



North America's Building Trades Unions

To all Jobsite Representatives and Stewards:

Sean McGarvey  
*President*

Brent Booker  
*Secretary Treasurer*

Newton B. Jones  
*Boilermakers*

Kinsey M. Robinson  
*Roofers*

James P. Hoffa  
*Teamsters*

Terry O'Sullivan  
*LIUNA*

James Boland  
*Bricklayers and  
Allied Craftworkers*

Frank Christensen  
*Elevator Constructors*

Kenneth E. Rigmaiden  
*Painters and Allied Trades*

James T. Callahan  
*Operating Engineers*

Joseph Sellers, Jr.  
*SMART*

Lonnie Stephenson  
*IBEW*

Eric M. Dean  
*Ironworkers*

James P. McCourt  
*Insulators*

Daniel E. Stepano  
*Plasterers' and  
Cement Masons'*

Mark McManus  
*UA*

The purpose of the jobsite representative report is to be able to monitor the activities of the job falling under the General President's Project Maintenance Agreement. These activities include identifying all union contractors, both the general contractors and subcontractors, who are performing work on a GPPMA site and to ensure that they are paying into the General President's Project Maintenance Agreement Trust as well as paying the Helmets to Hardhats funds stated in the agreement.

Therefore, in filling out the updated report (enclosed), please follow these guidelines to better help us monitor these sites:

- When listing the name of the project, please list the name and the GPA Agreement Number.
- When listing union contractors on site, please identify if they are a general contractor or a subcontractor. If it is a subcontractor, we need the name of their general contractor.
- Only list union contractors who fall under this agreement. We do not need to know non-union contractors.
- When listing the workforce, please list both the craft name and number of tradesmen performing work for the union contractors. We do not need to know non-union workforce.
- Please let us know of any contractors that have completed their work and will no longer be on site.
- Reports should be turned in the first of the month.
- Please let us know if you will no longer be the jobsite representative for the site.

Your monthly reports can be returned to our Field Services Department, **Attention: Shari McGarvey**, using the contact information below:

**Email:** [shari@nabtu.org](mailto:shari@nabtu.org)

**Fax:** (202) 756-4617

**Mail:**  
North America's Building Trades Unions  
Attn: Shari McGarvey  
815 16<sup>th</sup> Street, NW  
Suite 600  
Washington, DC 20006

Should you have any questions or concerns, please contact the Director of Field Services, Kevin Adkisson at 865-919-4480 or [kevin@nabtu.org](mailto:kevin@nabtu.org)

*Value on Display. EVERY DAY.*