



IMPACT Standard Procedure for Reimbursement of Fees for the Safety Trained Supervisor Construction® (STSC) Certification

REIMBURSEMENT TO INDIVIDUAL IRONWORKER MEMBERS:

1. The Local Union Business Manager must submit a letter to Joseph Hunt III at jhuntiii@iwintl.org (PH: 314-960-6595) on local union letterhead requesting reimbursement on the ironworker member's behalf. Attached to the request for reimbursement must be the copies of the eligibility confirmation letter, receipts for the application, exam, and prorated renewal fees, and the BCSP-issued certificate.
2. IMPACT will issue a check payable to the ironworker member and will send the check to the Local Union Business Manager for distribution to the member.

REIMBURSEMENT TO CONTRACTORS FOR SPONSORED IRONWORKER MEMBERS AND MANAGEMENT PERSONNEL:

1. Contractor-sponsored ironworker members and management personnel who successfully pass the STSC® examination must submit to their employer a copy of the certificate sent by the Board of Certified Safety Professionals (BCSP) verifying that they passed the exam.
2. The contractor must submit a letter to Joseph Hunt III at juntiii@iwintl.org (PH: 314-960-6595) on company letterhead requesting reimbursement of fees for the ironworker member or management personnel. Attached to the request for reimbursement must be copies of the receipts for the application, signed Acknowledgement Form, exam, and prorated renewal fees as well as the BCSP-issued certificate.
3. IMPACT will issue a check payable to the contractor.