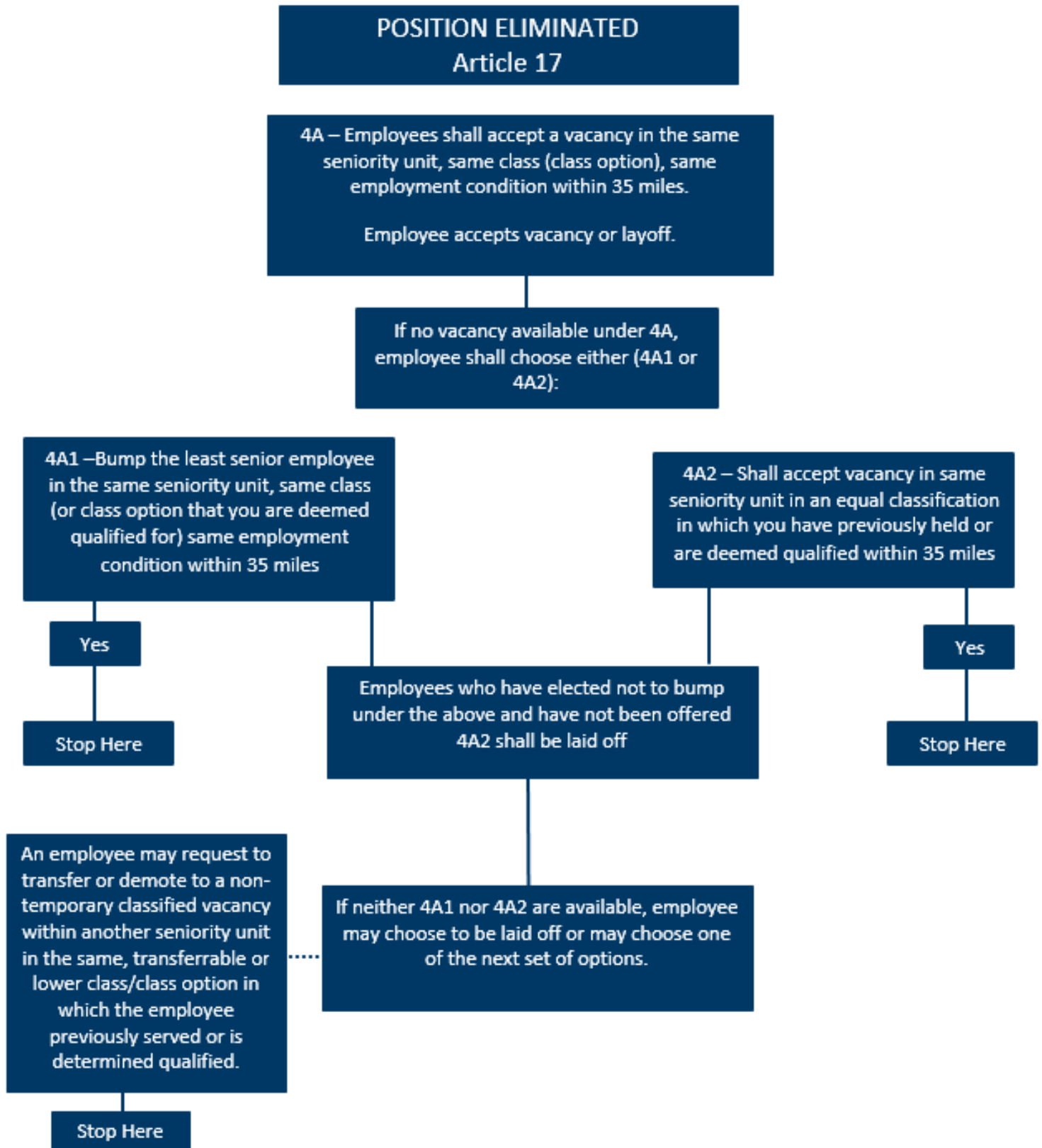


APPENDIX N - Flow Chart for Layoffs



Employee may choose any of the following options that are within 35 miles. NOTE: Please refer to conditions for bumping listed below.

4B1 – Bump the least senior employee in a lower or equal class or class option in which the employee previously served, unless a vacancy is available under 4B2.

4B2 – Accept a vacancy in a lower class or class option in which the employee previously served or for which the employer deemed qualified.

4B3 – Bump any employee in a temporary appointment in the same class who has more than 30 calendar days remaining in their temp appointment. The bumped temp employee shall be separated

4B4 – For unlimited full time employees – bump the least senior employee or accept a vacancy in the same class in a part time position

4B5 – For unlimited part-time employees, bump the least senior or accept a vacancy in the same class in the full time employment condition

If none of the above are available or you have elected to not bump you will be laid off or.....

4B6 – Accept a vacancy in the same or equal or lower class or class option in which the employee previously served or for which the employer determines that you are qualified, over 35 miles within your seniority unit

4B7 – Bump the least senior in the same or an equal or lower class or class option in which the employee previously served over 35 miles within your seniority unit

If neither of these are available, the employee shall be laid off

Conditions

- In all cases the employee exercising an option is restricted to those positions within the same seniority unit (Appendix D) and except in options 4b 3, 4 & 5, the same employment conditions
- In all cases of bumping, the employee must have greater Classification Seniority in the class/class option into which they are bumping to. In the case of a class option, must have served in the option or be determined by the employer to be qualified for the option
- If an employee does not have enough Classification seniority to bump into a previously held classification, they can use classification seniority to bump into the next previously held classification
- When a vacancy exists in a classification/option that the employee has a right to bump into, the employee **MUST** accept the vacancy prior to accepting the bump, **EXCEPT** when that option is to a lower class/option within 35 miles and the vacancy in that class is more than 35 miles, then you are not required to accept the vacancy.
- If more than one employee opts to fill a vacancy or bump another employee, the employee with the greater classification seniority shall have priority in exercising that layoff option.