

**PRIORITY PERSONAL DAY GUIDELINES**  
**Effective January 1, 2012 through December 31, 2012**

The following Priority Personal Day guidelines will be utilized in the CWA Local 7019 jurisdiction of Phoenix Metro-Network Services/LPEC for Customer Data Technicians, Network Technicians, and Assistant Technicians.

- Each employee will be entitled to four (4) Priority Personal Days in 2012.
- Priority Personal Time may be taken in full day, half day or 1-hour increments.
- PDN days can be used as priority days
- Normally one employee per work group per day, first come first serve, will be authorized to take a Priority Personal Day. The Company defines a work group, for the purpose of this agreement, as a group of employees sharing a common vacation schedule, tours and overtime.
- No demand will be granted on Company Holidays.

Priority Personal Days may be selected no earlier than noon, one calendar day before the requested date of absence. (Example: Noon Monday to request PPD Tuesday) Employee must make contact with their immediate supervisor or in-charge prior to their scheduled tour in order to request the use of a PPD. Requests will be granted on a first come/first serve basis each day.

This agreement is effective 1-1-2012 through 12-31-2012 and is subject to review and/or revision by either party during that time. If the agreement is reopened and no agreement is reached, the current Agreement will remain in effect

	
Union Representative	Company Representative
01/04/12	1/20/12
Date	Date