

## ARTICLE 7 FLOW

### ***KEEP SURPLUS TO A MINIMUM***

- ξ Department to use temporary employees as appropriate

### ***“ANNOUNCED” SURPLUS***

- ξ Department submits to Labor
- ξ Labor notifies CWA and Staffing
- ξ Bumping and ESIPP into group limited

### ***FOLLOW-THE-WORK***

*(not declared surplus at this point)*

7.01A3

- ξ Company determines whether FTW will be available and the number of opportunities
- ξ "Pooled seniority" concept
- ξ Department processes with HR Generalist and Staffing guidance

### ***SURPLUS DECLARATION***

7.01A4

- ξ Department submits to Staffing by 5th of month preceding new quarter
- ξ Corporate Labor notifies CWA by 15th of month
- ξ Declared by ESTW, exchange, and OU
- ξ Employees may lock/unlock electronically for SIPP during the month preceding quarter

### ***EQUAL LEVEL VACANCIES WITHIN 35 MILES WITHIN THE SAME FAMILY OF SKILLS***

7.01C1

- ξ Surplus employees offered equal level vacancies in the exchange or an exchange within 35 miles within the family of skills. Those who decline forfeit bumping rights and may forfeit eligibility for termination allowance.
- ξ Then, remaining surplus employees reassigned in inverse order to equal level vacancies in the exchange or an exchange within 35 miles in the same family of skills (same OU)

## ARTICLE 7 FLOW

(cont'd)

### ***SIPP***

7.01C2

- ξ ESTW ready-takers in surplus exchange
- ξ SIPP authorized; surplus employees reassigned to vacated positions (senior surplus to senior SIPP job)
- ξ ESTW ready-takers in surplus exchanges within 35miles
- ξ SIPP authorized; surplus employees reassigned to vacated positions (senior surplus to senior SIPP job)

### ***EQUAL LEVEL VACANCIES WITHIN 35 MILES***

7.01C3

- ξ Offer equal or lower level vacancies within 35 miles (regardless of family of skills), If surplus employees declines equal level vacancy forfeits bumping and could forfeit eligibility for termination allowance unless vacancy is filled by surplus employees.

### ***SURPLUS PACKAGES***

7.01C4

- ξ Surplus packages prepared for all remaining surplus employees and potential bumpees
- ξ Surplus packages distributed and explained. Options include:
  - Vacancies
  - Leaves of Absences
  - SIPP/ESIPP
  - Bumping (unless previously forfeited)
    - ξ 35 mile title or most jr in Family of Skills
    - ξ Most jr. in title in state and most jr. in Family of Skills in state
- ξ 5 calendar days allowed for return of Master Ranking Sheets

**ARTICLE 7 FLOW**  
**(cont'd)**

***MRS ASSIGNMENTS***

- § Assign surplus and bumped employees to highest available choice for which qualified
- § True-up each bump list until first bumping assignment is made; then no more true-up

***2ND FOLLOW-THE-WORK***

7.01C5

- § Eligible surplus employees offered second chance to follow-the-work, provided opportunities still exist

***EXIT OPTIONS/LAYOFF/JOB OFFER  
GUARANTEE***

- § Remaining surplus and bumped employees offered option of Leaves of Absence (if applicable), SIPP, PJB, Termination Pay or Job Offer Guarantee

***NOTIFICATION***

- § CPSG
- § Department
- § Partnership, if applicable

**Economic Surplus Limitations:**

1. RPPP duration (pay protection for employees with 15 or more years of seniority who are downgraded as a result of surplus ends at 65 weeks compared to approx. 169 weeks for Tech/OE) - 8.03B & C
2. Expanded SIPP (Co. may offer, but not required to offer, ESIPP to relieve economic surplus) - 8.04A1
3. Not entitled to Technological Displacement Leave - 7.01C1d