



NATIONAL MAINTENANCE AGREEMENTS POLICY COMMITTEE, INC.

1501 Lee Highway, Suite 202 • Arlington, Virginia 22209-1145
T: 703.841.9707 • F: 703.524.3364 • www.nmapc.org

Stephen R. Lindauer
Impartial Secretary/CEO

NMAPC Local Tripartite Committee Guidelines for Implementation

1. Objectives:

- a. Clarify questions pertaining to ongoing or upcoming work.
- b. Encourage lines of communication.
- c. Review the requirement for pre-job conferences by approved contractors, and the notification process through the local Building & Construction Trades Council.
- d. Monitor ongoing maintenance activities that effect the orderly progression of the Program at a particular site or various facilities in a geographical area.
- e. Review and recommend resolution of issues unique to that job site(s) that could arise under the program.
- f. Act as a conduit to provide input on job site subjects/issues to the NMAPC L/M Committee.
- g. Consider and comment on various work schedule proposals that might be needed to provide flexibility in scheduling.

2. Committee Make-up:

- a. It is a tripartite committee.
- b. Consisting of client representatives (2-3), Contractor representatives (2-3), Local Trade Representatives (2-3) NOTE: *Alternates may be appointed depending on circumstances.*

3. Meeting Schedules:

- a. Meetings are open but group should meet on “as-needed” basis determined by current work level at facility.
- b. Meetings could be weekly, semi-monthly, monthly, bi-monthly, or quarterly.



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4. Minutes:

- a. Record of meeting, including attendance list, should be kept. Recording secretary appointed as well as chairman named. Copy of minutes sent to NMAPC office.

5. Authority:

- a. Interpretation of the National Maintenance Agreements and their provisions/policy decisions remain the responsibility of the NMAPC, Inc.
- b. However, the local committee does assist by providing a forum for resolution of many items that can and should be dealt with locally.

6. Work Assignments:

- a. The local Committee does not handle Jurisdictional Disputes. Contractors and their subcontractors are required to conduct pre-job conferences to address craft work assignments pursuant to Article I, Sections 3 and 4 of the National Maintenance Agreements. All work assignments shall be made in accordance with Agreements and Decisions of Record, attested agreements, established trade practice, or prevailing area practice, as specified in Article I, Section 2 of the National Maintenance Agreements.
- b. Any work assignment dispute that arises shall be referred to the respective Internationals and handled in accordance with the procedures for the resolution of jurisdictional disputes contained in Article I, Sections 6 – 13 of the National Maintenance Agreements.

7. Work Hours:

- a. Pursuant to Article XXVI – Reporting Requirements – Administrative Fees of the NMA, all NMA signatory contractors are obligated to report all work hours performed under the NMA on a quarterly basis via the NMAPC website, www.nmapc.org. Failure to report work hours is a direct violation of the terms and conditions set forth in the NMA and could result in sanctions levied.