

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

Electrical Director  
Huntington Ingalls Industries  
P. O. Box 149  
Pascagoula, MS 39530

To Whom It May Concern:

In accordance with Article VII, Section 6 of the agreement between Huntington Ingalls Industries and IBEW Local Union No. 733, I am hereby requesting a shift change from \_\_\_\_\_ shift to the \_\_\_\_\_ shift. I understand that in accordance with this language, if I am being transferred from the 2<sup>nd</sup> or 3<sup>rd</sup> shift, it will not be done until the end of the workweek as openings occur and I will receive 24 hour's notice of such transfer. I may, however, waive this as indicated below. This shall be only if the Union and the Company agrees to such waiver. It is further understood that this shall not constitute a precedent from written contract language.

I understand that a copy of this request shall be made to the Union and the Company before such request shall be considered. It is also understood that irrespective of preference, the Company may retain sufficient qualified employees on each shift as may be necessary to meet contractual commitments.

Thank You.

I AGREE TO WAIVE 24 HOURS: YES \_\_\_\_\_ NO \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Badge No. : \_\_\_\_\_

Classification: \_\_\_\_\_

Hull # or Area: \_\_\_\_\_

Current Foreman: \_\_\_\_\_

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

Home or Cell # (\_\_\_\_\_) \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_

CC: IBEW L. U. 733 **Please state reason below or continue on back:**

Chief Steward

Employee \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Attach any supporting documentation to this form)