

Transport Workers Union Local 106

Transit Supervisors – Queens Division

Policy & Procedure

June 19, 2008

Re: Queens Division Pick Procedure.

- All dispatchers in their depot will be split by seniority into three groups.
- The pick will always be held on Monday (group 1), Tuesday (group 2), and Wednesday (group 3). The day you pick will be determined by what group you are in.
- Each Dispatcher will be assigned a 30 minute pick time. The pick time and the day you pick will remain the same for the year.
- A realignment of groups or times will be done once a year if necessary beginning in December. Except for the first year it will begin in June.
- Each dispatcher will have 30 minutes to decide what to pick regardless of what pick is being done.
- If you cannot be present to pick you may call the crew dispatcher to assist as done in the past. Multiple picks may be done at one time, but you still only have 30 minutes to pick.
- The pick will begin each day at 8am and end at 2pm each day.
- All picks will be posted by the union.
- All picks will first hang for seven days.
- ***It is the sole responsibility of each dispatcher*** to know when it's your time to pick.
- Once you past your allotted 30 minute pick time the Shop Steward will pick for you.

Criteria for a Shop Steward assigning a trick or vacation will be as follows.

GENERAL PICKS

Note: If you are not available to be at the location to pick or to call and pick, you may leave a pick slip with the shop steward. We will use the same pick slips as the bus operators.

You will first be given the same trick you had if it's still available to you.

If not: You will be given the trick that comes closest to what you had the last pick, then earliest clearing work, hawk not included.

HOLIDAY PICKS

Note: If you are not available to be at the location to pick or to call and pick, you may leave a pick slip with the shop steward. We will use the same pick slips as the bus operators.

Note: Hawk dispatchers will have an opportunity to pick their hawk before the pick is posted.

Note: If you do not have 8hrs off for the holiday you may wave that right if you choose.

If you are able to pick off for a holiday you will be off.


If not: You will be given the earliest clearing trick on the board including a hawk. If there is more than one trick with the same clearing time you will be given the trick that comes closest to what you work daily.


VACATION PICKS


Note: If you are not available to be at the location to pick or to call and pick, you may leave a pick slip with the shop steward. We will use the same pick slips as the bus operators.

You will be given the same weeks you picked the year before if available.

If not: you will be given weeks as close as possible to the weeks you had the previous year.


Philip Valenti
Chairperson


Wintley Willaims
Vice Chairperson


Thomas Loiacono
Recording Secretary