

Transport Workers Union Local 106

Transit Supervisors-Queens Division

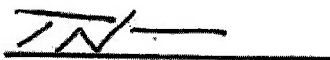
Policy & Procedure

July 27, 2023

Re: Queens Division Change Day Off (CDO) Policy.

The Following Policy is being issued to clarify how CDO'S are implemented in the TSO 106 Queens Division.

- **One CDO May be Granted Per Pick, At Managements Discretion.**
- **If A CDO Is Denied By Management, A Subsequent CDO May Be Requested.**
- **Once A CDO Is Approved, A Second CDO Can Not Be Granted Until The Next Pick, No Exceptions!**
- **For OT Purposes, If A CDO Is Granted, You Maintain Your Seniority on Your Picked Regular Days Off and Fall to The Bottom on Your Requested CDO.**



Todd Napoletano
Chairperson



Vincent Tossone
Vice Chairperson



Rawle Smith
Recording Secretary