



PROBATIONARY STATUS FOR ALL NEW EMPLOYEES

All new employees of the Authority will be in a probationary status for a specified length of time, as follows:

1. Employees in positions within the bargaining unit jurisdiction of Locals 241 and 308, Amalgamated Transit Union, are in a probationary status for the first five months of employment with the Chicago Transit Authority.
2. Employees in positions within the bargaining unit jurisdiction of all unions other than the Amalgamated Transit Union are in a probationary status for their first ninety working days of employment with the Chicago Transit Authority.
3. Employees in exempt positions are in a probationary status for the first six months of employment with the Chicago Transit Authority. If warranted, this probationary period may be extended for a three month period.

During the applicable period, both the employee and CTA management will be determining whether or not continued employment with the Authority is beneficial to the employee, the CTA, and the public we serve.

Among the standards by which employees will be evaluated are adherences to Authority rules, policies, and procedures, as well as job performance. Individuals will be carefully monitored and any of the following entries during the applicable probationary period will result in termination.

1. Any suspension for any violation of company rules. (For operating personnel, accidents will be handled on a case-by-case basis.)
2. Any instances of absence without leave.
3. Any three instances of rule violations.
4. Any three instances of absence.
5. Any three instances of misses or tardies.

(Source: Executive Order 91-06)