

U.S. Department of Labor

Office of Labor-Management Standards
Atlanta-Nashville District Office
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September 20, 2022

Mr. Ryan L. Porter, Treasurer
Transportation Communications Union/IAM, AFL-CIO
Lodge T6673
717 Rachel Drive
Goodlettsville, TN 37072

Case Number: 410-6025004([REDACTED])
LM Number: 029463

Dear Mr. Porter:

This office has recently completed an audit of Transportation Communications Union/IAM, AFL-CIO, Lodge T6673 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 [REDACTED] Grand Lodge Auditor, on August 25, 2022, 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.

Re...ing Violations

Title II of the LMRDA establishes certain reporting and recordkeeping requirements. Section 206 requires, among other things, that labor organizations maintain adequate records for at least five years by which each receipt and disbursement of funds, as well as all account balances, can be verified, explained, and clarified. As a general rule, labor organizations must maintain all records used or received in the course of union business.

For disbursements, this includes not only original bills, invoices, receipts, vouchers, and applicable resolutions, but also documentation showing the nature of the union business requiring the disbursement, the goods or services received, and the identity of the recipient(s) of the goods or services. In most instances, this documentation requirement can be satisfied with a sufficiently descriptive expense receipt or invoice. If an expense receipt is not sufficiently descriptive, a union officer or employee should write a note on it providing the additional information. For money it receives, the labor organization must keep at least one record showing the date, amount, purpose, and source of that money. The labor organization must also retain bank records for all accounts.

The audit of Lodge T6673's 2021 records revealed the following recordkeeping violations:

Lost Wages

Lodge T6673 did not retain adequate documentation for lost wage reimbursement payments to union officers in three instances. The union must maintain records in support of lost wage claims that identify each date lost wages were incurred, the number of hours lost on each date, the applicable rate of pay, and a description of the union business conducted. The OLMS audit found that Lodge T6673 did not document the rate of pay at which lost time was reimbursed on three of the lost time vouchers and did not document a description of the union business conducted on one of the lost time vouchers.

Based on your assurance that Lodge T6673 will retain adequate documentation in the future, OLMS will take no further enforcement action at this time regarding the above violations.

I want to extend my personal appreciation to Transportation Communications Union/IAM, AFL-CIO, Lodge T6673 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,



District Director