

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 20/26 to October 18/26	February 15/26
October 19/26 to April 18/27	September 15/26

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

Please submit form to Unit Manager.

- Original to employee file