

**ASSIGNMENT to 14-on/14-off ALTERNATE WORKWEEK SCHEDULE
Pursuant to LOA 20-LL-253**

Duty Station: _____

It is agreed between the parties that the provisions of the DOT&PF Dalton District Maintenance Stations, and Northern Region Roving and Bridge Crews Alternate Workweek (AWW) Agreement, 20-LL-253, shall apply to the following bargaining unit members:

PCN	Employee Name	Employee ID#	Job Classification

The assigned fourteen (14) consecutive day work schedule will result in one hundred sixty (160) hours of work over four consecutive calendar weeks. Forty (40) hours are established in each workweek to ensure compliance with the Fair Labor Standards Act. Each schedule will consist of one of two options, either twelve 12-hour workdays and two 8-hour workdays, or twelve 11:30-hour workdays and two 11-hour workdays, resulting in a fourteen days on/fourteen days off work schedule and a one hundred sixty (160) hour work period. All employees listed above and included on this assignment sheet will work the same schedule. The defined workweek begins on (day) _____ at (24-hour time) _____ and ends on (day) _____ at (24-hour time) _____. The shift on the split day begins at _____. The regularly scheduled days, shift start times, hours worked, and RDOs are as follows (day of week top row, shift start time middle row, and hours worked bottom row):

Day										split day
Shift Start	N/A									
Hours	RDO									
Day		split day								split day
Shift Start										
Hours										
Day		split day								
Shift Start										N/A
Hours										RDO

This assignment shall be effective on* _____, and shall remain in effect through the term of LOA 20-LL-253. ***AWW must begin on the first day of the defined workweek.**

Management reserves the right to temporarily 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.

For the Department: _____
Supervisor

Date

For the State of Alaska: _____
DOP&LR Payroll Services Manager (or designee)

Date

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

Effective 04.29.2020