

**Transit Vehicle Maintenance  
February 2010 Service Change  
Lead Pick Absentee Pick Form**

<b>NAME:</b>	<b>JOB TITLE:</b>
<b>EMPLOYEE ID#:</b>	<b>SENIORITY DATE:</b>
<b>PICK DAY/DATE:</b>	<b>PICK TIME:</b>

**Current Assignment:**

<b>Base:</b>	<b>Shift:</b>	<b>RDO:</b>
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In order of priority, list your assignment choices by location, shift and RDO (*position numbers are no longer used as they are subject to change during the duration of the posting*). Please list 3 or more choices.

Base	Shift (grave, day or swing)	RDO	Assignment (No insp. Rover, etc.)

If the above listed positions are not available, I will accept the assignment selected for me by an E-board representative. I understand that the E-board member's selections are final and are not grievable per 587 contract, Article 17, Section 6, Paragraph F.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**ABSENTEE PICK FORMS:**

Contract language states that no changes may occur to the pick sheets within the 5 days before the pick and Absentee forms must be received by the Manager's office no less than 24 hours before the start of the first day of the pick. Therefore, we strongly recommend that you file your absentee form after 10:30 a.m. on January 3, but definitely before 10:30 a.m. on January 7. If you must file the form sooner than January 3, the Executive Board Officer/designees will do their best to make sure any changes to the sheets (as notified by management per labor contract) are taken into account when assigning your pick spot.

**Faxing an Absentee Pick Form to the Manager's office (206 684-1852) is the only acceptable method for submitting an absentee pick. The fax transmittal sheet is verification of your pick choice.** If the prioritized positions you have listed on the Absentee Pick Form are not available, an Executive Board Officer/designee will choose a work assignment as close as possible to those you have submitted. The E-board member's selections are final and are not grievable per 587 contract, Article 17, Section 6, Paragraph F.

If you file an Absentee Pick Form but decide to pick in person, notify the Union representative at your pick site **prior to your pick time.**