

Transport Workers Union Local 106

Transit Supervisors-Queens Division

Policy & Procedure

Revised 01/08/2026

Re: Queens Division Pick Procedure.

- All picks and pick times will be posted in the Depot by the Union.
- Picks will be posted seven days before the start of the pick.
- **It is the sole responsibility of each Dispatcher to know when it is their time to pick.**
- Picks will be held over the course of One day.
- Each Dispatcher will have **12** minutes to pick, regardless of what pick is being done.
- Picks will be conducted by The Shop Steward at each TA Queens Depot. If the Shop Steward is not available, a designee will be Chosen by the Queens Chairman.
- Once your **12**-minute pick time has passed, the Shop Steward or designee will pick for you. A shop Steward or his designee may use discretion and allow more time to pick.

Criteria for a Shop Steward or Designee assigning a trick or vacation allotment, is as followed.

Note:

If you are not available to be at the location to pick or to call and pick, you may leave a pick slip with the Shop Steward or Designee. This applies for all picks.

We will use the same pick slips as the Bus Operators

General Picks:

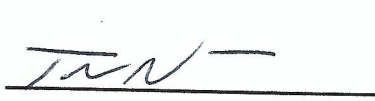
- If you are not available to be at the location to pick or to call and pick, and have not left a pick slip, You Will first be given your current trick if still available, if not available you will be given the trick that comes closest to what you currently have, then earliest clear, Hawk Not included.

Holiday Picks:

- If you are not available to be at the location to pick or to call and pick and have not left a pick slip; if you are able to pick off, you will be **off**. If not, you will be given the earliest clear trick available **including a Hawk**. If there is more than one trick with the same clear time you will be given the trick that comes closest to what you work daily.
- Hawk Dispatchers will have an opportunity to pick their Hawk before the pick is posted.
- If you do not have 8 hours off for the Holiday, you may waive the right if you choose.
- Extra List may only pick RDO'S that fall on a Holiday, if they are able to pick off for the Holiday.
- If a trick opens after the pick, it will first be offered to the first person forced off, and down.
- If a trick opens after the pick, and no one was forced off, the last person who picked off, must work.
- If a pick is conducted at your 19A/UTS work location, you are required to pick at that location, rather than at your Home Depot. This requirement does not affect your eligibility to work overtime at your Home Depot.


Vacation Picks:

- Once a year, during the Winter Pick, a vacation pick will occur.
- If you are not available to be at the location to pick or to call and pick, and you have not left a pick slip, You Will first be given the same weeks you picked the previous vacation year, if available. If not, you will be given weeks as close as possible to the weeks you had the previous year.



Todd A. Napoletano

Chairperson



Vincent Tossone

Vice Chairperson



Rawle Smith

Recording Secretary