

Phase 1

Job Aid for Management

Furlough and Reduction in Force

| Action | |
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| <p>Prior to any action regarding a Furlough or Reduction in Force, an Agency must contact Labor.relations@state.nm.us.</p> | |
| <p><u>CWA - ARTICLE 14. AGENCY FURLOUGH AND REDUCTION IN FORCE PLANS</u></p> <p>In the event an Agency contemplates a furlough or reduction in force, the Agency shall notify and meet with the Union to discuss the furlough or reduction-in-force plan not less than thirty (30) days prior to submitting its furlough or reduction in force plans to the State Personnel Board.</p> | <p><u>AFSCME - ARTICLE 31. Furlough and Reduction in Force</u></p> <p><u>Section 1.</u> In the event an agency contemplates a furlough or reduction in force (RIF), prior to submitting its furlough or reduction in force plans to the SPB, the agency shall notify and meet with the Union to discuss the furlough or reduction in force plan and consider alternatives.</p> <p><u>Section 2. Furlough.</u> In the event of a furlough, other than a furlough implemented because of a temporary loss of federal funds, the Employer may not furlough an employee in a manner that results in the loss of more than 80 hours of pay during a twelve month period or more than 53 hours of pay in any pay period, unless agreed to by the Union and there are no other alternatives available.</p> <p>The furlough plan shall affect all employees within the organizational unit impacted to the same extent including the return to full service.</p> <p><u>Section 3. Reduction in Force.</u> Employees to be affected by a reduction in force shall be provided the right of first refusal to any position to be filled within the agency for which they meet the established requirements at the same or lower midpoint than the midpoint of the position the employee currently holds unless there is an actual layoff candidate exercising RIF rights for that position. All reasonable efforts shall be made to ensure that an employee shall not receive a pay reduction. However, if the pay band of the position to which the employee is claiming is lower than the employee's current pay band, the employee shall be paid at a rate no higher than the maximum rate for the pay band of the position to which the employee is claiming unless approved by SPO.</p> <p>No employee in career status shall be laid off while there are term, probationary, emergency or temporary status employees in the same classification in the same organizational unit. The order of layoff due to a reduction in force as well as the return to state service shall be by agency seniority date.</p> |