

**GEOGRAPHIC REDUCTION IN FORCE/
REASSIGNMENT OF DUTY STATION
GENERAL INFORMATION**

DISCLAIMER: This is intended to provide general information regarding Geographic Reduction in Force and Reassignment of Duty Station situations and to demystify some of the technical procedures. This is an overview. Individual situations will vary. It is important to read the contract language and contact your department's Human Resources Office if you have any questions.

A. HOW ARE EMPLOYEES SELECTED FOR ASSIGNMENT TO A NEW DUTY STATION?

Contract language between the State and VSEA includes detailed provisions governing assignments to a new geographic area or when such reassignment exceeds 15 miles within a geographic area. Geographic Area is defined to mean a 35 road mile radius.

New geographic area

- The State will first select qualified volunteers;
- After which selection shall be in reverse order of seniority
- Four weeks prior notice is provided to affected employees

Assignments of more than 15 miles within a geographic area

- The State will give good-faith consideration to seniority as a significant element in reassignment
- Two weeks prior notice is provided to affected employees

B. WHAT IS A GEOGRAPHIC REDUCTION IN FORCE (RIF)?

A Geographic RIF occurs when a permanent status employee refuses to accept an involuntary transfer outside of his/her geographic area (more than 35 miles).

C. WHAT IS A HARDSHIP REDUCTION IN FORCE (RIF)?

When being involuntarily assigned to a duty station which is in the same geographic area, but more than 15 miles from the current duty station, an employee may petition the appointing authority for a hardship RIF by demonstrating a personal or family hardship which prevents the acceptance of the involuntary assignment. Should the request be approved, the employee will be placed on the RIF reemployment list (recall list) but rehire rights would only begin as of the effective date of the employee's separation.

D. WHAT ARE THE RIGHTS AND BENEFITS OF STATE EMPLOYEES IMPACTED BY A GEOGRAPHIC REDUCTION IN FORCE (MORE THAN 35 MILES)?

Employees who are impacted by a Geographic Reduction in Force are entitled to all reemployment rights (recall rights) and benefits contained in the collective bargaining agreement with the exception that rehire rights begin from the date of refusal of the assignment, not to exceed 30 days prior to the date of separation. . An overview of these rights is contained in the General Reduction-In-Force Information document.

E. WHAT ARE THE RIGHTS AND BENEFITS OF STATE EMPLOYEES WHO ARE GRANTED A HARDSHIP REDUCTION IN FORCE (15 – 35 MILES)?

Employees who are granted a Hardship Reduction in Force are entitled to all reemployment rights (recall rights) and benefits contained in the collective bargaining agreement with the exception that their reemployment rights do not begin until the effective date of their separation. An overview of these rights is contained in the General Reduction-In-Force Information document.

F. WHAT HAPPENS TO AN EMPLOYEE WHO REQUESTS AND IS NOT GRANTED A HARDSHIP REDUCTION IN FORCE?

They must report to the new duty station. Should they decline to do so they would be considered to have resigned their employment with the State.

G. CAN AN EMPLOYEE REFUSE TO REPORT TO A NEW DUTY STATION WHICH IS LESS THAN 15 MILES FROM THEIR CURRENT DUTY STATION?

No. Should they decline to do so they would be considered to have resigned their employment with the State.