



**Joining I.A.T.S.E. Local 728
Lighting Technicians
&
CSATF Roster Placement Requirements**

Welcome!

Becoming a Local 728 Lighting Technician involves many steps. This document will help guide you through that process, describe what is needed to qualify for membership and how you can help your crewmates become members of the International Alliance of Theatrical Stage Employees, the I.A.T.S.E.

Organizing non-union productions:

Helping the International Alliance organize non-union productions is the most reliable way to accumulate permitted employment days. Send Local 728 a call sheet or a crew list once you are employed on a non-union production. This will increase the Union's chances of organizing that production.

Email call sheets or crew lists to; tcs@iatse728.org

To qualify for membership in Local 728:

You must be placed on one of two Contract Services Administration Trust Fund (CSATF) rosters; the Industry Experience (IER) or the Commercial (TCR) roster.

To qualify for roster placement:

You must accumulate 30 days of permitted union employment on one or more signatory (union) productions within one year of the anniversary of your first permitted workday on either IER or Commercial productions. These are "active" permitted employment days.

CSATF Process and Requirements:

Once you acquire one or more days of permitted employment, you should navigate to the CSATF website and file a roster placement application to begin the process of being added to one of the two employer Rosters; the Industry Experience Roster (IER) or the Commercial Roster (qualifying IER and Commercial Roster days cannot be combined). Once you have filled out the application and submitted at least one day of union employment for verification, you will receive an email from CSATF with their application and a reference for general roster requirements for placement on a Roster.

Complete these requirements while you make progress towards 30 permitted employment days in a 365-day period from the time of your first permitted employment day.

CSATF's process is time consuming. The more you do now, the sooner you could be accepting work calls from Local 728 members and going to work, rather than waiting around.

Go to: <https://www.csatf.org/rosters-lists/industry-experience-roster/>

Apply using these forms: https://www.csatf.org/roster_placement_application_process_and_requirements/

Complete these steps:

1. Fill out a Roster application form.
2. Contact the companies that paid you by filling out the required forms and/or calling them and request that they send you and CSATF employment verification letters verifying 30 qualifying union days worked within

the last year from the current date.

Have them sent to reception@csatf.org

- If you were paid by an Industry Payroll Company (i.e. Entertainment Partners, PixPay, Cast and Crew, CAPS, Media Services, etc.) the verification letters will need to be requested through them. Click here https://www.csatf.org/payroll_contacts/ for listing of individual payroll companies and links to request verification letter.

3. **Complete these online courses:**

1. C19 – COVID-19 Prevention Training
2. A – General Safety / IIPP
3. HP1 - Harassment Prevention 1

- These courses will only be available after you submit proof of one union day worked in the motion picture industry.

4. **Complete a color vision test (CVT).**

- Contact CSATF by emailing them a request at reception@csatf.org with “CVT Request <first/last name> Local 728” in the subject line, to schedule a CVT with CSATF via ZOOM.
- Alternatively, the test can be completed with an optometrist by being given an “Ishihara’s Design Charts for Color Deficiency of Unlettered Persons” test and having a letter from the optometrist submitted via email. For convenience, you can schedule these tests at your local Costco.
- If you fail the color vision test or vision test, you will need to visit an optometrist to re-test and determine if you can pass with corrective lenses. Other individuals have had success with contacting Woodley Optometry 16055 Ventura Blvd #690, Encino, CA 91436 [\(818\) 789-2030](tel:8187892030) to set up that review.
- Submit the test results to: reception@csatf.org

Once you have completed **all** of the above requirements, send us copies of your Employment Verification Letters totalling over 30 days of permitted employment, a confirmation of your color vision test appointment or completion of it and copies of your completed online safety pass class certificates.

Referral List

If you have accumulated any permitted union employment days that are less than one year old from today’s date and you have not yet informed the Call Steward, please do so by emailing the information to tcs@iatse728.org. You will be added to our referral list if you do so.

The referral list is sent to 728 department heads whenever Local 728 cannot dispatch 728 members for employment. The referral list is a tool to help crew staffing needs.

Your name, mobile phone number, any specialty skills you may have and the number of active days you have accumulated in the past 12 months will be reflected on the list.

It is ordered by who has the most permitted days first, so keeping the Call Steward informed of any new permitted employment moves your name up higher on the list. ACLT’s tend to call those at the top of the list first.

Permitted Employment

The two most common ways of getting permitted employment are:

1. Being employed on a non-union production at the time that it is signed to a union agreement by the International Alliance. The majority of people who become 728 members get their permitted union workdays from having been employed on non-union productions that were subsequently organized. Employees on those productions become permitted employees or “permits.” All employed workdays count towards the 30 qualifying days needed to be placed on one of the CSATF rosters.
2. If Local 728’s Call Steward is contacted by a union employer who needs to hire and Local 728 is unable to dispatch a 728 member, the employer can request permission to hire a non-member. When granted

permission to hire a non-member by the Call Steward, that person can remain employed for as long as needed in that specific job occupation but must be laid off before any 728 member is laid off and cannot be shifted to another job occupation such as rigging to lamp operator. The employer will need to gain permission anew if they wish to rehire that person.

If an employer has received permission to hire you:

1. Notify the Local 728 Call Steward that you have been offered employment by email at tcs@iatse728.org
2. Notify the local 728 Call Steward when you are laid off.
Failure to notify could result in those workdays being protested by the Local.

Beginning with your first employment day, the Call Steward will ask you for your contact information, start date, the name of your crew supervisor and your probable layoff date. Your name will then be added to the referral list.

Union productions must be given permission from Local 728 to employ you. If Local 728 does not grant permission to an employer to hire you, that company will be grieved for hiring an off-roster non-union member without permission.

The email address to check the union standing of a Local 728 member, is ClearCrew@iatse728.org

Thirty or more “active” permit days

Once you have thirty or more “active” permit days, are ready to make the financial commitment to accept an invitation to make application to Local 728 and pay the initiation fees, complete the application process at CSATF (<http://csatf.org>).

Once CSATF intends to place you on one of their two Rosters, CSATF will notify Local 728 of their intention to place you on that roster and seek confirmation that each day of employment was allowed or "permitted". If Local 728 affirms those days, your name is added to that roster and Local 728 is notified of your roster placement (NOTE: if you submit permitted hire days that were not permitted, Local 728 will protest those days and you will be denied roster placement).

Notification of Eligibility to Apply for Membership to Local 728

Local 728 will then send you a letter notifying you that you are eligible to apply for membership in the International Alliance.

You will have forty days from the date on our letter to make application to Local 728. During that time, you may not work without permission unless you pay ½ of the initiation fees within ten days of the date of our letter. In that case you may work without permission as a new member applicant. If you fail to complete the application process within the given time, Local 728 must notify CSATF. Your qualifying days will be vacated. Any portion of the initiation fees paid to Local 728 will be forfeited.

The initiation fees are equivalent to the current Hollywood Basic Agreement scale rate for Lighting Technicians times 160 (hours), plus application fees and your first quarter dues. A down payment of 50% of the fees plus first quarter dues is acceptable, with the balance payable in 1/3 amounts spread out over a 9-month period plus intervening quarterly membership dues.

You should avoid applying for roster placement until you are fully prepared to meet the financial commitment as you cannot stop the process once you have made application.

The entire application process can take *up to six weeks*.

Until you have applied for membership and made an initial payment to Local 728, you are not allowed to perform covered work (union work) without permission.

Once your IATSE application is submitted to the IATSE General Office in New York and approved, after all fees are paid and after two membership application notifications are published in our news bulletin, you will be invited before the membership for a swearing in ceremony. *Contract Services requires that you complete "Safety Passport" classes as a condition of employment within 90 days of roster placement.*

Additional Information

In any given year, a limited number of people accumulate the 30 days needed to qualify for placement on a roster and consideration for union membership.

To protect our members' ability to gain employment, Local 728 does all it can to dispatch union members in preference to allowing non-members to be hired.

This makes joining Local 728 a very challenging prospect and membership in our union a distinct privilege.

I wish you good luck in your quest to become a member of Local 728. I hope this document has answered any questions you may have had.

If I can be of any further assistance, please feel free to contact me.

Best Regards,

Pascal M. Guillemard
Treasurer - Call Steward
IATSE Local 728

Office: (818) 954-0728
Email: tcs@iatse728.org
Website: <http://www.iatse728.org>

Please report non-union productions to Local 728 so that we can work with the International Alliance's West Coast Office to get those employers signed to a union agreement and help you get the "permit" days needed to qualify for roster placement and union membership.

Send us a call sheet or crew list as soon as you get one and encourage members of other departments to send the same to union representatives from their departments.

Resources for finding production non-union production jobs:

<http://www.productionbeast.com/>

<http://www.media-match.com/usa/>

<http://losangeles.craigslist.org/>

<http://www.productionhub.com/>

<http://www.mandy.com/>

<http://staffmeup.com/>