

**LETTER OF UNDERSTANDING**

**BETWEEN**

**TOLKO INDUSTRIES LTD. – NICOLA VALLEY DIVISION**

**AND**

**I.W.A. CANADA, LOCAL 1-417**

**JOB POSTING PROCEDURE**

1. **PURPOSE**

Implementation of Article XI Section 2 (a), application of seniority and job posting of the Master Agreement.

2. In the application of Seniority and the job posting procedures covered by this agreement, where the words "seniority" appears, it means in accordance with Section 1 of Article XI of the Master Agreement, which says in part: The Company will recognize the principle of seniority, competency considered.

3. **JOB POSTING PROCEDURE**

- A) All jobs in Group 6 and above (Sawmill) will be posted for bidding by employees.
- B) Bulletin boards to display the Job Posting will be supplied by the Company.
- C) A job requiring posting will be displayed for a period of three (3) consecutive working days during which period employees wishing to bid on the job will make application on a form provided at the appropriate place.
- D) The Company shall, within two (2) working days of the closing off time of each job posting, place on the space provided on the job posting form, the name of the employee the Company has selected to fill the job, and the form shall remain posted for a further two (2) working days.
- E) An employee selected for a job through posting will have a trial period of up to twenty (20) days. It is agreed that for good reason an employee can be sent back to their former job at any time before the expiration of the trial period set out herein. It is further agreed that an employee, for good reason, can voluntarily return to their former job at any time prior to the expiration of the trial period set out herein.

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- F) Employees on approved leave of absence at the time a job is posted, will be allowed to make application three (3) working days but in no event later than fourteen (14) calendar days of the date on which a job has been posted.
- G) In the event no employee makes application, as above provided, or if all applicants fail to meet the requirements of the job, a new employee may be hired to fill the vacancy.
- H) The job posting form will contain the following information:
- 1) The job title and work description.
  - 2) The hourly rate of pay.
  - 3) Shift of Shifts to be worked.
  - 4) State whether job is permanent or temporary. If temporary, its anticipated duration.
  - 5) The date and hour on which the job was posted.
  - 6) The date and hour of the closing-off time for which the Company will receive application.
  - 7) Person or place application is to be filed.
  - 8) A space provided to place the name of employees the Company has selected for the job.
- I) It is agreed that if either party requests discussion in writing regarding amendments to this Agreement the parties will meet to discuss the requested amendments. This agreement shall be subject to review, amendment or termination upon thirty (30) days written notice. The parties agree to meet within the thirty (30) day notification period to discuss the reasons for cancellation

Signed this 2nd day of August 2000

Tolko Industries Ltd.  
Nicola Valley Division

*Mike Markin*  
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I.W.A. Canada  
local 1-417

*Paul Puga*  
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