



Local 201  
Lynn, MA

A Force For Working Families AFL-CIO

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## PROCEDURE FOR PAYMENT OF STRIKE BENEFITS

1. Checks will be stored in safekeeping of the Trustees, Treasurer, and Office Manager.
2. Only Strike Committee members, or their designee, will have access to blank checks from the Trustees.
3. Strike Committee members will be responsible for the issuance of the checks and for the disbursement to Union members.
4. Each Union member will be required to complete and sign a "CWA Members' Relief Fund Strike Certification Form" (DFR-1). These forms will be filed in alphabetical order.
5. For a member to qualify for benefits, they must deposit in a locked ballot box at the Hall or Picket line, an authorized picket duty card. (Original A). Picketers shall keep picket card (Copy B) for their records. Picketers must sign a roster sheet at the picket line before they get their picket card stamped.
6. On the reverse side of the Strike Certification Form, (DFR-1) the Strike Committee will attach the picket duty card so that the Union members may be paid.
7. The Strike Committee will ensure that benefit checks are drawn on the appropriate account. These checks will include the following information: check amount with the (2) signatures required, not valid after 90 days. (Note: to comply with CWA rules.)
8. The check log will be in duplicate-one copy will be retained by the Strike Committee and the other copy will be kept by Local 201 Office Manager, or a replacement designated by the Strike Committee. The check log will contain the following columns: check number, signature of member, date of pickup and comments.
9. Each member will be required to present a picture I.D. (badge/license) and sign for their check.
10. The Local 201 Office Manager, or a replacement designated by the Strike Committee, will keep a weekly total of check disbursements. In addition, they will be responsible for checking off disbursements for each Union member on a master roster of Union members, on a weekly basis. The Local 201 Office Manager shall keep a receipt from the computer check writing program to comply with CWA reporting requirements.
11. All check disbursements and pickups will follow specific guidelines set up by the Strike Committee, there will be no exceptions to this procedure. Should the CWA step in to set up an electronic payment system these rules will govern the checks for those who do not have direct deposit, and the checks that are issued from the Local 201 Strike Fund.
12. All pay procedures shall be in accordance with CWA rules.

*(Note: Total strike payments of \$600 or more per striker per year are subject to federal and state taxes you must file an IRS Form 1099-MISC)*

**Signed, IUE-CWA Local 201**

Adam Kaszynski, President

Justin Richards, Business Agent

Tom O'Shea, Vice-President