

# CORRECTIONAL LIEUTENANT SENIORITY ASSIGNMENT BID REQUEST FORM EFFECTIVE: DECEMBER 8, 2008

(PRINT)  
NAME \_\_\_\_\_ PPAS # \_\_\_\_\_ SENIORITY POINTS \_\_\_\_\_

SENIORITY NUMBER \_\_\_\_\_ LAST 4 SSN# \_\_\_\_\_ SENIORITY DATE \_\_\_\_\_

PLEASE COMPLETE THIS FORM AND RETURN IT TO THE PERSONNEL ASSIGNMENT OFFICE NO LATER THAN 1600 HOURS ON NOVEMBER 14, 2008  
PLEASE BE SURE TO **PRINT YOUR NAME AND ENTER YOUR CORRECT PPAS NUMBER.**  
BID FOR YOUR DESIRED POST BY PLACING A 1 FOR FIRST CHOICE, 2 SECOND CHOICE ETC. PLACE YOUR SELECTION NUMBER NEXT TO THE POST  
NUMBER IN THE BLANK BOX. **SIGN AND DATE ON BOTTOM.** PLEASE PRINT ALL CHOICES LEGIBLY, AND **DOUBLE CHECK** YOUR FORM TO  
ENSURE YOU HAVE PICKED THE CORRECT POSTS.

**WE WILL NOT BE RESPONSIBLE, NOR WILL WE CHANGE ASSIGNMENTS DUE TO EMPLOYEE ERRORS OR ILLEGIBLE ENTRIES.**

**NOTE:** CORRECTIONAL LIEUTENANTS ON PROBATION AND ONE YEAR LIMITED TERM LIEUTENANTS ARE EXCLUDED FROM THE  
CONTINUOUS/CONDITIONAL SENIORITY ASSIGNMENT BID PROCESS PER SECTION H (10). PLEASE **DO NOT** SUBMIT A BID FORM IF THIS APPLIES.

**NOTE:** LT'S WILL HAVE 5 WORKING DAYS FROM THE DUE DATE OF THIS FORM TO RESCIND THIS BID SHEET. LT'S WILL HAVE UNTIL 1600 HOURS  
ON **NOVEMBER 21, 2008** TO RESCIND THEIR BID SHEET. LT'S WILL BE RESPONSIBLE TO REPORT TO THE PERSONNEL ASSIGNMENT OFFICE AND  
REQUEST TO RESCIND THEIR BID SHEET.

ENTER YOUR PICKS NEXT TO THE CORRESPONDING POST#. (1 BEING YOUR FIRST CHOICE, 2 BEING YOUR SECOND ETC: )

CONTINUOUS POSITIONS					
BID#	POST#	POST NAME	HOURS	RDO'S	RELIEF POST DESCRIPTION/COMMENTS
	120134	WATCH LT. CIM/RCE COMPLEX	22-06	MT	
	350161	MSF PROG-B LT.	14-22	SSH	
	RL3402	RELIEF LT MSF/RCE	14-22	WT	(S/M) PROGRAM A (T) SLL301 (F/S) RCE FACILITY
	VRL002	VACATION RELIEF LT	VARY	VARY	
	VRL003	VACATION RELIEF LT	VARY	VARY	
CONDITIONAL POSITION					
	NA	NA	NA	NA	NA

**NOTE: SICK LEAVE AND COVERAGE RELIEF POSITIONS WILL BE ASSIGNED TO THE SAB. LT'S WILL BE  
ASSIGNED BEHIND SICK CALL-INS, VACANCIES ETC ON A DAILY BASIS.**

**RETURN THIS FORM TO PERSONNEL ASSIGNMENT OFFICE BY 1600 HOURS ON NOVEMBER 14, 2008.**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE