

BUMPING RIGHTS**SECTION 7.02****Effective Date: October 15, 2015****Approved By: Executive Director *GBR*****PROCEDURE:**

1. Individuals wishing to exercise “bumping rights” are directed to identify in writing which position(s) they fill they are qualified to assume.
2. The employee exercising these rights is required to notify the program director(s) as well as providing documentation that they are qualified to fill the position.
3. The program director(s) and/or his/her designee will review the material and make a recommendation to the Executive Director in writing if the applicant/employee meets the criteria of the Seniority Plan Policy as defined herein.
4. Program Director(s) and/or their designees are expected to submit their recommendation in writing within three (3) days to the Executive Director.

The Executive Director will make final disposition on the matter within a reasonable time frame.