

Beck Request Form (ONA Part Time Employees)

Employee Information Request

Employee Name _____

Employee Number _____

Department _____

I am available to work the following hours per pay period* (Check one)

☐ 45.00 Hours

☐ 56.25 Hours

☐ 67.5 Hours

*All staff will be scheduled to their minimum Commitment of 45.00 hours prior to additional tours being scheduled.

I am qualified and interested in working additional tours on the following unit(s)

Employee signature _____

Beck Period	Submission Due
April 21/25 to October 19/25	February 15/25
October 20/25 to April 19/26	September 15/25

*** Beck submission is only required with changes in requests.**

Please submit form to Unit Manager.

☐ Original to employee file