

# UTILITY WORKERS UNION OF AMERICA

**JAMES SLEVIN**  
PRESIDENT

**PATRICK M. DILLON**  
EXECUTIVE VICE PRESIDENT

**MICHAEL COLEMAN**  
SECRETARY-TREASURER

**JOHN DUFFY**  
VICE PRESIDENT

Affiliated with A.F.L.-C.I.O.



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[www.uwua.net](http://www.uwua.net)



October 28, 2020

To: All UWUA Financial Officers  
From: Michael Coleman, National Secretary-Treasurer  
Subject: Notification of Dues and Per Capita Increases - 2021

Dear Brothers and Sisters:

In accordance with the Constitution of the Utility Workers Union of America, AFL-CIO, adopted in Atlantic City, New Jersey, on April 6, 1946, and amended through July 27, 2019, the National Union is officially notifying all local unions that the monthly dues paid by the membership is to be increased as of January 1, 2021 as follows:

- This required increase in dues, pursuant to Article VI, Section 1a of the National Constitution, is based on an average wage increase obtained through negotiations for the UWUA membership for the year 2020 of **2.96%** of the Base Average Dues of \$81.52.
- The amount of the monthly membership increase is two dollars and forty-one cents (**\$2.41**) per month.
- The increase in per capita paid to the National Union will be equal to 50% of the monthly dues increase of two dollars and forty-one cents (\$2.41) per month, or one dollar and twenty cents (\$1.20)
- The current monthly per capita of twenty-five dollars and sixty-eight cents (\$25.68) per month will increase to twenty-six dollars and eighty-eight cents (**\$26.88**)
- The breakdown of the monthly per capita of twenty-six dollars and eighty-eight cents (\$26.88) received by the National Union will be as follows: two dollars and seventy-two cents (\$2.72) to the Special Defense and Organizing Fund, and twenty-four dollars and sixteen cents (\$24.16) to the General Fund

## Membership/Employer Notification Actions:

- Each local union's financial officer is required to notify the employer where a checkoff agreement is in effect, to increase the dues deduction by \$2.41 beginning with the month of January 2021.
- For those local unions not having checkoff agreements with their respective companies, you will be required to notify each member that his or her monthly dues will be increased by \$2.41 beginning with the month of January 2021.
- If you encounter any problems with an Employer in instituting this increase, please notify the National Union Office immediately. We will do whatever we can to assist you in resolving these problems.

**Per Capita to the National Union:**

- For those local unions that have the entire dues checkoff remitted to the National Office, send the proper notification to the employer regarding this \$2.41 increase in the monthly dues to the membership. The National Office will withhold the twenty-six dollars and eighty-eight cents (\$26.88) per member from the dues checkoff check received.
- For those local unions collecting dues directly from their membership, or those local unions receiving the checkoff check from an employer, they will be required to increase their monthly per capita payment to the National Union to twenty-six dollars and eighty-eight cents (\$26.88) per month when filing their January per capita reports, whether submitted in January or February

**Membership Data Requirements:**

- Pursuant to Article VI of the Constitution, as amended on July 27, 2019, When the local union, regional board or joint council forward the per capita payment due to the National Union on the 15th of each month, it must also submit an accurate list of names and addresses of its members. In order to provide the National with your local's membership data, please refer to Attachment "A" for further instructions.

The National Constitution includes a provision which would permit any local union, that feels it can pay the increased monthly per capita to the National Union and still have sufficient funds necessary to carry on the required activities of the local at its current level of dues, or at the level below the automatic increase of two dollars and forty-one cents (\$2.41) per month, to reduce its dues structure at any time after the increase has been placed into effect. A vote of the membership must be conducted in the same manner as a normal vote of a motion, by requiring that the local not put the automatic increase into effect, for this action to be in compliance with the Labor- Management Reporting and Disclosure Act. It is not proper for any local union to continue its dues at the current level, or to decrease its dues structure by merely ignoring this notification of the Convention's action to increase the dues in the manner stated above.

If your local union eventually does take action to decrease the dues required of the membership, or to increase them at any time, above the automatic increase, when necessary to provide sufficient operating funds for the local union, please notify the National Office so that the National Union records can be properly maintained.

If you have any questions, or need additional information with regard to this requirement, or any of the matters contained in this notification, please contact the National Office.

Fraternally,



Michael Coleman, National Secretary-Treasurer  
Utility Workers Union of America, AFL-CIO

cc: All Local Union and Council Presidents  
UWUA National Officers, Executive Board, and Staff

Enclosures:

*Article VI, Section 1 and 1a*

*2021 Per Capita Form*

*Attachment "A"*

*Attachment "B"*

*Local Officer Notification Form*



## **UWUA Constitution**

### **ARTICLE VI Finances**

**Section 1.** Each Local Union shall pay the National Union on or before the 15th of each month, for the preceding month, **twenty-six dollars and eighty-eight cents (\$26.88)** per member from whom dues are collected; two dollars and seventy-two cents (\$2.72) of this amount to be transferred to the Special Defense and Organizing Fund. Beginning with the per capita adjustment on January 1, 1984, and each year thereafter, 10% of the per capita adjustment will likewise be transferred to the Special Defense and Organizing Fund.

**Section 1a.** The amount of adjusted dues and per capita shall be in addition to the then current dues of the local union and the per capita as set forth in ARTICLE VI, Section 1, of the National Constitution. Base average dues (presently \$81.52) shall increase to \$83.93 as of January 1, 2021, and shall be used as a starting point for calculating the annual mandatory dues increase. This mandatory annual dues increase shall be based on the average wage increase that is secured for the members of the Union in the preceding year. (ARTICLE VI, Section 1, and ARTICLE VI, Section 1a, will be corrected after each adjustment to reflect the current base dues and per capita for the year involved.) Fifty percent (50%) of these adjustments will be forwarded to the National Union as per capita.

Nothing in this requirement for annual adjustments would (a) compel a local union to establish a base average due, (b) prohibit a local union from establishing a base average due, (c) prohibit a local union from increasing its existing dues, or (d) prohibit a local union from decreasing its existing dues.

**ATTACHMENT “A”**  
**INSTRUCTIONS FOR OBTAINING/SUBMITTING MEMBER DATA**

Pursuant to Article VI of the Constitution, as amended on July 27, 2019, when the local union, regional board or joint council forward the per capita payment due to the National Union on the 15th of each month, it must also submit an accurate list of names and addresses of its members.

- 1) If the local union maintains membership data, please provide the National with an excel file containing the following information. An excel template has been provided via email to all local officers:
  - a. Name
  - b. Address
  - c. Telephone numbers (including mobile numbers)
  - d. Email address
  - e. Date of birth
  - f. Seniority date
  - g. Work classification
  - h. Membership status
- 2) If the local union does not maintain membership data, please use Attachment “B” and send to your members’ employers to request the information in an electronic format. The letter should be updated to reflect your local union information and placed on your local union letterhead. The excel template should accompany the letter provided to the employers.
- 3) Once the excel template has been completed, please submit your file to the National Office via email at [memberdata@uwua.net](mailto:memberdata@uwua.net). This data will be loaded to our membership database.
- 4) Once initial files from local unions are received, the National Office will be contacting each local union regarding membership maintenance in the database on an ongoing basis.

**ATTACHMENT "B"**

**Letter to Employers**

**<<ON LOCAL LETTERHEAD>>**

<<Date>>

Dear Labor Relations Manager:

UWUA Local <<\_\_>> requests the following information from <<Company X>> for bargaining unit employees on a monthly basis.

- Name
- Address
- Telephone numbers (including mobile numbers)
- Email address
- Date of birth
- Seniority date
- Work classification
- Membership status

This information is necessary for UWUA Local <<\_\_>> to properly represent and communicate with the bargaining unit. The information is also necessary for UWUA Local << \_\_>> to comply with the provisions of the UWUA National Constitution.

If you have any questions, please contact me.

Sincerely,

<<Jane Doe>>

<<President Local \_\_>>

# LOCAL OFFICER NOTIFICATION FORM



All forms should be accompanied by an official letter from the Local Secretary identifying change in local union officers.

To ensure accuracy, please complete each local officer's information.

Send completed forms to [cmansfield@uwua.net](mailto:cmansfield@uwua.net)

**Website:**

**DATE:**

**LOCAL #:**

**Facebook/Twitter:**

LOCAL OFFICE ADDRESS (if applicable):

Street Address:

City, State, Zip:

Telephone:

Communications Contact:

**PRESIDENT:**

Check to use home address for mailing and shipping

Street Address:

City, State, Zip:

Telephone:

Email:

**VICE PRESIDENT:**

Check to use home address for mailing and shipping

Street Address:

City, State, Zip:

Telephone:

Email:

**SECRETARY-TREASURER:**

Check to use home address for mailing and shipping

Street Address:

City, State, Zip:

Telephone:

Email:

**RECORDING SECRETARY:**

Check to use home address for mailing and shipping

Street Address:

City, State, Zip:

Telephone:

Email:



**2021 MONTHLY PER CAPITA REPORT WITH PART-TIME AMOUNTS**  
**UTILITY WORKERS UNION OF AMERICA AFFILIATED WITH AFL-CIO**

FOR MONTH OF \_\_\_\_\_ LOCAL NO. \_\_\_\_\_ DATE \_\_\_\_\_  
 MONTH & YEAR

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

Pursuant to Article VI of the Constitution, as amended on July 25, 2019, when the local union, regional board or joint council forward the per capita payment due to the National Union on the 15th of each month, it must also submit an accurate list of names and addresses of its members.

	Reporting Membership		Amount
	#of members	Amount	
Full Time Per Capita		per member/mo	
Initiation		½ to Maximum of \$50.00	
Reinstatement		½ to Maximum of \$50.00	
Unemployed		No Charge	
Part-time Per Capita		\$20.16 per member/mo*	
Total Due to National UWUA			

ALL PER CAPITA REPORTS MUST BE SIGNED AND SENT IN, ACCOMPANIED BY CHECK OR MONEY ORDER **ON or BEFORE THE 15<sup>th</sup> DAY OF EACH MONTH**, FOR THE PRECEDING MONTH. – ARTICLE VI, SECTION 1, UWUA CONSTITUTION. PER CAPITA

\* The part-time rate is for employees working less than 20 hours per week and making less than \$10 per hour. The part-time rate to be paid to the National for 2021 is 75% of \$26.88, or \$20.16

CERTIFIED BY \_\_\_\_\_  
 FINANCIAL OFFICER

PHONE/EMAIL \_\_\_\_\_

CERTIFIED BY \_\_\_\_\_  
 PRESIDENT

PHONE/EMAIL \_\_\_\_\_

*Mail one copy with a check payable to the UWUA to:*  
 National Secretary-Treasurer  
 Utility Workers Union of America, AFL-CIO  
 1300 L Street NW, Suite 1200  
 Washington, DC 20005