

M&E TWU Title I & V Reduction Calendar

August 2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30 <i>RIF numbers issued to IBM for WARN</i>	31	

M&E TWU Title I & V Reduction Calendar

September 2012						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 Labor Day Holiday	4 Early Out Window Opens <i>TS Preps for Warn</i>	5 <i>TS Preps for Warn</i>	6 <i>TS Preps for Warn</i>	7 <i>TS Preps for Warn</i>	8
9	10 <i>TS Preps for Warn</i>	11 <i>TS Preps for Warn</i>	12 <i>TS Preps for Warn</i>	13 <i>TS Preps for Warn</i>	14 <i>TS Preps for Warn</i>	15
16	17 WARN Notices (in hand)	18	19	20	21	22
23	24	25 Early Out Window Closes	26 EO/SIS Revocation period begins TS pulls EO/SIS List	27	28 Send System PTR Freeze notification and RIF Calendar Open one city volunteer window	29
30 Early out revocation window closes						

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October 2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 EO/SIS Accept/Decline letter return – communicate declines to TS by 5 PM CT	2	3 Meet with M&E to finalize EO/SIS and RIF Numbers	4 TS pulls system seniority list and sends to stations	5 Stations review/submit discrepancies of seniority list to TS Close one city volunteer window	6
7	8 System PTR Freeze goes into effect TS/IBM/STA RIF Call (confirm seniority list)	9 TS Creates Reduction view and PBN feed	10 TS Creates Reduction view and PBN feed	11 TS Creates Reduction view and PBN feed	12 TS Creates Reduction view and PBN feed	13
14	15 TS/IBM/STA RIF Call confirm impacted, Jr stations/vacancies TS Creates Reduction view and PBN feed	16 Reduction View sent to stations	17 Stations print and distribute RIF Notification letters	18 Stations print and distribute RIF Notification letters	19 Stations print and distribute RIF Notification letters	20
21	22 Options Window Opens 10 AM CT TS/IBM/STA RIF Call	23	24	25	26	27
28	29 Options Window Closes 10 AM CT TS/IBM/STA RIF Call	30 TS process virtual awards	31 TS process virtual awards			

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November 2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 TS process virtual awards	2 TS process virtual awards	3
4	5 TS process virtual awards	6 TS process virtual awards	7 TS process virtual awards	8 TS process virtual awards	9 TS process virtual awards Accept/Decline window opens 10 AM CT – Round 1	10
11	12 TS process virtual awards Accept/Decline window closes 10 AM CT – Round 1	13 TS process virtual awards	14 TS process virtual awards	15 TS process virtual awards	16 Accept/Decline window opens 10 AM CT – Round 2	17
18	19 Accept/Decline window closes – Round 2 10 AM CT TS/IBM/STA RIF Call	20	21	22 Thanksgiving Holiday	23 Thanksgiving Holiday	24
25	26 TS generates Off Payroll/Relocation report TS/IBM/STA RIF Call	27 TS generates Off Payroll/Relocation report	28 TS generates Off Payroll/Relocation report and sends to stations/Payroll	29	30	

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December 2012

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15 (60 day WARN) Last day on Payroll (except NY RIF'd to street)
16	17	18	19	20	21	22
23	24 Base Closure	25 Christmas Holiday	26 Base Closure	27 Base Closure	28 Base Closure	29
30	31 Base Closure					