

Project Labor Agreement Craft Request Log

Contractor Name:

Project Name:

SECTION I: TRADE/UNION REQUEST

1a) Requests submitted:

ITEM #	TRADE/UNION SUBMITTED TO	DATE SUBMITTED	# OF WORKERS REQUESTED	# OF WORKERS DISPATCHED	DATE DISPATCHED	REQUEST FULFILLED ACCURATELY*?
1	_____	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____	_____
4	_____	_____	_____	_____	_____	_____
5	_____	_____	_____	_____	_____	_____
6	_____	_____	_____	_____	_____	_____
7	_____	_____	_____	_____	_____	_____
8	_____	_____	_____	_____	_____	_____

* Accurately fulfilled means was the requested craft/class/qualifications of worker sent (i.e., if you asked for a local apprentice, local apprentice was sent)

1b) If answer was "No" for the "REQUEST FULFILLED ACCURATELY" column above, please provide explanation below.

2) Was there a need for you to follow up with a phone call after submitting written request? If so, how many calls did you need to make and to which trade?

TRADE CALLED	DATE CALLED	RESULT
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION II: JOBS COORDINATOR REQUEST

1a) When trade/union was unable to fulfill request, please log the results of the Jobs Coordinator (if applicable):

ITEM #	DATE SUBMITTED	# OF WORKERS REQUESTED	# OF WORKERS DISPATCHED	DATE DISPATCHED	REQUEST FULFILLED ACCURATELY*?
1	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____
4	_____	_____	_____	_____	_____
5	_____	_____	_____	_____	_____
6	_____	_____	_____	_____	_____
7	_____	_____	_____	_____	_____

* Accurately fulfilled means was the requested craft/class/qualifications of worker sent (i.e., if you asked for a local apprentice, local apprentice was sent)

1b) If answer was "No" for the "REQUEST FULFILLED ACCURATELY" column above, please provide explanation below.
