



LIUNA Represented Employees



Am I required to furlough?

LIUNA represented employees shall take eight (8) furlough days, or a total of sixty-four (64) hours, of unpaid leave as follows:

- A. Furlough must be completed by October 31, 2020;
- B. Employees who are not eligible for the Work Share Oregon program (part-time for less than one (1) year, or full-time for less than six (6) months with the City) shall be required to take only four (4) furlough days for a total of thirty-two (32) hours of unpaid leave;
- C. Employees shall work with their manager to schedule furlough days that does not unduly interfere with business operations or cause overtime costs for the bureau. Managers will decide whether to approve requested furlough days, but employee requests will only be denied if they affect operations and will not be unreasonably denied.
- D. Employees will be allowed to request specific furlough dates with notice of at least three (3) days prior to the requested date.
- E. No employee will lose their healthcare coverage solely due to the taking of furlough days provided that they remain an employee of the City and are not laid-off, retire, or are otherwise separated from City service.

LIUNA represented employees covered by the Seasonal Maintenance Worker collective bargaining agreement **will not be required** to take furloughs.

LIUNA represented employees in the following classifications within the Recreation collective bargaining agreement **are required** to take furloughs including: Recreation Leader, Facility Tech, Recreation Coordinator I, and Recreation Coordinator II.

All LIUNA represented employees covered by the Portland City Laborer's collective bargaining agreement are required to furlough except for:

- a. Employees in the Storekeeper series who are covered by this Agreement;
- b. Employees in the Automotive Equipment Operator II: Tractor-Trailer who are covered by this Agreement;
- c. Employees within the Bureau of Environmental Services;

However, the following classifications within the bureaus listed above **are required** to furlough:

- i. Storekeeper III in the Portland Parks and Recreation Bureau;
- ii. Storekeeper I, Storekeeper II and Storekeeper III, in the Portland Bureau of Transportation;
- iii. Automotive Equipment Operator II: Tractor-Trailer, in the Portland Bureau of Transportation; and
- iv. Storekeeper II in the Portland Police Bureau.

Questions related to furlough requirements for LIUNA members can be directed to your Manager or your HR Business Partner.