**STANDARD TRAINING DAYS AND TIMES**

(Times are defined using the 24-Hour format)

| **Shift** | **Preferred Day of Week for Training** | **Preferred Time of Day to Start Training** | **Lunch Breaks** | **Shift Schedule and Work Hours** | **Notes** |
| --- | --- | --- | --- | --- | --- |
| **Mechanical Systems HVAC Water & Waste (Boiler Room OE)** | | | | | |
| Day | Monday | 0700 | 1100 – 1130 | 4x10  0600-1630 |  |
| Swing | Monday | 1600 | 1900 – 1930 | 4x10  1500-0100 |  |
| Swing | Friday | 1600 | 1900 – 1930 | 4x10  1500-0100 |  |
| Graveyard | Monday | 0500 | 0400 – 0430 | 4x10  2200-0800 | Graveyard BLRM training needs to be scheduled to end by 0700. Start earlier for longer training classes. |
| Weekend Day | Friday | 0700 | 1100 – 1130 | 4x10  0600-1600 |  |
| Weekend Graveyard | Friday | 0500 | 0400 – 0430 | 4x10  2200-0800 | Graveyard BLRM training needs to be scheduled to end by 0700. Start earlier for longer training classes. |
| **Passenger Loading Bridges and Baggage Handling Systems**  **(Conveyor Shop BHS)** | | | | | |
| Day | Wednesday | 0730 | Flexible | 4x10  0530 - 1530 |  |
| Swing | Wednesday | 1430 | Flexible | 4x10  1400 - 2400 |  |
| Graveyard | Tuesday | 2330 | Flexible | 4x10  2200 - 0800 |  |
| **Architectural (Carpenters)** | | | | | |
| Day &  Swing  combined | Tuesday  Wednesday  Thursday | 1400 | Day 1100 – 1130  Swing varies | 4x10  0600-1630  1300-2330 |  |
| **Electrical (Electricians)** | | | | | |
| Day | Wednesday | 0730 | 1200 - 1230 | 5x8  0700 – 1530 | No training sessions shall be scheduled the third Wednesday of the month. |
| Swing | Wednesday | 1530 | 1800 - 1830 | 5x8  1500 – 2330 | No training sessions shall be scheduled the third Wednesday of the month. |
| Graveyard | Tuesday | 2130  If the training is under two hours, then 0530 start training is acceptable. | 0500 - 0530 | 4x10  2100 – 0730 | No training sessions shall be scheduled the third Wednesday of the month. |
| **Special Systems (Electronic Technicians ET)** | | | | | |
| Day | Wednesday | 0730 | Flexible | Varies |  |
| Swing | Wednesday | 1530 | Flexible | Varies |  |
| Graveyard | Wednesday | 2330 | Flexible | Varies |  |
| **Civil (Field Crew)** | | | | | |
| Day | Tuesday  Wednesday  Thursday | 0700 | Flexible | Varies |  |
| **Fire Systems (Port of Seattle Fire Department)** | | | | | |
| Day | Tuesday  Thursday | 0900 | Flexible | Varies |  |

End of Appendix A