

U.S. DEPARTMENT OF AGRICULTURE  
 AGRICULTURAL MARKETING SERVICE  
 POULTRY PROGRAMS

**WORK SCHEDULE REQUEST  
 VOLUNTARY GRADING SERVICE**

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NAME AND ADDRESS OF FIRM (Include Zip Code)

PLANT NO.

In compliance with the applicable Agreement and regulations (7 CFR Parts 56 or 70), it is requested that the days and number of hours shown below be established as the normal work schedule(s) for this plant.

It is understood that:

1. The scheduled number of hours assigned below for Voluntary Grading Service will be the number of hours of work for which the plant will be rendered service at the regular rate charge for Voluntary Grading Service for shell eggs, rabbits, and poultry. The plant is responsible for payment of all contracted hours whether work is available or not.
2. The hours worked in excess of those scheduled each day or on a nonscheduled workday are to be considered overtime and will be charged to the plant at the overtime rate.
3. Graders are to be notified by plant management not later than the preceding workday of any changes in the start of a grader's tour.
4. The hours requested below are effective no earlier than the beginning of the biweekly pay period following concurrence.
5. The number of Holiday hours assigned below will be charged to the plant at the respective regular rate for each Federal Holiday. These hours are based on the number of hours per work schedule requested by the plant.

**HOURS SCHEDULED FOR GRADER "A"**

| EFFECTIVE DATE | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | TOTAL |
|----------------|--------|--------|---------|-----------|----------|--------|----------|-------|
| NO. HOURS →    |        |        |         |           |          |        |          |       |

**HOURS SCHEDULED FOR GRADER "B"**

| EFFECTIVE DATE | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | TOTAL |
|----------------|--------|--------|---------|-----------|----------|--------|----------|-------|
| NO. HOURS →    |        |        |         |           |          |        |          |       |

**HOURS SCHEDULED FOR GRADER "C"**

| EFFECTIVE DATE | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | TOTAL |
|----------------|--------|--------|---------|-----------|----------|--------|----------|-------|
| NO. HOURS →    |        |        |         |           |          |        |          |       |

**HOURS SCHEDULED FOR GRADER "D"**

| EFFECTIVE DATE | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | TOTAL |
|----------------|--------|--------|---------|-----------|----------|--------|----------|-------|
| NO. HOURS →    |        |        |         |           |          |        |          |       |

|               |               |                          |  |  |  |  |  |  |
|---------------|---------------|--------------------------|--|--|--|--|--|--|
| HOLIDAY HOURS | REGULAR _____ | NIGHT DIFFERENTIAL _____ |  |  |  |  |  |  |
|---------------|---------------|--------------------------|--|--|--|--|--|--|

|      |                              |                                  |
|------|------------------------------|----------------------------------|
| DATE | TITLE OF FIRM REPRESENTATIVE | SIGNATURE OF FIRM REPRESENTATIVE |
|------|------------------------------|----------------------------------|

**CONCURRENCE**

|      |                                |
|------|--------------------------------|
| DATE | SIGNATURE OF REGIONAL DIRECTOR |
|------|--------------------------------|