ERM User Manual

Roster 2015.04 (Apr 1 - Apr 30, 2015)

The following roster is current as shown below. We suggest that all chauffeurs regularly check the rosters to ensure no updates have been made. If there appears to be any discrepancy in the roster, it is important you contact the event management staff by email on event.managers@iconicperformances.com.au or event.managers@iconic.productions or Steve Baltzois on his mobile number.

DON'T FORGET when logging onto shift, you **must** do the following:

1. Press Route Tracker first.
2. If asked, then press Smart Tracking.
3. Login into the Communication System.
4. Then login into Uber.

If you don't follow this process, the server will not long you on your shift and you may not be paid accurately for the start of your shift as it will appear as you started your shift late.

Don't forget also **to SIGN OUT of your shift** at the **end** of your shift. Only going offline, means you are still working on your shift and creates problems for the next chauffeur.

REMEMBER Core Areas have now changed. Read below to familiarise yourself with the changes.

PLEASE NOTE, if you see a SURGE on the UBER MAP, in a particular area and you are empty, you must go to the surge area as quickly and safely and legally as possible.

Between the hours of 12:30 and 14:00 and 17:00 to 19:30 Monday to Friday the FOCUS TARGET IS in the CBD if empty.

Hot Spots are defined as the Busy Areas of our UBER Premium Clients.

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Roster Period:
Wednesday, 1 April 2015
Thursday, 30 April 2015 **Day Hour Shifts**

HOURS	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00
MINUTES	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 59
Wednesday, April 01, 2015							**Jason Sandery** (6:00 to 18:00) / S.Loc: Core Areas																	
Thursday, April 02, 2015 **Jason Sandery = DAY OFF**																								
Friday, April 03, 2015 **Jason Sandery = DAY OFF**																								
Saturday, April 04, 2015																		**Jason Sandery** (17:00 to 5:00) / S.Loc: Core Areas						
Sunday, April 05, 2015	**Jason Sandery** (17:00 to 5:00) / S.Loc: Core Areas																	**Jason Sandery** (17:00 to 5:00) / S.Loc: Core Areas						
Monday, April 06, 2015	**Jason Sandery** (17:00 to 5:00) / S.Loc: Core Areas																	**Jason Sandery** (17:00 to 23:59) / S.Loc: Core Areas						
Tuesday, April 07, 2015 **Jason Sandery = DAY OFF**																								
Wednesday, April 08, 2015							**Jason Sandery** (6:00 to 18:00) / S.Loc: Core Areas																	
Thursday, April 09, 2015							**Jason Sandery** (6:00 to 18:00) / S.Loc: Core Areas																	
Friday, April 10, 2015							**Jason Sandery** (6:00 to 18:00) / S.Loc: Core Areas																	
Saturday, April 11, 2015																		**Jason Sandery** (17:00 to 4:00) / S.Loc: Core Areas						
Sunday, April 12, 2015	**Jason Sandery** (17:00 to 4:00) / S.Loc: Core Areas																							
Monday, April 13, 2015 **Jason Sandery = DAY OFF**																								
Tuesday, April 14, 2015							**Jason Sandery** (6:00 to 18:00) / S.Loc: Core Areas																	
Wednesday, April 15, 2015							**Jason Sandery** (6:00 to 18:00) / S.Loc: Core Areas																	
Thursday, April 16, 2015							**Jason Sandery** (6:00 to 18:00) / S.Loc: Core Areas																	
Friday, April 17, 2015																		**Jason Sandery** (17:00 to 23:59) / S.Loc: Core Areas / Shift continues to next morning						
Saturday, April 18, 2015	**Jason Sandery** (0:00 to 4:00) / S.Loc: Core Areas / Shift continues to next																	**Jason Sandery** (17:00 to 23:59) / S.Loc: Core Areas / Shift continues to next morning						
Sunday, April 19, 2015	**Jason Sandery** (0:00 to 4:00) / S.Loc: Core Areas / Shift continues to next																							
Monday, April 20, 2015 **Jason Sandery = DAY OFF**																								
Tuesday, April 21, 2015 **Jason Sandery = DAY OFF**																								
Wednesday, April 22, 2015													**Jason Sandery** (12:00 to 23:59) / S.Loc: Core Areas											
Thursday, April 23, 2015													**Jason Sandery** (12:00 to 23:59) / S.Loc: Core Areas											
Friday, April 24, 2015													**Jason Sandery** (12:00 to 23:59) / S.Loc: Core Areas											
Saturday, April 25, 2015													**Jason Sandery** (12:00 to 23:59) / S.Loc: Core Areas											
Sunday, April 26, 2015													**Jason Sandery** (12:00 to 23:59) / S.Loc: Core Areas											
Monday, April 27, 2015 **Jason Sandery = DAY OFF**																								
Tuesday, April 28, 2015 **Jason Sandery = DAY OFF**																								
Wednesday, April 29, 2015 **Jason Sandery = DAY OFF**																								
Thursday, April 30, 2015							**Jason Sandery** (5:00 to 17:00) / S.Loc: Core Areas																	
MINUTES	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 45	15 30 59
HOURS	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00

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Attached files:

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