Date: _____

Keystone Division Engineer
Mr. Joseph Spadone
Norfolk Southern Corporation
1101 1st Ave. – Building E3
Conway, PA 15027

OFFICIAL NOTICE OF AVAILABILITY FOR AND DESIRE FOR ASSIGNMENT FOR EXTRA/RELIEF WORK

Dear Sir,

Pursuant to all applicable language and terms of Rule 39 of the BMWED-SOU Agreement please recognize this letter as my desire to be considered available for the performance of extra and/or relief work for which I am qualified and possess the applicable seniority should such work opportunities become present during my furloughed period.

The pertinent language of Rule 39 "EXTRA, FURLOUGHED OR UNASSIGNED EMPLOYEES (*specifically Rules 39(b) & (c)*) states as follows:

> "*(b)   Furloughed employees desiring to be considered available to perform such extra and relief work will notify the proper officer of the carrier in writing, with copy to the local chairman, that they will be available and desire to be used for such work…*"

> "*(c)   Furloughed employees who have indicated their desire to participate in such extra and relief work will be called in seniority order for this service. Where extra lists are maintained under the rules of the applicable agreement .such employees will be placed on the extra list in seniority order and used in accordance with the rules of the agreement.*"

In connection with the above cited rule that I hereby declare that I am available to perform any and all extra and/or relief work that may arise and/or become available. I further recognize that qualifications being sufficient, my seniority for such assignment would govern. My current address and contact information is as follow:

Name (Print): _____

Address (Print): _____

_____

Phone: _____

Thanking you in advance for your cooperation to this matter. I look forward to getting back to work as soon as such work opportunities become present. Should you have any questions, please contact me or the General Chairman of the BMWED.

Respectfully,

_____

Employee ID No. _____

Cc: Dale Bogart, General Chairman
       Atlanta Office
       File

(Revised January 13, 2021)