

U.S. Department of Labor

Employment Standards Administration
Office of Labor-Management Standards
Kansas City Resident Investigative Office
1100 Main Street
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Kansas City, MO 64105-5143
(816)502-0290 Fax: (816)502-0288



February 27, 2007

Mr. Roger Catron, Business Agent
Bakery, Confectionery, Tobacco Workers, and Grain
Local 16
1100 Admiral
Kansas City, MO 64106-1554

Re: Case Number: [REDACTED]

Dear Mr. Catron:

This office has recently completed an audit of Baker's Local 16 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 and office secretary Virginia Liddle on February 12, 2007, no violations of the LMRDA were disclosed in areas of financial activity included in the CAP. This does not exhaust all possible problem areas, however, since the audit conducted was limited in scope and did not include all areas of your union's operation.

During the audit, you advised that the president signs blank checks in advance. The countersignature requirement is an effective internal control of union funds. Its purpose is to attest to the authenticity of a completed document already signed. However, countersigning a blank check in advance does not attest to the authenticity of a completed check, and completely circumvents and undermines the whole purpose of the countersignature requirement. I recommend that Local 16 review these procedures to improve internal control of union funds.

Mr. Roger Catron
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I want to extend my personal appreciation to Baker's Local 16 for the cooperation and courtesy extended during this compliance audit. I 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