

# BULLETIN INFORMATION



<b>DATE:</b>	February 6 <sup>th</sup> , 2018	<b>TYPE:</b>	Information	<b>NUMBER:</b>	023-18
<b>SUBJECT:</b>	Sparwood AV Week Vacancies – Week 5 – Week Z				

## DETAILS

On the 1<sup>st</sup> Tuesday of every month from February to November the CMC will issue a bulletin listing any available weeks based on craft and terminal flatline. Employees must bid in the craft that they were awarded AV in preference order.

Employees wishing to change their current vacation will have 10 days to fax in an Annual Vacation Change Request Form to the AV Admin Clerk. Employees will be notified of the results by bulletin on the Friday of the following week.

**\*\*\* All Changes must be approved by CMC Management \*\*\***

	5	6	7	8	9	10	11	12	13	14	15	16
EN	0	1	1	0	0	2	2	2	3	3	1	0
CTY	1	1	2	1	0	2	2	2	2	2	2	0
	17	18	19	20	21	22	23	24	25	26	27	28
EN	2	2	0	0	0	0	0	0	0	0	0	0
CTY	1	0	1	0	0	0	0	0	0	2	0	1
	29	30	31	32	33	34	35	36	37	38	39	40
EN	0	0	0	0	0	0	0	0	0	0	1	1
CTY	0	2	2	0	0	0	0	0	0	2	2	2
	41	42	43	44	45	46	47	48	49			
EN	2	3	2	1	2	3	2	0	0			
CTY	2	2	1	2	2	2	2	2	1			



**REQUEST WILL BE VOID IF THE FORM IS NOT SIGNED**

**ANNUAL VACATION – CHANGE REQUEST FORM**

TERMINAL : \_\_\_\_\_

CRAFT : \_\_\_\_\_

BULLETIN NUMBER: \_\_\_\_\_

Please accept this as my request for a change in my annual vacation slot

WEEK REQUESTED (in preference order) \_\_\_\_\_

WEEK RELINQUISHED (in preference order) \_\_\_\_\_

NAME: \_\_\_\_\_

(Please Print Name)

SIGNATURE: \_\_\_\_\_

EMP# \_\_\_\_\_

**Bids will be accepted at CMC Calgary until 2359, Thursday February 15<sup>th</sup>, 2018**

**Absolutely no phone calls will be accepted. As well, make a copy for yourself and give one to your Local Chairperson**

Fax requests to the CMC at:

**1-888-758-6880**