HERE LOCAL 25 HEALTH & WELFARE, LEGAL AND PENSION FUNDS
ACTIVE COMPLIANCE AUDITS
From June 28, 2012 through October 8, 2012

FUND	EMPLOYER	SCHEDULED	EXIT REVIEW	DELIVERED	PERIOD	UNDER	OVER	INTEREST	COMMENTS
HW	Capitol Skyline Hotel	6/26/2012	7/13/2012	7/31/2012	1/09-12/11	$3,700.60	$0.00	$649.59	The employer omitted hours, failed report employees in covered job classification. Please note this employer uses temporary agency. 7/20/12 Fund notified. The General Ledger indicates they used Temps of DC and Foodstaff Temp agencies. Brought to Jeff Ranonese (GM) and William Sharek's (controller) attention that we would need detailed invoices for 1/09-12/11. We indicated to the Fund and the employer that our findings does not include additional monies that maybe due for temp workers. We have called, emailed and gave them a deadline of 7/27/12. Once we get records request additional billing. 9/20/12 reponded to rebuttal. Reduced audit by $11.04
LGL	Capitol Skyline Hotel	6/26/2012	7/13/2012	7/31/2012	1/09/12/11	$1,853.62	$0.00	$325.63	The employer omitted hours, failed report employees in covered job classification. Please note this employer uses temporary agency. 7/20/12 Fund notified. The General Ledger indicates they used Temps of DC and Foodstaff Temp agencies. Brought to Jeff Ranonese (GM) and William Sharek's (controller) attention that we would need detailed invoices for 1/09-12/11. We indicated to the Fund and the employer that our findings does not include additional monies that maybe due for temp workers. We have called, emailed and gave them a deadline of 7/27/12. Once we get records request additional billing. 9/20/12 responded to rebuttal. Reduced audit by $5.52.
PEN	Capitol Skyline Hotel	6/26/2012	7/13/2012	7/31/2012	1/09-12/11	$9,934.98	$0.00	$1,408.88	The employer omitted hours, failed report employees in covered job classification. Please note this employer uses temporary agency. 7/20/12 Fund notified. The General Ledger indicates they used Temps of DC and Foodstaff Temp agencies. Brought to Jeff Ranonese (GM) and William Sharek's (controller) attention that we would need detailed invoices for 1/09-12/11. We indicated to the Fund and the employer that our findings does not include additional monies that maybe due for temp workers. We have called, emailed and gave them a deadline of 7/27/12. Once we get records request additional billing. 9/20/12 responded to rebuttal. Reduced audit by $34.62.

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HW	MARRIOTT WARDMAN PARK	11/8/2011	11/21/2011	6/07-12/10	$0.00	$0.00	$0.00		The employer did not provide complete documents requested, however the documents provided were sufficient to complete testing except in regard to the issue with the employer not keeping timesheets for the banquet employees. Employer did not provide Federal Tax Return Documents, 1096/1099's and Roster List of non-Local 25 members. The employer is not in compliance to the terms of the CBA in regards to how banquet employees are paid and contributed. The employer does not track hours for banquet employees. Banquet associates do not have timesheets instead they are paid 5 hours per function. The banquets captains are in charge of recording the names of employees working, for each function they are appointed as a captain. The rate paid is determined by the type of function (AM/PM), set, clean, etc. These employees are considered overtime exempt and are paid straight time for all hours worked. Due to the method of record keeping for banquet functions by Marriot Wardman Park, we cannot determine variances for banquet associates. Banquet contributions are capped at 40 hours per week. 9/7/12 Fund's atty sent a letter to the Hotel and Calibre to proceed with the audit by assuming 5 hours per banquet x the number of banquets in a week. We were asked to present a fee proposal. However, due to the large number of banquet employees per year and the unknown factors of the condition/availability of the records and the efficency of working with the records, Calibre presented a letter to the Fund stating an hourly rate. Calibre proposes to spend 40 hours in the field collecting and analysing data. After 40 hours we will be able to present an estimate of how many hours it will take to complete the audit or if findings warrant expanding testing.

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LGL	MARRIOTT WARDMAN PARK		11/8/2011	11/21/2011	7/07-12/10	$0.00	$0.00	$0.00	The employer did not provide complete documents requested, however the documents provided were sufficient to complete testing except in regard to the issue with the employer not keeping timesheets for the banquet employees. Employer did not provide Federal Tax Return Documents, 1096/1099's and Roster List of non-Local 25 members. The employer is not in compliance to the terms of the CBA in regards to how banquet employees are paid and contributed. The employer does not track hours for banquet employees. Banquet associates do not have timesheets instead they are paid 5 hours per function. The banquets captains are in charge of recording the names of employees working, for each function they are appointed as a captain. The rate paid is determined by the type of function (AM/PM), set, clean, etc. These employees are considered overtime exempt and are paid straight time for all hours worked. Due to the method of record keeping for banquet functions by Marriot Wardman Park, we cannot determine variances for banquet associates. Banquet contributions are capped at 40 hours per week. 9/7/12 Fund's atty sent a letter to the Hotel and Calibre to proceed with the audit by assuming 5 hours per banquet x the number of banquets in a week. We were asked to present a fee proposal. However, due to the large number of banquet employees per year and the unknown factors of the condition/availability of the records and the efficency of working with the records, Calibre presented a letter to the Fund stating an hourly rate. Calibre proposes to spend 40 hours in the field collecting and analysing data. After 40 hours we will be able to present an estimate of how many hours it will take to complete the audit or if findings warrant expanding testing.

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PEN	MARRIOTT WARDMAN PARK		11/8/2011	11/21/2011	7/07-12/10	$21,749.90	$0.00	$4,559.00	The employer did not provide complete documents requested, however the documents provided were sufficient to complete testing except in regard to the issue with the employer not keeping timesheets for the banquet employees. Employer did not provide Federal Tax Return Documents, 1096/1099's and Roster List of non-Local 25 members. Employer failed to report vacation payout hours upon termination. Due to the voluminous weekly non-accumulative paper records for 2007 and 2008 findings were extrapolated to pick up vacation payout hour variances. The employer is not in compliance to the terms of the CBA in regards to how banquet employees are paid and contributed. The employer does not track hours for banquet employees. Banquet associates do not have timesheets instead they are paid 5 hours per function. The banquets captains are in charge of recording the names of employees working, for each function they are appointed as a captain. The rate paid is determined by the type of function (AM/PM), set, clean, etc. These employees are considered overtime exempt and are paid straight time for all hours worked. Due to the method of record keeping for banquet functions by Marriot Wardman Park, we cannot determine variances for banquet associates. Banquet contributions are capped at 40 hours per week. 9/7/12 Fund's atty sent a letter to the Hotel and Calibre to proceed with the audit by assuming 5 hours per banquet x the number of banquets in a week. We were asked to present a fee proposal. However, due to the large number of banquet employees per year and the unknown factors of the condition/availability of the records and the efficency of working with the records, Calibre presented a letter to the Fund stating an hourly rate. Calibre proposes to spend 40 hours in the field collecting and analysing data. After 40 hours we will be able to present an estimate of how many hours it will take to complete the audit or if findings warrant expanding testing.
HW	Jefferson Hotel	6/12/2012	6/15/2012	8/20/2012	3/07-12/11	$414.24	$0.00	$118.44	The employer omitted pay period when the Hotel reopenned. 8/20/12 informed employer that the Trustees approved the credit request for erroneously reporting "non-worked" hours, but will need to submit credit request by each Fund alone, not combined with Legal Fund. 10/8/12 no credit request was presented to the Fund or Calibre.
LGL	Jefferson Hotel	6/12/2012	6/15/2012	8/20/2012	3/07/12/11	$210.36	$0.00	$60.15	The employer omitted pay period when the Hotel reopenned. 8/20/12 informed employer that the Trustees approved the credit request for erroneously reporting "non-worked" hours, but will need to submit credit request by each Fund alone, not combined with Health & Welfare Fund. 10/8/12 no credit request was presented to the Fund or Calibre.
PEN	Jefferson Hotel	6/12/2012	6/15/2012	8/20/2012	3/07-12/11	$4,177.11	($6,367.24)	$866.63	Omitted vacation time and omitted pay periods when the Hotel reopenned. 8/20/12 - informed the Hotel that the Trustees approved a credit for reporting overtime hours. Credit request needs to be formatted by participant, by month and by year. 9/13/12 Employer presented a spreadsheet detailing the credit request. Calibre sampled their spreadsheets by comparing the information to payroll records. We found no discrepancies in the sample we reviewed.
HW	L'Enfant Plaza Hotel				1/08-12/11				Records for 1/08-6/14/10 are with Loews Hotel - NYC. Should we audit 6/15/10-12/11 for the current management?

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LGL	L'Enfant Plaza Hotel				1/08-12/11				Records for 1/08-6/14/10 are with Loews Hotel - NYC. Should we audit 6/15/10-12/11 for the current management?
PEN	L'Enfant Plaza Hotel				1/08-12/11				Records for 1/08-6/14/10 are with Loews Hotel - NYC. Should we audit 6/15/10-12/11 for the current management?
HW	Madison Hotel				1/09-12/11				Records in NYC. Employer will not send records. Notified Fund of additional audit cost of $1,000 for travel time and expenses. John Boardman to contact Loews
LGL	Madison Hotel				1/09-12/11				Records in NYC. Employer will not send records. Notified Fund of additional audit cost of $1,000 for travel time and expenses. John Boardman to contact Loews
PEN	Madison Hotel				1/09-12/11				Records in NYC. Employer will not send records. Notified Fund of additional audit cost of $1,000 for travel time and expenses. John Boardman to contact Loews
HW	WOODNER HOTEL								Audit on hold. Employer stated to the auditors that payroll records could not be sent to Washington, DC and the audit would have to be conducted in NYC. At the February 24, 2011 Trustee meeting, the Trustee's agreed to contact the employer to send records to DC.
LGL	WOODNER HOTEL								Audit on hold. Employer stated to the auditors that payroll records could not be sent to Washington, DC and the audit would have to be conducted in NYC. At the February 24, 2011 Trustee meeting, the Trustee's agreed to contact the employer to send records to DC.
PEN	WOODNER HOTEL								Audit on hold. Employer stated to the auditors that payroll records could not be sent to Washington, DC and the audit would have to be conducted in NYC. At the February 24, 2011 Trustee meeting, the Trustee's agreed to contact the employer to send records to DC.
HW	Four Points Hotel by Sheraton	6/19/2012	7/5/2012	7/27/2012	1/09-12/11	$1,495.38	$0.00	$244.55	The employer omitted hours.
LGL	Four Points Hotel by Sheraton	6/19/2012	7/5/2012	7/27/2012	1/09-12/11	$754.58	$0.00	$123.76	The employer omitted hours.
PEN	Four Points Hotel by Sheraton	6/19/2012	7/5/2012	7/27/2012	1/09-12/11	$4,860.38	$0.00	$666.22	The employer omitted hours.
HW	Harrington Hotel	7/17/2012	7/20/2012	7/20/2012	1/09-12/11	$10.26	($180.44)	$1.17	Omitted hours and made a clerical error.
LGL	Harrington Hotel	7/17/2012	7/20/2012	7/20/2012	1/09-12/11	$5.13	($90.22)	$0.58	Omitted hours and made a clerical error.
PEN	Harrington Hotel	7/17/2012	7/20/2012	7/20/2012	1/09-12/11	$0.00	$0.00		
PEN	Hay Adams Hotel	7/24/2012	8/10/2012	8/10/2012	1/09-12/11	$0.00	$0.00		
HW	Hay-Adams Hotel	7/24/2012		8/10/2012	1/09-12/11	$0.00	$0.00		
LGL	Hay-Adams Hotel	7/24/2012		8/10/2012	1/09-1211	$0.00	$0.00		
HW	Hyatt Regency Hotel	8/31/2011	4/25/2012	5/11/2012	10/07-12/10	$10,130.05	$0.00	$2,685.07	The employer failed to report double time hours & applied a 5 hour cap to on call banquet events. Findings for on call banquet work was extrapolated. This employer also used a temporary service for covered work and did not report to Local 25. Fund was notified. 8/17/12 sent extrapolation report for temp. service providers to Fund and Mr. Boardman -$4,140.86 and interest $1,277.66.
LGL	Hyatt Regency Hotel	8/31/2011	4/25/2012	5/11/2012	10/07-12/10	$5,105.12	$0.00	$1,356.85	The employer failed to report double time hours & applied a 5 hour cap to on call banquet events. Findings for on call banquet work was extrapolated. This employer also used a temporary service for covered work and did not report to Local 25. Fund was notified. 8/17/12 sent extrapolation report for temp. service providers to Fund and Mr. Boardman -$2,091.67 and int. $646.60.

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PEN	Hyatt Regency Hotel	8/31/2011	4/25/2012	5/11/2012	10/07-12/10	$19,610.56	$0.00	$4,572.54	The employer applied a 5 hour cap to on call banquet events. Findings for on call banquet work was extrapolated. This employer also used a temporary service for covered work and did not report to Local 25. Fund was notified. 8/17/12 sent extrapolation report for temp. service providers to Fund and Mr. Boardman - $15,285.16 and int.$4,572.54.
HW	Omni-Shorham Hotel	2/13/2012	4/26/2012	5/11/2012	1/08-12/10	$13,378.86	$0.00	$3,396.30	Difficulties scheduling audit. Audit cancelled numerous times due to unprepareness. The employer failed to report new employees from the date of hire, failed to report hours through termination, failed to report pay period 4/3/08, failed to report double time hours & failed to report employees working in a covered position. Fund was notified that employer was using temporary services and not reporting to Local 25. Also, the employer capped on call banquet hours at 5. Extrapolated findings to account for work in excess of 5 hours per event. 7/25/12 - Employer supplied rebuttal information resulting in a revised audit report and the employer is now in agreement. 8/20/12 sent temp worker calculation to Fund and Mr. Boardman. Based report on accounts payable ledger. $3,284.27 and interest $877.27.
LGL	Omni-Shorham Hotel	2/13/2012	4/26/2012	5/11/2012	1/08-12/10	$4,148.06	$0.00	$945.12	Difficulties scheduling audit. Audit cancelled numerous times due to unprepareness. The employer failed to report new employees from the date of hire, failed to report hours through termination, failed to report pay period 4/3/08, failed to report double time hours and failed to report employees working in a covered position. resulting in underpayments. Fund was notified that employer was using temporary services and not reporting to Local 25. Also, the employer capped On Call Banquet hours at 5. Extrapolated findings to account for work in excess of 5 hours per event. 7/25/12 - Employer supplied rebuttal information resulting in a revised audit report and the employer is now in agreement. 8/20/12 sent temp worker calculation to Fund and Mr. Boardman. Based report on accounts payable ledger. $1,651.70 and $480.12 in interest.
PEN	Omni-Shorham Hotel	2/13/2012	4/26/2012	5/11/2012	1/08-12/10	$31,977.11	$0.00	$9,144.63	Difficulties scheduling audit. Audit cancelled numerous times due to unprepareness. The employer failed to report new employees from the date of hire, failed to report hours through termination, failed to report pay period 4/3/08 & failed to report employees working in a covered position. Fund was notified that employer was using temporary services and not reporting to Local 25. Also, the employer capped on call banquet hours at 5 per event. Extrapolated findings to account for work in excess of 5 hours per event. 7/25/12 - Employer supplied rebuttal information resulting in a revised audit report and the employer is now in agreement. 8/20/12 sent temp worker calculation to Fund and Mr. Boardman. Based report on accounts payable ledger. $12,781.15 and $3,303.08 in interest.

Employers currently under audit or future audit date:

FUND	EMPLOYER	SCHEDULED	EXIT REVIEW	DELIVERED	PERIOD	UNDER	OVER	INTEREST	COMMENTS
HW	Hotel and Restaurant Temps	10/12/2012			1/09-12/11				Audit was originally scheduled for 9/10/12, however Employer did not have records ready when auditors arrived. Employer was given to 10/12/12 to prepare the records. Employer refuses to set a deadline and not sure if they will supply records.

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LGL	Hotel and Restaurant Temps	10/12/2012			1/09-12/11				Audit was originally scheduled for 9/10/12, however Employer did not have records ready when auditors arrived. Employer was given to 10/12/12 to prepare the records. Employer refuses to set a deadline and not sure if they will supply records.
PEN	Hotel and Restaurant Temps	10/12/2012			1/09-12/11				Audit was originally scheduled for 9/10/12, however Employer did not have records ready when auditors arrived. Employer was given to 10/12/12 to prepare the records. Employer refuses to set a deadline and not sure if they will supply records. CBA does not mention the Pension Fund and not all employees receive Pension contributions.
HW	Phoenix Park Hotel	10/8/2012			1/09-12/11				
LGL	Phoenix Park Hotel	10/8/2012			1/09-12/11				
PEN	Phoenix Park Hotel	10/8/2012			1/09-12/11				
HW	Renaissance Mayflower Hotel	10/17/2012			1/09-12/11				
LGL	Renaissance Mayflower Hotel	10/17/2012			1/09-12/11				
PEN	Renaissance Mayflower Hotel	10/17/2012			1/09-12/11				
HW	St. Regis Washington Hotel				1/09-12/11				
LGL	St. Regis Washington Hotel				1/09-12/11				
PEN	St. Regis Washington Hotel				1/09-12/11				
HW	W Hotel (formerly Hotel Washington)	10/10/2012			7/09-12/11				
LGL	W Hotel (formerly Hotel Washington)	10/10/2012			7/09-12/11				
PEN	W Hotel (formerly Hotel Washington)	10/10/2012			7/09-12/11				
HW	Aramark - Verizon Center	10/22/2012			1/09-12/11				
LGL	Aramark - Verizon Center	10/22/2012			1/09-12/11				
PEN	Aramark - Verizon Center	10/22/2012			1/09-12/11				