**Priority Groupings**

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| **Priority Group** | **Print Order** | **Request Type** | **Request Description** |
| **Pri****o****r****it****y** **1** | 1  2 | (G)  (M) | Grievance Settlement (Manual Input)  Mandatory Return from Leave (Manual Input) |
| **Prio****r****it****y 2** | In Seniority Order | (D)  (E)  (U)  (3)  (4)  (8)  (B)  (F) | Surplus Employee (within 35 miles) within state  Medically Restricted (within 35 miles)  Return Rights (7.01K) - Validation Required  Technological Leave of Absence (Manual Input)  12.02F- Failed Training (employee still on payroll)  (within 35 miles) Manual Input  Sabbatical Leave of Absence expiring – Manual input  Surplus – Partnership Job Bank (PJB) within State  Article 7 - Return to Full Time (7.01C) – Validation Required |
| **Prio****ri****ty 3** | In Seniority Order | (D)  (E)  (4) | Surplus Employee (outside 35 miles)  Medically Restricted (outside 35 miles)  12.02F – Failed training (employee still on payroll) Outside 35 miles. |
| **Prio****rity 4** | In Seniority Order | (1)  (2) | 7.01N - Surplus in another state (not PJB) – Manual input  7.01M - Surplus – Other Entity (not PJB) within State – Manual input |
| **Prio****ri****ty 5** | In Seniority Order | H  (5) | Recall – Inside Family of Skills (off payroll) – 7.02A1 within current state.  Recall – Inside Family of Skills (off payroll)  (use previous JTC for 7.01F or 12.02F) within current state. |
| **Prio****r****ity 6** | In Seniority Order | (W) | Article 10 Moves – Change in Place of Reporting, Assignment, Work Group, Shift, Change in Department |
| **Priority 7** | In Seniority Order | (K)  (6)  (T)  (P)  (7)  (A) | Recall – Outside Family of Skills in any state (off payroll) (7.02A2). Inside Family of Skills – Outside current state (use current JTC)  Recall –Outside Family of Skills (off payroll - in current state) Outside Family of Skills outside current state (use previous JTC 7.01F or 12.02F)  Lateral/Demotion (12.02B)  Promotions (12.02C)  7.01F – Failed training (employee still on payroll) [employee was placed in job due to surplus, but failed training).  Manual input  Company Considered Candidate – Manual input |
| **Priority 8** | In Seniority Order | (T) | Temporary employee converted to regular full-time, same title & function and exchange |
| **Priority 9** | In Seniority Order |  | National Transfer Plan |