

**The Supplemental List will be changed, this is a pilot project (90 days) agreed on by your LCA Chairpersons and General Chairman effective April 14, 2019 Expiring on July 14, 2019 when modifications are made, and or a new agreement reached**

## Supplemental List for Relief Day Work

A revised procedure for the Relief day work will begin on Sunday, April 14, 2018. Employees wishing to make themselves available for relief day work, should call the respective divisions voicemail (numbers provided below) between the hours of 8:00am and 7:00pm the day before.

Below are the instructions for making yourself available on your **relief day(s)**:

Employees will need to call in **daily** to be on the call list.

The following numbers must be called, leaving a message with your

**Name, Employee Number, and time rested:**

**New York Supplemental (protects Newark division sign ups) List Work - 201-246-2980**

**Hoboken Supplemental (protects Hoboken division sign ups) List Work - 201-246- 2982**

Crew callers will document **the time you called in**, and you will be placed on the Daily Supplemental List according to the time you called.

**ONLY call the voicemail number provided, DO NOT call the Crew Caller** during these hours.

Important notes;

- Members can place their name on the list if you are on a vacation day, personal day or an 013, these employees will be placed in called in order at bottom of list. Members who are on a relief day will be called before any of the above
- Members cannot place their name on both lists, an employee can call the other divisions caller and make themselves available and will be called after they have exhausted the respective divisions list.
- Members cannot request certain times or terminals to be called, if done or refuse an assignment they will not retain their position, they will be kept in rotation for a later call but placed at back of list
- The list will be emailed to union representatives ASAP after 7:00pm
- Employees can add their names to list after 7:00pm but information will not be posted on union website
- Voicemails placed before 8:00am will be placed on list in first open spot after 10:00am

*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 8:00am to 7:00pm and leave a message with his name, employee number and time rested.

**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.**