

Temporary Upgrade and/or Assignment Procedures

Temporary Upgrades And Assignments

All vacancies (as defined in paragraph A of this Article), staffing outages in Lead Positions currently, filled by incumbent employees and Inspector work at Stations where Bid Area 301 is not staffed may be filled in accordance with the following:

1. If the need arises to temporarily upgrade an employee to a Lead or Inspector (RII), the upgrade will be assigned to either an available Lead or RII qualified Technician on overtime or working a trade in the Work Area where the upgrade is needed, or by offering it to the senior qualified employee in the Craft in that Bid Area, shift, and permanent crew. If no employee on the crew volunteers for the position, it will be filled by assignment to a Lead or RII qualified Technician on overtime or working a trade outside the Work Area where the upgrade is needed, or to the junior qualified employee in the Craft in that Bid Area, shift, and permanent crew.
2. Except for positions occupied by incumbent employees who are absent in accordance with Article 10, Leave Of Absence, positions covered by this

Agreement may not be filled on a temporary basis by upgrade, or assignment to another Work Area and/or Bid Area, for more than sixty (60) cumulative working days within a rolling twelve (12) months. To allow for accurate tracking, notice of temporary upgrades and/or assignments will be given to the Union Representative or his designee by the Supervisor requesting such upgrade or temporary assignment. Within sixty (60) days of the ratification of this Agreement the Company and the Union shall meet and agree upon a form for the purpose of tracking such upgrades.

Employee Name _____

Employee Number _____

Classification _____

Permanent Bid Area Number _____

Work Area _____

Shift _____

Temp Upgrade Bid Area Number _____

Work Area _____

Shift _____

Temp Assignment Bid Area Number _____

Work Area _____

Shift _____

Date of request _____

**Supervisor
Signature:** _____

**Steward
Signature:** _____