

## STIPULATION AND AGREEMENT

### Department of Buses

**Agreement** made between the Manhattan and Bronx Surface Transit Operating Authority, the New York City Transit Authority, the MTA Bus Company (hereinafter referred to as the "Authorities") and the Transit Supervisors Organization, TWU Local I06 (Operating, Queens and MTA Bus Supervisory Units) (TSO) (hereinafter referred to as the "Union"). The Union and the Authorities shall be jointly referred to as the "Parties."

The objective of the program is to ensure the Dispatchers who are assigned to Depots within the Department of Buses receive the training needed to properly perform all duties of each Depot position proficiently and to develop the supervisory skills needed to succeed as an effective and competent Dispatcher.

#### **Depot Mentor Program:**

The Parties agree to institute a one-time depot training program. This program applies to newly promoted/hired Dispatchers who pick into a depot position for the first time and incumbent dispatchers who pick into a depot position for the first time in their career.

**Duration:** Eligible Dispatchers as defined above will be provided with up to 15-days of training, which will include Crew, Yard, General and payroll submission. The allocation of the 15 training days to each area will be determined by depot management.<sup>1</sup>

**Trainers Role:** Trainers shall train the newly assigned Depot Dispatchers on all aspects of the tricks they are assigned during the normal course of business, sharing any pertinent information and data that may be helpful to the newly assigned Dispatcher. The Trainer shall grant the Trainee the ability to supervise the assigned tour, while guiding the Trainee's actions to ensure that his or her supervisory approach is within operational guidelines. Dispatcher functions remain the responsibility of the Trainer and they must intercede and take over if appropriate to ensure proper operations. The trainer will document training conducted in UTS. The trainer shall also advise management if a newly assigned Dispatcher needs more training on certain aspects of a trick. If management agrees, additional training will be provided subject to the terms of this agreement. The duration of additional training must be agreed upon in advance.

- In this regard, it is understood by the Parties that probationary dispatchers assigned to this Training program will continue to undergo review and evaluation as per existing policies and procedures.
- Depot Management will set training schedules that best suits the needs of the location. However, in the event of a dispute regarding the training schedule occurs between the union and management, the final decision shall be made by Management.

**Trainer Selection:** Trainers will be identified by Depot Management. Depot Management will seek concurrence from the Union regarding selected Trainers. However, in the event of a dispute regarding the selection of a Trainer, the final decision shall be made by Management. It is understood that no part of the selection process, including selection criteria, non-selection of a Trainer or disputes over trainer selection is subject to the Parties' contractual grievance procedures.

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<sup>1</sup> A sample allocation would be 10 days combined for the Crew and the Yard, 4 days for the General Dispatcher duties and 1 day for payroll submission. This is intended as a guide.

### Trainer Allowance

- Dispatchers who conduct training will be paid an additional two (2) hours at straight time for each completed tour of training newly assigned Dispatchers during the Depot training period. Payment of the Trainer allowance for partial tours with a Trainee shall be computed on a prorated basis.

### Trainee's Role

- The Trainee shall work with the assigned Trainer and follow his/her coaching, directions, and guidance, while performing the duties under the directions of the Training Dispatcher. The Trainee shall adhere to all the duties and responsibilities of the Training Dispatcher. The Trainee is obligated to defer to the Trainer as well as local management of the assigned location as he/ she is being guided. The Trainee shall be responsible to take notes while training and refer to those notes when facing difficulties while actually performing the duties of the Trick they are working.
- The Trainee may be assigned to work with various Trainers over the course of the training period and may be assigned to Train on Hawk, AM, and PM tours. Trainees will be guaranteed eight (8) hours off between tours and two consecutive days off. Management reserves the right to change the training schedules or duration with appropriate notice to the trainee and Union.
- The Trainee's tour and regular days off are subject to change during the training period.

### Documentation:

- The Parties agree to discuss and develop a tracking system for the training curriculum.

### Suspension/Termination of Mentoring Program

Any party to this agreement may suspend or terminate their participating in this mentoring program with at least thirty (30) days written notification to the Authorities.

#### **Department of Buses**

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