



**Long Island Rail Road**  
*Going your way*

**BID SHEETS**

THE LONG ISLAND RAIL ROAD  
OFFICE OF THE CHIEF STATIONS OFFICER – STATIONS DEPARTMENT

November 15, 2017

BULLETIN NO. SD-22-2017

This bulletin will close **at 5:00 PM on Friday, November 24, 2017**. It will be open to employees included in the consolidated system seniority roster for clerical forces. All bids must be received in the Stations Department, Jamaica, prior to the close of this bulletin. CT-88 receipts will only be honored if signed by the designated representatives working in the Stations Department. The following information must be included in all bids: Seniority date, the date last awarded a position, and current position. All bids should be mailed to Theresa Dorsey, Jamaica, Department 1106. **If you fax your bid (718-558-7429), you MUST call the Crew Dispatcher to confirm the receipt of CT-88. It is your responsibility to keep a record of that confirmation. Bid withdrawals can only be accepted by calling Crew before the bulletin closes.**

Position No: 1	Permanent	Ticket Clerk/Relief Chief (C901)
Location:		Penn Station
Tour of Duty:		Sun/Mon/Tues: 6:00 AM – 2:00 PM Wed/Thurs: 2:00 PM – 10:00 PM
Rate of Pay:		Sun/Mon/Wed/Thurs: \$43.484 Tuesday: \$35.574
Rest Days:		Friday/Saturday

Primary Duties: Must be qualified in the sale and accounting of tickets and related duties. Must possess the ability to exercise good judgment and efficiently perform assigned duties. Must be qualified in the sale and accounting of tickets and related duties and have a thorough knowledge of the Instructions to Agents and Ticket Clerk manual. Will be required to handle refunds, exchanges, group sales, ticket sales, cash, checks, credit, debit and transit benefit transactions. Process and handle ADL payments and Management adjustments. Applicant will be required to fill out late train notices and provide to customers as needed. Must be able to provide answers to service related questions regarding tracks and departure times. This position will be required to field complaints and questions regarding the Ticket Offices, Information Desk, Lost & Found Office and Ticket Selling Machines. Incumbent must be able to record and track transactions and inquiries into Excel spreadsheet. Must be able to exercise good judgment and efficiently perform all assigned duties. Will be required to work as directed.

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Position No: 2                      Temporary                      Information Clerk (C121)  
Location:    Penn Station  
Tour of Duty:    6:00 AM – 2:00 PM  
Rate of Pay:    \$33.064  
Rest Days:    Tuesday/Wednesday

Primary Duties: Must be able to read train schedules and give prompt and accurate train information and use latest technology as it relates to fares, track assignments, schedules, tickets types and tour packages. Will be required to answers customer questions related to locations in and around the station. Will be required to monitor the waiting room checking that all occupants are valid ticket holders, checking customer tickets prior to entering waiting room, and maintaining the time table rack throughout the station. Must be able to keep station posters and special instructions current, take in timetables deliveries, discard expired timetables and maintain an organized timetable room. Must possess the ability to exercise good judgment and efficiently perform all assigned duties. Will be required to work as directed.

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Position No: 3                      Permanent                      Station Appearance Maintainer (JAM103)  
Location:    Jamaica  
Tour of Duty:    8:00 AM – 4:00 PM  
Rate of Pay:    \$29,483  
Rest Days:    Tuesday/Wednesday

Primary Duties: Required to operate singly and/or part of a team to clean and maintain the appearance of the Long Island Rail Road properties, stations, office buildings and other appurtenances associated with Company property. Routine work includes the operation of mechanical cleaning equipment. All duties must be performed in an efficient and courteous manner. Responsible to complete daily station cleaning reports and to provide reports to supervisors as directed. Must perform work in accordance with written and oral instructions that specify the priority and frequency of daily duties at each location. Responsible to perform duties as directed.

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Position No: 6	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$30.918
Rest Days:		Saturday/Sunday

**Primary Duties:** Applicant will be required to work split shifts (two four hour shifts in any given twelve-hour period) at various locations which include but is not limited to Penn Station, Jamaica Station, Atlantic Terminal and Citifield. Required to work singly or part of a team to provide outstanding customer service to MTA/LIRR customers utilizing technological devices and printed materials. Applicant must be customer orientated and be capable of effectively and courteously relating information to customers. Will be required to assist customers with directions pertaining to travel throughout the MTA/LIRR's three main terminals, eleven branches, major connection points and stations, in addition to Ticket Selling Machine usage. Must be able to provide direction to mass transit systems, local points of interest, landmarks, elevators/escalators, station exits and ticket selling windows. Required to assist customers with limited mobility to exits, platforms, bus stops, cab stands, and other mass transit points. Will be required to work indoors/outdoors and in all types of weather conditions. Incumbent may receive an annual, non-pensionable stipend in an amount not less than \$500 and no greater than \$1900 by December 15 each year. A weekly schedule will be provided each Friday for the following week, however, this schedule is subject to change. Must possess the ability to exercise good judgment and perform all other related duties as assigned and work as directed.

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AWARDS TO AGENT'S BULLETIN SD-12-2017

	<u>JOB#</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Permanent A603	R. Wakeford	11/15/17
POSITION NO. 2	Temporary A808	N. Peluso	11/15/17

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AWARDS TO BULLETIN SD-21-2017

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Permanent C102	J. Dugan	11/15/17
POSITION NO. 2	Permanent C909	A. Khalil	Pending
POSITION NO. 3	Temporary AMB	Re-Advertised	
POSITION NO. 4	Temporary C121	Re-Advertised	
POSITION NO. 5	Temporary C151	J. Powell	11/15/17
POSITION NO. 6	Temporary SSM5A	D. Blumenauer	11/15/17
POSITION NO. 7	Permanent ATL104	J. Scano (A)	11/15/17

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AWARDS TO BULLETIN SD-19-2017

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 8	Temporary LT308	Withdrawn	

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Theresa Dorsey, Director  
Station Services Support

Posted: November 15, 2017

## LONG ISLAND RAIL ROAD

### Bulletin 32-2017

We are accepting resumes for the APPOINTED position of Customer Service Representative. Please forward resumes to Gabrielle Aulicino, Manager Customer Service Department, mail Code 3140 by Friday, November 24, 2017 at 5:00 PM.

**POSITION:** CSR - 905 Permanent  
Customer Service Representative

**LOCATION:** Customer Service Center  
(HSF)

**RATE OF PAY:** 33.868

**TOUR OF DUTY:** 2:00 PM – 10:00 PM

**RELIEF DAYS:** Tuesday and Wednesday

#### JOB SUMMARY:

Responsible to provide superior customer service to the public, providing accurate and up to date information regarding all Long Island Rail Road travel and ticket services.

#### WORK PERFORMED:

Listing of some specific duties and responsibilities:

- Responsibilities include accepting incoming calls and make outgoing calls as required to follow-up on a customer matter, provide information on rules and regulations (i.e. on-board information, smoking, no radio playing, safety, etc.), rates, schedules, service status, station/facility information, trip planning, fare purchase options, and permit or other application/policy procedures for all MTA Agencies.
- Responsible for handling all calls from Corporate Communications (Complaints/Inquiries/Policy Related Questions {i.e. ticket refunds, published/non-published connections, etc.}), Mail&Ride, Ticket Refunds and Ticket Machines Assistance (i.e. document problem, send inquiry to appropriate department/subject matter expert, follow up and investigate, etc.).
- Responsible to document all calls using a Communication Database System and provide customer with a confirmation number for incidents that require investigation and/or follow-up.
- Responsible to access various applications for each Department and provide customer information and/or confirm information. Answer and respond to incoming calls, and record information, about problems, complaints, commendations, and other matters and re-contact a customer (if required) with a call-back. In addition, some ad-hoc responsibilities may include replying to customers using social media to answer any questions via all LIRR Social Media platforms.
- Responsible for accessing and updating manual forms and/or automated systems on behalf of customers for transactions including, but not limited to, customer account information, lost and found matters, accident reports, damage claims, delay verifications and payment transactions.
- Responsible to perform various telemarketing functions such as soliciting information by phone for surveys, mailing campaigns, etc.
- Responsible to furnish information over the phone in a clear, professional and pleasant manner under all conditions.
- Responsible to understand all alarms and visual displays as to network and MTA service status.

- Responsible for reporting telephone and computer system troubles (relating to both equipment and software) to the responsible party (carrier, equipment vendors, help desk, etc.) and follow-up with same for trouble resolution.
- Responsible to properly log all reports using PC or other computer devices for all data entry forms and functions.

**QUALIFICATIONS:**

- A four-year high school diploma or its educational equivalent (GED) approved by a State's Department of Education or recognized accredited organization
- Must have excellent telephone etiquette with ability to answer telephone inquiries from the public.
- Must be familiar with a Communication Database System as well as other various applications including but not limited to Lost & Found, Mail&Ride, Ticket Refunds, documentation of complaints, etc.
- Must be able to perform various telemarketing functions such as soliciting information by phone for surveys, mailing campaigns, etc.
- Must be proficient in reading timetables and operating a computer in order to furnish information over the phone in a clear and pleasant manner under all conditions.
- Must be willing and able to wear a headset while researching and manipulating information from various systems and databases. Accept incoming calls and make outgoing calls as required to follow-up on a customer matter.
- Must have ability to understand all alarms and visual displays as to network and MTA service status.
- Have familiarity with all LIRR social media interfaces for Facebook, Twitter, etc.

Gabrielle Aulicino  
Customer Service Manager

Posted November 15, 2017



THE LONG ISLAND RAIL ROAD  
OFFICE OF THE VICE PRESIDENT  
MARKET DEVELOPMENT & PUBLIC AFFAIRS

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Notice of Awards

*Bulletin No. 31-2017, CSR 103 Permanent, has been awarded to N. Appel, effective 11/15/2017.*

Gabrielle Aulicino, Manager  
Customer Service Center  
HSF - 3140

POSTED: November 15, 2017

**RE-ADVERTISED**

**THE LONG ISLAND RAIL ROAD  
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS  
BULLETIN NO. P&L – 2535**

**TO ALL EMPLOYEES INCLUDED IN CONSOLIDATED SYSTEM SENORITY ROSTER OF  
CLERICAL FORCES:**

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on Friday, November 24, 2017. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

**POSITION:** Assistant Warehouse Person (J. Cooper) – Permanent  
RE-ADVERTISED (P&L – 2515, 2519, 2521, 2525 & 2530)  
**LOCATION:** Various  
**TOUR OF DUTY:** Various  
**REST DAYS:** Various  
**RATE OF PAY:** \$32.191 per hour

**DUTIES:** Must be qualified to operate all material handling equipment. Must be able to operate a floor scrubber. Must be familiar with all materials. Must be able to load and unload trucks by forklift/hand. Must do all general laborer's work, such as sweeping, dusting, lifting, transferring material. Must possess a minimum Class D New York State Driver's License. Will be required to complete a Forklift Training Program.

Perform all other related duties as assigned.

**REQUIREMENT:** Approved safety shoes in accordance with TCU Agreement to be furnished by the employee. Under the Contract effective 7/26/82, the following information must be included on LIRR bid application form CT-88: seniority date, current position, date awarded current position.

**Elvin Vazquez**  
Deputy Chief Stores Officer  
Stores Operation & Materials  
Procurement & Logistics Department

POSTED: 9:00 AM  
November 15, 2017

**RE-ADVERTISED**

**THE LONG ISLAND RAIL ROAD  
PROCUREMENT & LOGISTICS DEPARTMENT  
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS  
BULLETIN NO. P&L – 2536**

**TO ALL EMPLOYEES INCLUDED IN CONSOLIDATED SYSTEM SENIORITY OF CLERICAL FORCES:**

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on Friday, November 24, 2017. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

**POSITION:** Stores Truck Driver - (P. LaMariana) – Temporary  
**RE-ADVERTISED (P&L – 2526 & 2531)**

**LOCATION:** Hillside

**TOUR OF DUTY:** 7:30 AM – 3:30 PM

**REST DAYS:** Saturday & Sunday

**RATE OF PAY:** \$ 33.667 per hour

**DUTIES:** Must be qualified to operate all types of gasoline driven vehicles including trucks with lifts and booms, automobiles and all material handling equipment. Must be physically able to assist in the loading and unloading of all types of material and equipment that the needs of service require. Must hold a New York State Class “B” CDL license with HAZMAT endorsement with no air brake restrictions. Must be familiar with emergency truck maintenance and inspection procedures as instigated by New York State and the Company. Will be required to operate two-way radio equipment and be familiar with the New York City and State roads, highways and expressways as they relate to the Long Island Rail Road’s property. New applicants must secure a New York State Class “A” CDL license with HAZMAT endorsement with no air brake restrictions within three months of award of position. Training will be provided by the Carrier.

**REQUIREMENTS:** Approved safety shoes in accordance with TCU Agreement to be furnished by the employee. Under the Contract effective 7/26/82, the following information must be included on LIRR bid application form CT-88: seniority date, current position, date awarded current position.

**Elvin Vazquez**  
Deputy Chief Stores Officer  
Stores Operation & Materials  
Procurement & Logistics Department

POSTED: 9:00AM  
November 15, 2017

**RE-ADVERTISED**

**THE LONG ISLAND RAIL ROAD  
DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS  
BULLETIN NO. P&L - 2537**

TO ALL EMPLOYEES INCLUDED IN CONSOLIDATED SYSTEM SENORITY OF CLERICAL FORCES:

Bids for the following position in the organization of Purchases and Materials will be accepted by the Officer named below until the close of business on Friday, November 24, 2017. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

**POSITION:** Assistant Warehouse Person - (R. Townsend) – Temporary  
RE-ADVERTISED (P&L – 2524, 2527 & 2532)  
**LOCATION:** East Side Access Glendale (84-02 72<sup>nd</sup> Dr.)  
**TOUR OF DUTY:** 7:30 am – 3:30 pm  
**REST DAYS:** Saturday & Sunday  
**RATE OF PAY:** \$32.191 per hour

**DUTIES:** Must be qualified to operate all material handling equipment. Must be able to operate a floor scrubber. Must be familiar with all materials. Must be able to load and unload trucks by forklift/hand. Must do all general laborer's work, such as sweeping, dusting, lifting, transferring material. Must possess a minimum Class D New York State Driver's License. Will be required to complete a Forklift Training Program.

Perform all other related duties as assigned.

**REQUIREMENTS:** Approved safety shoes in accordance with TCU Agreement to be furnished by the employee. Under the contract effective 7/26/82, the following information must be included on LIRR bid application form CT-88: seniority date, current position, date awarded current position.

**Elvin Vazquez**  
Deputy Chief Stores Officer  
Stores Operation & Materials  
Procurement & Logistics Department

POSTED: 9:00 AM  
November 15, 2017

**THE LONG ISLAND RAIL ROAD  
DEPUTY CHIEF STORES OFFICER – STORES OPERATION &  
MATERIALS**

**November 15, 2017**

**TO ALL EMPLOYEES INCLUDED IN CONSOLIDATED SYSTEM  
SENIORITY ROSTER OF CLERICAL FORCES:**

**NOTICE OF AWARDS**

<b><u>BULLETIN #</u></b>	<b><u>POSITION</u></b>	<b><u>EMPLOYEE</u></b>	<b><u>EFFECTIVE DATE</u></b>
P&L 2530	Assistant Warehouse Person Permanent-VariouS/VariouS (J. Cooper)	NO BIDS RECEIVED	
P&L 2531	Stores Truck Driver Temporary (P. LaMariana)	NO BIDS RECEIVED	
P&L 2532	Assistant Warehouse Person ESA-Temporary (R. Townsend)	NO BIDS RECEIVED	
P&L 2533	Warehouse Person Commissary-Jamaica Permanent (V. Billeri)	Paul Leary	11/15/17
P&L 2534	Stores Truck Driver Temporary (R. Redmond)	WITHDRAWN	

Elvin Vazquez  
Deputy Chief Stores Officer  
Stores Operation & Materials  
Procurement & Logistics Department

POSTED: 9:00 AM  
November 15, 2017

**LONG ISLAND RAILROAD**

**MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES**

**Bulletin Awards - Non-Ops**

**Bulletin ID:** TELBUL2-64    **Sequence:** 91

**Description:** TELEGRAPHERS BULLETIN 2-64

**Open:** 11/01/2017 00:01    **Close:** 11/10/2017 17:00    **Effective:** 11/15/2017 00:01    **Posted:** 11/01/2017 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
1-3	PSCC CONSOLE	Permanent	PENN STATION CENTRAL			JTD21 TR JAM

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

11/14/20 10:27

**LONG ISLAND RAILROAD**  
**MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES**

**Bulletin ID:** TELBUL2-65

**Bulletin Seq:** 92

**Bulletin Description:** TELEGRAPHERS BULLETIN 2-65

**Open:** 11/15/2017 00:01

**Close:** 11/24/2017 17:00

**Effective:** 11/29/2017 00:01

**Posted:** 11/15/2017 00:01

**Asgn**      **Position**

**Perm Or Temp**

**Terminal**

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JTD21      TRAIN DIRECTOR

Permanent

JAMAICA

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**Location**      JCC

**Report Time**      3PM

**Rest Days**      SATURDAY & SUNDAY

**Rate Of Pay**      \$52.295 HOURLY\*

\*DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

11/14/20 10:26

**LONG ISLAND RAILROAD**

**MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES**

**Bulletin Awards - Non-Ops**

**Bulletin ID:** USBUL1-60    **Sequence:** 16

**Description:** USHER BULLETIN 1/60

**Open:** 11/01/2017 00:01    **Close:** 11/10/2017 17:00    **Effective:** 11/15/2017 00:01    **Posted:** 11/01/2017 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank	From
UX0001	USHERS	Temporary	LIRR-Extra List	50521	AHRENS, MJ	8	JAU2
NYU7	USHERS	Permanent	NEW YORK	50676	GAPONOFF, W	9	JAU8
							US JAM
							US JAM

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

11/14/20 10:00



**LONG ISLAND RAILROAD**  
**MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES**

**Bulletin ID:** USBUL1-61

**Bulletin Seq:** 16

**Bulletin Description:** USHER BULLETIN 1/61

Open: 11/15/2017 00:01

Close: 11/24/2017 17:00

Effective: 11/29/2017 00:01

Posted: 11/15/2017 00:01

Asgn Position

Perm Or Temp

Terminal

JAU2 USHERS

Temporary

JAMAICA

Location JAMAICA

Report Time 615AM

Rest Days FRIDAY & SATURDAY

Rate Of Pay \*\$37.094 HOURLY

\*ALL APPLICABLE DIFFERENTIALS WILL APPLY IN ACCORDANCE WITH THE COLLECTIVE BARGAINING AGREEMENTS.

MUST COMPLETE LIRR/TCU USHER TRAINING PROGRAM.

\* Ushers are expected to be courteous at all times.

\* In some instances, they must be able to work with minimal direction.

\* Must work well with the public

\* Applicants will be subject to a 2-part exam that has been developed by the General Stationmaster.

Part 1- Live announcements and actual use and understanding of computer systems.

Part 2- Written exam - Passing grade on exam is 75%

\* During the course of the 3 week training program, the applicant will complete a review of all station stops.

\* All applicants should have a full knowledge of station stops and corresponding branches upon starting the Ushers program.

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

11/14/20 10:08

Bulletin ID: USBUL1-61

Bulletin Seq: 16

Bulletin Description: USHER BULLETIN 1/61

Open: 11/15/2017 00:01

Close: 11/24/2017 17:00

Effective: 11/29/2017 00:01

Posted: 11/15/2017 00:01

Asgn Position

Perm Or Temp

Terminal

JAU8 USHERS

Permanent

JAMAICA

Location JAMAICA

Report Time 11PM

Rest Days WEDNESDAY & THURSDAY

Rate Of Pay \*\$37.094 HOURLY

\*ALL APPLICABLE DIFFERENTIALS WILL APPLY IN ACCORDANCE WITH THE COLLECTIVE BARGAINING AGREEMENTS.

MUST COMPLETE LIRR/TCU USHER TRAINING PROGRAM.

\* Ushers are expected to be courteous at all times.

\* In some instances, they must be able to work with minimal direction.

\* Must work well with the public

\* Applicants will be subject to a 2-part exam that has been developed by the General Stationmaster.

Part 1- Live announcements and actual use and understanding of computer systems.

Part 2- Written exam - Passing grade on exam is 75%

\* During the course of the 3 week training program, the applicant will complete a review of all station stops.

\* All applicants should have a full knowledge of station stops and corresponding branches upon starting the Ushers program.

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

11/14/20 10:08

**LONG ISLAND RAILROAD**

**MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES**

**Bulletin Awards - Non-Ops**

**Bulletin ID:** CREW8-42      **Sequence:** 77

**Description:** C/D BULLETIN 8-42

**Open:** 11/01/2017 00:01

**Close:** 11/10/2017 17:00

**Effective:** 11/15/2017 00:01

**Posted:** 11/01/2017 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
REL6	CREW DISPATCHER	Permanent	JAMAICA		Readvertis	
CX4002	CREW DISPATCHER	Permanent	LIRR-Extra List		Readvertis	
CX4005	CREW DISPATCHER	Permanent	LIRR-Extra List		Readvertis	

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

11/14/20 10:53

**LONG ISLAND RAILROAD**  
**MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES**

**Bulletin ID:** CREW8-43

**Bulletin Seq:** 77

**Bulletin Description:** C/D BULLETIN 8-43

Open: 11/15/2017 00:01

Close: 11/24/2017 17:00

Effective: 11/29/2017 00:01

Posted: 11/15/2017 00:01

Asgn Position

Perm Or Temp

Terminal

CD2D CREW DISPATCHER

Temporary

JAMAICA

Location TRANSPORTATION CREW MANAGEMENT, JAMAICA

Report Time 359PM

Rest Days MONDAY & TUESDAY

Rate Of Pay \$42.741 HOURLY\*

APPLICANTS FOR THIS POSITION MUST HAVE COMPLETED THE CREW DISPATCHER TRAINING PROGRAM AS PER TCU CONTRACT. MUST HAVE THOROUGH KNOWLEDGE OF THE REGULATIONS GOVERNING THE WORKING CONDITIONS OF EMPLOYEES REPRESENTED BY THE UTU, BLE, TCU AND

UTU Y/M. MUST BE A COMPETENT TYPIST AND WORK AS DIRECTED WITHIN THE OFFICE OF THE MANAGER-TRANSPORTATION CREW MANAGEMENT SERVICES.

\*DIFFERENTIAL NOT INCLUDED IN THE ABOVE RATE OF PAY

CX4002 CREW DISPATCHER

Permanent

LIRR-Extra List

Location TRANSPORTATION CREW MANAGEMENT, JAMAICA (5C1)

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay \$42.741 HOURLY\*

APPLICANTS FOR THIS POSITION MUST HAVE COMPLETED THE CREW DISPATCHER TRAINING PROGRAM AS PER TCU CONTRACT. MUST HAVE A THOROUGH KNOWLEDGE OF THE REGULATIONS GOVERNING THE WORKING CONDITIONS OF EMPLOYEES REPRESENTED BY THE UTU, BLE, TCU AND UTU Y/M. MUST BE A COMPETENT TYPIST AND WORK AS DIRECTED WITHIN THE OFFICE OF THE MANAGER-TRANSPORTATION CREW MANAGEMENT SERVICES.

\*DIFFERENTIAL NOT INCLUDED IN THE ABOVE RATE OF PAY

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

11/14/20 10:50

Bulletin ID: CREW8-43

Bulletin Seq: 77

Bulletin Description: C/D BULLETIN 8-43

Open: 11/15/2017 00:01

Close: 11/24/2017 17:00

Effective: 11/29/2017 00:01

Posted: 11/15/2017 00:01

Asgn	Position	Perm Or Temp	Terminal
CX4006	CREW DISPATCHER	Permanent	LIRR-Extra List

Location TRANSPORTATION CREW MANAGEMENT, JAMAICA (SC1)

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay \$42.741 HOURLY\*

\*RATE OF JOB COVERED WITH \$26.629 MINIMUM

APPLICANTS FOR THIS POSITION MUST HAVE COMPLETED THE CREW DISPATCHER TRAINING PROGRAM AS PER TCU CONTRACT. MUST HAVE A

THOROUGH KNOWLEDGE OF THE REGULATIONS GOVERNING THE WORKING CONDITIONS OF EMPLOYEES REPRESENTED BY THE UTU, BLE, TCU AND

UTU Y/M. MUST BE A COMPETENT TYPIST AND WORK AS DIRECTED WITHIN THE OFFICE OF THE

MANAGER - TRANSPORTATION CREW MANAGEMENT SERVICES.

REL6	CREW DISPATCHER	Permanent	JAMAICA
	Location TRANSPORTATION CREW MANAGEMENT, JAMAICA		
	Report Time 359PM		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$42.741 HOURLY*		
	FRI & SAT. (CD2C)		
	SUNDAY (CD2A)		
	MON & TUE (CD2D)		

APPLICANTS FOR THIS POSITION MUST HAVE COMPLETED THE CREW DISPATCHER TRAINING PROGRAM AS PER TCU CONTRACT. MUST HAVE THOROUGH KNOWLEDGE OF THE REGULATIONS GOVERNING THEIR WORKING CONDITIONS OF EMPLOYEES REPRESENTED BY THE UTU, BLE, TCU, AND

UTU Y/M. MUST BE A COMPETENT TYPIST AND WORK AS DIRECTED WITHIN THE OFFICE OF THE MANAGER-TRANSPORTATION CREW MANAGEMENT SERVICES.

\*DIFFERENTIAL NOT INCLUDED IN THE ABOVE RATE OF PAY.

All bids must be in the transportation crew management services office prior to the close of this bulletin. CT-88 receipts is honored only if signed by employees working in the transportation crew management services office.

11/14/20 10:50

THE LONG ISLAND RAIL ROAD  
 MAINTENANCE OF EQUIPMENT DEPARTMENT  
 November 15, 2017

NOTICE: ALL EMPLOYEES IN THE CONSOLIDATED SYSTEM SENIORITY ROSTER OF CLERICAL FORCES

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AWARD BULLETIN NO. 1683

POSITION AWARDED TO THE FOLLOWING:

Job No. 5	No Qualified Bids Received
Job No. 36	B. Welsh (Effective 11/22/2017)
Job No. 18	No Qualified Bids Received
Job No. 28	No Qualified Bids Received
Job No. 34	No Qualified Bids Received

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BULLETIN NO. 1684

APPLICATIONS FOR THE FOLLOWING POSITION WILL BE ACCEPTED BY THE OFFICER NAMED BELOW UNTIL 5:00 PM  
 - NOVEMBER 24, 2017

JOB NO. 2

POSITION PERMANENT	CLERK- RSMS
LOCATION <i>Campbell, D.</i>	HILLSIDE MAINTENANCE COMPLEX
TOUR OF DUTY	8:30 AM to 4:30 PM
RELIEF DAYS	WEDNESDAY & THURSDAY
RATE OF PAY	\$33.986 PER HOUR
QUALIFICATIONS	MUST HAVE THE ABILITY TO PREPARE AND CODE DATA FOR INPUT INTO THE DEPARTMENT'S COMPUTERIZED INFORMATION SYSTEM. MUST BE QUALIFIED TO ENTER AND RETRIEVE DATA FROM THE VARIOUS SYSTEMS AND BE PROFICIENT IN EDITING AND VALIDATING ALL INFORMATION THAT IS INPUT AND EXTRACTED FROM THE SYSTEMS. MUST BE COMPETENT TYPIST AND PERFORM ALL OTHER CLERICAL DUTIES AS ASSIGNED.

JOB NO. 5

POSITION PERMANENT	CLERK- RSMS RELIEF
LOCATION <i>Lockett, A.</i>	HILLSIDE MAINTENANCE COMPLEX
TOUR OF DUTY <i>NBR 1683</i>	Thu-Fri 12:30 a.m. to 8:30 a.m. Sat-Sun-Mon 4:30 p.m. to 12:30 a.m.
RELIEF DAYS	TUESDAY & WEDNESDAY
RATE OF PAY	SAME AS JOB NO. 2
QUALIFICTIONS	SAME AS JOB NO. 2

JOB NO. 18

POSITION PERMANENT	CLERK - CENTRAL MANPOWER
LOCATION <i>Ramesar, T.</i>	HILLSIDE MAINTENANCE COMPLEX
TOUR OF DUTY <i>NBR 1683</i>	2:30 PM to 10:30 PM
RELIEF DAYS	MONDAY & TUESDAY
RATE OF PAY	\$36.696 PER HOUR
QUALIFICATIONS	MAINTAIN ALL RECORDS AND REPORTS RELATED TO MECHANICAL DEPARTMENT. HANDLE TIME CARDS, SICK FORMS, PERSONAL DAY FORMS, MAINTAIN FILES AND OTHER RELATED DUTIES. MUST BE A QUALIFIED AND RAPID TYPIST. CANDIDATES MUST HAVE SUCCESSFULLY COMPLETED TRAINING PROGRAM.

JOB NO. 27

POSITION PERMANENT	CLERK - CENTRAL MANPOWER
LOCATION <i>Welsh, B.</i>	HILLSIDE MAINTENANCE COMPLEX
TOUR OF DUTY <i>Award 1683</i>	10:30 PM to 6:30 AM
RELIEF DAYS	FRIDAY & SATURDAY
RATE OF PAY	SAME AS JOB NO. 18
QUALIFICTIONS	SAME AS JOB NO. 18

JOB NO. 28

POSITION PERMANENT  
LOCATION *Mendes, A.*  
TOUR OF DUTY *NBR 1683*  
RELIEF DAYS  
RATE OF PAY  
QUALIFICATIONS

CLERK – CENTRAL MANPOWER  
HILLSIDE MAINTENANCE COMPLEX  
10:30 PM to 6:30 AM  
SUNDAY & MONDAY  
SAME AS JOB NO. 18  
SAME AS JOB NO. 18

JOB NO. 34

POSITION PERMANENT  
LOCATION *Mendes, A.*  
TOUR OF DUTY *NBR 1683*  
RELIEF DAYS  
RATE OF PAY  
QUALIFICATIONS

CLERK – CENTRAL MANPOWER  
HILLSIDE MAINTENANCE COMPLEX  
10:30 PM to 6:30 AM  
MONDAY & TUESDAY  
SAME AS JOB NO. 18  
SAME AS JOB NO. 18

GROUP A

POSITION TEMPORARY  
LOCATION  
TOUR OF DUTY  
RELIEF DAYS  
RATE OF PAY  
QUALIFICATIONS

CLERK – CENTRAL MANPOWER TRAINEE (S)  
M OF E CENTRAL MANPOWER OFFICE  
VARIOUS  
VARIOUS  
\$27.833 PER HOUR  
\$36.696 per hour, after successful completion of training.

To train in covering all phases of Central Manpower clerical duties. Trainee must have the ability to think and reason in a pressure-filled atmosphere, must have phone etiquette, must be a qualified typist, must be reliable and responsible, and must work any and all holidays.

Trainee will be required to have a complete understanding of Maintenance of Equipment Department Policies and Union Agreements of the seven crafts governed by M of E Department. Trainee assigned will be required to properly handle all off-duty occurrences (notifying proper location/supervision), prepare daily off-duty report, maintain the force book, maintain sick log, maintain absence control records, prepare attendance discipline report, preparation of sick and personal leave day forms, prepare/maintain availability report, prepare/maintain accident/incident reports and AR-20s, prepare weekly payroll records using KRONOS and IDMS/LMAT computerized payroll systems, troubleshoot and edit all possible payroll problems, adjust vacation and/or personal day overuses, become knowledgeable with various computer programs (dataease, windows, lotus, etc.), dispatching the wreck crew.

1. Training position will be bulletined and awarded based on seniority, fitness and the ability of the applicants.
2. Employee awarded training position will post on all three shifts for a period not to exceed eight weeks. Trainee will be required to become fully qualified during the eight-week period. As part of determining the qualifications, the trainee will be required to work 'alone' during the eighth week. If the Department determines that an employee has qualified in less than the specified period, the employee will be deemed qualified at that time. Employee awarded a training position, who fails to qualify within eight weeks, or when it becomes evident that he/she will not qualify, will be removed from training position and shall return to his/her former position, unless it has been abolished or filled by a senior employee in the exercise of seniority. The eight-week training period may be extended at Carrier's discretion.
3. During training, trainee is prohibited from bidding other positions. Trainee will not work on holidays during the training period unless specifically required to do so by the Carrier.

---CONTINUED---

4. A trainee's regular job will be bulletined as a temporary job. If no Central Manpower vacancy exists when a trainee becomes qualified, the employee will revert to his/her former position, if the position has not been abolished or filled by a senior employee in the exercise of seniority.
5. When a Central Manpower vacancy is advertised (except the position of Head Clerk – Manpower Systems), only bids from applicants qualified through the training program, or from employees who have previously owned a Central Manpower position in the Maintenance of Equipment Department, will be entertained. If no qualified bids are received, the junior qualified employee, subject to recall, will be assigned to the vacant position. If there are no qualified applicants, the Central Manpower trainee position will be advertised. Once qualified, the employee will be assigned to the existing vacancy.
6. For 18 months following the qualification of the trainee, the employee will be required to accept temporary vacancies refused by regularly assigned Central Manpower Staff.
7. A qualified employee awarded a position who has not covered a position within six months of the training program will be provided a five-day refresher course, if required.
8. During the training period, Trainees will be compensated at the rate identified in Appendix A-1, for Clerk-Central Manpower Trainee. After the Trainee has successfully completed the training program, their rate of pay will be increased retroactive to their initial day in the training program to the Clerk – Central Manpower rate of pay. Rule 62(b) 1 and 2, Rates of Pay will apply where applicable.

A. M. MICHELETTI  
OFFICE OF M/E MANPOWER, HMC 3012



**THE LONG ISLAND RAILROAD**  
**OFFICE OF THE CHIEF ENGINEER**

**BULLETIN NO. 459 (Re-post)**

Bids for the following position in the Office of the Chief Engineer will be received by: (Attn: Sako Chandra, Sr. Manager- Planning & Administration) until 5:00 PM on Friday November 24, 2017. Qualified bidders must include seniority date, date last awarded a position, and the position held at time of bid also please include a daytime phone number.

**POSITION:** Clerk-Typist

**LOCATION:** Office of the Chief Engineer  
(Various)

**RATE OF PAY:** \$33.165

**TOUR OF DUTY:** 7:30 AM – 3:30 PM

**REST DAYS:** Saturday and Sunday

**PRIMARY DUTIES:** Perform filing, typing, and other clerical duties as assigned including, but not restricted to, the accurate transcription of Statement of Facts, Trials and Investigations, handling mail and maintaining office files. Must be a qualified typist (45 WPM), experienced on Microsoft Word and have a thorough knowledge of grammar, punctuation, spelling and letter composition, to perform typing assignments consisting of letters, memos, forms, lists and reports. Must be familiar with the handling of expense requests/requisitions. Ability to run reports from various LIRR database. Also, must have a working knowledge of Excel and Access.

Christopher Calvagna  
Chief Engineer

**POSTED:** November 15, 2017

**THE LONG ISLAND RAIL ROAD**  
**OFFICE OF THE CHIEF TRANSPORTATION OFFICER**

Jamaica, NY  
November 15, 2017

**CHIEF TRANSPORTATION OFFICE BULLETIN NO. 5-17**

TO ALL CLERICAL EMPLOYEES:

Bids for the following position in the office of the Chief Transportation Officer will be received by Melissa Newell, Assistant to the Chief Transportation Officer, Jamaica Station Building, Third Floor, Transportation Department, Mail Code 1134, until 3:00 PM on Friday, November 24, 2017.

POSITION: Denial Clerk

LOCATION: Transportation Crew Management Services Office  
Jamaica Station Building

RATE OF PAY: \$32.897

TOUR OF DUTY: 8:00 AM – 4:00 PM

RELIEF DAYS: Saturday and Sunday

**PRIMARY DUTIES:**

Responsible for the handling of claim denials for passenger, yard and road service, and non-operating personnel. Responsible for mail procedures governed by various time limits as stated in various contractual agreements. Must have knowledge of office procedures in the handling of files and other correspondence relating to Transportation Department employees. Individual must be a competent typist and proficient with Microsoft Word, Outlook and Excel. Must possess effective oral communication and interpersonal skills. Candidate must work as directed, and handle all other clerical duties as assigned. Responsible for packing and lifting boxes up to 25 pounds.

POSTED: November 15, 2017

CLOSES: November 24, 2017

**STATIONS DEPARTMENT**

**NOTICE NO. 2017-32**

Date: October 26, 2017  
To: All Stations Department Uniformed Employees  
From: James Compton, Chief Stations Officer  
Subject: Uniforms - Annual Re-issue Period



The annual re-issue period for ordering uniforms will begin **Wednesday, November 1<sup>st</sup>, 2017** and run through **December 31<sup>st</sup>, 2017**.

You will have the option to order online, by phone, email or via fax. VF Image wear will be mailing postcards to remind you to order your uniforms and give you the information on how to order them.

Order forms are attached to this notice and will be available at ticket offices, main terminal locations, on the Stations Department Intranet page or you may contact Alicia St. Nicholas at [astnico@lirr.org](mailto:astnico@lirr.org) or by phone 347-494-6071.

The vendor will provide you with more detailed instructions in which you may place your order including:

- Order online at <http://nyct.vfimagewear.com>
- E-mail your completed order form to: [LIRR@vfc.com](mailto:LIRR@vfc.com)
- Fax completed form to 1-877-662-5328
- 1-800-742-0761

**NEW EMPLOYEES**

If you are a new employee and have not received your initial uniform issuance, you cannot submit your order by phone, online, fax or email as you are not yet in the vendor's system. Please email your completed order form to Alicia St. Nicholas at [astnico@lirr.org](mailto:astnico@lirr.org).

If you have any questions, please contact Alicia St. Nicholas at 347-494-6071.

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"A clean, neat uniform shows the customers you take pride in your job"

# LIRR

## Ambassador FEMALE & MALE ANNUAL ISSUE



SHIP TO	Employee Name:		Note: To Avoid Delays, All Orders MUST Have Employee ID# or BSC#			
	Street Address: (No PO Boxes)		EXPENSE TYPE: (CHECK ONE)			
	City		LIRR Emp.#		BSC#	
	State      Zip		Title:			
	Phone		<input type="checkbox"/> Company Expense <input type="checkbox"/> Credit Card (See Payment Section Below)			
		Email:				

INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL
1	Red Single Breasted Blazer, with Logo	NT4311	0 2B			\$58.95	
1	Red Tailored Vest, with logo	NT5017	XS-3XL			\$23.50	
2	White Long Sleeve Button Up Shirt, with logo	NT1249	S-4XL			\$25.00	
2	White Short Sleeve Button Up Shirt, with logo	NT1250	S-4XL			\$25.00	
2	Red V-Neck Long Sleeve Sweater, with Logo	NT5013	XS-3XL			\$28.95	
2	Red V-Neck Sweater Vest, with Logo	NT5016	XS-3XL			\$25.00	
2	Black Pants	NT2548	0-18 & 18W-28W	size    inseam		\$49.95	
1	Black Single Breasted Overcoat, with logo	NT3019	XS-5XL			\$152.00	
3	Black Multi-Stripe Bow Tie	NT7249	One size			\$5.00	
3	Black Floppy Bow Tie	NT7239	One size			\$8.00	
1	Black Bell Crown Hat with Gold Expansion Strap	NT7241	XS-2XL			\$100.00	
As Required	Name Badge	ENTER 5 DIGIT ID#	Name:			\$23.00	
1	Medallion	mat.# - NT7259				\$5.50	

INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE R = REG. T = TALL	ORDER SIZE	QTY	PRICE EACH	TOTAL
1	Men's Red Single Breasted Blazer, with Logo	NT4312	36-54 R, 38-54 T evens			\$58.95	
1	Men's Red Tailored Vest, with logo	NT5018	S-5XL			\$25.00	
2	Men's White Long Sleeve Button Up Shirt, with logo	NT1252	XS-6XL			\$28.95	
2	Men's Tall White Long Sleeve Button Up Shirt, with logo	NT1252	LT-3XLT			\$29.95	
2	Men's White Short Sleeve Button Up Shirt, with logo	NT1253	XS-6XL			\$28.95	
2	Men's Red V-Neck Long Sleeve Sweater, with Logo	NT5014	XS-5XL			\$32.60	
2	Men's Red V-Neck Sweater Vest, with Logo	NT5015	XS-5XL			\$29.95	
2	Men's Black Flat Front Pants	NT2546	28-54 evens only	walst    inseam		\$48.21	
1	Men's Black Single Breasted Overcoat, with logo	NT4316	XS-5XL			\$118.00	
3	Men's Black 4-in-Hand Tie	NT7238	One size			\$11.00	
3	Black Multi-Stripe Tie	NT7248	One size			\$6.25	
1	Black Bell Crown Hat with Gold Expansion Strap	NT7241	XS-2XL			\$100.00	
As Required	Name Badge	ENTER 5 DIGIT ID#	Name:			\$23.00	
1	Medallion	mat.# - NT7259				\$5.50	

PAYMENT	<input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> American Express	
	CreditCard#	
	Signature:	

**TOTAL**

To Place your order, please use one of the following methods:  
 E-mail: [lirr@vfc.com](mailto:lirr@vfc.com)  
 Fax Orders: 1-877-662-5328  
 Mail: VF Imagewear  
 Direct Customer Support  
 P.O. Box 140995  
 Nashville, TN 37214-0995

Employee Signature

Date

# LIRR

## AGENTS (Passenger Services) Group A FEMALE & MALE

ANNUAL ISSUE



SHIP TO	Employee Name:		Note: To Avoid Delays, All orders MUST have Employee ID on BSC#										
	Street Address: (No PO Boxes)		<b>EXPENSE TYPE: (CHECK ONE)</b>										
	City		LIRR Emp.#					BSC#					
	State Zip		Title:										
Phone		<input type="checkbox"/> Company Expense <input type="checkbox"/> Credit Card (See Payment Section Below)											
Email:													
FEMALE	INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL					
	1	Blazer, Charcoal Gray	NT4920	4-28 Regular	SIZE:		\$83.00						
	2	Trouser, Flat, Charcoal Gray	NT2580	0-28 Regular	SIZE: INSEAM:		\$49.00						
		Trouser, Flat, Navy	NT2594	4-28 Regular	SIZE: INSEAM:		\$49.00						
		Skirt, Straight, Charcoal Gray	NT2543	0-28	SIZE:		\$55.00						
		Skirt, Straight, Navy	NT2542	0-28	SIZE:		\$55.00						
	2	Shirt, LS White w/Logo	NT1260	0-28	SIZE:		\$15.75						
		Shirt, LSLT, Blue w/Logo	NT1259	4-28	SIZE:		\$15.75						
		Shirt, LS Striped w/Logo	NT1269	4-28	SIZE:		\$15.75						
	2	Shirt, SS White w/Logo	NT1262	4-28	SIZE:		\$14.75						
		Shirt, SSLT, Blue w/Logo	NT1261	4-28	SIZE:		\$14.75						
		Shirt, SS Striped w/Logo	NT1264	4-28	SIZE:		\$14.75						
	2	Polo Shirt, SS Navy w/Logo	NT5009	X5-6XL	SIZE:		\$12.75						
	2	Polo Shirt, LS Navy w/Logo	NT5011	X5-6XL	SIZE:		\$13.25						
	1	Sweater Vest, Navy w/Logo	NT5007	X5-6XL (UNISEX)	SIZE:		\$22.75						
		Sweater, V-Neck Navy w/Logo	NT5006	5-SXL (UNISEX)	SIZE:		\$28.50						
	3	Tab Bow Tie, Banded, Maroon	NT7251	ONE SIZE			\$8.00						
		Tab Bow Tie, Banded, Navy	NT7256	ONE SIZE			\$8.00						
		Scarf, Maroon	NT7246	ONE SIZE			\$11.50						
		Scarf, Navy	NT7245	ONE SIZE			\$11.50						
		Tie, Maroon w/White and Navy Stripes	NT7252	ONE SIZE			\$8.00						
		Tie, Navy w/White and Maroon Stripes	NT7253	ONE SIZE			\$8.00						
		Tie, Clip-On, Maroon w/White/Navy Stripes	NT7254	20"/22"	SIZE:		\$8.00						
		Tie, Clip-On, Navy w/White/Maroon Stripes	NT7255	20"/22"	SIZE:		\$8.00						
	As Required	Name Badge	ENTER 5 DIGIT ID#							NT7357	PRINT First Initial & Last Name	\$8.50	
MALE	INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL					
	1	Blazer, Charcoal Gray	NT4913	36-46 Short 36-58 Regular 36-58 Long, 38-58 XL Long	<input type="checkbox"/> Short <input type="checkbox"/> Regular SIZE: <input type="checkbox"/> Long <input type="checkbox"/> XL Long <input type="checkbox"/> Regular <input type="checkbox"/> Long SIZE: INSEAM:		\$83.00						
	2	Trouser, Pleated, Charcoal Gray	NT2544	28-54 Regular, 32-46 Long	SIZE: INSEAM:		\$49.00						
		Trouser, Pleated, Navy	NT2545	28-54 Regular	SIZE: INSEAM:		\$49.00						
	2	Shirt, LS White w/Logo	NT1266	Neck Sleeve 14.0-22.0 (30/31, 32/33, 34/35, 36/37)	SIZE: SLEEVE:		\$15.75						
		Shirt, LSLT, Blue w/Logo	NT1265	Neck Sleeve 14.0-22.0 (30/31, 32/33, 34/35, 36/37)	SIZE: SLEEVE:		\$15.75						
		Shirt, LS Striped w/Logo	NT1269	Neck Sleeve 14.0-22.0 (30/31, 32/33, 34/35, 36/37)	SIZE: SLEEVE:		\$15.75						
	2	Shirt, SS White w/Logo	NT1268	14.0-22.0	SIZE:		\$14.75						
		Shirt, SSLT, Blue w/Logo	NT1267	14.0-22.0	SIZE:		\$14.75						
		Shirt, SS Striped w/Logo	NT1270	14.0-22.0	SIZE:		\$14.75						
	2	Polo Shirt, SS Navy w/Logo	NT5009	X5-6XL	SIZE:		\$12.75						
	2	Polo Shirt, LS Navy w/Logo	NT5011	X5-6XL	SIZE:		\$13.25						
	1	Sweater Vest, Navy w/Logo	NT5007	X5-6XL (UNISEX)	SIZE:		\$22.75						
		Sweater, V-Neck Navy w/Logo	NT5006	5-SXL (UNISEX)	SIZE:		\$28.50						
	3	Tie, Maroon w/White and Navy Stripes	NT7252	ONE SIZE			\$8.00						
		Tie, Navy w/White and Maroon Stripes	NT7253	ONE SIZE			\$8.00						
		Tie, Clip-On, Maroon w/White/Navy Stripes	NT7254	20"/22"	SIZE:		\$8.00						
		Tie, Clip-On, Navy w/White/Maroon Stripes	NT7255	20"/22"	SIZE:		\$8.00						
	As Required	Name Badge	ENTER 5 DIGIT ID#							NT7967	PRINT First Initial & Last Name	\$8.50	
	PAYMENT	<input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> American Express    Exp. Date:		TOTAL									
		Credit Card#	To place your order, please use one of the below methods: Fax: 1-877-662-5328 Email: <a href="mailto:lirr@vf.com">lirr@vf.com</a> Mail: VF Inquiries Direct Customer Support P.O. Box 140995 Nashville, TN 37214-0995										
	Signature:												
	Employee Signature		Date										

## MEASURING GUIDE & TIP



### HOW TO MEASURE:

Have someone else measure you. Keep tape straight but not tight. Measure over undergarments or other clothing that will be worn under your uniform. If your measurements fall between two sizes, order the larger size. Nonstandard sizes (sizes outside the size ranges shown) are available upon request. Additional manufacturing time required -- allow up to 60 days.

### CHEST / BUST

Measure around the fullest part of chest, keeping tape up under arms and across the shoulder blades.

### WAIST

Measure around the smallest part of the natural waistline. Hold tape firmly but not tightly. Keep the tape level and be sure to stand naturally.

### HIPS

Measure around the fullest part of hips. Hold the tape measure firmly but not tightly.

### SLEEVE

Measure from center of neck of back collar, over the shoulder, along arm, behind elbow, to wrist bone.



FEMALE BLAZERS - Garment Measurements													
Order Size	2	4	6	8	10	12	14	16	18	20	22	24	26
Chest Size	41	42	44	46	48	50	52	54	56	58	60	62	64
Waist Size	36.5	37	38.5	40	42	44	46	48	50	52	54	56	58

MALE BLAZER - Garment Measurements												
Order Size	30	38	40	42	44	46	48	50	52	54	56	58
Chest Size	42	48	46	48	50	52	54	56	58	60	62	64
Waist Size	19.75	20.75	21.5	22.75	23.75	24.75	25.75	26.75	27.75	28.75	29.75	30.75

FEMALE TROUSER - Garment Measurements													
Order Size	2	4	6	8	10	12	14	16	18	20	22	24	26
Waist Size	26	27	28	29	30	31.5	33	34.5	36	38	40	42	44
Hip Size	40.5	41.5	42.5	44	45	46	47.5	49	51	53	55	57	60

MALE TROUSER - Garment Measurements														
Order Size	28	30	32	34	36	38	40	42	44	46	48	50	52	54
Waist Size	28.5	30.5	32.5	34.5	36.5	38.5	40.5	42.5	44.5	46.5	48.5	50.5	52.5	54.5
Hip Size	39	41	43	45	47	49	51	53	55	57	59	61	64	66

FEMALE SKIRT - Garment Measurements															
Order Size	0	2	4	6	8	10	12	14	16	18	20	22	24	26	28
Waist Size	25	26	27	28	29	30	31.5	33	34.5	36	38	40	42	44	46
Hip Size	39.5	40.5	41.5	42.5	44	45	46	47.5	49	51	53	55	57	60	62

MALE SHIRTS															
Neck Size	14	14.5	15	15.5	16	16.5	17	17.5	18	18.5	19	19.5	20	21	22
Sleeve Length	30/31	*	*	*	*										
	32/33	*	*	*	*	*	*	*	*						
	34/35	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	36/37	*	*	*	*	*	*	*	*	*	*	*	*	*	*

FEMALE SHIRT - Garment Measurements													
Order Size	4	6	8	10	12	14	16	18	20	22	24	26	28
Waist Size	30	30	31	32	33	34	35	36	37	38	39	40	41
Hip Size	38.5	39.5	40.5	41.5	42	43	44	45	46	47	48	49	50

UNISEX SWATER VEST												
Order Size	XS	S	M	L	XL	2XL	3XL	4XL	5XL	6XL		
Chest Size	32-33	34-35	36-37	38-40	42-44	46-48	50-52	54-56	58-60	62-64		

FEMALE TAILORED VEST - Garment Measurements													
Order Size	2	4	6	8	10	12	14	16	18	20	22	24	26
Chest Size	37	38	39	40	41	42	43	44	45	46	47	48	49
Waist Size	27	27.5	28	28.5	29	29.5	30.5	31.5	32.5	33.5	34.5	35.5	36.5

UNISEX SWEATER												
Order Size	S	M	L	XL	2XL	3XL	4XL	5XL				
Chest Size	34-35	36-37	38-40	42-44	46-48	50-52	54-56	58-60				

To place your order, please use one of the below methods:

Fax: 1-877 662-5328

Email: [lrr@vfc.com](mailto:lrr@vfc.com)

Mail: VF Imagewear

Direct Customer Support

P.O. Box 140995

Nashville, TN 37214 0995

### OUR PERSONAL GUARANTEE

Any garment that does not meet your expectation of quality or performance may be returned once authorized within 60 days of order date, including custom merchandise if defective.

- However, the following items are **NON-RETURNABLE**:
- Personally embroidered with employee or company name
  - Trousers hemmed shorter than a 28 inch inseam
  - Washed or worn garments
  - Custom manufactured special orders
  - Altered garments

# LIRR

## SPECIAL SERVICE ATTENDANTS ORDER FORM FEMALE & MALE



SHIP TO	Employee Name:		Note: To Avoid Delay, All Orders MUST Have Employee ID# or BSCR					
	Street Address: (No PO Boxes)		<b>EXPENSE TYPE: (CHECK ONE)</b>					
	City		LIRR Emp.#		BSCR			
	State Zip		Title:					
	Phone		<input type="checkbox"/> Company Expense <input type="checkbox"/> Credit Card (See Payment Section Below)					
		Email:						

FEMALE	INITIAL ISSUE	ANNUAL REISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE <small>↓ Please Check One</small>	QTY	PRICE EACH	TOTAL
		5	2	Trouser, Plain Front, Navy	NT2534	2-20 Petite, 2-26 Reg, 6-22 Tall	<input type="checkbox"/> Petite <input type="checkbox"/> Reg. <input type="checkbox"/> Tall SIZE:                      INSEAM:		\$44.00
	5	2	Shirt, LS, Striped, w/Logo	NT1263	4-28	SIZE:		\$15.75	
			Shirt, SS, Striped, w/Logo	NT1264	4-28	SIZE:		\$14.75	
	1	1 every 2	Sweater, V-Neck, LS, Navy, w/Logo	NT5006	S-4XL (UNISEX)	SIZE:		\$28.50	
	1	1 every 2	Parka, Orange/Silver w/ogo	NT3016	S-8XL (UNISEX)	SIZE:		\$235.00	
MALE	INITIAL ISSUE	ANNUAL REISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL
		5	2	Trouser, Plain Front, Navy	NT2533	30-52	WAIST:    INSEAM:		\$44.00
	5	2	Shirt, LS, Striped, w/Logo	NT1269	Neck    Sleeve 14.0-22.0 (30/31, 32/33, 34/35, 36/37)	NECK:    SLEEVE:		\$15.75	
			Shirt, SS, Striped, w/Logo	NT1270	14.0-22.0	SIZE:		\$14.75	
	1	1 every 2	Sweater, V-Neck, LS, Navy, w/Logo	NT5006	S-4XL (UNISEX)	SIZE:		\$28.50	
	1	1 every 2	Parka, Orange/Silver w/Logo	NT3016	S-8XL (UNISEX)	SIZE:		\$235.00	
	INITIAL ISSUE	ANNUAL REISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL
	2	2	Polo Shirt, SS, Navy	NT5009	XS-6XL	SIZE:		\$12.75	
	2	2	Polo Shirt, LS, Navy	NT5011	XS-6XL	SIZE:		\$13.25	

### SPECIAL SERVICE ATTENDANTS - SEASONAL

FEMALE	ANNUAL REISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL
		5	Shirt, LS, Striped, w/Logo	NT1263	4-28	SIZE:		\$15.75
Shirt, SS, Striped, w/Logo			NT1264	4-28	SIZE:		\$14.75	
MALE	ANNUAL REISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL
	5	Shirt, LS, Striped, w/Logo	NT1269	Neck    Sleeve 14.0-22.0 (32/33, 34/35, 36/37)	NECK:    SLEEVE:			\$15.75
Shirt, SS, Striped, w/Logo		NT1270	14.0-22.0	SIZE:			\$14.75	
	ANNUAL REISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL
	2	Polo Shirt, SS, Navy	NT5009	XS-6XL	SIZE:		\$12.75	
	2	Polo Shirt, LS, Navy	NT5011	XS-6XL	SIZE:		\$13.25	

PAYMENT	<input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> American Express		Exp. Date:						
	Credit Card#								
	Signature:								

<b>TOTAL</b>	
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## MEASURING GUIDE & TIP



### HOW TO MEASURE:

Have someone else measure you. Keep tape straight but not tight. Measure over undergarments or other clothing that will be worn under your uniform. If your measurements fall between two sizes, order the larger size. Nonstandard sizes (sizes outside the size ranges shown) are available upon request. Additional manufacturing time required -- allow up to 60 days.

### CHEST / BUST

Measure around the fullest part of chest, keeping tape up under arms and across the shoulder blades.

### WAIST

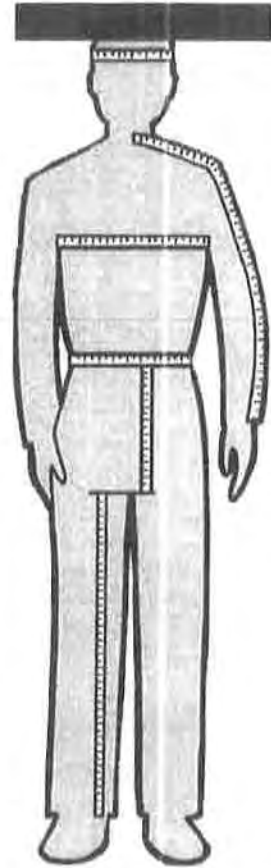
Measure around the smallest part of the natural waistline, Hold tape firmly but not tightly. Keep the tape level and be sure to stand naturally.

### HIPS

Measure around the fullest part of hips, Hold the tape measure firmly but not tightly.

### SLEEVE

Measure from center of neck of back collar, over the shoulder, along arm, behind elbow, to wrist bone.



#### FEMALE TROUSER - Garment Measurements

Order Size	2	4	6	8	10	12	14	16	18	20	22	24	26
Waist Size	26	27	28	29	30	31.5	33	34.5	36.5	38.5	40.5	42.5	44.5
Hip Size	40.5	41.5	42.5	43.5	44.5	46	47.5	50	52	54	56	58	60

#### FEMALE SHIRT - Garment Measurements

Order Size	4	6	8	10	12	14	16	18	20	22	24	26	28
Waist Size	39	40	41	42	43.5	45	46.5	48	50	52	54	56	58
Hip Size	38.5	39.5	40.5	41.5	43	44.5	46	47.5	49	51	53	55	57

#### UNISEX PARKA & IKE JACKET - Garment Measurements

Order Size	S	M	L	XL	2XL	3XL	4XL	5XL	6XL	7XL	8XL
Chest Size	43"	50"	54"	58"	62"	66"	70"	74"	78"	82"	86"

#### MALE TROUSER - Garment Measurements

Order Size	30	32	34	36	38	40	42	44	46	48	50	52
Waist Size	30.5	32.5	34.5	36.5	38.5	40.5	42.5	44.5	46.5	48.5	50.5	52.5
Hip Size	41	43	45	47	49	51	53	55	57	59	61	63

#### MALE SHIRTS

Neck Size	14	14.5	15	15.5	16	16.6	17	17.5	18	18.5	19	19.5	20	21	22
Sleeve Length	30/31	*	*	*	*										
	32/33	*	*	*	*	*	*	*	*						
	34/35	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	36/37	*	*	*	*	*	*	*	*	*	*	*	*	*	*

#### UNISEX SWEATER

Order Size	S	M	L	XL	2XL	3XL	4XL	5XL
Chest Size	34-35	36-37	38-40	42-44	46-48	50-52	54-56	58-60



To place your order, please use one of the below methods:  
 Fax: 1-877-662-5328  
 Email: [info@vfy.com](mailto:info@vfy.com)  
 Mail: VF Imagewear  
 Direct Customer Support  
 P.O. Box 140995  
 Nashville, TN 37214-0995

### OUR PERSONAL GUARANTEE

Any garment that does not meet your expectation of quality or performance may be returned once authorized within 60 days of order date, including custom merchandise if defective.

#### However, the following items are **NON-RETURNABLE**:

- Personally embroidered with employee or company name
- Trousers hemmed shorter than a 28 inch inseam
- Washed or worn garments
- Custom manufactured special orders
- Altered garments



# LIRR

## STATION APPEARANCE MAINTAINERS (Passenger Services) FEMALE & MALE ANNUAL ISSUE



SHIP TO	Employee Name:		Note: To Avoid Delays, All Orders MUST Have LIRR Employee ID# & BSC#			
	Street Address: (No PO Boxes)		EXPENSE TYPE: (CHECK ONE)			
			LIRR Employee #			
	City		BSC #			
	State      Zip		Title:			
	Phone		<input type="checkbox"/> Company Expense <input type="checkbox"/> Credit Card (See Payment Section Below) Email:			

INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE <small>Place Check One</small>	QTY	PRICE EACH	TOTAL
2	Workpant, Charcoal Gray	NT2553	4-24	SIZE:      INSEAM:		\$17.50	
	Workpant, Navy (Foreman Only)	NT2547	4-34	SIZE:      INSEAM:		\$17.50	
2	Workshirt, LS, Lt. Gray w/Emblem	NT1311	4-24	SIZE:		\$13.25	
	Workshirt, LS, Petro Blue (Foreman Only)	NT1013	4-24	SIZE:		\$13.25	
2	Workshirt, SS, Lt. Gray w/Emblem	NT1411	4-24	SIZE:		\$12.25	
	Workshirt, SS, Petro Blue (Foreman Only)	NT1403	4-24	SIZE:		\$12.25	
2	Unisex, T Shirt, SS, Light Gray	NT5019	S-5XL	SIZE:		\$10.50	
	Unisex, Sweatshirt, Medium Gray	NT5020	S-3XL	SIZE:		\$19.00	
Every 2	Parka, Orange/Silver w/Logo	NT3016	S-8XL Reg, M-8XL Long (UNISEX)	<input type="checkbox"/> Reg. <input type="checkbox"/> Long SIZE:		\$235.00	
Every 2	Eisenhower "Ike" Jacket, Orange/Silver w/Logo	NT3080	S-8XL Reg, M-8XL Long (UNISEX)	<input type="checkbox"/> Reg. <input type="checkbox"/> Long SIZE:		\$195.00	

INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE <small>Place Check One</small>	QTY	PRICE EACH	TOTAL
2	Workpant, Charcoal Gray	NT2552	28-38 All, 40-60 Even	SIZE:      INSEAM:		\$17.50	
	Workpant, Navy (Foreman Only)	NT2595	30-54 Even	SIZE:      INSEAM:		\$17.50	
2	Workshirt, LS, Lt. Gray w/Emblem	NT1275	S-L Short, S-5XL Reg, M-5XL Long	<input type="checkbox"/> Short <input type="checkbox"/> Reg. <input type="checkbox"/> Long SIZE:		\$13.25	
	Workshirt, LS, Petro Blue (Foreman Only)	NT1256	S-L Short, S-5XL Reg, M-5XL Long	<input type="checkbox"/> Short <input type="checkbox"/> Reg. <input type="checkbox"/> Long SIZE:		\$13.25	
2	Workshirt, SS, Lt. Gray w/Emblem	NT1258	S-6XL	SIZE:		\$12.25	
	Workshirt, SS, Petro Blue (Foreman Only)	NT1279	S-6XL	SIZE:		\$12.25	
2	Unisex, T Shirt, SS, Light Gray	NT5019	S-5XL	SIZE:		\$10.50	
	Unisex, Sweatshirt, Medium Gray	NT5020	S-3XL	SIZE:		\$19.00	
Every 2	Parka, Orange/Silver w/Logo	NT3016	S-8XL Reg, M-8XL Long (UNISEX)	<input type="checkbox"/> Reg. <input type="checkbox"/> Long SIZE:		\$235.00	
Every 2	Eisenhower "Ike" Jacket, Orange/Silver w/Logo	NT3080	S-8XL Reg, M-8XL Long (UNISEX)	<input type="checkbox"/> Reg. <input type="checkbox"/> Long SIZE:		\$195.00	

PAYMENT	<input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> American Express      Exp. Date:		TOTAL	
	Credit Card #			
	Signature:			

## MEASURING GUIDE & TIP



### HOW TO MEASURE:

Have someone else measure you. Keep tape straight but not tight. Measure over undergarments or other clothing that will be worn under your uniform. If your measurements fall between two sizes, order the larger size. Nonstandard sizes (sizes outside the size ranges shown) are available upon request. Additional manufacturing time required -- allow up to 60 days.

### CHEST / BUST

Measure around the fullest part of chest, keeping tape up under arms and across the shoulder blades.

### WAIST

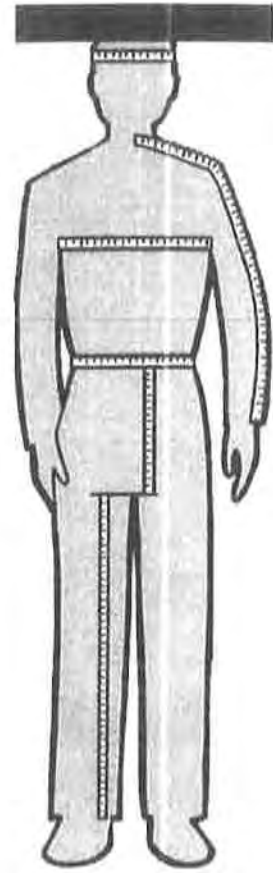
Measure around the smallest part of the natural waistline, Hold tape firmly but not tightly. Keep the tape level and be sure to stand naturally.

### HIPS

Measure around the fullest part of hips, Hold the tape measure firmly but not tightly.

### SLEEVE

Measure from center of neck of back collar, over the shoulder, along arm, behind elbow, to wrist bone.



#### FEMALE WORKPANTS - Garment Measurements

Order Size	4	6	8	10	12	14	16	18	20	22	24	26	28	30	32	34
Waist Size	26	27	28	29	30.5	32	33.5	36.5	38.5	40.5	42.5	44.5	46.5	48.5	50.5	52.5
Hip Size	35.5	36.5	37.5	38.5	40	41.5	43	46	48	50	52	54	56	58	60	62

#### FEMALE WORKSHIRTS - Garment Measurements

Order Size	4	6	8	10	12	14	16	18	20	22	24
Chest Size	39	40	41	42.5	44	45.5	47.5	50.5	52.5	54.5	56.5
Hip Size	38	39	40	41.5	43	44.5	47	50.5	52.5	54.5	56.5

#### UNISEX PARKA & IJE JACKET - Garment Measurements

Order Size	S	M	L	XL	2XL	3XL	4XL	5XL	6XL	7XL	8XL
Chest Size	43"	50"	54"	58"	62"	66"	70"	74"	78"	82"	86"

#### MALE WORKPANTS

Order Size	28 - 38 All sizes	40-60 Even Only
Waist Size	28 - 38	40 - 60

#### MALE WORKSHIRT - Garment Measurements

Order Size	S	M	L	XL	2XL	3XL	4XL	5XL	6XL
Chest Size	42	46	50	54	58	62	66	70	74



To place your order, please use one of the below methods:

Fax: 1-877-662-5328

Email: [lirr@vfc.com](mailto:lirr@vfc.com)

Mail: VF Imagewear

Direct Customer Support

P.O. Box 140995

Nashville, TN 37214-0995

### OUR PERSONAL GUARANTEE

Any garment that does not meet your expectation of quality or performance may be returned once authorized within 60 days of order date, including custom merchandise if defective.

#### However, the following items are **NON-RETURNABLE**:

- Personally embroidered with employee or company name
- Trousers hemmed shorter than a 28 inch inseam
- Washed or worn garments
- Custom manufactured special orders
- Altered garments

**Employee Name:** \_\_\_\_\_

**Street Address: (No PO Boxes)** \_\_\_\_\_

**City:** \_\_\_\_\_

**State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

Note: To Add Order, All Order MUST have Employee ID# or BSC#

**EXPENSE TYPE: (CHECK ONE)**

LIRR Emp.#  BSC#

**Title:** \_\_\_\_\_

Company Expense  Credit Card (See Payment Section Below)

**Email:** \_\_\_\_\_

INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL
2	Trouser, Flat, Charcoal Gray	NT2580	0-28 Regular	SIZE: INSEAM:		\$49.00	
	Trouser, Flat, Navy	NT2534	4-28 Regular	SIZE: INSEAM:		\$49.00	
	Skirt, Straight, Charcoal Gray	NT2543	0-28 Regular	SIZE:		\$55.00	
	Skirt, Straight, Navy	NT2542	0-28 Regular	SIZE:		\$55.00	
2	Shirt, LS White w/Logo	NT1260	0-28	SIZE:		\$15.75	
	Shirt, LS Lt. Blue w/Logo	NT1259	4-28	SIZE:		\$15.75	
	Shirt, LS Striped w/Logo	NT1263	4-28	SIZE:		\$15.75	
2	Shirt, SS White w/Logo	NT1262	4-28	SIZE:		\$14.75	
	Shirt, SS Lt. Blue w/Logo	NT1261	4-28	SIZE:		\$14.75	
	Shirt, SS Striped w/Logo	NT1264	4-28	SIZE:		\$14.75	
2	Polo Shirt, SS Navy w/Logo	NT5009	XS-6XL	SIZE:		\$12.75	
2	Polo Shirt, LS Navy w/Logo	NT5011	XS-6XL	SIZE:		\$19.25	
2	Sweater Vest, Navy w/Logo	NT5007	XS-6XL (UNISEX)	SIZE:		\$22.75	
	Sweater, V-Neck Navy w/Logo	NT5006	5-SXL (UNISEX)	SIZE:		\$28.50	
3	Tab Bow Tie, Banded, Maroon	NT7251	ONE SIZE			\$8.00	
	Tab Bow Tie, Banded, Navy	NT7256	ONE SIZE			\$8.00	
	Scarf, Maroon	NT7246	ONE SIZE			\$11.50	
	Scarf, Navy	NT7245	ONE SIZE			\$11.50	
	Tie, Maroon w/White and Navy Stripes	NT7252	ONE SIZE			\$8.00	
	Tie, Navy w/White and Maroon Stripes	NT7253	ONE SIZE			\$8.00	
	Tie, Clip-On, Maroon w/White/Navy Stripes	NT7254	20" / 22"	SIZE:		\$8.00	
	Tie, Clip-On, Navy w/White/Maroon Stripes	NT7255	20" / 22"	SIZE:		\$8.00	
As required	Name Badge	ENTER 5 DIGIT ID#		NT7967	PRINT First Initial & Last Name		\$8.00

INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL
2	Trouser, Flat, Charcoal Gray	NT2596	28-54 Regular, 32-46 Long	<input type="checkbox"/> Regular <input type="checkbox"/> Long SIZE: INSEAM:		\$49.00	
	Trouser, Flat, Navy	NT2593	28-54 Regular	SIZE: INSEAM:		\$49.00	
2	Shirt, LS White w/Logo	NT1266	Neck Sleeve 14 0-22.0 (30/31, 32/33, 34/35, 36/37)	SIZE: SLEEVE:		\$15.75	
	Shirt, LS Lt. Blue w/Logo	NT1265	Neck Sleeve 14.0-22.0 (30/31, 32/33, 34/35, 36/37)	SIZE: SLEEVE:		\$15.75	
	Shirt, LS Striped w/Logo	NT1269	Neck Sleeve 14.0-22.0 (30/31, 32/33, 34/35, 36/37)	SIZE: SLEEVE:		\$15.75	
2	Shirt, SS White w/Logo	NT1268	14.0-22.0	SIZE:		\$14.75	
	Shirt, SS Lt. Blue w/Logo	NT1267	14.0-22.0	SIZE:		\$14.75	
	Shirt, SS Striped w/Logo	NT1270	14.0-22.0	SIZE:		\$14.75	
2	Polo Shirt, SS Navy w/Logo	NT9009	XS-6XL	SIZE:		\$12.75	
2	Polo Shirt, LS Navy w/Logo	NT5011	XS-6XL	SIZE:		\$19.25	
2	Sweater Vest, Navy w/Logo	NT5007	XS-6XL (UNISEX)	SIZE:		\$22.75	
	Sweater, V-Neck Navy w/Logo	NT5006	5-SXL (UNISEX)	SIZE:		\$28.50	
3	Tie, Maroon w/White and Navy Stripes	NT7252	ONE SIZE			\$8.00	
	Tie, Navy w/White and Maroon Stripes	NT7253	ONE SIZE			\$8.00	
	Tie, Clip-On, Maroon w/White/Navy Stripes	NT7254	20" / 22"	SIZE:		\$8.00	
	Tie, Clip-On, Navy w/White/Maroon Stripes	NT7255	20" / 22"	SIZE:		\$8.00	
As required	Name Badge	ENTER 5 DIGIT ID#		NT7967	PRINT First Initial & Last Name		\$8.00

MasterCard  VISA  American Express

Exp. Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**TOTAL**

To Place your order, please use one of the following methods:  
 Fax: 1-877-662-5378  
 Email: [lirr@vfc.com](mailto:lirr@vfc.com)  
 Mail: VF Imagewear  
 Direct Customer Support  
 P.O. Box 140995  
 Nashville, TN 37214-0995

## MEASURING GUIDE & TIP



### HOW TO MEASURE:

Have someone else measure you. Keep tape straight but not tight. Measure over undergarments or other clothing that will be worn under your uniform. If your measurements fall between two sizes, order the larger size. Nonstandard sizes (sizes outside the size ranges shown) are available upon request. Additional manufacturing time required -- allow up to 60 days.

### CHEST / BUST

Measure around the fullest part of chest, keeping tape up under arms and across the shoulder blades.

### WAIST

Measure around the smallest part of the natural waistline. Hold tape firmly but not tightly. Keep the tape level and be sure to stand naturally.

### HIPS

Measure around the fullest part of hips. Hold the tape measure firmly but not tightly.

### SLEEVE

Measure from center of neck of back collar, over the shoulder, along arm, behind elbow, to wrist bone.



FEMALE TROUSER - Garment Measurements													
Order Size	2	4	6	8	10	12	14	16	18	20	22	24	26
Waist Size	27	27	28	29	30	31.5	33	34.5	36.5	38.5	40.5	42.5	44.5
Hip Size	40.5	41.5	42	43.5	44.5	46	47.5	50	52	54	56	58	60

FEMALE SKIRT - Garment Measurements															
Order Size	0	2	4	6	8	10	12	14	16	18	20	22	24	26	28
Waist Size	25	26	27	28	29	30	31.5	33	34.5	36.5	38.5	40.5	42.5	44.5	46.5
Hip Size	30.5	31.5	32.5	33.5	34.5	36	37.5	40	42	44	46	48	50	52	54

FEMALE SHIRT - Garment Measurements													
Order Size	4	6	8	10	12	14	16	18	20	22	24	26	28
Chest Size	34	40	41	42	43.5	45	46.5	48	50	52	54	56	58
Hip Size	38.5	39.5	40.5	41.5	43	44.5	46	47.5	49	51	53	55	57

FEMALE TAILORED VEST - Garment Measurements													
Order Size	2	4	6	8	10	12	14	16	18	20	22	24	26
Chest Size	32	36	37	40	41	42.5	44	45.5	47.5	49.5	51.5	53.5	55.5
Waist Size	17	17.5	18	18.5	19	19.75	20.5	21.25	22.25	23.25	24.25	25.25	26.25

MALE TROUSER - Garment Measurements														
Order Size	28	30	32	34	36	38	40	42	44	46	48	50	52	54
Waist Size	28.5	30.5	32.5	34.5	36.5	38.5	40.5	42.5	44.5	46.5	48.5	50.5	52.5	54.5
Hip Size	39	41	43	45	47	49	51	53	55	57	59	61	63	65

MALE SHIRTS															
Order Size	14	14.5	15	15.5	16	16.5	17	17.5	18	18.5	19	19.5	20	21	22
Neck Size	10/31	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Sleeve Length	32/33	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	34/35	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	36/37	*	*	*	*	*	*	*	*	*	*	*	*	*	*

UNISEX SWEATER VEST										
Order Size	XS	S	M	L	XL	2XL	3XL	4XL	5XL	6XL
Chest Size	32-33	34-35	36-37	38-40	42-44	46-48	50-52	54-56	58-60	62-64

UNISEX SWEATER								
Order Size	S	M	L	XL	2XL	3XL	4XL	5XL
Chest Size	34-35	36-37	38-40	42-44	46-48	50-52	54-56	58-60

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- Trousers hemmed shorter than a 28 inch Inseam
- Washed or worn garments
- Custom manufactured special orders
- Altered garments

To place your order, please use one of the below methods:

Fax: 1 877 662-5228

Email: [VF@vfy.com](mailto:VF@vfy.com)

Mail: VF Imagewear

Direct Customer Support

P.O. Box 140995

Nashville, TN 37214 0995





**STATIONS DEPARTMENT  
NOTICE NO. 2017-34**

Date: November 8, 2017  
 TO: All Stations Department Employees  
 FROM: James Compton, Chief Stations Officer  
 SUBJECT: HOLIDAY - Thanksgiving Day, Thursday, November 23, 2017

On Thursday, November 23, 2017, the following will be in effect:

**TICKET AGENTS: Only the following positions WILL work:**

A103 PENN TVM	A303 LONG BEACH	A700 BETHPAGE TVM	A972 RONKONKOMA
A105 PENN TVM	A311 BETHPAGE TVM	A701 MINEOLA	A974 HSF TSM
A106 HSF TVM	A601 SYOSSET	A702 BETHPAGE TVM	A806 BABYLON
A110 PENN CS	A602 HUNTINGTON	A708 RONKONKOMA	A982 BETHPAGE FAC
A111 PENN CS	A603 HUNTINGTON	A710 RONKONKOMA	A984 BETHPAGE TVM
A200 WOODSIDE	A608 PORT JEFFERSON	A941 HICKSVILLE	A985 RONKONKOMA

**TICKET CLERKS: Only the following positions WILL work:**

C101 PENN	C124 PENN	C151 PENN TVM	C704 HICKSVILLE	C916 PENN
C104 PENN	C127 PENN	C152 PENN TVM	C706 HICKSVILLE	C917 PENN
C108 PENN	C130 ATLANTIC	C201 WOODSIDE	C709 BETHPAGE CSHR	C930 PATCHOGUE
C109 PENN	C139 JAMAICA	C307 HEMPSTEAD	C813 BABYLON	C952 BETHPAGE TVM
C110 PENN	C140 JAMAICA	C313 LONG BEACH	C821 HSF TVM	C953 BETHPAGE TVM
C112 PENN	C141 JAMAICA	C333 BETHPAGE CSHR	C823 HSF CASHIER	C985 BABYLON
C113 PENN	C142 JAMAICA	C403 BAYSIDE	C901 PENN	C993 LYNBROOK
C114 PENN	C143 JAMAICA	C411 PT. WASH.	C904 PENN	C994 HSF TVM
C116 PENN	C144 JAMAICA	C412 PT. WASH	C905 PENN/ATL	CX-28 ATLANTIC
C117 PENN	C146 JAMAICA	C602 HUNTINGTON	C906 PENN	
C119 PENN	C147 JAMAICA	C700 BETHPAGE TVM	C908 PENN	
C121 PENN	C149 JAMAICA	C702 BETHPAGE TVM	C915 ATLANTIC	

**STATION APPEARANCE MAINTAINERS: Only the following positions WILL work:**

ATL103	HMC112	JAM130	L312 RONKONKOMA	V454 PORT WASH
ATL104	JAC1	JAM131	L313 FARMINGDALE	V456 GARDEN CITY
ATL106	JAM102	JAM132	L314 RONKONKOMA	V457 GARDEN CITY
ATL108	JAM103	JAM133	L316 WOODSIDE	V464 KO YD
ATL109	JAM104	JCR2 JAMAICA	L319 HEMPSTEAD	V477 LONG BEACH
ATL110	JAM108	L302 MINEOLA	RSC1 JAMAICA	V484 NORTHPORT
H553 PW/Vly Yd/Divide	JAM112	L304 FREEPORT	RSC2 ATLANTIC	V485 NORTHPORT
H573 Bby/Hicks/Nrthprt	JAM118	L307 BABYLON	RSC3 ATLANTIC	WSY101
HC551 PW/Vly/Divide	JAM119	L309 HICKSVILLE	RSC4 ATLANTIC	WSY102
HC571 Bby/Hicks/Nrthprt	JAM124	L311 HUNTINGTON	V453 PORT WASH	

- AMBASSADOR JOBS:** All are scheduled to work
- OFFICES CLOSED:** Commissary, General Offices, Lost&Found, Mall-N-Ride, Medical Department
- MESSENGER SERVICE:** Will not operate
- SPECIAL ATTENDANTS:** Will not work
- TICKET OFFICE HOURS:** Will be holiday hours as shown in the Ticket Sales Hours Card
- TICKET SALES:** Senior Citizen and Off Peak tickets will be valid on all trains
- TRAIN SERVICE:** Trains will operate on a HOLIDAY schedule.

If you have any questions, please contact your supervisor.



STATIONS DEPARTMENT

NOTICE NO. 2017-35

Date: November 8, 2017

TO: All Stations Department Employees

FROM: James Compton, Chief Stations Officer *James Compton*

SUBJECT: HOLIDAY DAY AFTER - Thanksgiving Day, Friday, November 24, 2017

On Friday, November 24, 2017, the following will be in effect:

STATION APPEARANCE MAINTAINERS: The following **WILL NOT** work:

HC561 Jam/Atl/Nost	HMC113	HMC125
H562 Jam/Atl/Nost	HMC116	JAM110
HMC101	HMC118	JAM114
HMC103	HMC120	JAM116
HMC106	HMC122	
HMC111	HMC124	

- AMBASSADOR JOBS:** All are scheduled to work
- SPECIAL ATTENDANTS:** **Will not** work
- OFFICES CLOSED:** Commissary, General Offices, Lost & Found, Mail&Ride, Medical Department
- MESSENGER SERVICE:** **Will not** operate
- TICKET OFFICE HOURS:** Regular weekday schedule
- TICKET SALES:** Senior Citizen/Family Fares and Off Peak tickets will be valid on all trains.
- TRAIN SERVICE:** Trains will operate on a regular schedule.

If you have any questions, please contact your supervisor.

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All employees are reminded to be watchful for suspicious activity, behavior and packages.