

**If you notice these or other signs of union organizing activities, please contact Palo Verde Human Resources and your leader as soon as possible.**

### **Major Do's and Don'ts During Union Organizing Attempts**

The law gives employers the right to speak out against unions and their organizing efforts. Before going too far, though, keep in mind that this right to "free speech" does not permit the company or any of its supervisors to make threats, reprisals, or promises to coerce employees into opposing unionization.

**This means that you can tell the truth about the company's non-union policy and opposition to organizing.** You can openly discuss your opinions about unions, experiences you have had with unions, accurate information about unions, and how employees may be affected by union decisions. You can even tell employees that unions bring with them many costs, such as dues and fines, and the loss of income during strikes or walkouts. Unions cannot guarantee any changes in the employment relationship or compensation, and you are free to share this fact with employees in the workplace. A union may also ask employees to sign authorization cards, and you can tell employees that they are not obligated to do so, nor are they obligated to vote in favor of a union even if they sign authorization cards.

**If you become aware of a union organizing attempt, keep a daily diary of any unusual activities or organizing efforts. Write down incidents of confrontations or unusual events right after they happen, and notify your leader and your HR Client Services Consultant of the event. Keep the log confidential, though, and do not document events in front of employees.** Also keep in mind that it is unlawful to go out of your way to spy on union activities.

You can insist that the union restrict any recruiting efforts to non-working hours and while off company property. Employees, though, are free to discuss the union and to try to persuade co-workers to join a union. They can even do so while on company property as long as it does not interfere with their or their co-workers' jobs.

You cannot say or do anything that interferes with an employee's right to a free choice. While talking with employees about unionization or a union organizing drive, watch your voice, gestures, and statements. You cannot suggest any threat, reprisal, force, or promise of benefit. A good way to remember this is to learn the **TIPS Rule**. The **TIPS Rule** provides that you *cannot*: