

MEMORANDUM OF AGREEMENT

CANCER SCREENING LEAVE

The parties to this Memorandum of Agreement, Regional Transit Service, Inc., RTS-Access, RTS-Ontario and RTS-Seneca (“RTS” or the “Company”), and the Amalgamated Transit Union, Local 282 (“Union”), hereby agree to the terms and conditions outlined below.

The parties note that in accordance with Civil Service Law Sections 159 (b) and (c), the Authority is required to provide paid time off for employees to be screened for cancer. The Company has expanded the amount of leave to eight hours per calendar year.

The following processes should be followed to undertake such leave:

RTS Seneca and RTS Ontario

Upon hire, all employees are eligible to receive paid time off to be screened for cancer. Employees must complete a time off request with their Supervisor as far in advance as possible.

Once the employee has attended the screening appointment, the employee must return the “Verification of Time-Off for Medical Testing Form” to their Supervisor in order to receive compensation for the time off.

Employees are eligible to receive up to eight hours of paid time off for cancer screening, per calendar year if scheduled during regularly scheduled working days and hours. Employees are allowed to take the leave in less than eight-hour increments but will not be paid more than eight hours in a calendar year.

Employees are not allowed to be paid both PTO and Cancer Screening Leave for the same time.

These paid hours do not count towards overtime calculation purposes.

RTS Monroe

Upon hire, all employees are eligible to receive paid time off to be screened for cancer. Employees must request the time off in advance of the cancer screening appointment.

Once the employee has attended the screening appointment, the employee must return the "Verification of Time-Off for Medical Testing Form" to their Supervisor in order to receive compensation for the time off.

Employees are eligible to receive up to eight hours of paid time off for cancer screening, per calendar year if scheduled during regularly scheduled working days and hours. Employees are allowed to take the leave in less than eight-hour increments but will not be paid more than eight hours in a calendar year.

Employees are not allowed to be paid both sick/personal time and Cancer Screening Leave for the same time.

These paid hours do not count towards overtime calculation purposes

RTS Monroe Bus and Small Vehicle Operators

If the Employee needs the whole day off, they will need to sign the green book with the notation of cancer screening. If the Employee needs a partial day, they will need to sign the slate.

RTS Maintenance

Maintenance employees will need to sign the time off book with the notation of cancer screening noting how many hours of their day they need off either the full shift or the hours they will be off.

RTS Clerical

Employees must request the time off in advance of the cancer screening appointment with their supervisor.

RTS Access

Upon hire, all employees are eligible to receive paid time off to be screened for cancer. Employees must complete a time off request as far in advance as possible. Employees will need to sign the green book with the notation of cancer screening noting how many hours of their day they need off either the full shift or the hours they will be off.

Once the employee has attended the screening appointment, the employee must return the "Verification of Time-Off for Medical Testing Form" to their Supervisor in order to receive compensation for the time off.

Employees are eligible to receive up to eight hours of paid time off for cancer screening, per calendar year if scheduled during regularly scheduled working days and hours. Employees are allowed to take the leave in less than eight-hour increments but will not be paid more than eight hours in a calendar year.

Employees are not allowed to be paid both personal/sick and Cancer Screening Leave for the same time.

These paid hours do not count towards overtime calculation purposes.

REGIONAL TRANSIT SERVICE, INC. and

RTS-Access, RTS-Ontario, RTS-Seneca

By: _____

Date: _____

AMALGAMATED TRANSIT UNION, LOCAL 282

By: John A. Trott

Date: 9.30.22