

## Court Officer Seniority Instructions

1. The Trial Court has established preliminary seniority dates consistent with the provisions of Article XX, Section 20.02 of the collective bargaining agreement. For Court Officers, Section 20.02 defines seniority as follows:
  - a. All Court Officers employed as Court Officers as of March 4, 1999, seniority shall continue to be defined as length of continuous regular full-time employment in the Judiciary;
  - b. For all Court Officers hired after March 4, 1999, seniority shall be defined as length of continuous full-time employment as a Court Officer.
2. Based on Article XX, the following types of service do not count for seniority purposes:
  - a. Prior service with a State agency prior to employment with the Judiciary;
  - b. Prior service with a Municipal, City or Town agency prior to employment with the Judiciary;
  - c. Prior service with a county unless you were transferred from the county to the Judiciary pursuant to a statute with no break in service;
  - d. Employment as a per diem Court Officer.
3. The preliminary seniority dates have not been adjusted to reflect changes in status from full-time to part-time status, layoffs of 12 calendar months or more, leaves of absences, or suspensions.
4. Employees who dispute their preliminary seniority date must complete the Court Officer Seniority Appeal Form.
5. All Appeal Forms **must** be submitted to NAGE at the following address:  
NAGE/SEIU, Local 5000  
Burgin Parkway  
Quincy, MA 02169
6. A joint labor-management committee will review all appeals and determine appropriate seniority dates.
7. After all appeals have been finalized; the preliminary seniority dates will be converted to working seniority dates.
8. In certain circumstances where the relative seniority of two employees must be determined with greater precision (such as layoffs, transfers, promotions, etc.), the working seniority dates may have to be adjusted to reflect changes in status as noted in number 3 above.