

U.S. Department of Labor

Employment Standards Administration
Office of Labor-Management Standards
Boston District Office
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Boston, MA 02203
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September 7, 2006

Mr. William McGowan, Business Manager
Electrical Workers IBEW AFL-CIO
Local 2323
100 Midway Road
Cranston, RI 02920-5742

Re: Case Number: [REDACTED]

Dear Mr. McGowan:

This office has recently completed an audit of IBEW Local 2323 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 William McGowan and Marie Sweet on August 17, 2006, the following problem was 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.

The CAP disclosed the following recordkeeping violation: Union officers and employees failed to maintain adequate documentation for reimbursed expenses, and for expenses charged to union credit cards (including meals and lodging expenses). The date, amount, and business purpose of every expense must be recorded on at least one union record. In addition, the names of individuals present for meal expenses and the locations (names of restaurants) where meal expenses were incurred must be recorded.

As agreed, provided that Local 2323 maintains adequate documentation as discussed above in the future, no additional enforcement action will be taken regarding this violation.

I want to extend my personal appreciation to IBEW Local 2323 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,

[REDACTED]

Investigator