

Guidelines for establishing Seniority in the BMT, IND and IRT for Signal Maintainers, Signal Electrical Helpers and all other provisional employees

- 1) **Signal Electrical Helpers (on the job)** will be placed on the seniority list according to their permanent date. Provisional time will count for the particular civil service exam only.

Example: A

<u>Seniority</u>	<u>Name</u>	<u>Prov. Date</u>	<u>Perm. Date</u>	<u>Exam#</u>	<u>List#</u>
100	Signal Maintainer "A"	3/1/2001	12/1/2001	0070	3
101	Signal Maintainer "B"	0000000	12/1/2001	0070	1

Signal Maintainer "A" was placed ahead of "B" because "A" accepted a provisional title. That time counted for that civil service exam only!


- 2) **Electrical Helpers (from the Street)** hired as such and given an opportunity to take a promotion to signal maintainer trainee will be placed on the seniority list according to their permanent date, when they are full signal maintainers in permanent title.
- 3) **A) Signal Maintainers (from the Street- Open Competitive)** who were hired off the Civil Service Open Competitive Exam will establish seniority according to their exam number and their permanent date. Provisional time will count only for the particular exam that you are on. See example "A"
 - B) Provisional Signal Maintainers (from the Street)** will be placed on seniority list only when they are permanent signal maintainers. Provisional time will count for that civil service exam only. See example "A".
- 4) **Car Inspectors who are offered an opportunity to become provisional Signal Maintainers and all other provisional Signal Maintainers** will be placed on the seniority list in the order that they passed an open competitive Civil Service exam or promotional exam and will be placed on the seniority list by their permanent list and provisional time will be counted for that civil service exam only. See example "A".
- 5) All permanent or provisional employees have the right to file a grievance with **DCAS (Department of Citywide Administrative Services)** if they feel that their seniority is not correct based on their permanent date. TWU Local 100 can not be held responsible for actions taken by DCAS or the hiring practices of MTA Transit.
- 6) The seniority committee for each division (BMT, IND, & IRT) will consist of three voting members. The three voting members will be the Section Chairman, Section Vice Chairman and the Section Recording Secretary.


NOTE: Until a provisional employee passes an open competitive civil service exam and is made permanent, they will be continually dropping to the bottom of the seniority list and put in provisional order by report date.

Guidelines for establishing Seniority in the BMT, IND and IRT- continued

- a) The seniority committee will review and correct errors that may have occurred on the signal maintainers' seniority list from January 1, 2003 to present. The committee can not go back further, due to previous administration changes. Any person on the seniority list from that date forward who feels they have an improper position and has grieved to DCAS and had their permanent date changed will present all supporting evidence to their division's seniority committee. The committee will convene and make a determination and its decision will be final and binding with no further grievances will be allowed. All others will be considered on an individual basis and again the committee decision is final!
- 7) No one officer of any division's seniority committee will be able to make any seniority list changes without the approval of the two other divisions members **effectively locking the seniority list.**
 - a) **Nine (9) Member Seniority Review Panel**

If any one section rules in such a manner that is a clear violation of the seniority guidelines, the Division Chairperson can veto that sections decision. The vote will then be put forth before all three sections chairpersons, vice chairpersons and recording secretaries with a total of 9 voting members. This panel's decision is final and binding.
- 8) Any employee who would like to make a change of division must write a letter to the division it is leaving and also present the letter to the division it is moving. This can only be done at the section's monthly meeting, so that it can be certified. Once this is done they will be placed under the last permanent employee of the division they are moving to. Absolutely no divisional changes will take place at the time of a job pick. This will take effect upon approval on the date of submission (date of letter).
- 9) Seniority list will be distributed every six months at the section's monthly meeting and one month prior to job or vacation pick.
- 10) Once changes to seniority have been made by the seniority committee, future committees will not be allowed to undo the changes that were made.
- 11) Seniority issues are set by TWU-Local 100 and NYCTA management has no influence in this matter.


IRT Chair. - J. McMorrow


IND Chair. - H. Williams


BMT Chair. - D. Spagnolo


Division Chair. - R. Figueroa