

January 17, 1957 No. 3 Subject: OFFICE WORKERS UNIONIZATION

LABOR RELATIONS REVIEW, no. 3,

January 17, 1957

OFFICE WORKERS UNIONIZATION: Increasing the tempo of its organizational activities, the Office Employees' International Union (AFL-CIO) has recently circulated the attached information to office employees of several San Francisco Bay Area establishments.

Salary rates quoted in the O.E.I.U., Local 3 circular are stated to be the "minimum accepted by organized labor in this area." However, a recent survey shows the union's statement does not agree with the facts. The survey includes 30 labor agreements known to have been negotiated by Local 29 of the Office Employees' Union in this area as of November, 1956.

Note: Most, if not all of the manufacturing and non-manufacturing establishments in the S. F. Bay Area whose office employees have been organized by the Office Employees' International Union are presently represented by Local 29 rather than Local 3.

A tabulation of the minimum rates of pay contained in these 30 contracts shows comparable wage data were available for 16 of the 22 job classifications for which the union has proposed "acceptable" minimum rates. In every instance these data indicate the contract minimums are from \$4 to \$21 lower than the union's proposed "acceptable" minimums. For example, the union asserts \$90 a week is the minimum acceptable for secretaries, whereas the contract survey indicates \$68.96 a week is acceptable in practice. In most instances the proposed "acceptable" minimums are at least \$11 higher than the contract minimums which the union has been successful in negotiating. See schedule attached.

In addition to defining "acceptable" minimum rates of pay, the union asserts it is standard practice for office employees in this area to be covered by: an extensive health and welfare plan paid for by the company; a thirty-five hour work week; eight paid holidays per year; fifteen days paid sick leave each year; two weeks paid vacation after one year and three weeks after five years of service.

The survey of 30 agreements negotiated by Local 29, O.E.I.U. shows the union's statement is clearly misleading. The tabulation shows that --

- . One-half (15) of agreements do not contain a provision for health and welfare benefits. Of the 15 agreements that do include such a provision, the employer's cost ranges from \$2.15 to \$10.50 per month per employee.
- . 26 (86.6%) of the agreements do not provide for a work week of less than 40 hours. Only 2 agreements provide for a work-week of 35 hours, 1 at 37½ hours and 1 at 38½ hours. One of the 2 agreements providing for a 35 hour work-week covers employees in trade union offices; the other agreement covers employees of a very small building materials supply firm.

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- . The majority (20 or 66.6%) of the agreements provide 7 paid holidays per year rather than 8 as stated by the union. Eight holidays per year are provided for in only 8 agreements, 1 allows 6 and another 9 (trade union office employees.)
- . Eight of the contracts do not provide paid sick leave, and nearly all (20) of the 22 contracts that do include such a provision limit such leave to a maximum ranging from 5 to 12 days after 1 year of service.
- . Most agreements (22, or 73%) provide 2 weeks vacation after 1 year of service but less than 24% (7) of the agreements grant a third week after 5 years of service. Six agreements grant a third week after 10 years of service and 6 a third week after 15 years. Eleven agreements have no three week vacation provision.

If additional information is needed, the Federated Employers mid-year 1956 survey of Office Workers Salaries and Personnel Practices is an authentic guide to salaries and personnel practices currently in effect in the San Francisco Bay Area.

\$\$\$ M O N E Y \$\$\$

Look at your paycheck and then determine whether or not you are receiving a fair salary for a fair week's work.

Use the following rates of pay as a guide since the rates listed below are the minimums accepted by organized labor in this area:

Billers, machine (billing machine)	\$74.50	Key-punch operator	\$75.00
Billers, machine (bookkeeping "	67.00	Office Girls	64.50
Bookkeeping machine Operator A	81.50	Secretaries	90.00
Bookkeeping machine Operator B	76.00	Steno-general	78.00
Clerks, Accounting A	87.00	Switchboard Operator	75.00
Clerks, Accounting B	75.00	Switchboard Opr.-Recep'nist	74.50
Clerks, File A	73.50	Tabulating machine Operator	79.00
Clerks, File B	65.50	Transcribing machine	75.00
Clerks, Order	75.50	Operator - general	
Clerks, Payroll	75.50	Typists A	77.50
Comptometer Operator	73.50	Typists B	70.00
Duplicating machine Operator,	69.00		
mimeograph			

If your salary is higher than the rates listed above, your Employer is liberal and is paying salaries above the accepted standards.

If your salary is parallel to the above rates, your Employer is conforming with the accepted standards.

If your salary is below the above rates, you should be curious enough to find out why you are being paid below the accepted standards.

Along with the above rates, you should also be covered by an extensive Health & Welfare Plan paid for by the company, a thirty-five hour work week, eight paid holidays, fifteen days paid sick leave per year, two weeks paid vacation after one year of service, three weeks after five years.

If your rates do not compare favorably with those listed above, sign and send in the attached card and authorize the Office Employees International Union, AFL-CIO, to bring your rates up to standard.

OEUU-3-AFL-CIO

Organizing Committee
OFFICE EMPLOYEES' INTERNATIONAL UNION,
LOCAL 3, AFL-CIO
2450 - 17th Street, Room 301
San Francisco 10, California

OFFICE WORKERS' SALARIES UNDER COLLECTIVE BARGAINING

San Francisco Bay Area - November 1956

Job Classification	Number of Contracts	Weekly Minimum Contract Rates			Union Proposed "Accepted" Weekly Minimum Rates
		High	Low	Average	
Billers, Machine (billing machine)	2	\$63.53	\$62.08	\$62.81	\$74.50
Billers, Machine (bookkeeping machine)	3	63.53	58.75	61.01	67.00
Bookkeeping Machine Operator A	None	-----	-----	-----	81.50
Bookkeeping Machine Operator B	None	-----	-----	-----	76.00
Clerks, Accounting A	3	77.10	60.65	66.69	87.00
Clerks, Accounting B	1	56.54	50.54	56.54	75.00
Clerks, File A	None	-----	-----	-----	73.50
Clerks, File B (junior)	2	58.16	54.23	56.20	65.50
Clerks, Order	4	73.20	56.54	67.66	75.50
Clerks, Payroll	7	77.10	58.85	64.24	75.50
Comptometer Operator	5	69.94	56.13	64.76	73.50
Duplicating Machine Operator, Mimeograph	1	57.69	57.69	57.69	69.00
Key Punch Operator	2	63.53	61.15	62.34	75.00
Office Girls	2	53.08	51.92	52.50	64.50
Secretaries	6	74.40	64.44	68.96	90.00
Steno - General	15	73.85	55.66	62.93	78.00
Switchboard Operator	None	-----	-----	-----	75.00
Switchboard Opr.-Receptionist	None	-----	-----	-----	74.50
Tabulating Machine Operator	1	75.29	75.29	75.29	79.00
Transcribing Machine Operator, general	None	-----	-----	-----	75.00
Typist A	4	62.40	54.52	58.36	77.50
Typist B	2	58.20	54.23	56.22	70.00

Source: 30 labor agreements known to have been negotiated by O.E.I.U., Local #29 in the S.F. Bay Area as of November 1956

Prepared by: FEDERATED EMPLOYERS OF SAN FRANCISCO

December, 1956

OFFICE WORKERS UNDER COLLECTIVE BARGAINING AGREEMENTS NEGOTIATED BY --
OFFICE EMPLOYEES' INTERNATIONAL UNION, LOCAL 29
SAN FRANCISCO BAY AREA
November, 1956

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MANUFACTURING

Bireley Beverages
Borden & Tuttle Cheese
Cutter Laboratories
Durkee Famous Foods
Olympic Press & E. B. Printing Co.
Albers Milling Co.
St. Regis Paper Company
Benner-Newman

WHOLESALE TRADE

American News
Branded Textiles
H. W. Gentry Building Materials
McKesson Robbins
Milk Industry
Oakland Sheet Metal
Skaggs-Stone
Westinghouse Electric Supply Company
Wholesale Auto Parts

RETAIL TRADE

Appliance Stores
Food Stores
Interstate Utilities
Retail Clothiers
Retail Jewelers
Retail Hardware
R. M. Layne, Optician

SERVICE, TRANSPORTATION, FINANCE

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Freight Companies
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Trade Union Offices
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