

TO: All Shift Leaders / Manpower Coordinators
 FROM: Fred Reyna
 DATE: 9/28/2021
 SUBJECT: Transfers

Note: All affected Group Leaders must ensure that transferred employees receive proper safety training. This training must include, but is not limited to, hazard communications / safe job practices, lock out, confined space entry, fork truck driver, man lifts, benzene and formaldehyde as appropriate for the Department they are entering. In addition, medical surveillance is required for employees who are transferring to operations with the following criteria:

- HAZMAT team members
- Fork Truck / Crane Operators

Hearing protection is required. The noise level is above 85 decibels and the operator must receive an audiogram within 6 months of the assignment.

Training records must be maintained as previously established. If there are any questions, contact the Safety Department. Employees transferring to a different department must review the clothing and PPE requirements prior to transferring to the new department. Compliance with the new departmental standards is expected on the first day of transfer.

Group Leaders of employees obtaining transfers must provide the Employee Relations Department with secondary transfer information consisting of the operation, column #, line address and team #.

****Contingent upon successful completion of Team Leader Selection Process**

#	PRIMARY OPENING	FILLED BY	FROM TO	Operation	Shift Pref
9420	Retirement N. Phillips	S. Briggs 10/14/1996	8330-2 71CC-3	RH Care	N
9421	Transfer M. Pingel	L. Miller 10/15/2007	5040-3 71EC-3	IRC	N
9422	No Applicant	K. Sapp 8/16/1999	8330-1 5041-2	SE09	N
9423	Termination	J. McPartland Jr 3/10/2015	8330-1 2553-1	Replacement Operator	N
9424	Transfer W. Hewlett	J. Saunders 11/23/2015	8330-1 2522-1	U Bolt Sub Assembly	N
9425	Skilled Trades J. Whitcomb	K. Chaney 7/15/2013	1143-1 2711-1	CRFM Install	N
9426	New Operation	M. Heaton 6/7/1999	1774-1 1774-1	Handle & Striker Install	N
9427	New Operation	S. Witherspoon 7/28/2018	1774-2 1774-2	Handle & Striker Install	N
9428	New Operation	N. Kortess 6/30/2008	5020-3 1774-3	Handle & Striker Install	N
9429	Transfer R. Dobbs	K. Dumoulin 8/25/1999	1730-1 1730-1	Rear Carpet	N
9430	Sick Leave >365	R. Hickmon 7/4/2016	1742-2 1743-2	Child Tether	N
9431	Sick Leave >365	S. Park 6/3/2019	8330-2 1770-2	Replacement Operator	N
9432	Perm Restrictions	A. Oneal 10/15/2018	8330-1 1710-2	Doors Off	Y-1
9433	Terminated	L. Pancake 4/12/2021	1791-2 1730-3	Center Seat Belt Ins/Frt Carpet	N
9434	Transfer W. Stanley	B. Laboy 12/14/1995	1510-1 1142-1	Outer Reinf Panel Load	N
9435	Deceased	M. Hood 4/19/1995	5011-1 1142-1	LH & RH Roof Rail S/A	N
9436	Skilled Trades S. Anderson	D. McClish 6/1/1999	1123-3 1123-3	RR DR IMP BAR	N
9437	Skilled Trades M. Meyer	B. Garrett 9/11/1995	1144-3 1114-3	Team Leader	N

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 -Fork Truck / Crane Operators
 -Hearing Protection is required. The noise level is above 85 decibels and the operator must receive an audiogram within 6 months of the assignment.
 Training records must be maintained as previously established. If there are any questions, contact the Safety Department. Employees transferring to a different department must review the clothing and PPE requirements prior to transferring to the new department. Compliance with the new departmental standards is expected on the first day of transfer.
 The following Secondary, Tertiary, and One time transfers were completed on September 28, 2021:

** Contingent upon successful completion of Team Leader Selection Process

#	Primary	Filled By	From To	1st Operation	Shift Pref	#	Second	From To	1st Operation	Shift Pref	#	Third	From To	1st Operation	Shift Pref
9390	Voluntary Quit	J. Steinhilb 5/10/1999	7121-1 3871-2	Leave of Absence Operator		9438	L. Larry 5/17/1999	2732-1 71DA-1	EOL	N					
9387	Voluntary Quit	E. Martin II 1/19/2000	1790-3 1790-1	HVAC Sequence	N	9439	No Eligible App	1790-3	Invert/BCM Install						
9382	New Operation	D. Kilinski 9/30/2013	1795-3 1796-3	Knee Bolster Panel	N	9440	S. Fox 3/18/2016	1730-3 1795-3	ICS Secure	N					
9384	New Operation	A. Daugherty 9/20/1999	1787-1 1793-2	Team Leader	Y-1	9442	F. Anderson IV 2/10/2014	2723-2 1787-1	Rear Door Weather-Strip	N					
9380	New Operation	S. Ramirez 10/15/2007	1789-1 1786-1	Knee Bolster Panel	N	9443	S. Lawson 3/18/2013	17CA-1 1789-1	Door Panel Closeout	N					
9377	New Operation	C. Mail 10/8/2012	1783-1 1795-1	Top Panel, Shoulder Secure	N	9444	R. Carpenter Jr 11/23/1999	1792-1 1783-1	Ft & Rear upper Reveal Molding	N					
9280	New Job	A. Burns 10/9/2006	2552-1 2551-1	ATS Sub Assembly	N	9445	C. Tito 10/10/2001	1793-1 2553-1	02 Sensor Install & Secure	N					
9389	Disqualified	A. Williams 6/11/2020	5040-2 5040-2	SERS	N	9446	B. Parsons 3/30/1998	8330-1 5040-2	Replacement Operator	N					
9379	New Operation	J. Prossman-Bett 4/29/2013	2511-3 1795-3	Top Panel, Shoulder Secure	N	9448	No Applicant	2811-3	LH UCA/LA & Secure						
9417	Skilled Trades	J. Mole 10/8/2012	2711-1 2711-1	Rear Bumper Secure	N	9449	E. Berger-Albu 11/12/2019	1783-2 2711-3	ECM/TCM Bkt Install	N					
9374	New Operation	S. Lopschih 9/8/2008	1791-2 1794-1	Top Pad Install	Y-1	9450	No Applicant	1791-2	Radio Connect						
9375	New Operation	No Applicant	1794-2	Top Pad Install		9451	R. Newman 3/25/2013	27GB-2 1794-2	Top Pad	N					
9391	Sick Leave > 365	No Applicant	1771-2	Latch Install		9452	No Applicant	1771-2	Latch Install						
9376	New Operation	J. Boggs 10/7/2019	1795-2 1794-3	Top Pad Install	N	9453	No Applicant	1795-2	Switch Bank Connection						
9378	New Operation	No Applicant	1795-2	Top Panel, Shoulder Secure		9454	No Applicant	1795-2	Top Panel/Shoulder Secure						
9381	New Operation	No Applicant	1796-2	Knee Bolster Panel		9455	No Applicant	1796-2	Knee Bolster Panel						
						9176	M. Waddell 8/4/1997	1133-1 5010-1	BNP8	N	9456	C. Bowes 8/9/1999	1773-1 1133-1	Raid Support	N
						9411	No Applicant	5020-2	Replacement Operator		9457	D. White 9/30/2013	2711-1 5020-2	Replacement Operator	Y-1
						9291	S. Nguyen 3/18/2013	2510-3 2534-2	Team Leader	Y-3	9459	No Applicant	2510-3	Replacement Operator	
						9384	R. Osborne 7/7/2008	27AC-3 71VC-3	LH Trim VS	N	9460	Z. Reese 6/10/2019	8330-1 2730-3	Replacement Operator	N
						9401	S. Decker 9/30/2013	1783-2 3827-1	Leave of Absence	N	9462	M. Reynolds 11/22/2015	1783-2	Team Leader	N