status prior to being paid.
2. **SMACNA contractors must contribute to IPF / IARF to be eligible for reimbursement.** Effective October 1, 2005, Sheet Metal Workers' Local Union #80 Journeymen who are **employed** by SMACNA contractors **WILL BE PAID BY THE LAST EMPLOYER** for each safety mod taken regardless of the location where it is taken (Home, Local #80 Offices, Contractor Offices, Apprentice Training Facility, Library). At this time there are a total of 18 mods. All 18 mods must be completed and the Journeyman must have a "current" status prior to being paid.
3. All **employed** journeymen sheet metal workers may be trained under the MUST / Pure Safety Module Training Program and the employer may not discriminate regarding the taking of said Training by employed journeymen sheet metal workers.

Please review the following sample: Smith is employed by ABC Co and completes 12 mods prior to being laid off. Smith goes to DEF Co and completes 4 more mods before being laid off. Smith completes 2 mods while he is unemployed, thereby completing all 18 mods. DEF Co will pay Smith for 16 mods and DEF Co will submit an invoice to SMACNA Detroit for reimbursement of 16 mods as noted below.

**An Invoice is attached.**

#### **ADJUSTED PACKAGE EFFECTIVE JUNE 1, 2011 – JUNE 30, 2011**

##### **Payment by Contactors for Safety Module**

Based on the prescribed time it takes to perform the individual modules, contractors will pay a pro rata share of **\$33.97** per safety mod (**total of wage rate \$30.60 plus 11% vacation \$3.37**).

#### **ADJUSTED PACKAGE EFFECTIVE JULY 1, 2011 – MAY 31, 2012**

##### **Payment by Contactors for Safety Module**

Based on the prescribed time it takes to perform the individual modules, contractors will pay a pro rata share of **\$32.96** per safety mod (**total of wage rate \$29.69 plus 11% vacation \$3.27**).

1. All 18 Safety Modules must be completed by the journeyman before request for payment can be submitted by contractor.
2. Upon completion of all 18 Safety Modules, please submit for reimbursement using the invoice and include journeyman Report Card. Check to journeyman does not include fringe benefits and should be issued as a separate check. **Do not include on fringe benefits report. This item will be considered non-employee compensation and therefore will not require payroll tax withholding. Please issue a Form 1099 at years end.**
3. Please submit request for payment on a monthly basis.

**We also remind all contractors of the following urgent information:**

- **The Contractor is responsible for maintaining his own MUST DATA BASE and for adding new employees and deleting terminated employees at [mustonline.org](http://mustonline.org).**
- **An employee is required to pass the same mod only one time and the contractor is required to pay for it only one time during the four-year certification period.**
- **Apprentices are generally certified within the first six weeks of their program.**

Prior to taking any mod, the sheet metal worker must notify the employer as to his intention to take the mod.



