

OVERTIME ADMINISTRATION GUIDELINES
Phoenix Metro – Local Network Services Organization
Effective January 1, 2010 through December 31, 2010

The following Overtime Administration guidelines will be utilized in the CWA Local 7019 jurisdiction of Phoenix Metro-Local Network Services organization for Customer Data Technicians, Network Technicians, Broadband Technicians and Assistant Technicians.

- The field supervisor will initially canvass the crew on a daily basis for volunteers available to work overtime (daily and/or “A” days).
- Overtime Tracking Sheet to be updated every Monday by the Company.
- All overtime worked counts towards overtime hours on the list (voluntary and mandatory).
- Overtime Tracking Sheet shall only disclose the order in which technicians will be called for overtime (annual accumulation).
- Volunteers for 6th day tours shall be picked by low overtime based on year to previous week’s total.
- The Company will utilize volunteers from available workgroups. Volunteers must have the necessary skill sets/equipment for the function.
- The Company has the ability to limit voluntary overtime for any technician not meeting performance targets. The Company and Union will work together on a case-by-case basis in determining the appropriateness of limiting overtime in the event of unsatisfactory performance of a technician.
- In the event of mandatory overtime, technicians will be forced by low overtime, per crew, by geographic area, using the Overtime Tracking Sheet.
- The Company has the right to manage overtime to the 49th hour
- The first week of the new year will be by seniority.
- Voluntary, Incidental and Mandatory overtime are as defined in Contract Article 4, Section 4.6.

These guidelines are intended to meet the needs of the business and the needs/desires of the employee. These guidelines are effective January 1, 2010 through December 31, 2010. These guidelines will be reviewed /renegotiated if requested by the Company or Union at any time during the effective dates of the guidelines.

Union Representative

Date

Company Representative

Date

(12/15/09)

