

WHAT YOU CAN SAY TO YOUR EMPLOYEES

1. You can tell them you are opposed to the union.
2. You can tell them that you believe they do not need a union.
3. You can tell them that you believe their interests are better served without having a union.
4. You can remind them of the wages and other benefits that they have received without a union and without paying union dues.
5. You can show how the Company's wages and benefits compare with those at other employers in your area; you can also compare the Company's wages and benefits with those given under the union's contracts with other employers.
6. You can explain the Company's existing policies on wages, promotions, and other matters.
7. You can tell them that the union is an outsider.
8. You can say that unions cause strikes.
9. You can tell employees about the union's strike history.
10. You can tell about the disadvantages of joining a union, such as the fact that unions may call strikes, and the actual dues and assessments the union will charge.
11. You can tell them about the independence they will lose by joining a union.
12. You can tell them about NLRB decisions allowing unions to fine members who cross picket lines.
13. You can tell employees they do not have to sign authorization cards.
14. You can tell them they do not have to talk to an organizer or allow him in their homes.
15. You can state your opposition to compulsory unionism.
16. You can say that a union may demand that the Company deduct dues and fees from the employees' paychecks.

17. You can point out, and correct, false or misleading union propaganda.
18. You can say that the Company and good business conditions ~ not the union ~ provides jobs and job security and prevents layoffs.
19. You can say that a union does not guarantee business for the Company.
20. You can say that your good work determines the success of the business, not the union, and that wages and job security depend on a successful business operation.
21. You can remind the employees that there will be no automatic increase in wages just because a union becomes a bargaining agent.

WHAT YOU CANNOT SAY OR DO TO YOUR EMPLOYEES

1. You may not promise employees pay increases, promotions, improved working conditions, additional benefits or special favors, on the condition that the employees refuse to join the union or vote against it.
2. You may not threaten employees with loss of a job or a reduction in wages, or use threatening or intimidating language calculated to influence an employee in the exercise of his or her right to support a union.
3. You must not discriminate against an employee who is taking part in union activities by separating him or her from other employees; nor may you intentionally assign or transfer employees to undesirable tasks because of their union activities.
4. You may not threaten to or actually discipline or discharge an employee for soliciting other employees to sign authorization cards for engaging in other union activity during non-working time. Lunch periods and coffee breaks are considered non-working time even though the employee may be paid during these periods. Similarly, an employee standing in line, waiting to punch out, is on non-working time. However, even though an employee is on non-working time, the employee may be warned and disciplined if he or she is interfering with another employee who is at work.
5. You may not engage in surveillance of employees attending union meetings or receiving union handbills, or give the impression that employees' activities are being watched.
6. You may not question employees about their prior or present union affiliations, internal union affairs, or union meetings, nor ask an employee whether he or she has signed a union card. It is not improper, however, for you to receive such information if an employee volunteers it.
7. You may not systematically visit the homes of employees to urge them to vote against the union.
8. You may not solicit or encourage employees to request the return of their authorization cards, or assist them by writing letters to the union or the NLRB. However, you may respond affirmatively to employee questions as to whether they can get their cards back, and advise them, if this is their desire, to contact the person who solicited their signatures.