

**GENERAL PRESIDENTS' MAINTENANCE COMMITTEE FOR CANADA**

**PROJECT AGREEMENT**

**FOR**

**MAINTENANCE BY CONTRACT**

**IN CANADA**

**FOR**

**O AKZO NOBEL CHEMICALS LTD., SASKATOON, SASKATCHEWAN**

## **PROJECT AGREEMENT FOR MAINTENANCE BY CONTRACT**

### **IN CANADA**

This Agreement is entered into this 1<sup>st</sup> day of July 1, 2011 by and between JACOBS INDUSTRIAL SERVICES LTD., of Calgary, Alberta (hereinafter referred to as the "Company"), and those INTERNATIONAL UNIONS listed hereunder (hereinafter referred to as the "Unions"), for the purpose of maintenance, repair and renovation work for AKZO NOBEL CHEMICALS LTD., located at Saskatoon, Saskatchewan.

The Unions are composed of the following International Unions:

International Association of Heat and Frost Insulators and Allied Workers

International Brotherhood of Boilermakers, Iron Ship Builders, Blacksmiths, Forgers and Helpers

International Union of Bricklayers and Allied Craftworkers

United Brotherhood of Carpenters and Joiners of America

Operative Plasterers and Cement Masons International Association

International Brotherhood of Electrical Workers

International Association of Bridge, Structural and Ornamental Ironworkers

Labourers International Union of North America

International Union of Operating Engineers

International Union of Painters and Allied Trades

United Association of Journeymen and Apprentices of the Plumbing and Pipefitting Industry of the United States and Canada

Sheet Metal Workers International Association

International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers

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## COVENANTS

Whereas, the Company is engaged in the business of plant maintenance, repair and renovations (as defined in Article 6.000) with miscellaneous industries, and this work is of importance to the Unions herein listed, and it being recognized there is an essential difference in the conditions required to perform this type of work, the Unions herein listed with the Company wish to enter into an agreement for their mutual benefit covering work of this nature.

Whereas, the Unions have in their membership throughout the area members competent and qualified to perform the work of the Company.

Whereas, the Company has employed and now employs members of the Unions on maintenance, repair and renovation work recognized by the Unions of the AFL-CIO as being within the jurisdiction of said Unions.

Whereas, in order to ensure relative equity and uniform interpretation and application, the Unions, through the duly appointed and constituted General Presidents' Committee for maintenance in Canada, wish to negotiate and administer the said Collective Agreement in concert, each with the other, and all with the Company.

Whereas, the Company is engaged in the business of Plant Maintenance and as such has the authority to sell its services, within the scope of Article 6.000 "Definitions", under the terms and conditions of this Agreement without prior knowledge or approval of the Committee - Conversely - The Company has the responsibility of satisfying the conditions of application (continuous and increasing utilization of Contract Maintenance services for specific Owner) and compliance with terms and conditions of the Agreement.

Whereas, the Company and the Unions desire to mutually establish hours of work and working conditions for the workmen on an area basis to the end that satisfactory conditions and harmonious relations will continue to exist for the benefit of both parties to this Agreement.

Whereas, the Company and the Unions agree that, due to the particular nature of the work covered by this Agreement, there shall be no lockouts or strikes during the life of the Agreement, and provisions must be made to achieve this end.

Whereas, it is recognized that all employees covered by this Agreement shall have the protection of all existing Federal, Provincial and Local laws applicable to employees in general, any provisions in this Agreement which are in contravention of any Federal, Provincial, or Municipal regulation or laws affecting all or part of the limits covered by this Agreement shall be suspended in operation within the limits to which such law or regulation is in effect. Such suspension shall not affect the operation of any such provisions covered by this Agreement, to which the law or regulation is not applicable. Nor shall it affect the operations of the remainder of the provisions of the Agreement within the limits to which law or regulation is applicable.

All references in this Agreement to the masculine gender shall also apply to the feminine gender.

It is, therefore, agreed by the undersigned Company and the undersigned Unions that in consideration of the mutual promises and covenants contained herein, the Project Agreement be made as follows:

**ARTICLE 1.000 - APPLICATION FOR PROJECT AGREEMENT**

- 1.100 Any company desiring to enter into a Project Agreement for Maintenance by Contract, must appear before the General Presidents Committee (hereinafter the "Committee") for purposes of review and orientation and present to the committee written evidence of the owner's intent to engage that company in the performance of maintenance service for a minimum period of one full year, subject to the usual termination clauses in such contracts.
- 1.200 It is further understood that the Project Agreement shall not be applicable for "shutdown" or "turnaround" work except when such work is performed within the scope of full or year-round supplementary maintenance contracts. In order to implement this restriction, it is understood that on newly constructed plants or units a shutdown may occur at any time under the terms of the Project Agreement but existing plants employing this service must have been under contract for full or year-round supplementary Maintenance service for at least four months prior to commencement of the shutdown/ turnaround or such work shall be performed under the terms of the local Construction Agreement.
- 1.300 Should the contract for full or year-round supplementary maintenance be terminated during the term of this Collective Agreement for any of the projects listed, this Collective Agreement shall be considered null and void as it applies to that project or projects.

**ARTICLE 2.000 - AUTHORITY & RESPONSIBILITY OF THE COMMITTEE IN ADMINISTERING THE AGREEMENT**

- 2.100 With the Company, to interpret and administer the terms and conditions set forth in the Agreement.
- 2.200 To screen and police each company seeking use of Agreement in order to assure proper application and interpretation.
- 2.300 To review and instruct member Unions and/or the Company in interpretation and application of terms and conditions (subject to Step V of Grievance Procedure) when the Company or employees of any given Union depart from Agreement conditions.
- 2.400 With the Company, through a Subcommittee, visit the location of each maintenance job prior to commencement or as often as necessary to initiate and maintain the cooperation of the Local Unions.
- 2.500 To prepare and distribute duly negotiated collective agreements for signing.

### **ARTICLE 3.000 - RECOGNITION**

- 3.100 The bargaining unit under this Agreement shall comprise all employees of the Company, coming under the jurisdiction of the Unions signatory to this Agreement, now employed and employed in the future for maintenance, repair and renovation work at the Owner's plant site.
- 3.200 The Company and the Unions:
- 3.201 Agree that the jurisdiction recognized herein for each Union shall be the jurisdiction recognized by the AFL-CIO, provided, however, that if they or the Unions are unable to agree upon the Union which is to have jurisdiction over any group of employees, the Company will recognize one as having jurisdiction until such time as the Claimant Unions agree upon another and provided further that work considered within the jurisdiction of any Union which is not represented by the Unions listed herein may be assigned by the Company to the jurisdiction of the most appropriate Union.
- 3.202 Recognize the Unions as herein duly constituted for the purpose of bargaining collectively and administering this Agreement for the members of their respective Unions. The responsibility for interpretation and administration of this Agreement rest in the Committee.
- 3.203 Agree to bargain collectively with the Unions and to be governed by the terms of this Agreement and by all lawful settlements of disputes and grievances made pursuant thereto. On maintenance work, the Project Agreement shall govern terms and conditions and take precedence over local construction agreements or area practices.

### **ARTICLE 4.000 - UNION SECURITY**

- 4.100 All employees under this Agreement, as a condition of employment, shall be members of or secure membership in a Signatory Union and maintain such membership in good standing.
- 4.200 The Company will cooperate with the Signatory Unions in providing employment to their members and the Unions agree to assist the Company by all means in their power to secure necessary skilled and competent tradesmen.
- 4.300 The Company will contact the appropriate Union local first to secure the necessary tradesmen. However, when the Union cannot supply tradesmen within 48 hours exclusive of Saturday, Sunday and holidays, the Company may secure them from any source and immediately put them to work with advice to the tradesmen that they are employed subject to Union Agreement of Membership and/or replacement by Union Members - and advice to the appropriate Business Agent that the tradesmen are on the job.
- 4.400 It will be the Unions' responsibility to provide a referral slip to the tradesman at the Jobsite or supply a satisfactory replacement, who is a member. Tradesmen, who are employed under these circumstances (in special trades or skills or who are

trained at Company expense for special work), will not be replaced except by written request of the Union within sixty days of the date of hire and approval of the Company.

- 4.500 When the Union cannot supply qualified tradesmen within 48 hours of the date requested, then the Company may secure other qualified tradesmen who must apply for membership in the respective Unions.
- 4.600 In emergency situations, where the Company has two or more Maintenance Projects within the jurisdiction of the same Local Union, the Company shall have the right to transfer employees between projects after the Local Union has been given the opportunity to supply and has failed to do so within four hours.

#### **ARTICLE 5.000 - SCOPE OF WORK**

- 5.100 The scope of this Agreement covers all work of a maintenance, repair and renovation nature, assigned by the Owner to the Company and performed by the employees of the Company covered by this Agreement, within the limits of the Owner's plant site.
- 5.200 The scope of this Agreement does not cover work performed by the Company of a new construction nature which is work required to erect new facilities in which event the work shall be done in accordance with existing building construction agreements.
- 5.300 The Unions and the Company understand that the Owner may, at his discretion, choose to perform or directly subcontract work for any part or parts of the work necessary in his plant.

#### **ARTICLE 6.000 - DEFINITIONS**

- 6.100 Maintenance shall be work performed for the repair, renovation, revamp and upkeep of property, machinery and equipment within the limits of the plant property.
  - 6.101 "Long-Term Maintenance" shall be the continuing work performed of a maintenance, repair, renovation character within the limits of the plant property exclusive of "Short-Term Maintenance" defined below.
  - 6.102 The Company will designate the anticipated number of Long-Term Maintenance force job openings at the pre-job meeting and from time to time as job conditions warrant.
  - 6.103 "Short-Term Maintenance" work means work that is terminated within 30 available days of work.
- 6.200 All work performed by the Company on existing equipment and machinery, including all associated work in a given plant, shall be maintenance. This shall include replacement of existing individual items of machinery and equipment with new units, including all associated work. It is understood that this concept would



not include replacement of an entire process system installation in a plant in order to increase production.

- 6.300 Addition of spare machinery or equipment may be done under the Maintenance Agreement provided it is for debottlenecking purposes. Example: There are two existing pumps. Both pumps are required to run at all times to maintain full production. A spare may be added for the purpose of having one pump down for maintenance.
- 6.400 Changes to existing units for reasons of feed stock changes or fuel changes shall be maintenance.
- 6.500 The word "repair" used within the terms of this Agreement and in connection with maintenance, is work requested to restore by replacement or by revamp of parts of existing facilities to efficient operating conditions.
- 6.600 The word "renovation" used within the terms of this Agreement and in connection with maintenance, is work required to change by replacement or by "revamp" of parts of existing facilities to efficient operating conditions.
- 6.700 Fire restoration work will be administered as follows:
- 6.701 The restoration of a plant completely destroyed by fire is considered construction work.
- 6.702 The restoration of a major part of a plant including several sections which have been destroyed or damaged by fire, shall be governed by the following criteria:
- (a) The removal of damaged equipment and the preparation of the damaged area to make it suitable for new equipment will be Maintenance.
  - (b) The installation and erection of new equipment will be Construction.
- 6.703 When the fire damage is localized to a given operating unit, such as a heater, distillation tower, compressor, pumphouse equipment and the like, then the restoration of same is to be considered Maintenance.
- 6.800 The administration and interpretation of this Article is the responsibility and prerogative of the General Presidents' Committee for Contract Maintenance in Canada.

#### **ARTICLE 7.000 - GRIEVANCE PROCEDURE**

- 7.100 It is agreed that it is the spirit and intent of this Agreement to adjust grievances promptly. All grievances, including discharge for just cause, but not those pertaining to jurisdictional disputes that may arise on any work covered by this Agreement must be initiated within fifteen (15) working days of the incident by

either the employee in Step I or the Local Union in Step II and shall be handled in the following manner:

- 7.101 Step I: Between the aggrieved employee and/or his Steward and the Company supervisor.
- 7.102 Step II: Between the aggrieved employee, his Steward and/or Local Union Business Representative and his Craft Foreman, the Supervisor and the Project Manager. If settlement is not achieved at this step, the grievance must be presented in writing to the Company and to the International Representative of the Union involved.
- 7.103 Step III: Between the International Union Representative and the Labour Relations Manager or the highest official of the Company.
- 7.104 Step IV: By negotiation between a committee of the Unions signatory to this Agreement and senior officials of the Company at a meeting to be held at the place of work or a mutually agreeable location.
- 7.105 Step V: If any dispute or grievance concerning the interpretation, application or violation of this Agreement cannot be settled through the procedure described above within ten (10) working days, the matter may be submitted by a Signatory Union to this Agreement or the Company, to a Board of Arbitration for adjudication. This Board shall consist of three (3) Arbitrators, one appointed by each party to this Agreement and the third, who shall act as Chairperson, to be selected by the two so appointed. The party desiring arbitration shall appoint its Arbitrator and shall give notice in writing to the other party together with a written statement of the question to be arbitrated. In the event that the other party does not appoint its Arbitrator within three days the appointment shall be made by the Minister of Labour for the Province in which the grievance occurs.

In the event the two Arbitrators appointed cannot within three days select a third Arbitrator who is willing to serve, the two Arbitrators shall jointly request the Minister of Labour of the Province in which the grievance occurs to designate the third Arbitrator who shall act as Chairperson. This Board when selected or appointed will proceed as soon as practicable to examine into the dispute or grievance and on the basis of the facts, render its judgment. The majority or unanimous decision of the Board of Arbitration shall be final and binding and accepted by both parties for the duration of the Agreement.

In the event that a majority decision is not reached by the Board of Arbitration, the decision of the Chairperson shall be deemed to be the decision of the Board and shall be final and binding and accepted by both parties for the duration of the Agreement.

The Arbitration Board shall not be authorized to make any decisions inconsistent with the provisions of this Agreement, nor to alter, modify or amend any part of this Agreement.

In arbitration proceedings, each party shall pay the expenses of its Arbitrator and the expenses of the Chairperson shall be shared equally by the parties.

The Company shall provide the necessary facilities for the grievance meetings.

7.200 Grievance forms will be provided by the Company at the jobsite.

#### **ARTICLE 8.000 - JURISDICTION**

8.100 Project maintenance conditions do not always justify adherence to craft lines which, in itself, does not establish precedent or change the appropriate jurisdiction of the crafts involved. Composite crews may be formed where conditions warrant, but this is not to be construed under regular operating conditions as the Company's prerogative to assign employees out of their usual skill classification.

8.200 The Company may, if it desires, maintain a variety of skills within its group of employees to be prepared to have skills and/or supervision for any type of work that may arise.

8.300 It is understood that all employees will work together harmoniously as a group and as directed by the Company.

8.400 In the event that any jurisdictional disputes shall rise between two or more Unions represented by this Agreement, an immediate assignment of the work in question shall be made by the Company representative, based upon decisions and agreement of record or other information available. The work is then to continue and, if any of the Unions involved are not satisfied with the assignment, the matter shall be referred to the International Office of the Unions involved for a project decision.

8.500 The Company and the Unions agree that such assignment of work involved in a jurisdictional dispute is imperative to the satisfactory operation of this Agreement and the continued operation of the Owner's plant.

#### **ARTICLE 9.000 - UNION REPRESENTATIVES**

9.100 Representatives of the Unions shall have access to the job during working hours on Union business. They shall, as regulations of the plant permit, obtain specific authorization from the Company for each visit.

#### **ARTICLE 10.000 - STEWARD**

10.100 Each Union signatory to this Agreement may appoint or select one (1) working Steward from among the Company employees to act as a representative of the Union in connection with Union business. Each Union may also appoint an acting Steward for afternoon or midnight shifts. These Stewards shall be allowed reasonable time to conduct Union business related to this project. The Business Manager of the applicable Local Union shall be consulted in advance of the termination of the Steward.

- 10.200 Steward designations must be confirmed in writing to each job superintendent in order to allow recognition of Steward's privileges.
- 10.300 The Steward shall not be discriminated against and shall receive his fair share of overtime work for which he is qualified.
- 10.400 At lay-off the appointed steward will be one of the last three (3) employees on the job, provided he is qualified to perform the work at hand and meets all site safety requirements.
- 10.500 Notwithstanding the remainder of this Article, a Job Steward who is a short-term employee may be laid-off when the assignment for which he was hired is completed.

#### **ARTICLE 11.000 - REFERRAL OF TRADESMEN**

- 11.100 Maintenance work that the Company performs involves maintaining operating units that in almost all cases must be kept running. This situation means that much of the work is of an emergency nature and therefore, will require at times the acceptance of extreme fluctuations in the labour demands made by the Company on the Unions. The Unions, by this Agreement, completely understand the necessity of these extremes and agree to make every effort to fulfill the manpower requirements of the Company.
- 11.200 When employees are required, the Company shall request that the required number of applicants be referred for employment under the following minimum standards. Such requests to the Union Hall will be made and/or confirmed by facsimile.
- 11.201 The Local Union Business Representative will be contacted by the Company on all occasions when tradesmen are required and the Company shall state that the tradesmen are required for maintenance work, and also state:
- (1) whether they are to be day rated, short shift, long shift or Compressed Work Week employees.
  - (2) whether they are to be initially employed on Long-Term or Short-Term Maintenance as defined herein.
- 11.202 The Company will use its best judgment in advising the Local Business Agent of type of work (ie. day rate, shift, etc.) and if employee is to be assigned to Long-Term or Short-Term Maintenance work.
- 11.203 The Union representative shall, to the best of his ability, supply qualified tradesmen to perform the work described under this Agreement.
- 11.204 For just and sufficient cause, the Company shall retain the right to reject any applicant referred by the Union.

- 11.205 The Company will be allowed the same ratio of name hire and recall as provided for in the respective Local Agreements.
- 11.300 The designation and determination of the number of foremen on maintenance work shall be the prerogative of the Company. Foremen may be requested to work with the tools, when in the Company's opinion, it is advisable.
- 11.400 Tradesmen referred to the job by the Local Union Representative, shall report to the Employment Office established for the project. The Company will provide affected Job Stewards with a copy of referral slips on a timely basis.
- 11.500 The company may transfer employees to projects where forces are being increased. Transfers are not permitted to displace existing employees. Affected Local Unions will be notified of all transfers.
- 11.600 When employees are absent from work and do not inform the project supervisor of the reason for their absence such employees may be disciplined.
- 11.700 The parties to this Agreement recognize the importance of apprenticeship to the maintenance industry. The parties agree to support, wherever practicable, the employment of apprentices on maintenance projects to reflect acceptable reference agreement ratios.

#### **ARTICLE 12.000 - WAGES**

- 12.100 Wages are to be paid as follows:
- 12.101 Employees on Long-Term Maintenance and Short-Term Maintenance work shall be paid according to the attached Wage and Benefit Schedule.
- 12.102 Employees on Long-Term Maintenance, Compressed Work Week shall be paid according to the attached Long-Term Maintenance, Compressed Work Week Schedule, for shift work only. Overtime worked shall be paid in accordance with the Schedule of Rates on Long-Term Maintenance.
- 12.200 Fringe Benefits will be paid according to the attached Schedule of Wages and Benefits.
- 12.300 Management Association funds, discretionary funds and premium for high or low work, hazardous work, dirty work, acid work and other similar fringes are excluded from this Agreement. The contribution to the U.A. Canadian Training Trust Fund is required under this Agreement.
- 12.400 In the event that local agreements terminate and no agreement is reached regarding wages, the Company, in order that continuity of work shall be maintained agrees as follows:
- 12.401 Should a work stoppage occur in negotiating the local Agreement, the employees of the affected Unions will be paid the appropriately adjusted wage rate negotiated in the new Agreement, on a retroactive basis to the date of the work stoppage or the effective date of the new wage rate whichever is the earlier. This is to ensure

against any work stoppage on this project which would be caused by a breakdown of local negotiations.

12.402 Should no work stoppage occur in negotiating the local Agreement, the employees of the affected Unions will be paid the appropriately adjusted minimum wage rate negotiated in the new Agreement on the effective date of the new wage rate.

12.500 Wages will be paid weekly by cheque or electronic deposit. The payroll period will generally close at 12:00 midnight on Saturday, however, in order to meet the job requirements the Company may close the payroll earlier. This will be established as a job condition and those affected so notified. Wages will be distributed not later than the following Thursday before the end of the shift except during a week when a Statutory Holiday falls on a Monday in which case wages will be distributed no later than the following Friday before the end of the shift.

12.501 Employees who are laid off or terminated from the services of the Company, shall normally receive their final wages, vacation pay due, employment insurance record of earnings, and apprenticeship books, before they leave the jobsite.

12.502 It is recognized that there will be certain occasions when the above procedure is not possible. In these cases final wages, vacation pay due, employment insurance record of earnings will be mailed to the employee's last recorded home address within three (3) working days, exclusive of Saturday and Sundays and Statutory Holidays.

12.503 Should the wages, vacation pay, and employment insurance record of earnings not be mailed within this time period the Company will pay a penalty of two hours per day until the mailing is made.

12.504 Complaints/grievances with respect to non-receipt of wages, vacation pay due and employment insurance record of earnings must be raised on a timely basis, in any event not more than ten (10) working days, exclusive of Saturday, Sunday and Statutory Holidays from date of lay-off/termination.

### **ARTICLE 13.000 - DAY WORK CONDITIONS**

13.100 Eight (8) hours per day shall constitute a standard work day between the hours of 7:00 a.m. and 5:30 p.m. Forty (40) hours per week shall constitute a week's work, Monday to Friday inclusive.

As an option a ten (10) hour day, 4 day work week, Monday through Thursday and/or Tuesday to Friday may be established. Start times may be staggered two (2) hours between 7:00 a.m. and 9:00 a.m. as above. The ten (10) hour system must operate for a minimum period of four (4) consecutive days before it is established as the regular hours of work. Once established it becomes the regular hours of work for those so assigned.

The noon unpaid lunch period will be one half (½) hour and may be staggered one (1) hour either way to accommodate production schedules and emergencies.

- 13.101 An employee, who is requested to work through his scheduled noon lunch period and the lunch period provided falls beyond the staggered one hour allowance, will be paid an additional one half hour at the straight time rate.
- 13.200 All time worked before or after the established work day of eight (8) hours, Monday through Friday, and all time worked on Saturdays, Sundays and recognized holidays, as listed in Article 18.000 of the Agreement shall be paid for at overtime rates as follows:
- 13.201 Long-Term Maintenance & Short-Term Maintenance
- Time and one-half (1-½) first two (2) hours Monday through Friday.
  - Doubletime (2) after first two (2) hours Monday through Friday, and all hours on Saturdays, Sundays and holidays.
- 13.202 Four (4) Ten (10) Hour Day Option.
- When the four (4) ten (10) hour day option is being worked, all hours in excess of ten (10) hours on any of the four (4) days will be paid at doubletime (2). When the Monday or Friday is worked, the first ten (10) hours will be at time and one-half (1-½) and all hours in excess of ten (10) hours will be at doubletime (2).
- 13.300 In no case shall overtime rates exceed double the hourly rate shown on the attached schedule.
- 13.400 Payment for the Statutory Holidays, as listed in Article 18.000 of this Agreement, shall be in accordance with attached schedule.
- 13.500 Overtime meals on day work conditions are as follows:
- 13.501 When an employee is requested to work overtime, and the employee works more than 10 hours the Company agrees to provide a meal for his second meal break. Subsequent meals will also be provided by the Company as near regular 4 hour intervals as possible.
- 13.502 When foremen are required to arrive at work up to ½ hour prior to the normal starting time of the shift to organize work and obtain permits, they shall not be entitled to a meal or meal break as per Article 13.501 unless they work more than 2 hours beyond the end of their normal shift.
- 13.503 The second meal break will normally be 6:30 p.m. and subsequent meal breaks each 4 hours after the conclusion of each 30 minute meal break. However it will be the prerogative of the Company, in conjunction with the job stewards to arrange meal breaks for efficiency and convenience of the job.
- 13.504 The employee will be allowed a thirty (30) minute meal break at straight time pay in which to eat the meal, except that no payment will be made for the noon break on Saturdays, Sundays and holidays.

**ARTICLE 14.000 - SHORT SHIFT CONDITIONS**

- 14.100 A Short shift system may be established when it is intended to operate the shift for less than sixty (60) calendar days. Short Shifts may be established on an eight (8) or ten (10) hour per day work week arrangement pursuant to Article 13.100.
  - 14.101 Shift employees may be scheduled on a one-shift basis: afternoons, midnights; two-shift basis: days-afternoons, afternoons-midnights, midnights-days, or on a three-shift system.
  - 14.102 The establishment of a one, two or three shift system under this Article does not affect the Company's ability to continue to operate regular Day Work Conditions as specified in Article 13.000 or Long Shift Conditions as specified in Article 15.000 for other employees so assigned.
  - 14.103 Each shift employee must be scheduled for three (3) consecutive work days and may be scheduled for five (5) or seven (7) days per week, except that when Saturdays or Sundays are worked they shall be paid at applicable overtime rates.
  - 14.104 Should the shift be cancelled prior to completion of the three (3) consecutive work days, affected employees will be paid at applicable overtime rates for all hours worked outside the regular work day, as specified in Article 13.200.
- 14.200 Shift premiums on short shift conditions are as follows:
  - 14.201 Employees working a day shift defined as a shift starting at 8:00 a.m. shall work eight (8) or ten (10) hours for eight (8) or ten (10) hours pay.
  - 14.202 Employees working a shift except as outlined in 14.201 shall be paid a shift premium of \$1.85 per hour for all hours worked before 12:00 a.m. (midnight) and shall be paid a shift premium of \$2.50 per hour for all hours worked after 12:00 a.m. (midnight) including shifts worked on scheduled days off, Saturdays, Sundays and Statutory Holidays.
  - 14.203 A one-half hour lunch period with pay will be allowed during each eight (8) or ten (10) hour shift.
  - 14.204 For purposes of this Agreement, Saturday begins at 8:00 a.m. Saturday and Sunday ends at 8:00 a.m. Monday.
- 14.300 All time worked before or after the established work day of eight (8) or ten (10) hours, Monday through Friday, and all time worked on Saturdays, Sundays and recognized holidays, as listed in Article 18.000 of the Agreement shall be paid for at overtime rates as follows:
  - 14.301 Short-Term Maintenance & Long-Term Maintenance



- Time and one-half (1-½) first two (2) hours Monday through Friday.
- Doubletime (2) after first two (2) hours Monday through Friday, and all hours on Saturdays, Sundays and holidays.

14.302 Four (4) Ten (10) Hour Day Option.

- When the four (4) ten (10) hour day option is being worked, all hours in excess of ten (10) hours on any of the four (4) days will be paid at doubletime (2). When the Monday or Friday is worked, the first ten (10) hours will be at time and one-half (1-½) and all hours in excess of ten(10) hours will be at doubletime (2).

14.400 Overtime meals on short shift conditions are as follows:

14.401 When an employee is requested to work overtime, and the employee works more than 10 hours the Company agrees to provide a meal for his second meal break. Subsequent meals will also be provided by the Company as near regular 4 hour intervals as possible.

14.402 When foremen are required to arrive at work up to ½ hour prior to the normal starting time of the shift to organize work and obtain permits, they shall not be entitled to a meal or meal break as per Article 14.401 unless they work more than 2 hours beyond the end of their normal shift.

14.403 The second meal break will normally be 6:30 p.m. and subsequent meal breaks each 4 hours after the conclusion of each 30 minute meal break. However, it will be the prerogative of the Company, in conjunction with the job stewards to arrange meal breaks for efficiency and convenience of the job.

14.404 The employee will be allowed a thirty (30) minute meal break at straight time pay in which to eat the meal, except that no payment will be made for the noon break on Saturdays, Sundays and holidays.

14.500 When shift schedules are to be changed, except as noted in Article 14.600 below, such employees will be given twenty-four hours advance notice and if less than twenty-four hours advance notice is given, the first shift worked on the new schedule will be paid at time and one-half the straight time hourly rate.

14.600 When shift schedules are being revised to return the employee to his normal work schedule, the twenty-four hours advance notice requirement of 14.500 will not apply. In place, the employee must be notified at the start of his shift that he is to return to his normal work schedule and he must have an 8 hour break, or rest period between the completion of his shift and the start of his normal work schedule. In the situation where the 8 hour break or rest period does not allow him to return to work at the normal starting time, the provisions of Article 20.307 on minimum pay and reporting time apply.

14.700 Payment for the Statutory Holidays, as listed in Article 18.000 of this Agreement, shall be in accordance with the attached Schedule.

**ARTICLE 15.000 - LONG SHIFT CONDITIONS**

(Long-Term Maintenance Only)

- 15.100 A 'Long' shift system may be established when it is intended to operate the shift in excess of sixty calendar days. 'Long' shifts may be established on a eight (8) or ten (10) hour per day work week arrangement pursuant to Article 13.100.
- 15.101 Shift employees may be scheduled on a one-shift basis: days, afternoons, midnights; two-shift basis: days-afternoons, afternoons midnights, midnights-days, or on a three shift basis. Each shift employee must be scheduled for three consecutive work days and may be scheduled for four, when working the four (4) ten (10) hour option, five or seven days per week.
- 15.102 The establishment of a one, two or three shift system under this Article shall not affect the Company's ability to continue to operate regular "Day Work Conditions" as specified in Article 13.000, or "Short Shift Conditions" as specified in Article 14.000, for those employees so assigned.
- 15.103 The above employees are those who are assigned to a scheduled shift unit which will run for a minimum period of sixty days and will be scheduled to cover continuous plant operation for five days or seven days per week.
- 15.104 Employees engaged under the long shift conditions must complete sixty days on shift except that when an employee is replaced within the shift for any reason (temporarily or permanently) both the replaced employee and the replacing employee shall be considered as the same for determining pay conditions under this Article.
- 15.105 In the event that the sixty (60) day conditions are not met, pay conditions will be adjusted to pay conditions for short shifts.
- 15.200 The above employees will have two (2) consecutive days off per week in lieu of Saturday and Sunday.
- 15.300 When shift schedules are to be changed such employees will be given twenty-four hours advance notice and if less than twenty-four hours advance notice is given the first shift worked on the new schedule will be paid at time and one-half the straight time hourly rates.
- 15.400 Shift premium will be one dollar and twenty-five cents (\$1.25) per hour for afternoon shift and one dollar and seventy-five cents (\$1.75) per hour for midnight shift.
- 15.500 The standard work day shall be eight (8) or ten (10) hours of continuous employment including lunch period. No shift employee shall leave duty until relieved at his regular place of work without the permission of his supervisor.
- 15.501 Long Shift Overtime

- The first two (2) hours worked in excess of eight (8) in any given twenty-four (24) hour period will be paid for at time and one-half (1-½) the basic hourly day rate.
- All time worked after the first two (2) hours in any given twenty-four (24) hour period and all time worked on the first and second scheduled day off shall be paid at double (2) the basic hourly rate after the first hour.

15.501.1 When working the four (4) ten (10) hour option see Article 14.302 for payment provisions.

15.502 In no case shall overtime rates exceed double the hourly rate shown on the attached sheet.

15.600 Payment for Statutory Holidays as listed in Article 18.000 of this Agreement, shall be subject to the following:

15.601 Payment for the Statutory Holidays, as listed in Article 18.000 of this Agreement, shall be in accordance with attached schedule.

15.602 All time worked on Statutory Holidays as listed in Article 18.000 of the Agreement shall be paid at the applicable overtime rate, but in no case shall overtime rates exceed double the hourly day rate shown on the attached schedule.

15.603 If a Statutory Holiday as listed in Article 18.000 of this Agreement, falls on Sunday it will be celebrated on the day proclaimed. The day recognized as the holiday by such practice will, for the purpose of computing premium pay be considered a holiday under this Agreement. When this occurs and Sunday is worked by Long-Term shift employees as part of their scheduled work week, they will not receive holiday premium pay for that day.

#### **ARTICLE 16.000 - STARTING TIME AND QUITTING TIME CONDITIONS**

16.100 After notifying the unions, the starting and quitting times of any shift, including day work, may be changed for all or any portion of a particular job. For the purpose of this Article, the standard work day of eight (8) hours for the job or portion thereof to which any such change of starting time applies, shall begin with such new starting time.

#### **ARTICLE 17.000 - COMPRESSED WORK WEEK CONDITIONS**

(Long-Term Maintenance Only)

17.100 A "Compressed Work Week" system may be established when it is intended to operate the system in excess of fourteen (14) calendar days. The system may be arranged to cover continuous plant operation for seven days per week.

17.101 Employees engaged under the Compressed Work Week shift conditions must complete fourteen (14) days on shift except that when an employee is replaced within the shift for any reason (temporarily or permanently) both the replaced employee and the replacing employee shall be considered as the same for determining pay conditions under this Article.

17.102 In the event that the fourteen (14) day conditions are not met, pay conditions will be adjusted to pay eight (8) hours per day Monday through Friday at the straight time hourly rate, plus applicable shift premium per Clause 14.202, and all hours worked after the eight (8) hours per day, Monday through Friday and all hours worked on Saturday and Sunday at the applicable overtime rates.

17.102.1 When an employee is transferred from one Compressed Work Week schedule to another Compressed Work Week schedule and either schedule does not last fourteen (14) days, pay conditions will be adjusted in accordance with Clause 17.102 for that cycle.

17.103 It is understood that Compressed Work Week Schedules A through R have been established and such schedules may be reactivated without approval of the Unions (see attached Appendix "A").

17.104 When a compressed work week schedule has not been established as noted in Clause 17.103, such schedules must be mutually agreed to between the Unions and the Company.

The Company may request that any new shift, once established, be added to the schedules referred to in Clause 17.103.

17.200 The standard work day shall be up to twelve (12) hours of continuous employment including lunch breaks except those breaks provided for in Clause 17.506.

17.300 a) All overtime worked in excess of a regularly scheduled twelve, ten or eight hour shift and all hours worked on regularly scheduled days off shall be paid at overtime rates in accordance with Clause 12.102.

Time and one half (1-½) will be paid for the first ten (10) hours on the first scheduled day off. All other overtime hours will be paid at doubletime (2).

b) All hours worked on statutory holidays will be paid at doubletime (2) in accordance with compressed work week rates.

17.400 Payment for statutory holidays, as listed in Article 18.000 of this Agreement, shall be subject to the following:

17.401 Payment for the statutory holidays, as listed in Article 18.000 of this Agreement, shall be in accordance with attached schedule or by Federal or Provincial legislation.

- 17.402 All time worked on statutory holidays, as listed in Article 18.000 of this Agreement, shall be paid at the applicable overtime rate, but in no case shall overtime rates exceed double the hourly day rate shown on the attached schedule.
- 17.403 A Compressed Work Week shift schedule will not be cancelled and reinstated within a cycle if the intention is to avoid payment for statutory holidays. If this occurs all time worked on the first cycle after reinstatement up to a maximum of fourteen (14) days will be in accordance with Article 13.000 - Day Work Conditions.
- 17.404 Recognizing that Compressed Work Week employees receive statutory holiday pay based upon eight (8) hour days and on occasion Compressed Work Week employees may be required to take a statutory holiday off which involves more than the contemplated eight (8) hour shift. In such cases, the employee will receive compensation for those hours above the eight (8) hours contemplated under a statutory holiday when the employee does not work.
- 17.500 Rates for Compressed Work Week Schedules will be determined on the following basis:
- 17.501 The compressed work week rate is the rate calculated by adding the compressed work week overtime rate and the compressed work week shift premium where applicable.
- 17.502 Determination of premiums for compressed work week rates will be calculated as follows:
- 17.503 Compressed Work Week Shift Premiums
- i) Number of hours on shift per cycle x number of cycles per year = NUMBER OF HOURS ON SHIFT PER YEAR.
  - ii) Number of hours on shift per year x shift premium = TOTAL SHIFT PREMIUM.
  - iii) Total shift premium divided by the number of hours in a standard year = SHIFT PREMIUM PER HOUR.
  - iv) The shift premium on all compressed work week night shifts will be one dollar and seventy-five cents (\$1.75) per hour for all hours worked on shift.
- 17.504 Compressed Work Week Overtime Rate
- i) Number of hours per cycle x number of cycles per year = NUMBER OF ACTUAL HOURS PER YEAR.
  - ii) Number of actual hours per year minus number of hours in a standard year = NUMBER OF OVERTIME HOURS PER YEAR.

- iii) Number of overtime hours per year x overtime premium x long term rate = TOTAL OVERTIME DOLLARS.
  - iv) Standard hours per year x long term rate plus total overtime dollars (divided by the actual hours of work per year) = COMPRESSED WORK WEEK OVERTIME RATE.
- 17.505
- i) A year is defined as 364 days (52 x 7).
  - ii) A standard year is 2,080 hours (52 x 40).
  - iii) Total hours per cycle is defined as the sum of the hours worked on all days in cycle.
  - iv) Number of cycles = NUMBER OF DAYS IN A CYCLE DIVIDED INTO 364.
  - v) Number of hours on shift per cycle = SUM OF THE HOURS WORKED ON ALL AFTERNOON OR NIGHT SHIFTS DURING A CYCLE.
  - vi) A cycle is defined as the number of days, including scheduled days off, before the schedule repeats itself.
- 17.506 The midday lunch period of ½ hour on workdays of ten hours or less between the hours of 7:30 a.m. and 7:30 p.m. will be unpaid.
- 17.507 On twelve hour shifts when working in conjunction with the client's personnel the breaks provided will be the same as those scheduled for the client working the same compressed work week schedule in the area. In all other instances there shall be two (2) one-half hour meal breaks per twelve hour shift.
- 17.508 The establishment of a shift system under this Agreement shall not affect the Company's ability to continue to operate regular "Day Work Conditions" as specified in Article 13.000, "Short Shift Conditions" as specified in Article 14.000, or "Long Shift Conditions" as specified in Article 15.000, for those employees so assigned.
- 17.509 It is the Company's prerogative to transfer employees to other conditions of the Agreement subject to proper payment under the new conditions.
- 17.510 Shift changes from Day Work Conditions to Compressed Work Week:
- 17.510.1 i) If an employee has started work during a normal work week Monday through Sunday, is then changed to a Compressed Work Week schedule and not given the required earned days off, he shall be paid straight time for the first 40 hours worked in the week at the applicable rate and overtime thereafter until the completion of the normal work week.

- ii) If an employee has started work during a normal work week Monday through Sunday, is then changed to a Compressed Work Week schedule and given the required earned days off, he shall be paid straight time for all scheduled hours worked on the new Compressed Work Week shift.

17.510.2 An employee will be given 24 hours advance notice prior to the start of his new shift and if not then he shall be paid his first shift at doubletime.

17.510.3 If an employee is given greater than the normal two (2) earned days off on his regular schedule due to having his shift changed to a Compressed Work Week schedule, he shall be paid straight time for those hours in excess of the earned days off he would have otherwise worked if the shift had not been changed.

17.511 Shift changes from one Compressed Work Week schedule to another Compressed Work Week schedule:

17.511.1 An employee will be given 24 hours advance notice prior to the start of his new shift and if not then he shall be paid his first shift at time and one half.

17.511.2 If an employee loses time on his initial Compressed Work Week schedule due to having his Compressed Work Week schedule changed to a new Compressed Work Week schedule, he shall be paid for those hours he would have worked on his initial schedule up to the start of his new schedule.

In no case will missed hours be paid if the employee works forty or more straight time hours in the calendar week. If less than forty hours is worked in the calendar week, missed hours on the initial schedule will be paid but only to the extent that straight time hours on the new schedule in the calendar week plus hours worked on the old schedule in the calendar week plus missed hours on the initial schedule does not exceed forty.

17.511.3 The penalty of Clause 17.511.2 will not apply if the employee completes his regular work days on his initial schedule up to the scheduled days off, receives his scheduled days off or paid applicable overtime, if he works on his scheduled days off, and is given at least eight hours notice of shift change.

17.511.4 Earned days off on a Compressed Work Week are days which are scheduled as regular days off and are earned when regular scheduled consecutive work days immediately preceding have been worked.

If a fraction of the regular work days are worked the same fraction of the immediately following regular days off are earned. Any fraction of a day shall be considered one day when calculating earned days off.

When an employee is transferred to a different shift schedule all scheduled days off which have been earned must be given to the employee prior to the start of his new schedule. If earned days off are worked they shall be considered overtime and paid the applicable overtime rate as per Article 13.000 Day Work Conditions.

17.512 Shift changes from Compressed Work Week to Day Work Conditions:

17.512.1 An employee will be given 24 hours advance notice prior to the start of his new shift and if not then he shall be paid his first shift at doubletime.

17.512.2 Clause 17.511.4 applies in its entirety when amending Compressed Work Week schedules to Day Work Conditions.

#### **ARTICLE 18.000 - STATUTORY HOLIDAYS**

18.100 The following days will constitute the recognized holidays within the terms of this Agreement. Any other holiday proclaimed by either Provincial or Federal Government will be automatically recognized within the Agreement.

- |                   |                     |
|-------------------|---------------------|
| 1. New Year's Day | 7. Labour Day       |
| 2. Family Day     | 8. Thanksgiving Day |
| 3. Good Friday    | 9. Remembrance Day  |
| 4. Victoria Day   | 10. Christmas Day   |
| 5. Dominion Day   | 11. Boxing Day      |
| 6. Civic Holiday  |                     |

18.200 When a recognized holiday falls on a Saturday or a Sunday the holiday will normally be celebrated on the following Monday. However, should the Owner determine another day be recognized for his operating personnel this day will be recognized by the Company forces.

18.300 When working the four (4) x ten (10) hour work week and the recognized holiday falls in the work week it will be observed on the day it falls.

When working the four (4) x ten (10) hour work week Monday to Thursday and the recognized holiday falls on the Friday it will be moved to the preceding Thursday. Thursday is the double-time day and Friday is the time-and-one-half day. If the holiday falls on Saturday or Sunday, it is moved to the following Monday. However, should the Owner determine another day be recognized for his operating personnel this day will be recognized by the Company forces.



## **ARTICLE 19.000 - VACATION ALLOWANCE**

- 19.100 Vacation Pay will be in accordance with vacation pay rates established in the attached Schedule.
- 19.101 For Long-Term maintenance employees only, the following vacation pay will apply:
- up to nine (9) years service - six (6) percent;
  - more than nine (9) years and up to fifteen (15) years of service - eight (8) percent;
  - more than fifteen (15) years service - ten (10) percent.

## **ARTICLE 20.000 - MINIMUM PAY AND REPORTING TIME**

- 20.100 Inclement Weather - The Company retains the right to determine working requirements, number and kind of people required, when only a portion of the work may be performed under protection or may be of an emergency nature. The procedure for review and determination of work and tradesmen to remain on the job shall be as follows:
- 20.101 The Company Superintendent will immediately contact the Foreman and Job Steward(s) of the Craft Union(s) affected and survey:
- (a) Circumstances affecting safety and efficiency of the work.
  - (b) Determine degree of urgency of job continuation.
  - (c) Determine number and skills of tradesmen required to perform the work commensurate with the urgency established.
  - (d) Determine and arrange protection for safe efficient performance of the work as required by urgency and inclement condition.
- 20.102 The Foreman and Shop Steward will then advise the tradesmen of the circumstance, provisions being made for their safety and protection and arrange for the necessary tradesmen to proceed with assignments.
- 20.103 If work which can be done under reasonable and safe conditions cannot be found for all the craftsmen, then those who cannot be gainfully employed will be allowed to leave the job. The Company at this point will endeavour to find work for all craftsmen by rescheduling and altering the planned work, if so required.
- 20.104 If at this stage the craftsmen still refuse to go to work, the Superintendent will instruct the Foreman and Steward of the craft that they are to contact the Business Agent or his immediate superior and report that the craftsmen have refused to go to work.

- 20.105 Subject to above Section 20.500 of the Agreement shall be applied.
- 20.106 When an employee reports to work and cannot work because of inclement weather he shall be paid two (2) hours reporting time and the employee must remain on the job for the two-hour period unless otherwise instructed by the Company Supervisor.
- 20.200 Work Not Available - The following conditions apply:
- 20.201 When an employee reports to work and is not given the opportunity to work because none is available or was not advised before the completion of the previous day's work, he shall be paid two (2) hours reporting time and allowed to leave the job immediately.
- 20.202 If an employee has started to work on his regular shift he shall be paid not less than four (4) hours pay. When the employee works more than four hours but less than eight hours on his regular shift he shall be paid a minimum of eight (8) hours pay.
- 20.300 Conditions for Call-Ins of employees will be as follows:
- 20.301 When an employee is called in to work he shall be paid a minimum of three (3) hours pay at double (2) the basic hourly rate. Along with one (1) hour straight time. The one (1) hour will be paid for each separate call-in to the site.
- 20.302 Employee will receive minimum of three (3) hours pay plus the one hour (1) straight time payment for all Call-Ins regardless of time or duration except that total call-in pay within a given 8 hour period will not exceed normal overtime pay for that 8 hour period.
- 20.303 "Call-In" pay will be applicable to each call extended to an employee except that total call-in pay within a given eight-hour period shall not exceed normal overtime pay for that period.
- 20.304 Call-Ins which immediately precede and become continuous with regular work day will be paid as follows:
- (i) Minimum of two and one-half (2½) hours at double the basic rate.
  - (ii) Overtime rate for any hours worked in excess of two and one-half (2½) hours up to starting time of employee's regular work day.
  - (iii) At normal starting time of employee's regular work day pay shall revert to appropriate pay for that day.
- 20.305 (i) When a tradesman is advised prior to completion of a shift or work day or provided eight (8) hours notice after completion of a shift or work day, to report early for succeeding shift or work day, such work is not considered "Call-In", but will be

paid at the applicable overtime rate without regard to minimum pay.

- (ii) When a tradesman is advised prior to completion of a shift or work day or provided eight (8) hours notice after completion of a shift or work day, to report back and does report for work, at a specific time between shifts or on a scheduled day off, such work is not considered "Call-In" but will be paid the minimum payment noted in Article 20.301.

20.306 It is not intended that an employee shall work more than 16 hours in any given twenty-four hour period, therefore, it should be established that a tradesman must have at least eight continuous hours off between regular shifts or he will be paid overtime rates for all hours worked in excess of first eight, until such time as the tradesman does have 8 continuous hours off.

This shall be established as a Project Rule and it shall be the Supervisor's responsibility to verify the returning time with any employee working in excess of 16 hours or returning between shifts on "Call-Ins" to ascertain that the employee does receive the 8 hours off or is paid correctly.

20.307 It is the intent of this clause that no employee shall lose pay on a normal shift due to taking the required eight (8) hour break.

20.400 Subject to the above, it shall be the Company's prerogative to decide whether work shall be stopped during a day of work.

20.500 If an employee stops work for reasons of his own, and without the approval of the Company, he shall be entitled to pay only for the hours actually worked in the day and minimum conditions shall not apply.

20.600 Conditions for employees on Stand-By Duty on scheduled days off will be as follows:

20.601 Whenever an employee is scheduled for stand-by duty he will be reimbursed with two hours pay at doubletime for each period of duty. Each stand-by period will not exceed twenty-four consecutive hours, and not more than three consecutive stand-by periods will be permitted. Stand-by duty means that an employee agrees to be available on call during the period. The names of persons on stand-by duty will be posted.

## **ARTICLE 21.000 - TRAVEL**

21.100 During the term of this Agreement, no subsistence, travel allowance, mileage or pay for travel time will be paid to any employee covered by the terms of this Agreement.

## **ARTICLE 22.000 - MIXED CREWS**

- 22.100 It is recognized by the parties to this Agreement that the work covered at times requires the use of mixed crews. Where this becomes necessary, the Unions agree to cooperate with the Company in every respect in order that the work be conducted in a most expedient manner.
- 22.200 In the event that an emergency arises which would not warrant the "Call-In" of other tradesmen or others could not be reached, the Company shall have the right to assign those on the project to such emergency work as is necessary.
- The Company agrees that in such cases, it will have due regard where practicable to Union jurisdiction.
- 22.300 Conditions for emergency work are as follows:
- 22.301 A mixed crew under the terms of this Agreement shall be any group of employees up to and including the entire maintenance force signatory to this Agreement necessary to meet the emergency situation without regard to classification or craft for that period only.
- 22.302 An emergency under the terms of this Agreement is defined as any situation of an unexpected nature endangering life, property or normal plant production.
- 22.303 In the event such emergency continues, a return to craft line operation will be made as soon as contact between the Contractor and Local Business Agent is feasible. In any event the Contractor shall notify any or all Local Business Agents whose craft rights have been affected during the course of such emergency not later than the next regular business day.

## **ARTICLE 23.000 - SUPERVISION**

- 23.100 The Company reserves the right to send into the area of work as many Supervisors and Professional Engineers, as it deems necessary to supervise the work covered by this Agreement.

## **ARTICLE 24.000 - TOOL ROOMS**

- 24.100 The Company and the Unions agree that it shall be the Owner's prerogative to maintain and operate a general centrally located tool room and warehouse. The Unions agree that the manpower required for the operation of the centrally located tool room and warehouse may at the Owner's option be employed directly by them.
- 24.200 If it is the intention of the Company to establish area tool rooms and warehouses as required for efficient service in the plant, these area tool rooms and warehouses will be manned under the terms of this Agreement.

## **ARTICLE 25.000 - FIRST AID, SAFETY AND PROTECTIVE CLOTHING**

- 25.100 First aid - the Company or the Owner will provide first aid services in accordance with applicable Provincial or Federal Legislation and Regulations.
- 25.200 Safety - the employees covered by the terms of this Agreement shall at all times while in the employ of the Company be bound by the Safety Rules and Regulations as established by the Company and the Owner. These rules and regulations are to be published at conspicuous places throughout the plant. The Company will provide to the employees, such items of safety equipment and apparel as required by these Safety Rules and Regulations.
- 25.300 Protective clothing for employees will be as follows:
- 25.301 The Company on request will issue up to 2 pairs of coveralls to Long-Term employees each 12 months. Cleaning of these coveralls will be the responsibility of the Company. All such clothing when issued by the Company will be worn during on-the-job activity, will remain Company property and must be returned before leaving the jobsite. Rules and regulations governing the issue, cleaning and return of such clothing will be published at a conspicuous location on the job.
- 25.302 The Company accepts the responsibility to provide coveralls and all necessary protective clothing required for working conditions which are exceptional or would lead to speedier deterioration of personal clothing, than under normal or usually accepted working conditions.
- 25.400 All workers and all other personnel of the parties to this agreement assigned to the Project shall be certified in Safety Orientation. Safety Orientation shall consist of three parts:
- Part 1 – The CODC interactive Rights and Responsibilities Course;  
Part 2 – The Vicom Safe-T-Disc CSTS course or equivalent, and  
Part 3 – Project Specific Training. Workers being dispatched to the project must have obtained certification in Part 1 and Part 2.

It is understood that in sourcing trades people during peak periods may require some additional flexibility related to Safety Orientation Certification. Such unique situations will be reviewed with the appropriate union officials and a mutually agreeable exemption will be granted for a specific duration of time for Travel Cards and Permit Holders who have not obtained such certification.

## **ARTICLE 26.000 - PROJECT RULES**

- 26.100 Local Union Business Representatives should encourage all members to give employers a permanent mailing address and the name and address of "next of kin" for notice purposes.
- 26.200 It is recognized that in an operation of this kind, the Company and the Unions have interests in the rules governing the performance of the work under this

contract. It is agreed that such project rules and regulations will be prepared and distributed among the tradesmen on the job by the Company, provided such rules do not conflict with or contravene terms of this Agreement.

26.300 It is agreed by the Unions that all of the employees covered by this Agreement shall be made aware of these project rules and regulations by the Company at the time of their hire and that they shall be bound by them throughout the duration of their employment.

26.400 It is further agreed that violation of these project rules and regulations is direct and just cause for disciplinary action, including discharge subject to Article 7.000, Grievance Procedure.

#### **ARTICLE 27.000 - PERIODIC CONFERENCE**

27.100 Periodic conferences shall be held by the parties from time to time for the purpose of discussing matters of mutual interest.

#### **ARTICLE 28.000 - WORK STOPPAGES**

28.100 During the term of this Agreement there shall be no lock-out by the Company and no slowdown or work stoppage by any of the Unions.

#### **ARTICLE 29.000 - ADMINISTRATION FUND**

29.100 The employer shall contribute an amount of ten cents (\$0.10) per hour earned to the General Presidents' Maintenance Industry Administration Fund.

#### **ARTICLE 30.000 - MANAGEMENT CLAUSE:**

30.100 The company shall have full right to direct the progress of the work and to exercise all function and control, including, but not limited to, the selection of the kind of materials, supplies, or equipment used in the prosecution of the work and the right to discharge or lay-off any employee for just and sufficient cause, provided, however, that no employee shall be discriminated against. These provisions do not prohibit the Union's right to the peaceful exercise of grievance procedure, if in its judgement, the spirit and intent of this Agreement has been violated.

#### **ARTICLE 31.000 - DURATION OF AGREEMENT:**

31.100 It is understood that this Agreement shall be in full force and effective from July 1, 2011 to June 30, 2015 and shall continue from year to year thereafter unless notice of desire to negotiate changes or termination is given by either party at least sixty days (60) prior to such anniversary date. The Agreement will be opened and the parties will review the rate formula only, prior to June 30, 2014. Changes by mutual consent of the parties are not excluded during the lifetime of this Agreement.

Signed this 1<sup>st</sup> day of July 2011.

FOR AND ON BEHALF OF JACOBS INDUSTRIAL SERVICES LIMITED.  
205 QUARRY PARK BOULEVARD EAST, CALGARY, ALBERTA

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Corporate Manager of Labour Relations.

FOR AND ON BEHALF OF THE UNIONS

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Vice President  
International Association of Heat  
& Frost Insulators & Allied  
Workers

---

General President  
Labourers International Union  
of North America

---

International Vice President  
International Brotherhood of  
Boilermakers, Iron Ship Builders,  
Blacksmiths, Forgers & Helpers

---

General President  
International Union of  
Operating Engineers

---

Director of Canadian Affairs  
International Union of Bricklayers  
and Allied Craftworkers

---

General President  
International Union of  
Painters and Allied Trades

---

General President  
United Brotherhood of Carpenters  
& Joiners of America

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Director of Canadian Affairs  
United Association of  
Journeyman & Apprentices of  
the Plumbing & Pipefitting  
Industry of the United States  
and Canada

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Vice President  
Operative Plasterers & Cement  
Masons International Association

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General President  
International Brotherhood of  
Teamsters, Chauffeurs,  
Warehousemen & Helpers

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International President  
International Brotherhood of  
Electrical Workers

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General Vice President  
International Association of  
Bridge, Structural & Ornamental  
Iron Workers

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Director of Canadian Affairs  
Sheet Metal Workers  
International Association.



## EXAMPLES SECTION

CASE I - An employee who works from 8:00 a.m. to 4:30 p.m., and is called in at 1:00 a.m. and works until 3:30 a.m., then resumes his regular shift at 8:00 a.m., would be paid overtime for the hours worked from 1:00 a.m. to 3:30 a.m., but would be on straight time for 8:00 a.m.

The employee had a continuous 8 hour break between the end of one regular shift (4:30 p.m. to 1:00 a.m.) and the beginning of the next.

CASE II - An employee who works from 8:00 a.m. to 4:30 p.m., and is called in at 11:00 p.m. and works until 2:00 a.m., then resumes his regular shift at 8:00 a.m., thus has not had a continuous 8 hour break between the end of one shift and the beginning of the next. The employee is entitled to overtime from 8:00 a.m. onwards until an 8 hour break occurs, or alternately and preferably the employee may be instructed not to report until 10:00 a.m., ie., so that he has an 8 hour break. In this event the "2, 4, 8 hour" pay clause would apply and the employee would receive 8 hours pay for that day even though he reported back to work at 10:00 a.m. For call ins on Sunday, which precede and may become continuous with regular work day Monday morning, the following rules will apply:

- (1) The employee must have 8 continuous hours off in the 24 hour period immediately preceding 8:00 a.m. Monday morning.
- (2) The employee should not work more than 16 hours without an 8 hour break.

CASE I - Therefore, if an employee is called in at 4:00 p.m. Sunday and works until 1:15 a.m., he should report for work at 8:00 a.m. and be paid straight time, as he had an 8 hour break in the 24 hour period preceding 8:00 a.m. Monday.

CASE II - An employee should not work more than 16 hours and must take an 8 hour break before continuing work. Therefore, an employee called in at 7:00 p.m. Sunday could work until 11:00 a.m. Monday, 16 hours. The employee would be paid doubletime from 7:00 p.m. until 8:00 a.m. The employee would revert to straight time at 8:00 a.m., until 11:00 a.m. The employee would then be sent home at 11:00 a.m. and paid 8 hours for Monday (8:00 a.m. to 4:30 p.m.). Employees working long call ins that approach regular starting time on Monday, should be given the option of remaining at work and taking advantage of the 16 hour rule. In other words, it is unfair to send the employee home at 7:00 a.m. after working 10 hours, and expect him to be back at 8:00 a.m. to be paid straight time.

Case III - In another case an employee is called in at 2:00 p.m. on Sunday and works until 2:00 a.m. The employee would be instructed to take an 8 hour break and report at 10:00 a.m. Monday and be paid for the day at straight time, as the employee did not have a continuous 8 hour break in the 24 hour period from 8:00 a.m. Sunday to 8:00 a.m. Monday.

**APPENDIX 'A' - COMPRESSED WORK WEEK  
SCHEDULES A THROUGH S**

**I. SCHEDULE 'A'**

- (a) Straight days
- (b) Forty (40) hours
- (c) Number of hours on shift 40
- (d) Number of cycles per year 52
- (e) Number of Hours per cycle 40
- (f) Number of hours on shift per year 2080
- (g) Number of overtime hours per year 0

**II. SCHEDULE 'B'**

- (a) Straight days
- (b) Fourteen (14) twelve (12) hour shifts in a twenty-eight (28) day cycle
- (c) Number of hours on shift 0
- (d) Number of cycles per year 13
- (e) Number of hours per cycle 168
- (f) Number of hours on shift per year 0
- (g) Number of overtime hours per year 104

**III. SCHEDULE 'C'**

- (a) Alternating days and nights
- (b) Seven (7) twelve (12) hour day shifts and seven (7) twelve (12) hour night shifts in a twenty-eight (28) day cycle
- (c) Number of hours on shift 84
- (d) Number of cycles per year 13
- (e) Number of hours per cycle 168
- (f) Number of hours on shift per year 1092
- (g) Number of overtime hours per year 104

**IV. SCHEDULE 'E'**

- (a) Straight nights
- (b) Combination of eight (8) hour and twelve (12) hour shifts averaging forty (40) per week
- (c) Number of hours on shift 80
- (d) Number of cycles per year 26
- (e) Number of hours per cycle 80
- (f) Number of hours on shift per year 2080
- (g) Number of overtime hours per year 0

**V. SCHEDULE 'F'**

- (a) Alternating days and nights
- (b) Four (4) twelve (12) hour day shifts and four (4) twelve (12) hour night shifts in a sixteen (16) day cycle
- (c) Number of hours on shift 48
- (d) Number of cycles per year 22.75
- (e) Number of hours per cycle 96
- (f) Number of hours on shift per year 1092
- (g) Number of overtime hours per year 104

**VI. SCHEDULE 'G'**

- (a) Straight days
- (b) Four (4) twelve (12) hour day shifts in an eight (8) day cycle
- (c) Number of hours on shift 0
- (d) Number of cycles per year 45.50
- (e) Number of hours per cycle 48
- (f) Number of hours on night shift per year 0
- (g) Number of overtime hours per year 104

**VII. SCHEDULE 'H'**

- (a) Straight nights
- (b) Four (4) twelve (12) hour night shifts in an eight (8) day cycle
- (c) Number of hours on shift 48
- (d) Number of cycles per year 45.50
- (e) Number of hours per cycle 48
- (f) Number of hours on shift per year 2184
- (g) Number of overtime hours per year 104

**VIII. SCHEDULE 'I'**

- (a) Straight nights
- (b) Fourteen (14) twelve (12) hour night shifts in a twenty-eight (28) day cycle
- (c) Number of hours on shift 168
- (d) Number of cycles per year 13
- (e) Number of hours per cycle 168
- (f) Number of hours on shift per year 2184
- (g) Number of overtime hours per year 104

**IX. SCHEDULE 'J'**

- (a) Alternating days and nights
- (b) Four (4) twelve (12) hour day shifts and three (3) twelve (12) hour night shifts in a fourteen (14) day cycle
- (c) Number of hours on shift 36
- (d) Number of cycles per year 26
- (e) Number of hours per cycle 84
- (f) Number of hours on shift per year 936
- (g) Number of overtime hours per year 104

**X. SCHEDULE 'M'**

- (a) Straight days
- (b) Seven (7) twelve (12) hour shifts in a fourteen (14) day cycle
- (c) Number of hours on shift 0
- (d) Number of cycles per year 26
- (e) Number of hours per cycle 84
- (f) Number of hours on shift per year 0
- (g) Number of overtime hours per year 104

**XI. SCHEDULE 'N'**

- (a) Alternating days and nights
- (b) Two (2) eight (8) and six (6) twelve (12) hour shifts in a fourteen (14) day cycle
- (c) Number of hours on shift 44
- (d) Number of cycles per year 26
- (e) Number of hours per cycle 88
- (f) Number of hours on shift per year 1144
- (g) Number of overtime hours per year 208

**XII. SCHEDULE 'O'**

- (a) Straight days
- (b) One (1) eight (8) hour shift and three (3) twelve (12) hour shifts in a seven (7) day cycle
- (c) Number of hours on shift 0
- (d) Number of cycles per year 52
- (e) Number of hours per cycle 44
- (f) Number of hours on shift per year 0
- (g) Number of overtime hours per year 208

**XIII. SCHEDULE 'P'**

- (a) Alternating days and nights
- (b) Combination of eight (8) and twelve (12) hour shifts in a fourteen (14) day cycle
- (c) Number of hours on shift 40
- (d) Number of cycles per year 26
- (e) Number of hours per cycle 80
- (f) Number of hours on shift per year 1040
- (g) Number of overtime hours per year 0

**XIII SCHEDULE 'Q'**

- (a) Straight days
- (b) Twenty (20) Ten (10) hour shifts in a thirty-five (35) day cycle.  
(4 on, 3 off, 4 on, 2 off, 4 on, 3 off, 8 on, 8 off)
- (c) Number of hours on shift = 0
- (d) Number of cycles per year = 10.4
- (e) Number of hours per cycle = 200
- (f) Number of hours on shift/year = 2080
- (g) Number of overtime hours/year = 0

**XIV SCHEDULE 'R'**

- (a) Alternating days and nights
- (b) Four (4) twelve hour night shifts; Five (5) days off;
- (c) Number of hours on shift per cycle = 84
- (d) Number of cycles per year = 12.55
- (e) Number of hours per cycle = 168
- (f) Number of hours on shift per year = 1054
- (g) Number of overtime hours per year = 28

**XV SCHEDULE 'S'**

- (a) Straight days
- (b) Eight (8) hour shifts; ten (10) days on;  
four (4) days off; five (5) days on;  
two (2) days off; five (5) days on;  
two (2) days off.
- (c) Number of hours on shift = 0
- (d) Twenty-eight (28) day cycle
- (e) Number of hours per cycle = 240
- (f) Number of overtime hours = 0

## APPENDIX 'B'

### OTHER ITEMS AND UNDERSTANDING

- 1) Current Boot Allowance Policy increases July 1, 2011 to \$175.00.
- 2) United Association Canadian Training Trust Fund is paid at ten cents (\$0.10) per hour.
- 3) The Company commits to continue its practice to ensure that those working on long call-ins that proceed into the regular work day receive fair and consistent treatment, taking into consideration fatigue and safe work practices.
- 4) Articles 13.500 and 14.400 (**Mosaic Belle Plaine Site only**) are amended to provide that employees working the 9/80 schedule and assigned to work overtime on an integrated basis with Mosaic employees will have the time of their overtime meal break harmonized with those in-plant employees they are working with.
- 5) The Parties agree to investigate the establishment of an incentive payment program in order to improve the commitment and retention of the long term maintenance work force.

**GENERAL PRESIDENTS' MAINTENANCE COMMITTEE  
WAGE & BENEFIT SCHEDULE  
ARTICLE 12.000**

**NORTHERN SASKATCHEWAN**

- 1) The following formula will be used for the determination of Long and Short Term Maintenance Rates and Benefits for the duration of the Agreement – July 1, 2011 – June 30, 2015.
  - I) Long Term Maintenance Base Rates and Short Term Maintenance Base Rates are set at \$0.75 less than Construction Base Rates.
  - II) 100% of appropriate fringe benefits will be paid for the duration of the Agreement.
  - III) The parties will open the collective agreement prior to June 30, 2014 at which time the rate formula will be reviewed and set for a further one (1) year period July 1, 2014 to June 30, 2015.
- 2) Apprentice rates are calculated at the percentages provided in the Local Construction Agreement applied to Maintenance Journeyman Rate. Appropriate skill premiums to be paid in accordance with past maintenance jobsite practice.
- 3) EMPLOYERS ARE RESPONSIBLE FOR OPERATING THEIR OWN PAYROLL IN AN ACCURATE AND TIMELY FASHION PURSUANT TO THE COLLECTIVE AGREEMENT WAGE FORMULA. APPROPRIATE UNION DUES DEDUCTIONS ARE TO BE MADE PURSUANT TO THE LOCAL AGREEMENTS.
- 4) Pursuant to Article 29.000, Administration Fund, the General Presidents' Committee Admin Fund is set at ten cents (\$0.10) per hour earned.