



Teamster Local 295

PART-TIME

MASTER TRANSFER REQUEST FORM

I _____, request to be transferred to one of
(Please Print)
 the following stations:

- | | (Circle One or Both) | (Circle One or Both) | (Current License) | |
|----------|----------------------|----------------------|-------------------|-------------------------------|
| 1. _____ | F/T | P/T | AM or PM | A B C D |
| 2. _____ | F/T | P/T | AM or PM | (Current Endorsements) |
| 3. _____ | F/T | P/T | AM or PM | Hazmat Port ID |
| 4. _____ | F/T | P/T | AM or PM | |
| 5. _____ | F/T | P/T | AM or PM | |
| 6. _____ | F/T | P/T | AM or PM | |
| 7. _____ | F/T | P/T | AM or PM | |

I understand that all available positions will be filled according to the Master Transfer Seniority List. You must have required license and or certifications in order to be awarded position. Please attach a copy of your license to this form. Please be aware that bidding into the Gateway requires you to obtain a Port ID, you cannot have any felonies on your record, and also you could be put out of service if the company can't retain your services at your current location during your porting process. In those instances you will be eligible for unemployment.

 Signature Date Union Seniority Date

 Current Location F/T P/T Current Status Phone #
(Circle One)

 SHOP STEWARD SIGNATURE DATE

AS OF September 1, 2016 ALL MEMBERS WHO WANT TO BE MOVED OR UPGRADED MUST FILL OUT A NEW REQUEST FORM

All requests are to be given to your Primary Shop Steward for processing. Request a signed copy for your personal records.

Rules for Master Transfer List as of September 1st 2016

To begin September 1st 2016

1. Full-Time employees may pick only one (1) station to transfer to.
2. If you are a full-time employee and asked for your 1st choice and you don't accept the bid you will be removed from the list, once removed you cannot put in another request for two (2) years. Once you are awarded your 1st choice you cannot move again for two (2) years or when a new collective bargaining agreement is in place, whichever comes first.
3. Part-Time employees may pick as many stations available to them.
4. Part-Time employees once they are granted a full-time positions may request one more move to another station, once awarded that move you cannot move again for two (2) years or when a new collective bargaining agreement is in place, whichever comes first.
5. If you are out of work due to any type of extended leave (Workers' Compensation, Disability, etc...), the affected employee must give his station manager a firm return to work date before the employee can be qualified for the vacancy. Moreover, such employee also must be available to start the new position within two (2) weeks of being awarded the bid.
6. It shall be the employee's responsibility to inform the Local in writing of any available phone numbers to get in touch with you. Also, when they are away from the station due to vacations, leave, etc... If unable to contact you during your time away you will be bypassed for that position. **Once you have been asked for a position, you have 24 hrs to give an answer or you will be bypassed.**
7. All positions will be completed strictly by the **Master Transfer Seniority List**.
8. You must attach a copy of your license and or certifications to your request form.
9. If you are awarded a bid into the Gateway and the company cannot retain your services at your current station, you could be put out of service until you receive your Port Identification. During such time you may apply for unemployment. **Once awarded a position at the Gateway you must remain there for no less than two (2) years before putting in a new transfer request.**
10. You must fill out your request form completely and **clearly**.
11. Signing the attached Request Form you are acknowledging that you are in agreement with all terms and conditions stated herein.
12. Your request form must be in at least two weeks before union is notified of newly created shift.



Teamster Local 295

FULL-TIME

MASTER TRANSFER REQUEST FORM

I _____, request to be transferred to one of
(Please Print)
 the following stations:

	<small>(Circle One or Both)</small>	<small>(Circle One or Both)</small>	<small>(Current License)</small>
1. _____	F/T	P/T	AM or PM
			A B C D

(Current Endorsements)

Hazmat Port ID

I understand that all available positions will be filled according to the Master Transfer Seniority List. You must have required license and or certifications in order to be awarded position. Please attach a copy of your license to this form. Please be aware that bidding into the Gateway requires you to obtain a Port ID, you cannot have any felonies on your record, and also you could be put out of service if the company can't retain your services at your current location during your porting process. In those instances you will be eligible for unemployment.

Signature	Date	Union Seniority Date
-----------	------	----------------------

Current Location	<small>F/T P/T</small> Current Status <small>(Circle One)</small>	Phone #
------------------	---	---------

SHOP STEWARD SIGNATURE	DATE
------------------------	------