

State of California

M E M O R A N D U M

TO: PERSONNEL MANAGEMENT LIAISONS **DATE:** September 16, 2003
REFERENCE CODE: 2003-033

THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:

Employee Relations Officers
Personnel Officers

FROM: Department of Personnel Administration
Labor Relations Division

SUBJECT: Bargaining Unit 13 Post and Bid

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As you are aware, the agreements between the State and the International Union of Operating Engineers (IUOE) agreed to a system of "post and bid" for the filling of vacancies in Bargaining Unit 13.

Pursuant to Article 14.2, Transfer from Other Plants, the annual post and bid period is scheduled for the month of October. All bids for transfers to another plant within the department must be submitted between October 1 and October 30, 2003. These bids will be effective January 1, 2004 through December 31, 2004.

Notices of the open post and bid period should be posted in each plant. The notice should include the bidding period (i.e., October 1 through October 30, 2003), the appropriate form in which the bid should be submitted, and the person/office responsible for accepting a bid (i.e., a specific name, employee's supervisor, personnel office, etc.). A copy of the Unit 13 Post and Bid form (Addendum A of the Unit 13 agreement) is attached to this memorandum. Please note, those departments who received approval to use a departmental specific form during the 2002 negotiations may continue to use your form in place of the general Post and Bid form.

Should you have any questions concerning this matter, please contact Julie Chapman at (916) 324-9420.

Enclosure