

# AMO GREAT LAKES

## AMERICAN MARITIME OFFICERS

**Maritime Plaza  
Toledo, Ohio 43604**

**Dispatcher:  
(800) 221-9395**

**E-mail Address:  
[mmoffitt@amo-union.org](mailto:mmoffitt@amo-union.org)**

**Deep-Sea Dispatch Office:  
601 S. Federal Highway  
Dania Beach, Florida 33004-4109**

**Dispatcher:  
(800) 345-3410**

**Great Lakes Area Dispatch Office:  
Maritime Plaza  
Toledo, Ohio 43604**

**Dispatcher:  
(800) 221-9395**

## **Part 1 Registration**

### **Section 1:**

All persons seeking Great Lakes employment must register in person by mail or by telephone with the Dispatcher at AMO Great Lakes Office in Toledo, Ohio. Returning a completed application for AMO Membership does not constitute registering for work. When registering, the following information must be supplied to the Dispatcher:

- a) Date available
- b) Position desired
- c) Membership or applicant number
- d) Contact information

Copies of the following Documents:

- a) U.S.C.G. Documents held and expiration dates and TWIC card.
- b) Drug Test information and expiration date
- c) Benzene Test information (when required) and expiration date
- d) Refrigeration Certification (when required)
- e) Any other required documents or certifications and their expiration dates
- f) 1st Class Pilots Only: Letter from USCG acknowledging receipt of a copy of their most recent Physical Exam.

### **Section 2:**

There shall be three separate shipping lists:

- a) Engineers
  - b) Deck Officers
  - c) Stewards
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**Section 3:**

Members or applicants for AMO Membership may not register for employment while employed by any AMO contracted company or under the authority of their license or profession.

**Section 4:**

When a registered member or applicant cannot be obtained for the licensed Engineer, licensed Deck Officer or Steward positions filled under these Shipping Rules, other individuals possessing the appropriate U.S. Coast Guard license or documentation and experience may, upon making application for membership and payment of the required fees and charges, be shipped.

**Section 5:**

In order to register, members or applicants must possess valid documentation and must be fit and ready for duty. They must be in good standing and dues and initiation fees must be paid through the quarter of registration and assignment, except where the National Executive Board has approved a waiver in cases of personal hardship in accordance with the AMO National Constitution.

**Section 6:**

When members or applicants have registered for employment under these Shipping Rules, they may not be registered for employment in any other area of the Union.

**Section 7:**

At the time of registration, a number will be assigned to the person registering. Such number will run consecutively and chronologically with numbers already issued.

Persons who have completed registration under these Shipping Rules shall be described as "registrants."

**Section 8:**

In order to retain their registration positions on the shipping list, registrants shall be available for duty when requested by the Union during times of emergencies, disputes, or when requested by a majority vote at a membership meeting. A registrant shall possess all documentation required in Part 1, Section 1, which shall be valid at the time of registration and throughout the intended assignment period.

**Section 9:**

All assignments will be made solely by the Dispatcher or by an Officer of AMO through the shipping hall. In dispatching, the member with the lowest registration number shall be called first.

- a) Phone calls will be made to registrants between the hours of 9:00 a.m. and 5:00 p.m. (local time), Monday through Friday, except when emergencies dictate otherwise.
- b) When calling for the purpose of assignment, the Dispatcher will provide the following information:
  - (1) Name and type of vessel
  - (2) Position available
  - (3) Type of assignment (permanent or temporary); if temporary, the Dispatcher shall state the approximate duration of the assignment
  - (4) Location of vessel
  - (5) Date of assignment
  - (6) Name of company

## Part 2 Employment

- c) Upon acceptance, the registrant will follow instructions given by the Dispatcher. The company office will be notified by the Dispatcher of the registrant's acceptance of such assignment.
- d) Any registrant who accepts an assignment and who, through no fault of the registrant, is laid off in 30 days or less shall be entitled to be restored to the registrant's original position on the registration list.
- e) (1) Registered members may choose to reject an assignment without losing their position on the registration list, provided that any registrant who rejects three (3) assignments shall automatically be reregistered at the bottom of the registration list as of the date of the third (3rd) rejection.
- (2) Registered applicants may not reject any job offer.

### Section 10:

Members duly assigned to permanent jobs must comply with all of these Shipping Rules and, at the time of registering, advise the Dispatcher of such status. Failure to comply with these Shipping Rules will subject the member to disciplinary actions, including possible loss of permanent status.

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### Section 1:

All persons subject to these Shipping Rules shall give at least 48 hours' notice of their intention to leave their assignments and shall not leave their assignments before their reliefs are actually aboard the vessel, unless authorized by AMO. If a person must leave the vessel before being properly relieved as a result of a personal emergency, AMO shall be notified as soon as possible.

### Section 2:

All persons subject to these Shipping Rules must promptly notify the Dispatcher after being relieved from an assignment.

### Section 3:

All persons reporting to an assignment must do so in a condition to properly perform their duties immediately, if necessary.

### Section 4:

Members and applicants shall not take part in any strike or work stoppage at any time when not specifically authorized by AMO.

### Section 5:

Persons who report for assigned work without the documents required Shipping Rules under Part 1, Section 1, shall be replaced immediately with such persons paying the transportation costs incurred by their replacements, and they must re-register in accordance with these Shipping Rules.

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**Part 3**  
**Miscellaneous**

**Section 1:**

Any person who believes that the provisions of these Shipping Rules or approved published AMO National Executive Board policies have been violated shall immediately notify AMO National Headquarters in Dania Beach, Florida or the Toledo, Ohio office in writing.

**Section 2:**

Any person violating any of these Shipping rules or approved published AMO National Executive Board policies shall be subject to disciplinary action in accordance with the appropriate provisions of the AMO National Constitution and By-Laws.

**Section 3**

a) For the purpose of these Shipping Rules, the following are definitions of the terms "permanent" and "temporary" when used in reference to the type of assignment:

- (1) A "permanent" assignment occurs when a permanent vacancy exists or when a permanently assigned member dies, quits, (or) is discharged for cause, which discharge is upheld in the grievance procedure or by an arbitrator, accepts employment with another company or accepts employment in a capacity other than that of such permanent assignment.
- (2) A "temporary" assignment occurs when a permanently assigned member leaves a vessel for any reason other than those listed in item (1) above.

b) The term "applicant" or "applicant for membership" shall mean a person seeking admission to AMO by filing an appropriate application who has not satisfied the initiation fee obligation of AMO and whose acceptance to membership in AMO by membership action is pending.

c) The term "member" means a person who has been admitted into membership.

d) The term "good standing" means all financial obligations are satisfied and dues are paid through the current quarter.

**Section 4:**

Any provision of these Shipping Rules may be amended, deleted or expanded and new provisions may be added as deemed necessary by and with the approval of the AMO National Executive Board and adopted by membership vote at official monthly membership meetings held following the AMO National Executive Board action.

**Section 5:**

Any person violating any provision of these Shipping Rules or approved published National Executive Board policies will be disciplined in accordance with the appropriate provisions of the AMO National Constitution.

**Section 6:**

It is in the best interest of AMO that all persons perform the duties of their assignments with the highest levels of efficiency and professionalism expected of all AMO members and applicants.

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**Section 7:**

The AMO National Executive Board has the responsibility to do whatever is necessary in the best interest of the membership; in order to maintain and increase the level of job opportunities, the National Executive Board may, from time to time, find it necessary to waive any or all of these Shipping Rules. The AMO National Executive Board, therefore, is vested by the membership of AMO with the authority to do so.

**Section 8:**

The provisions of these Shipping Rules shall be interpreted and applied in accordance with all applicable laws. If any provision of these Shipping Rules shall be finally declared invalid or inoperative by any competent authority of the judicial or administrative branch of a state or federal government, the AMO National Executive Committee shall have the authority to suspend the operation of such provision during the period of its invalidity and to substitute in its place a provision which will be in accord with the intent and purpose of the invalid provision and meet the legal objections to the challenged provisions' validity. If any provision of these Shipping Rules shall be held invalid by operation of law or by any tribunal of competent jurisdiction, the remainder of these Shipping Rules or the application of such provision to persons or circumstances other than those as to which it has been held invalid shall not be affected thereby.

**Section 9:**

These Shipping Rules are incorporated by reference into AMO contracts and, when inconsistent with any provision of any AMO contract, such contract provision shall apply.