



June 23, 2017

Mr. Justin Likens, President
Association of Civilian Technicians
Chapter 131
4850 Leigh Ave
Fort Smith, AR 72903

Case Number: 420-6010194 ()
LM Number: 543678

Dear Mr. Likens:

This office has recently completed an audit of Association of Civilian Technicians (ACT) Chapter 131 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 Treasurer Hannah Dickerson on June 21, 2017, 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.

Reporting Violations

The audit disclosed a violation of LMRDA Section 201(b), which requires labor organizations to file annual financial reports accurately disclosing their financial condition and operations. The Labor Organization Annual Report Form LM-4 filed by ACT Chapter 131 for the fiscal year ended December 31, 2015, was deficient in the following areas:

1. Annual Receipts

Chapter 131 erroneously reported \$3,779 in total receipts on line item 16 of its annual financial report fiscal year ended December 31, 2015. The correct amount is \$4,202.

2. Disbursements to Officers and Employees

Chapter 131 did not report total payments of \$1,851 to officers and employees on line item 18 of its annual financial report for fiscal year ended December 31, 2015.

Chapter 131 must report in line item 18, disbursements to its officers during the reporting period for gross salaries, lost time payments, allowances, and expenses they incurred while conducting union business.

Mr. Justin Likens

June 23, 2017

Page 2 of 2

In as much as ACT Chapter 131 has submitted an amended Form LM-4 for the fiscal year ended December 31, 2015, correcting the deficient items discussed above, no further action shall be taken at this time.

I want to extend my personal appreciation to Association of Civilian Technicians Chapter 131 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,

A solid black rectangular box used to redact the signature of the investigator.

Investigator

cc: Hannah Dickerson