


## Running The Monthly Suspensions

On the 10th of the month, the system will start prompting you to run your suspensions and will lock you out of processing anything that involves a payment. Once the process has been ran , you will be able to process payments again.

- 1) Go to your local's home page in IWITS and click on the red link that says “click here to start the suspension process for –”, in the upper portion of the screen.



**IWITS Iron Workers Online Local Union System**

Use LOGOFF  
Do not use X to quit.  
Ver. 14.462SAA.460

Local 
[Last Suspend: 9/30/2019] [LIU: 10/3/2019] [System Date: 12/16/2019]

!!! IMPORTANT UPDATES !!!

Local
Member
Mbr Payments
Vendor Pymts
Security
Utilities
Logoff

- Search
- IW Reports
- IW Fund Emp/Address Rpt
- IW Hours Debits
- IW Pending Activity
- Union**
- Out Of Work
- Fund/ATS Employers
- Reports
- CBA
- Hours Reporting
- Member Cards
- Drug Testing
- Emailed Receipts
- By-laws
- IW Officers
- GSO
- Scholarship Admin

**Local Union**

**Member Suspensions Processing**
Click here to start the suspension process for - 12/2019

IRONWORKER LOCAL UNION Save Union Changes

Local	Code	Type	Charter City	Charter State	Country
District Council					

Office

Address1:

Address2:

Address3:

City:

State:  Zip:

Meeting

Address1:

Address2:

Address3:

City:

State:  Zip:

Meeting Info:

Phone:

Fax:

Cell:

Email:

Last Election

Next Election

Nomination Date

----- Per Capita Dues Rates -----

Member	Hon/Pen	Travelers	Local Type
			O

[Last Suspend: 9/30/2019]
Last Local Union Update: 10/3/2019

*Iron Workers International Membership Data is as of 10/3/2019*

International Association of Bridge, Structural, Ornamental and Reinforcing Iron Workers

1750 New York Ave., NW, Washington, DC 20006 • (Phone) 1-800-368-0105 • (Fax) 1-202-383-4895

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[Getting Started](#) [Reference Guide](#)

- 2) It will bring up a new screen that will show the list of all who will be affected. The lifetime and military listed will not suspend but their paid thru date in the system will be updated in the back ground so that they will not be suspending. Review the list and when you are ready to run the suspension click on “Process These Suspensions” button.

Fund/ATS Employers  
 Reports  
 CBA  
 Hours Reporting  
**Member Cards**  
 Drug Testing  
 Emailed Receipts  
 By-laws  
 IW Officers  
 GSO  
 Scholarship Admin

**Suspending Members**

Member No	Name	St	Ty	Cl	PT Date	Action
A	M	J			5/2019	Status set to SU - Activity 065,SU,
A	M	R			4/2019	Status set to SU - Activity 065,SU,
A	M	R			5/2019	Status set to SU - Activity 065,SU,
A	M	J			4/2019	Status set to SU - Activity 065,SU,
A	M	J			4/2019	Status set to SU - Activity 065,SU,
A	M	J			5/2019	Status set to SU - Activity 065,SU,
A	M	J			5/2019	Status set to SU - Activity 065,SU,
A	M	R			4/2019	Status set to SU - Activity 065,SU,
A	M	J			4/2019	Status set to SU - Activity 065,SU,
A	M	H			5/2019	Status set to SU - Activity 065,SU,
A	M	H			5/2019	Status set to SU - Activity 065,SU,
A	M	J			5/2019	Status set to SU - Activity 065,SU,
A	M	J			5/2019	Status set to SU - Activity 065,SU,
A	M	J			5/2019	Status set to SU - Activity 065,SU,
A	M	J			4/2019	Status set to SU - Activity 065,SU,
A	M	J			4/2019	Status set to SU - Activity 065,SU,
A	M	J			4/2019	Status set to SU - Activity 065,SU,
A	M	J			4/2019	Status set to SU - Activity 065,SU,
A	M	J			5/2019	Status set to SU - Activity 065,SU,
A	M	J			4/2019	Status set to SU - Activity 065,SU,

No military members will be updated.

**Military Updates**

**Special Lifetime Updates**

Member No	Name	Typ	St	Sk	PT Date	Action
		M	A	-		PT will = 12/1/2019

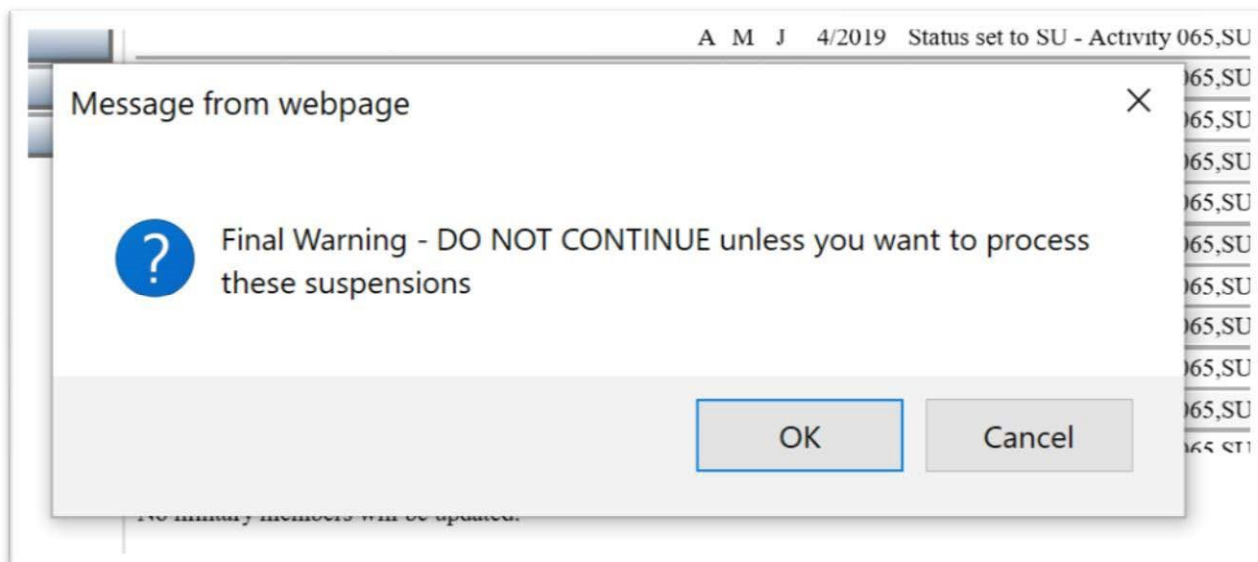
**Inactive Travelers**

Member No	Name	Ty	St	PT Date	Action
		T	a	8/10/2019	Status will = I
		T	A	8/3/2019	Status will = I
		T	A	8/31/2019	Status will = I

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**These members will NOT suspend. Their records will be updated with the current paid thru so that they will not be suspended**

- After clicking on the button to process the suspensions , a pop up will appear double checking that you are going to process the suspensions. Click OK to proceed or Cancel to stop.



- 4) You will be then taken back to your local's home screen. Here you can click on the link in the upper left that says, "Members That Would Suspend". This will give you a list of all the members who were on the first suspension screen so that you can see all who were affected.

Local [ ] [Last Suspend: 9/30/2019] [LIU: 10/3/2019] [System Date: 12/16/2019] Ver. 14.462SAA.460  
 !!! IMPORTANT UPDATES !!!

Local Member Mbr Payments Vendor Pymts Security Utilities Logoff

Search Suspension Results  
 IW Reports **Members that would be Suspend**  
 IW Fund Emp/Address Rpt  
 IW Hours Debits  
 IW Pending Activity  
 Union Local Union  
 Out Of Work  
 Fund/ATS Employers  
 Reports  
 CBA  
 Hours Reporting  
 Member Cards  
 Drug Testing  
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 By-laws  
 IW Officers  
 GSO  
 Scholarship Admin

IRONWORKER LOCAL UNION Save Union Changes

Local	Code	Type	Charter City	Charter State	Country
District Council 13 NORTH CENTRAL STATES					

Office Meeting  
 Address1: Address1:  
 Address2: Address2:  
 Address3: Address3:  
 City: City:  
 State: State: Zip: Zip:  
 Meeting Info: 3rd Wednesday of every month

Phone: Fax: Cell:  
 Email:

Last Election	Next Election	Nomination Date	Member	Hon/Pen	Travelers	Local Type
						O

[Last Suspend: 11/30/2019] Last Local Union Update: 10/3/2019

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- 5) Now you will no longer be locked out of processing actions that involve payments.