

Dos and Don'ts for Supervisors During a Union Organizing Campaign

**CHANGES
AHEAD**

Don't panic or be caught unprepared when employees talk about unionization. Make sure you are compliant with the rules enforced by the National Labor Relations Board (NLRB) when a union organizing campaign is happening in your workplace. Use the list below as a guide for what management can and cannot do during a campaign.

What You As a Supervisor Can Do

- Tell employees that if a majority of them select the union the company will have to deal with it on all their daily problems involving wages, benefits and working conditions of employment. Advise them that the company would prefer to continue dealing with the employees directly on such matters.
- Tell employees that you and other members of management are always willing to discuss any subject of interest to them.
- Tell employees about the benefits they presently enjoy. (Avoid veiled promises or threats.)
- Tell employees how their wages, benefits and working conditions compare with other companies in the area, whether unionized or not. (Information, comparing such conditions in other companies with those of your company, must be factual.)
- Tell employees some of the disadvantages of belonging to a union—such as the expense of initiation fees and monthly dues; membership rules restricting freedom; and their loss of the right to make their own decisions on matters involving wages, benefits and other working conditions. (Do not mention any reduction in employee's paychecks as a consequence of unionization without specifically attributing this to the expense of union dues.)

What You As a Supervisor Cannot Do

- Promise employees a pay increase, promotion, betterment, benefit, or special favor if they stay out of the union or vote against it.
- Threaten loss of jobs, reduction of income, discontinuance of privileges or benefits presently enjoyed or use intimidating language, which may be designed to influence an employee in the exercise of his/her right to belong or refrain from belonging to a union.
- Threaten to close or move the plant or to drastically reduce operations if a union is selected as their representative.
- Spy on union meetings. (Parking across the street from a union hall to catch employees entering the hall would be suspect.)
- Conduct yourself in a way, which would indicate to the employees that you are watching them to determine whether or not they are participating in union activities.
- Ask employees for an expression of their thoughts about a union or its officers.
- Ask employees how they intend to vote.

- Ask employees at the time of hiring or thereafter whether they belong to a union or have signed a union application or authorization card.
- Ask employees about the internal affairs of unions such as meetings, etc. (Some employees may, of their own accord, walk up and talk about such matters. It is not an unfair labor practice to listen, but you must not ask questions to obtain additional information.)
- Prevent employees from soliciting union memberships during their free time on company premises so long as such does not interfere with work being performed by others.
- Speak to an employee in your office or the office of some other management official about the union campaign and urge him/her to vote against the union. (Remember—the best place to talk to employees about such matters is at their workstations, in work areas or in public areas where other employees are present.)

Need help with union or labor relations? MRA's [Labor Relations](#) experts can help you!

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