

Transition Guidelines for Crew Leaders, Overhead Electrician Specials, Overhead Electricians, and New Three-Phase Overhead Electricians

In addition to the Job Shadowing Guidelines for Graduating Three-Phase Overhead Electricians dated July 31, 2015 and the Cumulative Overtime Policy Document dated November 30, 1994 this is intended, where applicable to define the transition process for Lateralizing and Promoting Crew Leaders, Overhead Electricians Specials and Overhead Electricians to provide consistency across the ComEd Regions.

Transition for Crew Leaders, Overhead Electrician Special and Overhead Electricians

- Following the lateral, promotion and selection processes, all classifications will report to their new locations on the same date.
- Lateral transferring Crew Leaders, Overhead Electrician Specials and Overhead Electricians will be assigned shifts two weeks from the date they report to their new locations.
- Crew Leaders promoted in place at their current reporting location will be assigned shifts within two weeks after the promotion call.
- Crew Leaders promoting to a different location will be assigned shifts within a two week transition period beginning on the date they report to the new location.
- Overhead Electricians that promote to Overhead Electrician Special are required to complete training and OJT (ride along at the reporting center that they will be assigned) before they can be assigned a shift.
- The Cumulative overtime hours for lateral transferring Crew Leaders, Overhead Electrician Specials and Overhead Electricians will be entered on to the overtime lists at their new reporting locations, effective on the date that they report to their new location.
- Crew Leaders and Overhead Electrician Specials promoted at their current location will be averaged into the appropriate overtime list immediately following the promotion call.
- Crew Leaders and Overhead Electrician Specials promoted at another location will be averaged into the appropriate list effective on the date that they report to their new location.

 12/16/2015

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Date

 12/16/2015

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Date