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**VOLUNTARY TRANSFER REQUEST**

**ATTENTION: DIRECTOR, CLASSIFIED HUMAN RESOURCES**

Date: \_\_\_\_\_

**Pursuant to the Memorandum of Understanding regarding  
Voluntary Transfers of RIF employees (dated May 5<sup>th</sup>, 2010), the  
following Classified Bargaining Unit Members request to exchange  
assignments:**

1. \_\_\_\_\_

**RIF Assigned worksite:** \_\_\_\_\_

**Requested worksite:** \_\_\_\_\_

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

2. \_\_\_\_\_

**RIF Assigned worksite:** \_\_\_\_\_

**Requested worksite:** \_\_\_\_\_

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

**Union Representative:** \_\_\_\_\_

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