



# BULLETIN INFORMATION

**April 25, 2023**      **TYPE: Information**      **NUMBER: LR-008-23**

**SUBJECT: Adjusting Job Type in CMA Secondary Tie Up Screen**

## Attention – All Canadian T&E Employees

At this time, the Job Type can only be adjusted on the Secondary Tie-Up screen.

For example – When you are on a Roadswitcher assignment that performs a complete tour of duty exclusively within the yard or switching limits, the adjustment from a Job Type 9 to a Job Type 10 must be done on the secondary tie up screen as shown below.

Please govern yourself accordingly.

```

TRAIN: BB05 RS -                SECONDARY TIE UP SCREEN      OF 23/04/24 0600  PSTSO7E
EMPLOYEE NAME                   CC  OC-PAID  TTOD MLG  GRANDFATHERED
                                P3  B1      95      0115
PREP  ORDR  DOMTS  INIT  ACTUAL  CONST  OT  AOMTS  FNLT  OFFD  FNLI  BONUS  TOTAL
CLOCK: 0600 0600
TIME : 00
MILES: 00
                                0000 016 084 0000 0700 0000 0715 00 00
                                000 000 000 000 000 000 000 000 0100
                                <<<<< EMPLOYEE CLAIMS >>>>>
WKBG/DOMTS  AOMTS/RRESP  JOB TYP: 09  CO ONL: T  RUN  MLS: 001  FNL  INS:
ORDER -W  -A 230424 0700  OFF DTY: 0715  REQ BK: Y  WRK HRS:  WRK UNT:
0600 -D 0600 -R  TRN LNG: 01000  SH @OT:  TRN  MLS:  HRS  PWR:
                                HLD OUT:  RTE CDE: CB  NG?: N

                                CL PRM: 00000 LA PRM: 00000
CLAIM AMOUNT TYPE  CLAIM AMOUNT TYPE  CLAIM AMOUNT TYPE  CLAIM AMOUNT TYPE
( - - - ) ( - - - ) ( - - - ) ( - - - )
DEFER PAYMENT? (Y/N): N
BANK AMT: 000000
ENTER=PROCESS PF1=HELP PF3=NXT EMP/EXIT PF4=MORE INFO PF5=UPDATE PF10=DELAYS
UPDATE WAS SUCCESSFUL. NOTIFY CMC IF UPDATE AFFECTS REST OR PLACEMENT.U001-1

```

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TRAIN: BB05 RS -                SECONDARY TIE UP SCREEN      OF 23/04/24 0600  PSTSO7E
EMPLOYEE NAME                   CC  OC-PAID  TTOD MLG  GRANDFATHERED
                                P3  B1      71      0115
PREP  ORDR  DOMTS  INIT  ACTUAL  CONST  OT  AOMTS  FNLT  OFFD  FNLI  BONUS  TOTAL
CLOCK: 0600 0600
TIME : 00
MILES: 00
                                0000 016 084 0000 0700 0000 0715 00 00
                                000 000 000 000 000 000 000 000 0100
                                <<<<< EMPLOYEE CLAIMS >>>>>
WKBG/DOMTS  AOMTS/RRESP  JOB TYP: 10  CO ONL: T  RUN  MLS: 001  FNL  INS:
ORDER -W  -A 230424 0700  OFF DTY: 0715  REQ BK: Y  WRK HRS:  WRK UNT: 01
0600 -D 0600 -R  TRN LNG: 01000  SH @OT:  TRN  MLS:  HRS  PWR:
                                HLD OUT:  RTE CDE: CB  NG?: N

                                CL PRM: 00000 LA PRM: 00000
CLAIM AMOUNT TYPE  CLAIM AMOUNT TYPE  CLAIM AMOUNT TYPE  CLAIM AMOUNT TYPE
( - - - ) ( - - - ) ( - - - ) ( - - - )
DEFER PAYMENT? (Y/N): N
BANK AMT: 000000
ENTER=PROCESS PF1=HELP PF3=NXT EMP/EXIT PF4=MORE INFO PF5=UPDATE PF10=DELAYS
UPDATE WAS SUCCESSFUL. NOTIFY CMC IF UPDATE AFFECTS REST OR PLACEMENT.U001-1

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**Important Reminder:** You are your own timekeeper and therefore responsible for your timeslips (even if submitted by a fellow employee). You must make every effort to understand and correctly apply the Collective Agreement, Method of Pay and Local Agreements in effect.

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T&E Payroll Audit  
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