



## SUPPLEMENTAL LIST TRIAL FOR RELIEF DAY WORK

With the recent severe manpower shortages, at the *request of the UTU*, the procedure for members making themselves available for relief day work will temporarily change for a 90 day trial period. This will basically be a “daily” supplemental list and will begin on Monday, July 7, 2014 for the actual relief day work. So with the instructions below, members wishing to make themselves available for Monday work, should call on Sunday July 6th.

This procedure is being tried account two major reasons: (1) The crew caller will have an up to date listing of employees that requested their desire to work. Before the crew caller would go through the supplemental list with sometimes 90 names listed and (2) members and union officers can better monitor the status of the list.

The current supplemental list will NOT be used. Members will need to call on a daily basis to be on the call list. Below are the instructions for making yourself available on your relief day(s):

1. Employees wishing to make themselves available for work on their relief day(s), will call the the following numbers and leave a message with their name **and** employee number:

Newark Division Supplemental List Work - 201-246-2980

Hoboken Division Supplemental List Work - 201-246-2982

2. Employees will call the day before they wish to work, between the hours of 12 Noon & 8:00 PM.

3. The message machine will document the time you called in, and you will be placed on the daily supplemental list according to the time you called.

*Example* - Joe has Tuesday/Wednesday as relief days. If Joe wants to work on Tuesday, he would call the appropriate Division number (listed above) on Monday between 12 noon & 8:00 PM and leave a message with his name and employee number. He will be added to the list according to the time he left the message. If Joe does NOT want to work on Wednesday, he would do NOTHING. But if he would like to also work Wednesday, he would need to call again on Tuesday to leave the message.

ONLY call the message machine, NOT the crew caller during these hours to add your name. This procedure will allow all employees the equal opportunity to work their relief day(s).

Michael Reilly  
General Chairman