

CHICAGO TRANSIT AUTHORITY

*Blvd.*

April 28, 1953

TO: All Station Superintendents -  
Surface & Boulevard Systems

FROM: Superintendent of Operating Stations

The enclosed copies of a letter to "ALL SURFACE SYSTEM AND BOULEVARD SYSTEM CONDUCTORS, MOTORMEN AND OPERATORS, TRANSFERRING FROM THEIR PRESENT STATION, AS A RESULT OF THE SYSTEM SENIORITY PICK" are to be distributed to all CONDUCTORS, MOTORMEN AND OPERATORS WHEN REPORTING FOR WORK ON APRIL 30th.

On May 1st, 1953, distribute these letters to the men who are off on April 30th, 1953.

T. F. Moore

Sup't of Operating Stations

CHICAGO TRANSIT AUTHORITY  
OFFICE OF GENERAL SUPERINTENDENT OF TRANSPORTATION

April 30, 1953

TO: ALL SURFACE SYSTEM AND BOULEVARD SYSTEM CONDUCTORS,  
MOTORMEN AND OPERATORS, TRANSFERRING FROM THEIR PRESENT  
STATION, AS A RESULT OF THE SYSTEM SENIORITY PICK

FROM: Superintendent of Operating Stations

SUBJECT: Introduction, Interview, and Training at the New Station

An employe picking a station other than their present station, will receive an INTRODUCTION-INTERVIEW-TRAINING FORM from the Chief Clerk at their present station, approximately three to five days after the date of picking the new station.

Upon receiving this INTRODUCTION-INTERVIEW-TRAINING FORM, the employe and Chief Clerk will arrange a time and date for an interview between the employe and the Station Superintendent of the new station.

During the interview, the Station Superintendent at the new station will inform the employe of:

(the time and date that the employe  
(will pick a run at the new station.  
(  
(the type of training necessary.  
(  
(the time and date for attending  
(the training.

*J. F. Moore*  
Sup't of Operating Stations