

# LETTER OF UNDERSTANDING

Between

Tolko Heffley Creek Division

And

USW Local 1-417

Regarding

Maintenance Shift Schedule

## Hours of work

- Dayshift 6am – 6pm
- Night Shift 6pm – 6am

## Shifts A, B, C & D

1	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
DS	A	A	B	B	C	C	D
NS	D	D	A	A	B	B	C
<b>Week 2</b>							
DS	D	A	A	B	B	C	C
NS	C	D	D	A	A	B	B
<b>Week 3</b>							
DS	D	D	A	A	B	B	C
NS	C	C	D	D	A	A	B
<b>Week 4</b>							
DS	C	D	D	A	A	B	B
NS	B	C	C	D	D	A	A

## General Information:

1. The intent of this agreement is to provide a consistent shifting schedule for tradesmen to meet maintenance needs and alternate shift production requirements.
2. Electricians and Millwrights will be included in this shift schedule.
3. Employees presently holding whistle chasing positions will be transitioned into this shift from their existing shifting. If an affected employee does not want to go to this shift the Employer will accommodate them to the best of their ability

however if no employee volunteers to go to the new shift the Junior Employee may be forced to.

4. Except in cases of emergency or circumstances beyond the Company's control, the Company will provide 28 days' notice if a shift schedule change is going to be implemented to for a specific crew.
5. The Company may require tradesmen to change scheduled days to facilitate vacation and absence coverage.

#### 6. **Lunch and Rest Breaks**

For twelve (12) hour shifts, the rest period will be two (2) fifteen (15) minute breaks plus one (1) one-half (1/2) hour paid meal break. (Break times may be reconfigured if mutually agreed).

#### 7. **Rate of Pay**

- a) Rate of pay for the twelve (12) hour shifts will be at straight-time rate and the Sunday shift will be at rate and one-half.
- b) Employees working this shift will be compensated half of one hour (.5) at time and one half (1.5) in place of Averaging for every 12 hour regular scheduled shift per 8 week rotation.

#### 8. **Overtime**

Employees will be paid time double time for any work on Sunday when Sunday is their scheduled rest day.

#### 9. **Vacations**

One (1) week booked off, four (4) shifts, equal one (1) week vacation. Vacations must be booked in full week blocks during prime time.

#### 10. **Statutory Holidays**

As per the Sothern Interior Master Agreement; **SUPPLEMENT NO.8**

ALTERNATE SHFIT SCHEDULING F. SHIFT PRINCIPLES.

**11. General Shift Details**

Floating holidays, bereavement leave, jury or witness duty, shift differential, probationary period and job postings for Employees under this agreement will be administered as outlined in the Southern Interior Master Agreement, SUPPLEMENT NO.8 ALTERNATE SHIFT SCHEDULING.

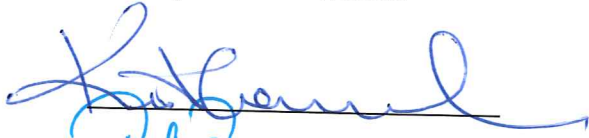
**12. Termination**

- a. The Company shall provide fourteen (14) days' notice to discontinue this alternate shift agreement. Employees will revert to the previous shift schedules unless otherwise mutually agreed.
- b. Either Party may terminate this Agreement after 30 days written notice.

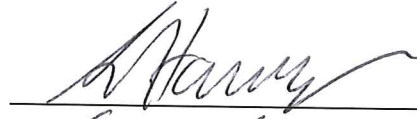
Signed this 12 Day of November, 2012.

Signed on behalf of:

TOLKO INDUSTRIES LTD.  
Heffley Creek Division

  
\_\_\_\_\_  
Phil Dear.

UNITED STEELWORKERS  
Local 1-417

  
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