

ASSIGNMENT to FOUR-DAY WORKWEEK
 MASTER ALTERNATE WORKWEEK #1
 Pursuant to 11-LL-030
 between the
 STATE OF ALASKA
 and the
 PUBLIC EMPLOYEES LOCAL 71
 representing the
 LABOR, TRADES and CRAFTS UNIT

Department/Division _____ Duty Station _____

It is agreed between the parties that the provisions of the Master Alternate Workweek Agreement 11-LL-030 shall apply to the following bargaining unit member:

PCN	Employee Name	Job Classification

The work schedule shall consist of four consecutive days within the defined workweek which begins on Sunday at midnight and ends the following Sunday at midnight.

The regularly scheduled days and hours are as follows:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
							37.5

Management reserves the right to alter this schedule, when necessary, to meet the business needs of the workplace with consideration of the employee's needs, in accordance with the collective bargaining agreement.

This assignment shall be effective on _____ and shall remain in effect through _____ (no later than June 30, 2012). Either party may cancel upon fifteen calendar (15) days written notice. In the event of cancellation, the affected employee shall return to a normal work schedule in the first week following the required notice period.

For the Department:

 Employee's Supervisor

 Date

For the State of Alaska:

 Human Resource Manager, HR Service Center

 Date

cc: Public Employees Local 71/LTC (via facsimile)