

# OLMS Fact Sheet



## Voluntary Compliance Partnership Program

The Voluntary Compliance Partnership (VCP) program is a strategic leadership program initiated by the U.S. Department of Labor, Office of Labor-Management Standards (OLMS). In VCP, OLMS partners with international/national labor unions to assist their local and other affiliate unions in complying with requirements of the Labor-Management Reporting and Disclosure Act (LMRDA), a statute that establishes standards for union democracy and financial safeguards to protect union funds.

VCP focuses on the following compliance initiatives: (a) improving the timely filing of the annual union financial reports; (b) confirming the filing of affiliate union constitutions and bylaws; (c) ensuring all affiliate unions are adequately bonded; (d) providing a review of union embezzlement methods and areas of financial concern in order to develop safeguards to prevent the misuse of union funds; (e) sharing the results of compliance audit and desk audits conducted by OLMS; and (f) sharing internal controls and other financial best practices, audit guidelines, and training materials.

Annually, OLMS prepares a packet of information and provides it to the VCP national/international union participants. This information includes a summary analysis for each of the compliance initiatives. Additionally, the packet includes the following information:

- List of affiliate late filers including the number of days late for the past two years;
- List of Constitution and Bylaws data for the last year;
- List of affiliates that may need to increase or properly report their bond amount for the past two years;
- For those affiliates that were, unfortunately, victims of an embezzlement, a chart that describes the method of embezzlement;
- Copies of the affiliate audit closing letters issued by OLMS;
- A desk audit analysis that assesses whether affiliate reporting items are completed, the report is consistent, and Additional Information entries are adequate; and
- Links to applicable compliance assistance information and OLMS compliance tips and fact sheets.

As a part of VCP, every month, OLMS provides the Delinquent Affiliates Report, which is a list of affiliates that, according to OLMS records, have not filed their annual reports as of the date of the report. In addition, OLMS provides union-specific training and/or participates in union conferences and training sessions, as well as provides other tailored guidance through the year. The national/international union will provide copies of the most recent bonding policy, including any riders and endorsements. Additionally, based on the aforementioned information and follow-up strategies discussed with OLMS, the national/international unions will work with their affiliates to ensure LMRDA compliance.

If you wish to participate in the VCP program or have any questions, please contact OLMS via email at [OLMS-Public@dol.gov](mailto:OLMS-Public@dol.gov) or by phone at (202) 693-0123. You may also find more information concerning OLMS and the LMRDA on the agency website at: [www.dol.gov/olms](http://www.dol.gov/olms).

**OLMS**

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