



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

**BID SHEETS**

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

**Bulletin ID:** USBUL2-09

**Bulletin Seq:** 19

**Bulletin Description:** USHER BULLETIN 2/09

Open: 10/21/2020 00:01

Close: 10/30/2020 17:00

Effective: 11/04/2020 00:01

Posted: 10/20/2020 00:01

Asgn	Position	Perm Or Temp	Terminal
RUH3	USHERS	Temporary	JAMAICA

Location JAMAICA & ATLANTIC AVENUE

Report Time VARIOUS

Rest Days WEDNESDAY & THURSDAY

Rate Of Pay \*\$38.021 HOURLY

FRI JAU2 (6AM)

SAT/SUN JAU3 (7AM)

MON/TUES BKU1 (630AM)

\*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.

10/20/20 10:07

Bulletin ID: USBUL2-09

Bulletin Seq: 19

Bulletin Description: USHER BULLETIN 2/09

Open: 10/21/2020 00:01

Close: 10/30/2020 17:00

Effective: 11/04/2020 00:01

Posted: 10/20/2020 00:01

Asgn Position

Perm Or Temp

Terminal

UX0005 USHERS

*Temporary*

LIRR-Extra List

Location VARIOUS

Report Time VARIOUS

Rest Days VARIOUS

Rate Of Pay \*\$37.884 BASE RATE

\*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.

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10/20/20 10:07

# LONG ISLAND RAILROAD

## MANAGEMENT-TRANSPORTATION CREW MANAGEMENT SERVICES

### Bulletin Awards - Non-Ops

**Bulletin ID:** TELBUL2-39      **Sequence:** 50

**Description:** TELEGRAPHERS BULLETIN 2-39

Open: 10/07/2020 00:01      Close: 10/16/2020 17:00      Effective: 10/21/2020 00:01      Posted: 10/07/2020 00:01

Asgn	Position	Perm or Temp	Terminal	Emp Num	Employee Name	Rank From
JCCMT3	BLOCK OPERATOR	Permanent	JCC TOWER			
BO1050	BLOCK OPERATOR	Temporary	LIRR-Extra List	59010	BALDWIN, G	177 TX1004 BO LIRR
BO1055	BLOCK OPERATOR	Permanent	LIRR-Extra List			
BO1058	BLOCK OPERATOR	Temporary	LIRR-Extra List	58603	TORRES, M	175 TX1003 BO LIRR
WS31	TRAIN DIRECTOR	Permanent	WEST SIDE YARD	56754	CEDANO, P	169 BO1052 BO LIRR

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.

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

**Bulletin ID:** TELBUL2-40

**Bulletin Seq:** 51

**Bulletin Description:** TELEGRAPHERS BULLETIN 2-40

Open: 10/21/2020 00:01

Close: 10/30/2020 17:00

Effective: 11/04/2020 00:01

Posted: 10/18/2020 00:01

Asgn	Position	Perm Or Temp	Terminal
BO1052	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days SATURDAY & SUNDAY		
	Rate Of Pay \$39.471 HOURLY* (MINIMUM)		
	*DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY.		

BO1055	BLOCK OPERATOR	Permanent	LIRR-Extra List
	Location TELEGRAPHER EXTRA LIST		
	Report Time VARIOUS		
	Rest Days WEDNESDAY & THURSDAY		
	Rate Of Pay \$39.471 HOURLY* (MINIMUM)		
	* DIFFERENTIAL NOT INCLUDED IN ABOVE RATE OF PAY.		

JCCMT3	BLOCK OPERATOR	Permanent	JCC TOWER
	Location JCC TOWER		
	Report Time 1001PM		
	Rest Days WEDNESDAY/THURSDAY		
	Rate Of Pay \$39.471*		
	*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.

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

October 21, 2020

To: All Clerical Employees  
From: Gabrielle Aulicino, Manager – Customer Service Center  
Subject: Posting to Work Overtime in The Customer Service Center

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Employees interested in performing overtime service in CSC or satellite offices, are required to complete a CT-88 form, whereon the employee should state that he/she is interested in performing the above referenced **Posting** for overtime work (on the employee's own time). Posting will take place at the CSC HSF 4<sup>th</sup> floor.

**Posting Date and time:**

**Friday November 13, 2020  
10:00 am – 12:00 pm**

All CT-88's must include a contact number, current position hours, relief days and TCU seniority date. Bids will not be accepted without the above information. All CT-88 forms should be submitted to Mail Code #3140 no later than Friday, October 30, 2020 at 5:00 pm.

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

DATE: October 21, 2020

BULLETIN NO. SD-07-2020

This bulletin will close **at 5:00 PM on Friday, October 30, 2020**. It will be open to employees included in the consolidated system seniority roster for clerical forces. All bids must be received 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 by sending the CT-88 interoffice, Fax, and email. The following information must be included in all bids: Seniority date, the date last awarded a position, and current position.

All bids can be sent to **Rosina Morales, Jamaica Mail Code 1106** via interoffice mail or you can scan or take a picture of your CT-88 and email to: [LIRRStationsDeptBids@lirr.org](mailto:LIRRStationsDeptBids@lirr.org) or you can fax your CT-88 to the crew office at 718-558-7429

For all emails: **Be sure to put your Name in the subject line and the word BID. EX: JOHN SMITH-BID**

All bid withdrawals can either be done by calling crew or emailing the same email address before the bulletin closes. If you are close to the closing date/time of the bid be sure to call crew directly to get a verification that the bid has been withdrawn.

All emailed bids and withdrawal requests will receive an email response within 48 hours of your original email, if you don't receive a response after 48 hours please call the crew dispatcher's office to enquire.

Position No. 1	Permanent	Agent (A708)
Location:		Ronkonkoma
Tour of Duty:		5:00 AM – 1:00 PM
Rate of Pay:		\$43.117
Rest Days:		Monday/Tuesday

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

DATE: October 21, 2020

BULLETIN NO. SD-19-2020

This bulletin will close **at 5:00 PM on Friday, October 16,2020**. It will be open to employees included in the consolidated system seniority roster for clerical forces. All bids must be received 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 by sending the CT-88 interoffice, Fax, and email. The following information must be included in all bids: Seniority date, the date last awarded a position, and current position.

All bids can be sent to **Rosina Morales, Jamaica Mail Code 1106** via interoffice mail or you can scan or take a picture of your CT-88 and email to: [LIRRStationsDeptBids@lirr.org](mailto:LIRRStationsDeptBids@lirr.org) or you can fax your CT-88 to the crew office at 718-558-7429

For all emails: **Be sure to put your Name in the subject line and the word BID. EX: JOHN SMITH-BID**

All bid withdrawals can either be done by calling crew or emailing the same email address before the bulletin closes. If you are close to the closing date/time of the bid be sure to call crew directly to get a verification that the bid has been withdrawn.

All emailed bids and withdrawal requests will receive an email response within 48 hours of your original email, if you don't receive a response after 48 hours please call the crew dispatcher's office to enquire.

Position No. 1	Temporary	Ticket Clerk (C119)
Location:		Penn Station - Clerk
Tour of Duty:		10:30 PM – 06:30 AM
Rate of Pay:		\$36.463
Rest Days:		Monday/Tuesday

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.

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Position No. 2                      Temporary                      Ticket Clerk (C962)

Location:                                      Port Washington/Penn Station/Long Beach

Tour of Duty:                                      Wed/Thurs – Port Wash – 6:00 AM – 2:00 PM  
Friday – Penn Station – 2:00 PM – 10:00 PM  
Sat/Sun – Long Beach – 10:00 AM – 6:00 PM

Rate of Pay:                                      Wed/Thurs – Port Wash - \$34.602  
Friday – Penn Station - \$36.463  
Sat/Sun – Long Beach - \$34.994

Rest Days:                                      Monday/Tuesday

Primary Duties:                                      Same as Position No. 1

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Position No. 3                      Temporary                      Ticket Clerk (C830)

Location:                                      Wyandanch STIMS/Info

Tour of Duty:                                      6:00 AM – 2:00 PM

Rate of Pay:                                      \$36.618

Rest Days:                                      Saturday/Sunday

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 have a full understanding of the sales and accounting of tickets and the daily servicing of ticket vending machines. Responsible for completing daily-tour incident reports. Must drive between Long Island Rail Road properties; must make minor repairs (i.e., change flat tires) as necessary for completion of daily assignment. Must hold a valid New York State Driver's License. Must be able to understand and follow road maps and/or written descriptions to travel between locations. Must carry pocket-page device while on duty to communicate between supervisors and carry photo I.D. to provide positive identification at all times.

Must possess the ability to service, define error codes and correct malfunctions in the S&B TVM's. Process large amounts of currency and coins, prepare bank deposits, maintain accurate spare parts inventory, defective parts log and the TVM ticket stock book. Must be familiar with the TVM Malfunction and Maintenance reports. The applicant should be mechanically inclined and be able to lift coin magazines, cassettes, bill and coin vaults. Must be able to operate coin filler, currency counter/sorter, coin sorter and be familiar with obtaining a "state report" from the S&B TVM utilizing a computer notebook.

Must possess the ability to exercise good judgment. Applicant must be customer oriented and be capable of effectively and courteously relating to customers.

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Position No. 4	Temporary	Crew Dispatcher (CD500)
Location:		Jamaica
Tour of Duty:		4:00 PM – 12:00 AM
Rate of Pay:		\$45.233
Rest Days:		Monday/Tuesday

Primary Duties: Bids will only be valid from applicants qualified through the Stations Crew Dispatching Training Program, or from employees who have previously owned an Assignment Clerk position in the Stations Department.

Must have a complete understanding of the manipulation and regulations governing the Agent's, Ticket Clerk's and Station Cleaner's, Assistant Station Masters, and Public Information Office's crew boards to be able to cover assignments on a daily basis. Must be able to prepare and post weekly time cards for all Agents, Ticket Clerks, and Station Cleaners based on daily crew sheets and other crew board documentation. Must have thorough knowledge of the rules, regulations and agreements governing the working conditions of employees represented by the Transportation Communications Union. Must update absence-control records and work as directed within the office the Director Stations Support and Administration.

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Position No. 5	Temporary	Ambassador
Location:		Various
Tour of Duty:		Various
Rate of Pay:		\$32.483
Rest Days:		Various

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 a qualified Ticket Clerk to apply and to have worked as a Ticket Clerk within the previous one-year period.

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Position No. 6	Temporary	Station Appearance Maintainer (H543)
Location:		Babylon YD/Divide/KO
Tour of Duty:		6:00 AM – 2:00 PM
Rate of Pay:		\$31.285
Rest Days:		Saturday/Sunday

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. 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. 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 drive between Long Island Rail Road properties. Must make minor repairs (e.g., change flat tires) as necessary to completion of daily assignment. Must hold a valid New York State Driver's License. Must be able to understand and follow road maps and/or written descriptions to travel between locations. Must carry pocket pager device while on duty to communicate with supervisors and carry photo identification card to provide positive employee identification at all times.

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Position No. 7	Temporary	Station Appearance Maintainer (H572)
Location:		Babylon/Hicksville/Northport HD SAM/Chief
Tour of Duty:		Mon/Tue/Wed – HD SAM – 6:00 AM – 2:00 PM Saturday/Sunday – Chief - 6:00 AM – 2:00 PM
Rate of Pay:		Mon/Tue/Wed – HD SAM – \$31.285 Saturday/Sunday – Chief - \$34.517
Rest Days:		Thursday/Friday

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. 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. 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 drive between Long Island Rail Road properties. Must make minor repairs (e.g., change flat tires) as necessary to completion of daily assignment. Must hold a valid New York State Driver's License. Must be able to understand and follow road maps and/or written descriptions to travel between locations. Must carry pocket pager device while on duty to communicate with supervisors and carry photo identification card to provide positive employee identification at all times.

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. 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. 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 drive between Long Island Rail Road properties. Must make minor repairs (e.g., change flat tires) as necessary to completion of daily assignment. Must hold a valid New York State Driver's License. Must be able to understand and follow road maps and/or written descriptions to travel between locations. Must carry pocket pager device while on duty to communicate with supervisors and carry photo identification card to provide positive employee identification at all times.

Must be able to supervise, coordinate and instruct Station Appearance Maintainers and Laborers in the performance of their duties. Must be completely familiar with the work rules of employees being supervised. All duties must be performed in an efficient and courteous manner. Will be responsible to complete and submit written daily cleaning reports as directed. The Chief Station Appearance Maintainer will be responsible for providing a safe, clean environment for customers and employees and will be required to perform Station Appearance Maintainer/Laborer duties as directed by the General Terminal Manager.

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Position No. 8	Temporary	Station Appearance Maintainer (L302)
Location:		Mineola
Tour of Duty:		6:00 AM – 2:00 PM
Rate of Pay:		\$30.221
Rest Days:		Saturday/Sunday

Primary Duties: 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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AWARDS TO BULLETIN SD-18-2020

	<u>JOB #</u>	<u>NAME</u>	<u>AWARD DATE</u>
POSITION NO. 1	Temporary CT951	Withdrawn	
POSITION NO. 2	Temporary C906	M. Scott	Pending
POSITION NO. 3	Temporary C121	M. Harris	10/21/20
POSITION NO. 4	Temporary C822	S. Giuliano	Pending
POSITION NO. 5	Temporary C201	A. Puzino	10/21/20
POSITION NO. 6	Temporary C310	Withdrawn	
POSITION NO. 7	Temporary Crew Disp. Trainee	S. Ruiz	10/28/20
POSITION NO. 8	Temporary AMB	Re-Advertised	
POSITION NO. 9	Temporary HC571	R. Pirrone	10/21/20
POSITION NO. 10	Temporary ARCH900	M. Dienstag	10/21/20
POSITION NO. 11	Temporary HCT-01	J. Urban	10/21/20
POSITION NO. 12	Temporary HT02	T. Jackson	10/21/20
POSITION NO. 13	Temporary H502	Withdrawn	
POSITION NO. 14	Temporary RSC1	E. Hernandez (A)	10/21/20
POSITION NO. 15	Permanent ATL105	R. Claros	10/21/20

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Rosina Morales – Manager Stations Services Support  
Posted: October 21, 2020

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

**October 21, 2020**

**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 3009	Assistant Warehouse Person ESA-Temporary (R. Townsend)	NO BIDS RECEIVED	
P&L 3010	Assistant Warehouse Person Morris Park/Richmond Hill Permanent (J. Macedonia)	NO BIDS RECEIVED	
P&L 3011	Warehouse Person-SF-V/V Permanent (M. Lombardi)	NO BIDS RECEIVED	
P&L 3012	Warehouse Person-V/V Permanent (B. Hagemann)	NO BIDS RECEIVED	
P&L 3013	Warehouse Person Temporary (C. Elliott) 11:30 am – 7:30 pm	NO BIDS RECEIVED	

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

POSTED: 9:00 AM  
October 21, 2020

## **RE-ADVERTISED**

### **THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3014**

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, October 30, 2020**. 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 – 2858, 2865, 2871, 2877, 2885, 2893, 2900,  
2906, 2915, 2922, 2929, 2937, 2945, 2952, 2959, 2966, 2972, 2978, 2983,  
2988, 2992, 2997, 3003 & 3009)

**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:** \$32.996 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  
October 21, 2020



## **RE-ADVERTISED**

### **THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3015**

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, October 30, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

**POSITION:** Assistant Warehouse Person – (J. Macedonia) – Permanent  
RE-ADVERTISED (P&L – 2979, 2984, 2989, 2993, 2998, 3004 & 3010)  
**LOCATION:** Morris Park/Richmond Hill (Mon. Tues. Wed. MP / Sat. & Sun. RH)  
**TOUR OF DUTY:** 7:30 am – 3:30 pm  
**REST DAYS:** Thursday & Friday  
**RATE OF PAY:** \$32.996 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  
October 21, 2020

# **RE-ADVERTISED**

## **THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3016**

### **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, October 30, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

**POSITION:** Warehouse Person - (M. Lombardi) – Permanent  
**RE-ADVERTISED (P&L – 2840, 2848, 2856, 2863, 2869, 2875, 2881, 2889, 2897, 2903, 2909, 2918, 2925, 2932, 2940, 2948, 2955, 2962, 2969, 2980, 2985, 2990, 2994, 2999, 3005 & 3011)**

**LOCATION:** Hillside Warehouse 15 Shop Floor

**TOUR OF DUTY:** Various

**REST DAYS:** Various

**RATE OF PAY:** \$35.335 per hour

**DUTIES:** Must have functional knowledge of all Stores administrative activities, forms and documents, including general familiarization with the entire LIRR procurement system. Must be proficient in WMS operations and perform all appropriate input.

Must perform general housekeeping in area of assignment. Must be able to conduct oneself in a businesslike fashion in all oral and written communications. Must be qualified to perform the specific method of operation pertinent to the various material distribution stations regarding receiving, storing and shipping, issuance of material and other related duties. Must have knowledge of all the official documents, (i.e. MP-151, MW-121, SK-35, etc.), concerning the charge out of material including proper execution. Must be able to maintain perpetual inventory of specified classes of material. Must be able to lift up to 75lbs. Must be able to assist supervision in taking of inventory, verifying out of stock and rectification of errors.

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  
October 21, 2020

## **RE-ADVERTISED**

### **THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3017**

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, October 30, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

**POSITION:** Warehouse Person - (B. Hagemann) – Permanent  
RE-ADVERTISED (P&L – 2991, 2995, 3000, 3006 & 3012)  
**LOCATION:** Various  
**TOUR OF DUTY:** Various  
**REST DAYS:** Various  
**RATE OF PAY:** \$35.335 per hour

**DUTIES:** Must have functional knowledge of all Stores administrative activities, forms and documents, including general familiarization with the entire LIRR procurement system. Must be proficient in WMS operations and perform all appropriate input.

Must perform general housekeeping in area of assignment. Must be able to conduct oneself in a businesslike fashion in all oral and written communications. Must be qualified to perform the specific method of operation pertinent to the various material distribution stations regarding receiving, storing and shipping, issuance of material and other related duties. Must have knowledge of all the official documents, (i.e. MP-151, MW-121, SK-35, etc.), concerning the charge out of material including proper execution. Must be able to maintain perpetual inventory of specified classes of material. Must be able to lift up to 75lbs. Must be able to assist supervision in taking of inventory, verifying out of stock and rectification of errors.

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  
October 21, 2020

## **RE-ADVERTISED**

### **THE LONG ISLAND RAIL ROAD DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS BULLETIN NO. P&L – 3018**

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, October 30, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

**POSITION:** Warehouse Person – (C. Elliott) – Permanent  
**RE-ADVERTISED (P&L – 2996, 3001, 3007 & 3013)**

**LOCATION:** Hillside

**TOUR OF DUTY:** 11:30 AM – 7:30 PM

**REST DAYS:** Saturday & Sunday

**RATE OF PAY:** \$35.335 per hour

**DUTIES:** Must have functional knowledge of all Stores administrative activities, forms and documents, including general familiarization with the entire LIRR procurement system. Must be proficient in WMS operations and perform all appropriate input.

Must perform general housekeeping in area of assignment. Must be able to conduct oneself in a businesslike fashion in all oral and written communications. Must be qualified to perform the specific method of operation pertinent to the various material distribution stations regarding receiving, storing and shipping, issuance of material and other related duties. Must have knowledge of all the official documents, (i.e. MP-151, MW-121, SK-35, etc.), concerning the charge out of material including proper execution. Must be able to maintain perpetual inventory of specified classes of material. Must be able to lift up to 75lbs. Must be able to assist supervision in taking of inventory, verifying out of stock and rectification of errors.

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  
October 21, 2020

**THE LONG ISLAND RAIL ROAD**  
**DEPUTY CHIEF STORES OFFICER – STORES OPERATION & MATERIALS**  
**BULLETIN NO. P&L – 3019**

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, October 30, 2020**. Bids can be faxed to Ext. 3279 or sent via interoffice mail to MC: 3131.

**POSITION:** Warehouse Person (S. Brisco) – Temporary  
**LOCATION:** Hillside  
**TOUR OF DUTY:** 7:30 AM – 3:30 PM  
**REST DAYS:** Saturday & Sunday  
**RATE OF PAY:** \$35.335 per hour

**DUTIES:** Must have functional knowledge of all Stores administrative activities, forms and documents, including general familiarization with the entire LIRR procurement system. Must be proficient in WMS operations and perform all appropriate input.

Must perform general housekeeping in area of assignment. Must be able to conduct oneself in a businesslike fashion in all oral and written communications. Must be qualified to perform the specific method of operation pertinent to the various material distribution stations regarding receiving, storing and shipping, issuance of material and other related duties. Must have knowledge of all the official documents, (i.e. MP-151, MW-121, SK-35, etc.), concerning the charge out of material including proper execution. Must be able to maintain perpetual inventory of specified classes of material. Must be able to lift up to 75lbs. Must be able to assist supervision in taking of inventory, verifying out of stock and rectification of errors.

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.

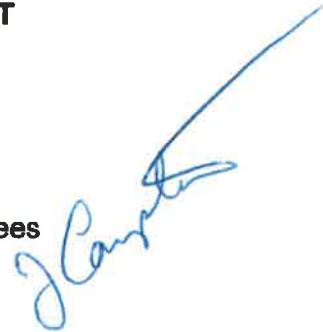
**Elvin Vazquez**  
Deputy Chief Stores Officer  
Stores Operation & Materials  
Procurement & Logistics Department

POSTED: 9:00 AM  
October 21, 2020

**STATIONS DEPARTMENT**

**NOTICE NO. 2020-35**

Date: October 14, 2020  
To: All Stations Department Uniformed Employees  
From: James Compton, Chief Stations Officer  
Subject: Uniforms - Annual Re-Issue Period for 2021



The annual re-issue period for ordering uniforms will begin **November 1<sup>st</sup>, 2020** and run through **December 31<sup>st</sup>, 2020** for delivery in late spring/early summer 2021. You **MUST** place your uniform order within this window of time, or we cannot guarantee there will be stock to fulfill your order and you will have to wear old uniforms.

You will have the option to order online, by phone or via fax. The issuance of new uniforms will help ensure your comfort for the upcoming season and will help project a professional image that reflects well on us all.

Wearing the proper LIRR uniform makes employees more easily identifiable and helps in creating a more secure environment for employees and customers alike.

Order forms will be available for printing at ticket offices, main terminal locations, and foremen headquarters from the Stations Department Intranet page. (General Forms, Uniforms)

Through the mass mailing of the postcards the vendor will provide you with more detailed instructions assisting you to accurately place your order including:

- Online ordering at <http://nyct.vfimagewear.com> (for your first online order use your 5-digit IBM# as your employee number and also as your PIN, you will be prompted to change your PIN)
- E-mail your completed order form to: [LIRR@vfc.com](mailto:LIRR@vfc.com)
- Fax completed form to 1-877-662-5328

If you have any uniform questions, please refer to your manager for assistance.

**As with all items you order online, if you have a problem with your uniforms or if they are not received when promised you must call the uniform company at 1-800-742-0761 for assistance. If you need to exchange sizes just give them a call, don't keep an item that you can't wear.**

4 attachments: Order forms for Agents, Ticket Clerks, SAMS, Ambassadors

\*\*\*

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

# LIRR

## TICKET AGENTS Group A FEMALE & MALE

ANNUAL ISSUE



SHIP TO	Employee Name:		Note: To Avoid Delays, All Orders Must Have Employee ID# or Email	
	Street Address: (No PO Boxes)		<b>EXPENSE TYPE: (CHECK ONE)</b>	
	City		<input type="checkbox"/> LIRR Emp.#	<input type="checkbox"/> BSCP
	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	Blazer, Charcoal Gray	NT4320	4-28 Regular	SIZE:		\$115.00	
2	Cargo, Flat, Navy	NT2588	4-28 Regular	SIZE: INSEAM:		\$29.50	
	Shirt, Straight, Charcoal Gray	NT2548	0-28	SIZE:		\$60.00	
2	Shirt, Straight, Navy	NT2542	0-28	SIZE:		\$60.00	
	Shirt, LS White w/Logo	NT1260	0-28	SIZE:		\$20.00	
	Shirt, LS Lt. Blue w/Logo	NT1259	4-28	SIZE:		\$20.00	
2	Shirt, LS Striped w/Logo	NT1263	4-28	SIZE:		\$20.00	
	Shirt, SS White w/Logo	NT1262	4-28	SIZE:		\$17.00	
	Shirt, SS Lt. Blue w/Logo	NT1261	4-28	SIZE:		\$17.00	
2	Shirt, SS Striped w/Logo	NT1264	4-28	SIZE:		\$17.00	
	Polo Shirt, SS Navy w/Logo	NT5009	XS-6XL	SIZE:		\$18.00	
2	Polo Shirt, LS Navy w/Logo	NT5011	XS-6XL	SIZE:		\$20.00	
1	Sweater Vest, Navy w/Logo	NT8007	XS-6XL (UNISEX)	SIZE:		\$29.50	
	Sweater, V-Neck Navy w/Logo	NT5006	S-5XL (UNISEX)	SIZE:		\$29.50	
	Tab Bow Tie, Banded, Maroon	NT7251	ONE SIZE			\$7.50	
	Tab Bow Tie, Banded, Navy	NT7256	ONE SIZE			\$7.50	
	Scarf, Maroon	NT7246	ONE SIZE			\$14.50	
	Scarf, Navy	NT7245	ONE SIZE			\$14.50	
	Tie, Maroon w/White and Navy Stripe	NT7252	ONE SIZE			\$7.50	
	Tie, Navy w/White and Maroon Stripe	NT7253	ONE SIZE			\$7.50	
	Tie, Clip-On, Maroon w/White/Navy Stripe	NT7254	20"/22"	SIZE:		\$7.50	
	Tie, Clip-On, Navy w/White/Maroon Stripe	NT7255	20"/22"	SIZE:		\$7.50	
As Required	Name Badge	ENTER 5 DIGIT ID#					\$11.00

INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL
1	Blazer, Charcoal Gray	NT4313	36-46 Short 36-58 Regular 36-58 Long, 38-56 Xlong	<input type="checkbox"/> Short <input type="checkbox"/> Regular SIZE: <input type="checkbox"/> Long <input type="checkbox"/> Xlong		\$115.00	
2	Cargo, Flat, Navy	NT2587	28-54 Regular	SIZE: INSEAM:		\$29.50	
	Shirt, LS White w/Logo	NT1266	Neck Sleeve 14.0-22.0/31/31, 32/31, 34/31, 36/31	SIZE: SLEEVE:		\$20.00	
2	Shirt, LS Lt. Blue w/Logo	NT1265	Neck Sleeve 14.0-22.0/30/31, 32/31, 34/31, 36/31	SIZE: SLEEVE:		\$20.00	
	Shirt, LS Striped w/Logo	NT1269	Neck Sleeve 14.0-22.0/30/31, 32/31, 34/31, 36/31	SIZE: SLEEVE:		\$20.00	
2	Shirt, SS White w/Logo	NT1268	14.0-22.0	SIZE:		\$17.00	
	Shirt, SS Lt. Blue w/Logo	NT1267	14.0-22.0	SIZE:		\$17.00	
	Shirt, SS Striped w/Logo	NT1270	14.0-22.0	SIZE:		\$17.00	
2	Polo Shirt, SS Navy w/Logo	NT5009	XS-6XL	SIZE:		\$18.00	
2	Polo Shirt, LS Navy w/Logo	NT5011	XS-6XL	SIZE:		\$20.00	
1	Sweater Vest, Navy w/Logo	NT8007	XS-6XL (UNISEX)	SIZE:		\$29.50	
	Sweater, V-Neck Navy w/Logo	NT5006	S-5XL (UNISEX)	SIZE:		\$29.50	
3	Tie, Maroon w/White and Navy Stripe	NT7252	ONE SIZE			\$7.50	
	Tie, Navy w/White and Maroon Stripe	NT7253	ONE SIZE			\$7.50	
	Tie, Clip-On, Maroon w/White/Navy Stripe	NT7254	20"/22"	SIZE:		\$7.50	
	Tie, Clip-On, Navy w/White/Maroon Stripe	NT7255	20"/22"	SIZE:		\$7.50	
As Required	Name Badge	ENTER 5 DIGIT ID#					\$11.00

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

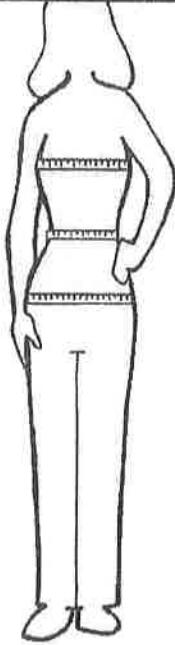
  

	<b>TOTAL</b>
To place your order, please use one of the below methods: Fax: 1-877-662-5328 Email: <a href="mailto:lirr@vfl.com">lirr@vfl.com</a> Mail: VF Imagewear Direct Customer Support P.O. Box 140995 Nashville, TN 37214-0995	

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

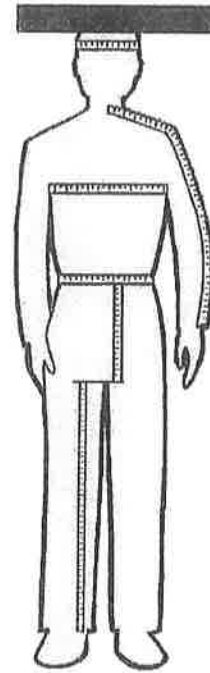
Measure around the smallest part of the natural waistline. Hold tape firmly but not tightly. Keep the tape level and be sure to stand naturally.

### 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	47	43	44	45	46.5	48	49.5	51.5	53.5	55.5	57.5	59.5
Waist Size	18.5	19	19.5	20	20.5	21.25	22	22.75	23.75	24.75	25.75	26.75	27.75

MALE BLAZER - Garment Measurements												
Order Size	36	38	40	42	44	46	48	50	52	54	56	
Chest Size	42	44	46	48	50	52	54	56	58	60	62	
Waist Size	19.75	20.75	21.75	22.75	23.75	24.75	25.75	26.75	27.75	28.75	29.75	

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	36.5	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

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

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	39.5	40.5	41.5	42.5	43.5	44.5	46	47.5	50	52	54	56	58	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
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	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 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		

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	42.5	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

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: [hrr@vfc.com](mailto:hrr@vfc.com)

Mall: 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



SHIP TO	Employee Name:		Note: To Avoid Delays, All Orders MUST have Employee ID# or SSN					
	Street Address: (No PO Boxes)		<b>EXPENSE TYPE: (CHECK ONE)</b>					
	City		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">LIRR Emp.#</td> <td style="width: 50%; text-align: center;">BSC#</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>		LIRR Emp.#	BSC#		
	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
2	Cargo, Flat, Navy	NT2588	0-28 Regular	SIZE: INSEAM:		\$29.50	
	Shirt, Straight, Charcoal Gray	NT2548	0-28 Regular	SIZE:		\$60.00	
	Shirt, Straight, Navy	NT2542	0-28 Regular	SIZE:		\$60.00	
2	Shirt, LS White w/Logo	NT1260	0-28	SIZE:		\$20.00	
	Shirt, LS Lt. Blue w/Logo	NT1259	4-28	SIZE:		\$20.00	
	Shirt, LS Striped w/Logo	NT1263	4-28	SIZE:		\$20.00	
2	Shirt, SS White w/Logo	NT1262	4-28	SIZE:		\$17.00	
	Shirt, SS Lt. Blue w/Logo	NT1261	4-28	SIZE:		\$17.00	
	Shirt, SS Striped w/Logo	NT1264	4-28	SIZE:		\$17.00	
2	Polo Shirt, SS Navy w/Logo	NT9009	XS-6XL	SIZE:		\$18.00	
2	Polo Shirt, LS Navy w/Logo	NT5011	XS-6XL	SIZE:		\$20.00	
1	Sweater Vest, Navy w/Logo	NT9007	XS-6XL (UNISEX)	SIZE:		\$29.50	
	Sweater, V-Neck Navy w/Logo	NT9006	S-5XL (UNISEX)	SIZE:		\$29.50	
3	Tab Bow Tie, Banded, Maroon	NT7251	ONE SIZE			\$7.50	
	Tab Bow Tie, Banded, Navy	NT7256	ONE SIZE			\$7.50	
	Scarf, Maroon	NT7246	ONE SIZE			\$14.50	
	Scarf, Navy	NT7245	ONE SIZE			\$14.50	
	Tie, Maroon w/White and Navy Stripe	NT7252	ONE SIZE			\$7.50	
	Tie, Navy w/White and Maroon Stripe	NT7253	ONE SIZE			\$7.50	
	Tie, Clip-On, Maroon w/White/Navy Stripe	NT7254	20" / 22"	SIZE:		\$7.50	
Tie, Clip-On, Navy w/White/Maroon Stripe	NT7255	20" / 22"	SIZE:		\$7.50		
<small>As required</small>	Name Badge	<small>ENTER 5 DIGIT ID#</small>		NT9967	PRINT First Initial & Last Name		\$11.00

INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE	QTY	PRICE EACH	TOTAL
2	Cargo, Flat, Navy	NT2587	28-54 Regular, 32-46 Long	<input type="checkbox"/> Regular <input type="checkbox"/> Long SIZE: INSEAM:		\$29.50	
2	Shirt, LS White w/Logo	NT1266	Neck Sleeve 14.0-22.0 (30/31, 32/33, 34/35, 36/37)	SIZE: SLEEVE:		\$20.00	
	Shirt, LS Lt. Blue w/Logo	NT1265	Neck Sleeve 14.0-22.0 (30/31, 32/33, 34/35, 36/37)	SIZE: SLEEVE:		\$20.00	
2	Shirt, LS Striped w/Logo	NT1269	Neck Sleeve 14.0-22.0 (30/31, 32/33, 34/35, 36/37)	SIZE: SLEEVE:		\$20.00	
	Shirt, SS White w/Logo	NT1268	14.0-22.0	SIZE:		\$17.00	
2	Shirt, SS Lt. Blue w/Logo	NT1267	14.0-22.0	SIZE:		\$17.00	
	Shirt, SS Striped w/Logo	NT1270	14.0-22.0	SIZE:		\$17.00	
2	Polo Shirt, SS Navy w/Logo	NT9009	XS-6XL	SIZE:		\$18.00	
2	Polo Shirt, LS Navy w/Logo	NT9011	XS-6XL	SIZE:		\$20.00	
1	Sweater Vest, Navy w/Logo	NT9007	XS-6XL (UNISEX)	SIZE:		\$29.00	
	Sweater, V-Neck Navy w/Logo	NT9006	S-5XL (UNISEX)	SIZE:		\$29.50	
3	Tie, Maroon w/White and Navy Stripe	NT7252	ONE SIZE			\$7.50	
	Tie, Navy w/White and Maroon Stripe	NT7253	ONE SIZE			\$7.50	
	Tie, Clip-On, Maroon w/White/Navy Stripe	NT7254	20" / 22"	SIZE:		\$7.50	
	Tie, Clip-On, Navy w/White/Maroon Stripe	NT7255	20" / 22"	SIZE:		\$7.50	
<small>As required</small>	Name Badge	<small>ENTER 5 DIGIT ID#</small>		NT9967	PRINT First Initial & Last Name		\$11.00

PAYMENT <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> American Exp. Date:	TOTAL
--	-------

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

Employee Signature Date: \_\_\_\_\_

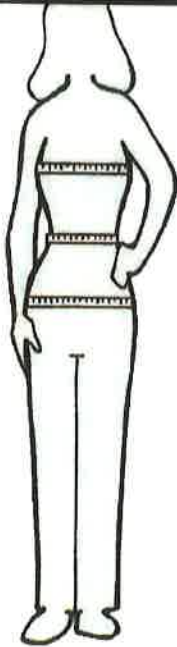
To Place your order, please use one of the following methods:

Fax: 1-877-652-5328

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

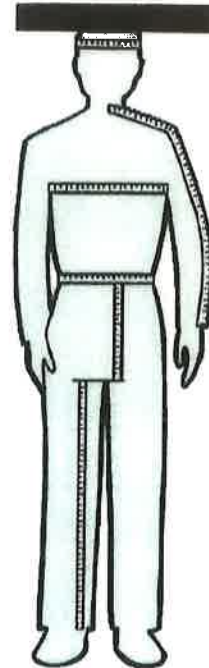
Measure around the smallest part of the natural waistline. Hold tape firmly but not tightly. Keep the tape level and be sure to stand naturally.

### 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	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	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	39.5	40.5	41.5	42.5	43.5	44.5	46	47.5	50	52	54	56	58	60	62

FEMALE SHIRT - Garment Measurements													
Order Size	4	6	8	10	12	14	16	18	20	22	24	26	28
Chest 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

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	42.5	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															
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 VEST									
Order Size	XS	S	M	L	XL	2XL	3XL	4XL	5XL
Chest Size	32-38	34-38	36-37	38-40	42-44	46-48	50-52	54-56	58-60

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

### 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

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

Fax: 1-877-662-5320

Email: [hr@vf.com](mailto:hr@vf.com)

Mail: VF Imgewear

Direct Customer Support

P.O. Box 140995

Nashville, TN 37214-0995



# LIRR

## STATION APPEARANCE MAINTAINERS

FEMALE & MALE ANNUAL ISSUE



SHIP TO

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

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

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Note: To Avoid Delays, All Orders MUST Have LIRR Employee ID# & BSC#

**EXPENSE TYPE: (CHECK ONE)**

LIRR Employee # \_\_\_\_\_

BSC # \_\_\_\_\_

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

Company Expense

Credit Card (See Payment Section Below)

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

FEMALE

INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE <input type="checkbox"/> Please Check One	QTY	PRICE EACH	TOTAL
2	Cargo, Flat, Navy	NT2588	4-24	SIZE: INSEAM:		\$29.50	
2	Workshirt, LS, Lt. Gray w/Emblem	NT1275	4-24	SIZE:		\$14.00	
	Workshirt, LS, PetroBlue (Foreman Only)	NT1013	4-24	SIZE:		\$14.00	
2	Workshirt, SS, Lt. Gray w/Emblem	NT1258	4-24	SIZE:		\$13.00	
	Workshirt, SS, PetroBlue (Foreman Only)	NT1403	4-24	SIZE:		\$13.00	
2	Unisex, TShirt, SS, Light Gray	NT5019	S-5XL	SIZE:		\$10.00	
	Unisex, Sweatshirt, Medium Gray	NT5020	S-3XL	SIZE:		\$19.50	
1 every 2	Parka, Orange/Silver w/Logo	NT3016	S-8XL Reg, M-8XL Long (UNISEX)	<input type="checkbox"/> Reg. <input type="checkbox"/> Long SIZE:		\$202.00	
1 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:		\$155.00	

MALE

INITIAL ISSUE	ITEM DESCRIPTION	MATERIAL#	SIZE RANGE	ORDER SIZE <input type="checkbox"/> Please Check One	QTY	PRICE EACH	TOTAL
2	Cargo, Flat, Navy	NT2587	30-54 Even	SIZE: INSEAM:		\$29.50	
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:		\$14.00	
	Workshirt, LS, PetroBlue (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:		\$14.00	
2	Workshirt, SS, Lt. Gray w/Emblem	NT1258	S-6XL	SIZE:		\$13.00	
	Workshirt, SS, PetroBlue (Foreman Only)	NT1279	S-6XL	SIZE:		\$13.00	
2	Unisex, TShirt, SS, Light Gray	NT5019	S-5XL	SIZE:		\$10.00	
	Unisex, Sweatshirt, Medium Gray	NT5020	S-3XL	SIZE:		\$19.50	
1 every 2	Parka, Orange/Silver w/Logo	NT3016	S-8XL Reg, M-8XL Long (UNISEX)	<input type="checkbox"/> Reg. <input type="checkbox"/> Long SIZE:		\$202.00	
1 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:		\$155.00	

PAYMENT

MasterCard  VISA  American Express

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

Credit Card # \_\_\_\_\_

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

**TOTAL** \_\_\_\_\_

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

Fax: 1-877-662-5328

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

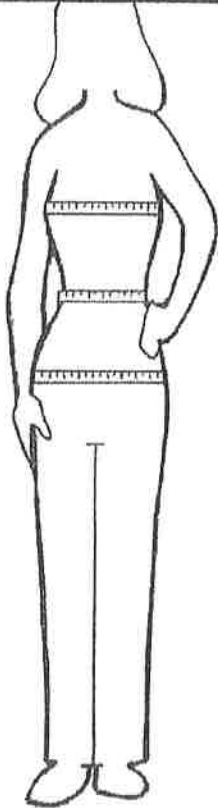
Mail: VF Imagewear

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

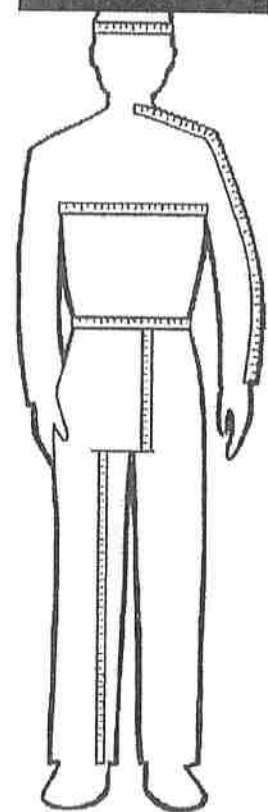
Measure around the smallest part of the natural waist-line, Hold tape firmly but not tightly. Keep the tape level and be sure to stand naturally.

### 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

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

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

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

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"

### 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



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

# LIRR

## Ambassador FEMALE & MALE ANNUAL ISSUE



SHIP TO	Employee Name:		Note: To Avoid Delays, All Orders MUST Have Employee ID# or BSCP					
	Street Address: (No PO Boxes)		<b>EXPENSE TYPE: (CHECK ONE)</b>					
	City		LIRR Emp.#				BSCP#	
	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	0-28			\$64.00	
1	Red Tailored Vest, with logo	NT5017	XS-3XL			\$25.00	
2	White Long Sleeve Button Up Shirt, with logo	NT1249	S-4XL			\$32.00	
2	White Short Sleeve Button Up Shirt, with logo	NT1250	S-4XL			\$27.50	
2	Red V-Neck Long Sleeve Sweater, with Logo	NT5013	XS-3XL			\$33.00	
	Red V-Neck Sweater Vest, with Logo	NT5016	XS-3XL			\$25.00	
2	Black Pants	NT2548	0-18 & 18W-28W	size	Inseam	\$52.00	
1	Black Single Breasted Overcoat, with logo	NT3019	XS-5XL			\$169.00	
3	Black Multi-Stripe Bow Tie	NT7249	One size			\$6.00	
	Black Floppy Bow Tie	NT7239	One size			\$9.50	
1	Black Bell Crown Hat with Gold Expansion Strap	NT7241	XS-2XL			\$90.00	
As Required	Name Badge mat.#-NT7243	ENTER 5 DIGIT ID#					Name:
1	Medallion mat.# - NT7259					\$17.00	

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			\$64.00	
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			\$32.00	
	Men's Tall White Long Sleeve Button Up Shirt, with logo	NT1252	LT-3XLT			\$32.00	
2	Men's White Short Sleeve Button Up Shirt, with logo	NT1253	XS-6XL			\$27.50	
2	Men's Red V-Neck Long Sleeve Sweater, with Logo	NT5014	XS-5XL			\$33.00	
	Red V-Neck Sweater Vest, with Logo	NT5016	XS-5XL			\$25.00	
2	Men's Black Flat Front Pants	NT2546	28-54 evens only	waist	Inseam	\$52.00	
1	Men's Black Single Breasted Overcoat, with logo	NT3084	XS-5XL			\$169.00	
3	Men's Black 4-in-Hand Tie	NT7238	One size			\$12.50	
	Black Multi-Stripe Tie	NT7248	One size			\$7.50	
1	Black Bell Crown Hat with Gold Expansion Strap	NT7241	XS-2XL			\$90.00	
As Required	Name Badge mat.#-NT7243	ENTER 5 DIGIT ID#					Name:
1	Medallion mat.# - NT7259					\$17.00	

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

**TOTAL**

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

**STATIONS DEPARTMENT**

**NOTICE NO. 2020-36**

Date: October 14, 2020  
To: All Station Operations Employees  
From: James Compton, Chief Stations Officer  
Subject: **Veteran's Day – Wednesday, November 11, 2020 – Employees**



1. Pursuant to Section 63 of the New York Public Officer's Law, employees are entitled to leave with pay on Memorial Day and Veteran's Day if they served in active duty in the Armed Forces of the United States and received an honorable discharge or were separated from such service under honorable conditions. In addition, employees are entitled to these days off with pay if they served in the armed forces of a foreign country allied with the United States in any of the following conflicts;
  - World War II
  - Korea
  - Vietnam 12/21/61 through 5/7/75
  - Lebanon 6/1/83 through 12/1/87
  - Grenada 10/23/83 through 11/21/83
  - Panama 12/20/89 through 1/31/90
  - Persian Gulf Conflict
2. If you are scheduled to work on Wednesday, November 11, 2020 (Veteran's Day), and would like to request "leave with pay," you must furnish proof of having received an honorable discharge or having been separated under honorable conditions.  
  
**NOTE: Employees should submit a DD214 form or equivalent proof to the Crew Office, Mail Code 1106, Jamaica or fax to 718-558-7429. If you have any questions, please contact the Crew Office.**
3. All such requests must be received no later than Friday, October 30, 2020, at 3 p.m.
4. All requests will be granted subject to safety concerns. If denied due to safety concerns, another day off shall be provided.
5. If employees are scheduled to work on Wednesday, November 11, 2020, and do not request the day off, they **will not** be entitled to another day off in lieu of the holiday.
6. If November 11<sup>th</sup> (Veteran's Day) is the employee's relief day, no additional day will be granted. In accordance with the law, the LIRR must only allow those who are scheduled to work the day off without loss of pay.

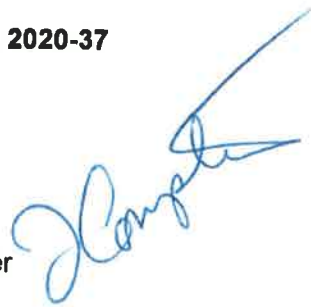
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**“Customer Service: Professionalism, Courtesy, Support”**

**STATIONS DEPARTMENT**

**NOTICE NO. 2020-37**

Date: October 15, 2020  
To: All Station Operations Employees  
From: James Compton, Chief Stations Officer



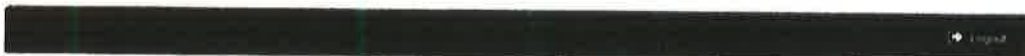
Subject: Instructions on how to log on to your LIRR outlook email account

All Stations employees have been set up with an LIRR email account, in order to access your email account on your mobile device you must do the following:

1. Go to the apps store and download the Microsoft Outlook 365 app on your mobile device.
2. Go to the apps store and download the Duo Mobile app on your mobile device. You **MUST** have this app on your mobile device in order to access your email account.
3. You will receive a link via text from IT to register, you must use that link to register within 24 hours or it will expire.

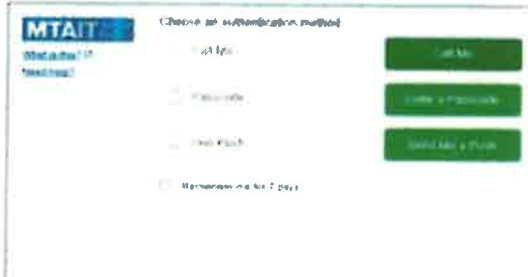
Authenticating and managing your devices once registered:

- You will be taken to the Duo Authentication screen, where you will see options to authenticate and manage your devices as needed.



## Duo Authentication

Please Authenticate yourself into DUO and Manage your devices



If you experience issues authenticating through the Duo app with the "Push" or "Passcode" options, use the "Call Me" feature to confirm your identity to your original registration.

4. Read the guide for more information about Duo security: <http://guide.duosecurity.com>

**How to obtain your email password from the MTA portal for new email accounts:**

**YOU MUST USE AN LIRR COMPUTER – ASK YOUR FOREMAN OR AGENT IF YOU NEED ASSISTANCE.**

1. Go to the MTA Portal [www.mymta.info](http://www.mymta.info) (IAMS registration)
2. Click on Employees/Retirees Sign in
3. Enter your BSC seven-digit employee number and password. Click LOGIN
  - a. **For new accounts** the default password is the user's first initial of first name (upper case) then first initial of last name (lower case) then 8 numeric digits of the user's date of birth (mmddyyyy). For example, Mary Smith born on February 8, 2020 will have the default password of Ms02082020. Once you have set up your new password and completed the three security questions you are required to set up an alternate phone number and alternate email address- your registration with IAMS is now complete.
4. For more information please use this URL: <https://nymta.sharepoint.com/sites/IAMSHelp>

Once you have the Outlook 365 and Duo Mobile Apps installed on your mobile device you can sign in- For most employees your ID is the first letter of your first name and your last name. If that doesn't work please ask your foreman or manager- they have been given a listing. Once you know your log in ID use the password you set up in IAMS to complete the log on process to Outlook. Send a test email to yourself or a co-worker to ensure it is working correctly.

We are in the process of setting up group emails to everyone from the crew office for the daily boards, this should be completed by Monday 10/19, if you don't receive any emails from crew by then and are unable to send or receive any test emails please call the IT help desk (646-252-8888).

If your email account is working but you are not receiving emails from crew, please call them to advise them of the problem. We will investigate.

For all email and computer related problems or issues feel free to call the IT help desk at **646-252-8888** or email them at [ITServiceDeskEast@lirr.org](mailto:ITServiceDeskEast@lirr.org). they respond quicker by phone but you might have to wait on hold for a while.

\* \* \*

“Having better tools to assist in job tasks ensures everyone’s success”





Revised 10/20/20
STATIONS DEPARTMENT
NOTICE NO. 2020-38



Date: October 16, 2020
To: All Stations Department Employees
From: James Compton, Chief Stations Officer
Subject: Holiday - Election Day - Tuesday, November 3, 2020

Handwritten signature of James Compton

The following positions will be working on Tuesday November 3, 2020:

Table with 3 columns: AGENT, AMBASSADOR, and TICKET CLERK. Lists various station codes and agent names.

STATION APPEARANCE MAINTAINER

Table listing station appearance maintainers for various stations, including codes like ATL102, H562 J&A, L304 Freeport, etc.

LEAD FOREMAN/FOREMAN: All are working
OFFICES CLOSED: Corp., Medical, Lost & Found, Mail & Ride, Penn Ticket Remittance
MESSENGER SERVICE: WLL NOT operate.
TICKET SALES: Off Peak tickets good on all trains.
TICKET OFFICE HOURS: Hicksville, Babylon, Huntington, Patchogue, Ronkonkoma (AM hours only); Penn, Jamaica, Atlantic, Woodside (regular COVID19 hours)
TRAIN SERVICE: Will operate on a Weekday schedule.

If you have any questions, please contact your manager.



Long Island Rail Road



STATIONS DEPARTMENT

NOTICE NO. 2020-39

Date: October 20, 2020  
TO: All Stations Department Employees  
FROM: James Compton, Chief Stations Officer

SUBJECT: Eastern Standard Time - Effective Sunday, November 1, 2020, at 2 a.m.

With the change from Daylight Savings Time to Eastern Standard Time, all clocks must be set back one-hour effective Sunday, November 1, 2020, at 2 a.m.

All TDI clocks that are not changed by TDI before the time change should be covered.

If you are aware of any clocks in your station that are not changed, please advise your supervisor. Ticket agents and chief ticket sellers should inspect all clocks at stations and terminals.

If you have any questions, you may contact your supervisor.

\* \* \*

***All employees are reminded to be watchful for suspicious activity, behavior and packages, and report to MTA Police at 718-361-2201.***