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	and			
NATIONA	L AUTO	MOBILE		
AEROSPACE,				
IMPLEMENT WORK			CANAD	A
(C.A.V	V. – CANA	DA)		
C.A.1	W. Local 6	36		

June **09,1990 -** March **31, 1993** 

0CT 24 1990 02H5103

### **COLLECTIVE AGREEMENT**

between

FISHER CONTROLS COMPANY OF CANADA LIMITED

Woodstock, Ontario (hereinafter referred to as "the Company")

and

NATIONAL AUTOMOBILE

AEROSPACE, AND AGRICULTURAL

IMPLEMENT WORKERS UNION OF CANADA

(C.A.W. - CANADA)

**C.A.W.** Local 636

(hereinafter referred to as "the Union")

June 09,1990 - March 31, 1993

OCT 24 1990

# **INDEX**

Article #

36

23

27

10

11

14

**Subject** 

Benefit Levels ...... Schedule "C"

Arbitration .... ...... \_\_ ... ...

Apprenticeable Trades .....

Reporting for Work

Retirement .....

Seniority.....

Seniority - Accumulation ......

Seniority Lists

Page

10

46 59

35

39

11

13 23

Deficite Levels	ciicuuic O	
Benefit Programs	26	37
Bereavement Leave	30	41
Bulletin Boards	29	41
Contract Duration	36	47
Cost-of-Living	24	36
Discharge Cases	8	9
Discrimination	5	4_
Duration and Termination	37	$\bigcirc$ 50
Grievance Procedure	7	6
Health & Safety	32	43
Hours of Work	17	25
Injury Allowance	25	37
Incapacitated Employees	16	24
Job Groups & Home Positions S	Schedule "B"	56
Job Posting	12	13
Jury Duty	31	42
Lay-Off & Recall Procedure	13	20
Leaves of Absence	28	40
Management Rights	2	2
No Strikes or Lock-Guts	4	4
Normal Rate Progression S	Schedule "A"	52
Pay Equity Plan .	35	45
Plant Closure	33	43

#### INDEX (cont'd) Subject Ar

Weekend Work \_\_ \_ ....

Shift Premiums	18	29
Statutory Holidays	19	29
Temporary, Transfers	22	35
Trade Rates		55
Transfers Out of		
Bargaining Unit	15	23
Union Recognition	1	1
Union Representation	6	4
Union Security	3	3
Vacations with Pay	20	31
Wages	21	33

Article #

Page

# Machine Shop Off ice - 539-9009

**EMPLOYEE CALL-IN PHONES:** 

# Assembly Off ice - 539-9318

Any reference made in this collective agreement to the male gender is intended to refer to both male and female genders.

#### Article 1 UNION RECOGNITION

- 1 .01 The Company recognizes the Union as the sole collective bargaining agent for all employees of the Company at Woodstock, Ontario, save and except supervisors, persons above the rank of supervisors, office staff (including plant industrial engineering staff, tool draftsmen and shop scheduler), sales staff, persons regularly employed for not more than twenty-four hours per week, students who are
- tion programme so long as a student does not displace a bargaining unit employee, and students employed in connection with university courses and training programmes.

  (a) The general purpose of this agreement is to establish and maintain collective bargaining relations between the Company and its employees and to provide the procedures for the

employed in the plant as part of a short-term educa-

relations between the Company and its employees and to provide the procedures for the prompt and equitable settlement of grievances and to establish and maintain mutually satisfactory working conditions, hours of work and wages for all employees who are subject to the provisions of this agreement.

The Company, and the Union, agree to support

efforts to produce and deliver products and services which meet our customers requirements.

so that we are better able to compete in the markets we serve.

1.02 Salaried personnel will not perform work normally performed by the bargaining unit personnel except in cases of emergency, for instruction or training, or where capable employees are not readily available.

### Article 2 MANAGEMENT RIGHTS

- MANAGEMENT RIGHTS

  2.01 The Union recognizes that it is the function of the Company to hire, promote, demote, transfer, discipline, suspend or discharge any employee for just cause, subject to such regulations and restrictions
- cause, subject to such regulations and restrictions governing the exercise of these functions as are expressly provided in this agreement, and subject to the right of the employee concerned to lodge a grievance in the manner and to the extent herein
- provided.

  2.02 The Union recognizes that it is the function of the Company to operate and manage its business in all respects in accordance with its commitments and responsibilities, and that the locations of plants, the products to be manufactured or dealt with, the schedules of production and distribution, the meth-
  - 2.03 The Company also has the right to make and alter from time to time rules and regulations to be observed by the employees, which rules and regulations shah not be inconsistent with the provisions of this agreement. The Union will be notified of any changes in rules and regulations to be observed by employees.
  - 2.04 The foregoing shah not be construed as limiting the right of management and, except as otherwise specifically provided for in this agreement, the Company retains the sole and exclusive authority to manage its enterprise and direct its working forces in all respects.

ods, processes and means of manufacturing are

solely the responsibility of the Company.

6.03 The Company will recognize one (1) steward for each department of at least twenty (20) employees, or at least one (1) steward per shift or alternate steward. Departments of less than twenty (20) employees may be combined. All stewards must have at least one (1) year's seniority with the Company.

6.04 Provided members of the plant committee and stewards receive permission before leaving their work station and notify their <u>supervisor</u> of the reason for their proposed absence and its probable

duration and again report to their supervisor at the time of return, the Company agrees to pay the employee for time spent in the investigation or discussion of grievances during regular working hours. Permission shall not be unreasonably withheld. In the case of stewards this time shall not exceed three (3) hours per week per steward, nor twenty (20) hours per week for the steward group, but such time limits shall not apply to stewards or plant committeemen for meeting with management. The Company also agrees to pay the plant committeemen either regular rates for the hours that each man is unavailable for normal work during negotiations prior to conciliation on Company premises. Notwithstanding other provisions of this agreement, committeemen shall be placed on the day shift during the weeks in which negotiation meet-

The Company will permit the plant chairman or his designate to phone out or receive calls pertaining to Union business. The Company reserves the right to limit such use if it deems the use to be excessive or abusive.

ings are scheduled.

- 6.05 It is agreed that, wherever possible, meetings between the Company and the plant committee will take place during normal working hours, and where a plant committeeman and a union steward must attend a meeting at a time other diad during his regular shift he shall be allowed time off in lieu provi&d such meeting does occur during the other committeemen's normal hours of work Whenever possible, such time off will be taken within one (1) week at the employee's discretion.
- 6.06 Meetings between the plant committee and representatives of the Company shall be arranged as far in advance as possible but in all cases the party requesting the meeting shall supply an agenda no later than three (3) working days prior to the date of the meeting.
- 6.07 The Company will permit 2nd shift stewards time off without pay for the purpose of attending Union meetings.

### Article 7 GRIEVANCE PROCEDURE

7.01 For the purpose of this agreement, a grievance is any dispute relating to the interpretation, application, administration or alleged violation of this agreement which occurred subsequent to the signing of this Collective Agreement. Failure to carry a grievance through the stages set out below within the time limits stipulated therein shall be interpreted as withdrawal of the grievance. The parties agree to settle all grievances in accordance with the following procedure:

#### Step No. 1

Between the employee, accompanied by his steward if he so desires, and the employee's <u>supervisor</u> no later than five (5) working days from the date of the incident which gave rise to the grievance. If the grievance is not settled on a verbal basis within two (2) working days after it was first presented to the <u>supervisor</u>, it will be reduced to writing and signed by the employee and presented to the <u>supervisor</u> within a further two (2) working days. The <u>supervi-</u>

sor shall write his answer concerning the facts on the grievance form and return it to the steward within five (5) working days. In order to be valid the written grievance must contain a statement of the facts concerning the grievance, the corrective action requested and where possible, the clause or

### clauses violated (without prejudice to the Union's right to change such grounds at a later stage).

### Step No. 2 If the matter is not resolved between the employee

and his <u>supervisor</u>, the employee may within three (3) working days from the date of receiving the <u>supervisor</u>'s answer and with the assistance of a union steward and the plant chairman or his designate, present and discuss the written grievance to the <u>product or site services manager</u>, or his representative. The <u>product or site services manager</u>, or his representative, shall answer the grievance in writing within three (3) working days from the date of presentation.

#### Step No. 3

If the <u>product or site services manager</u>'s decision is not satisfactory to the employee the Union may present the written grievance to the general manager, or his designate, within five (5) working days of receipt of the <u>product or site services manager</u>'s answer. The general manager, or his designate, will arrange a meeting within a reasonable period of time, at which meeting the plant committee and the general manager, along with any representatives they may wish to have present, shall review the matter together with any additional information or representations, and shall make every effort to settle the grievance on an equitable basis. If the grievance is not resolved at this meeting the Company agrees to notify the Union in writing within five (5) working days of the meeting of its position.

- 7.02 Should any grievance fail to be satisfactorily settled by the foregoing procedure, such grievance may be referred to arbitration by either party within thirty (30) calendar days of the meeting with the general manager or an extension in writing by mutual agreement.
- 7.03 Union policy grievances, and in all cases to be limits to grievances. Which could not otherwise be instituted by individual employees, and grievances lodged by the Company may be raised by either party by notifying the other party in writing as to the nature of the grievance within ten (10) days of the incident which gave rise to the grievance. Such grievance will be discussed beginning at a meeting between the general manager, or his designate, and the union plant committee. Should the parties fail to resolve such grievance it may be referred to arbitration. In any event, both parties agree to notify each other in writing as to the disposition of the grievance within thirty (30) calendar days of the meeting.

- Province of Ontario for an appointment of a person to act.
- 9.02 No grievance or complaint shah be considered by the arbitrator unless it has been properly carried through all previous steps of the grievance proce-
- dure within the time limits stipulated. 9.03 The arbitrator shah not have jurisdiction to alter or change any provisions of this Collective Agreement, nor to substitute any new provisions in

lieu thereof, nor to give any decision inconsistent with the terms and provisions of this agreement, nor to deal with any matter not covered by this

9.04 The parties agree to share equally the fee and expenses of the arbitrator.

#### Article 10 SENIORITY

10.01 An employee will acquire seniority after completing forty (40) worked days accumulated over a twelve-month period in the employ of the Company. During the probationary period an

agreement.

- the sole discretion of the Company. An employee's seniority shah date from his last regular date of hire or from forty (40) worked days preceding his attainment of seniority, whichever is later. 10.02 An employee shah lose his seniority standing and his name shall be removed from seniority listing
  - terminated for any of the following reasons: (a) If an employee voluntarily quits the employ of the Company.

and his employment shah be deemed to have been

employee may have his employment terminated at

11

- (b) If an employee is discharged and the discharge is not reversed through the grievance procedure.(c) If an employee is absent from work without per-
  - (c) If an employee is absent from work without permission for more than three (3) days and fails to furnish a reason acceptable to the Company for such absence. When an employee has been absent for two (2) consecutive working days, management will notify the Union at the completion of the two (2) days and they, in turn,
  - may contact the employee.

    (d) If an employee overstays a leave of absence without securing an extension of such leave in writing and fails to furnish a reason acceptable

years or more seniority is laid off for a period in

excess of five (5) years.

- to the Company for such absence.

  (e) If an employee with more than two (2) years seniority is laid off for a period in excess of three (3) years, or if an employee with ten (10)
- (f) If an employee with less than two (2) years seniority is laid off for a period in excess of two (2) years.(g) If an employee is recalled to work following a large off and fails to achieve the Company of the contraction of the contraction.
  - g) If an employee is recalled to work following a lay-off and fails to advise the Company within three (3) days of notice given to him by registered mail that he intends to return to work, or fails to return to work within seven (7) days of receipt of notice.
- receipt of notice.

  10.03 It is the employee's responsibility to keep the Company informed as to his current address, telephone number and any marital or dependent change in status. Such information will be forwarded to the personnel department in writing.

#### Article 11

#### ACCUMULATION OF SENIORITY

- 11.01 Each employee who has passed his probationary period will be credited with plant-wide seniority.
- 11.02 An employee's plant-wide seniority shall be his length of continuous service with the Company dating from his last date of hire by the Company as defined in Article 10.01.
- 11.03 Employees, whose job duties cross departmental lines, will report to one designated <u>supervisor</u>. This <u>supervisor</u> will assign the work and establish priorities of jobs. Where another <u>supervisor</u> assigns work which conflicts with another assignment, such conflict shall be referred to the employee's designated <u>supervisor</u> for resolution by the supervisor making such additional assignment.

### Article 12 JOB POSTING

- 12.01 Where a permanent vacancy (i.e. where one or more permanent employees are needed) is to be tilled, the vacant job will be posted plant-wide for a period of two (2) working days, the posting will set forth the job group and home position, the shift on which the vacancy exists, a brief description of the job duties and requirements, the rate range for the job and the number of vacancies to be filled. Any employee in the plant may bid on the posted job, subject to 12.11.
- 12.01 (b) In all cases of filling the first vacancy, the company will consider the factors of ability and qualifications to perform the work and seniority. Where the ability and qualifications to perform

ments under 12.01(b), (c) and (d), the most senior man will be selected. An employee who applies for and receives a vacant job under job posting may elect to return to his last previous job within fourteen (14) calendar days from the date of transfer, and the Company may within the same fourteen day period return any such employee to his last previous job if it determines that the employee does not have the necessary ability and qualifications to perform the work involved Necessary ability and qualifications does not mean the employee must be fully qualified to do the full job by the end of the fourteen calendar day period, but that the employee has demonstrated within the fourteen day period that he will be able to do the full job within the normal progression period referred to in Schedule A.

- 12.03 Should the employee under Article 12.03 revert to his original job or should the Company choose to return the employee to his original job within the fourteen (14) calendar days from the date he was transferred to the posted job, the Company will consider the remaining applicants on the posting in accordance with Article 12.02.
- 12.04 Where an applicant is selected and he is presently within the same classification or a higher grade than the vacant job posted, he shall be allowed a fourteen (14) calendar day period to determine whether or not he meets the requirements under Article 12.01 (b). Such applicant shall be given normal instructions and the fourteen (14) calendar day period shall be treated as a period of familiarization for the employee to adjust to the work of the vacant job to which he is selected and not as a training period. Where the applicant selected has previously performed the work, he shall be given

normal instructions and a period of three (3) working days of familiarization in order to adjust to the work.

job, and wherever possible preference will be given

- 12.05 If there are no qualified applicants for a job vacancy that has been posted, the Company may fill the vacancy (subject to 12.11 (b)), by offering it to other employees or by hiring a new employee, provided however that if the Company decides to fill a job from within, it will give preference to the unsuccessful bidders whose work experience indicates that with training they could qualify for the
- 12.06 The filling of any permanent vacancy through the procedure set forth above shall not obligate the Company to post more than two (2) additional vacancies resulting from the filling of the first posted vacancy.

according to seniority.

- 12.07 For the purpose of this article no vacancies resulting from the filling of the first posted vacancy will be considered a vacancy until the preceding vacancy has been permanently filled as prescribed by Article 12.08. Vacancies resulting from the filling of the first posted vacancy will be filled on a temporary transfer basis until the preceding vacancy is permanently filled as prescribed by Articles 12.02 and 12.08.
  - 12.08 Subject to 12.07 the second and third vacancy shall be filled in the following manner. The second and third vacancy created as a result of the permanent filling of a job vacancy shall be posted plant-wide for a period of two (2) working days. The award for the second vacancy will be made per Article 12.01 (b). (c) and (d). The third vacancy created as a

to have taken the job. In any event, an employee will not be eligible to bid for a vacancy during the first thirty (30) days on a job obtained through job posting or the period he remains on the 'ob if less ham thirty (30) days for any jobs

- in the following groups:
  (i) general
- (ii) regulator, material handling, pilot jobs

  An employee will not be eligible to bid for a vacancy during the first 4 months on a job obtained through a lob posting for any jobs in the following groups:
- (iii) <u>assembly iobs</u>
  (iv) machining jobs
- (v) manufacturing unit jobs
- (b) Employees hired after March 31, 1981 shall be allowed one (1) bid after 6 months employment and every 6 months after each successful bid,
- provided the employee is bidding to a job of the same or a higher job grade than his present position. After two years employment, employees will be entitled to bidding privileges as per Article 12.11 (a). An employee who, although diligent, cannot adequately perform his present job, may be considered for positions at grade levels lower than his present position.
- 12.12 No permanent vacancy will be deemed to exist in any job classification from which an employee has been laid off or down-graded due to lack of work and to which such employee is entitled to be recalled under Article 13.
- 12.13 A bid for a permanent vacancy may be filled by an employee's steward if the employee is absent during the period the vacancy is posted, but such

considered an upgrading of skills and can extend beyond 40 days to a 60 work day maximum period. For any transfers that are between 40 and 60 day duration, at the end of this period employee can request to remain in his home position for an equal period of time prior to any further transfers being assigned. This would not apply if there is a shortage of work (material or equipment).

The company agrees to take. wherever possible, seniority into account when a temporary transfer is made, however it is understood by the parties that the company can 'tilinze 'aho' assigny ymployee on a temporary transfer basis subject to the above.

When it becomes necessary to fill a position which the company considers temporary and the vacant job requires that a person's skills be upgraded, the temporary job will be posted and awarded per Article 12.01(b), (c) and (d).

#### Article 13

LAY-OFF AND RECALL PROCEDURE

- 13.01 When work becomes slack to the point that it is necessary to reduce the work force, the following procedures in Article 13.01; 13.02; 13.03 and 13.04 will be observed.
  - (a) probationary employees will be laid off fist.
  - (b) If further reductions within a job group are necessary, they will be made on the basis of seniority and those employees remaining in the group will be re-assigned by the company w other home positions in the job group and shift to the extent necessary to maintain productivity, provided they are able to do the job. In the event that reassignments to the offshifts are required.

the company will make every reasonable effort to ensure the least senior employees are affected.

- 13.02 Provided he is able to do the job, an employee displaced under Article 13.01 shah have the right to be assigned by the company on the basis of his seniority to another job group in the plant in the following order:
  - (a) To a job group where an employee has permanently held per Article 12.15 any home position within that group and in which he can displace the employee with the least plant wide seniority

    - then working in the group; to job groups: i) general jobs ii) regulator jobs, material handling, pilot jobs which he shah displace the employee with the least plant-wide seniority then working in such job groups, or to available work which he can

perform and which does not require the displacement of another employee, or to a manufacturing unit job where the displaced employee has permanently held per 12.15 the job group requirements of employees currently in such

- iobs. (b) To a job held by the employee with the least plant-wide seniority then working in the plant provided he is able to do the job with normal introductory instructions. This clause shall not apply to the apprenticeable trade jobs.
- (c) The above procedure shall first apply on the shift and may be exercised by the employees concerned. If there is no opening on the shift he may be transferred to any other shift.

provisions outlined in Article 13.01 and 13.02, he will be laid off from the plant. 13.04 No employee displaced from a job classification

13.03 If an employee is not entitled to a job under the

- outside of labour grades 1 or 2 shall be. required to accept an assignment to a labour grade 1 or 2 job classification but may elect to be laid off instead, but, if any such employee elects to be laid off he will not be offered a recall to any available opening in grades 1 or 2 unless, subsequent to his lay-off, he advises the Company in writing of his willingness
- to accept an opening in labour grades 1 or 2. An employee who elects to be laid off must notify the

classification.

entitled to under the provisions of Articles 13.01 and 13.02 on the basis of seniority. 13.06 Employees who are notified of recall may elect to decline the first notice of recall provided they notify the personnel department within the time limits

13.05 An employee will be recalled to any job that he is

Company of his intention in writing within two (2) working days after he is notified of his new job

set forth in Article 10.02 (g). 13.07 pursuant to Articles 13.01 and 13.02, members of the shop committee and members of the local executive board shall be considered as holding more seniority than all other employees on a plant-wide basis in the event of all lay-offs. Pursuant to Articles 13.01 and 13.02, shop stewards shall be considered as holding more seniority than all other

22

responsibility for in the event "F a lay-off.

employees within the department that he has

NOTICE OF LAYOFF 13.08 (a) Where a lay-off is planned, the Company

- job due to lack of work.
- 16.02 An employee with seniority who has been permanently assigned to a job and is no longer able to perform his job may, by mutual agreement between the Union and the Company, be treated as a lay-off and moved to another job in accordance with

#### Article 17 HOURS OF WORK

by the Company.

**Article 13.02.** 

- 17.01 The following paragraphs and sections are not intended to be a guarantee of hours of work per day
- or week. 17.02 The normal work week shall consist of forty (40) hours per week comprised of five (5) eight-hour days, Monday to Friday inclusive. A shift schedule

for employees shall consist of eight (8) hours in

- total which shall include a twenty-minute paid lunch period. 17.03 The Company shah have the right to schedule shifts in conformity with section 17.02 provided always that a day shift shall begin no earlier than 6:30
- mutual agreement between the employee and the Company, may start at 6:00 a.m.) An afternoon shift no earlier than 1:30 p.m. and a night shift no earlier than 9:30 p.m. Wash up periods of five (5) minutes each will be granted prior to lunch break and the end of a shift. 17.04 Lunch periods and rest periods may be staggered

a.m., (except for maintenance man who, upon

- 17.05 All work performed in excess of the employee's normal scheduled hours shall be paid for at the rate

overtime only until the required number of hours have been offered. If there is not a sufficient number of volunteers at this point to cover the required hours, the Company will continue down the list of employees in the affected work

group. However, those employees accepting any

- left over hours will not be charged.

  (d) The Company agrees to make every effort to distribute all available overtime hours within the work group.
  - within the work group, then the Company shah of the property of the property of the property of the company appropriate alternate group by seniority. However, those employees accepting any left-over hours will not be charged. The Company agrees to equitably distribute overtime among the employees in the alternate groups. In the event that there are still overtime hours available, the Company may ask any other employees capable of doing the work.

(e) If there is not a sufficient number of volunteers

- (f) Each week the company will begin offering any available overtime within each work group where they stopped charging in the previous week.
- (g) In any work group, where there are three (3) shifts, the Company will attempt to work any week-end overtime in three (3) SIX (6) hour shifts.
- (h) When an employee has been assigned to "light duty" work they shall not be entitled to overtime.
- (i) Temporary Transfer: After three (3) days the employee becomes part of the work group he is

transferred into and entitled to overtime in that work group. After three (3) days, the employee becomes the first alternate in his original work group.

- (j) Overtime worked following on from a regular shift shall normally be performed in such a manner as not to displace the person regularly scheduled during the time the overtime takes place.
- (k) An employee may be excused from working overtime provided a junior qualified employee is available to do the work required. In such case the employee declining the overtime shall be charged with the overtime for distribution purposes. In all cases overtime shall be voluntary unless twenty-four (24) hours' notice has been given the employee.
  - An individual employee may be excused, upon presentation of reasonable grounds, from working overtime which has been scheduled for him.
- (l) For recording purposes, an employee absent for any reason will be charged with the overtime that would have been available to him or her.
- 17.08 Overtime for the purpose of taking a physical inventory will be allotted firstly to employees within the particular department and, if additional people are required, they will be brought in on the basis of plant-wide seniority.
  - 17.09 The Company agrees to post overtime figures monthly provided:
    - (a) Subject to 17.07, the overtime distribution will be an issue only at the end of each month. In the event of a dispute, the company shall have a

### period of sixty (60) days within which to resolve the matter.

- (b) Overtime for the purpose of taking physical inventory would be included in calculating an equitable distribution of overtime.
- (c) The monthly total and accumulated totals are verified by the Union within five (5) days after being posted.

#### Article 18 SHIFT PREMIUM

- 18.01 For normal hours worked on an afternoon shift, employees shah be paid, in addition to their straight time rate of pay, fifty-three cents (53¢) per hour effective June 09, 1990.
- 18.02 For normal hours worked on a night shift, employees shall be paid, in addition to their straight time rate of pay, fifty-eight cents (58¢) per hour effective June 09, 1990.

#### Article 19 STATUTORY HOLIDAYS

19.01 An employee who completes his probationary period will be paid for any statutory holiday which may have fallen within his probationary period. An employee hired after October 1st will not be entitled to the optional "floating" holidays in the current year.

An employee who holds seniority as of the date of observance of a statutory holiday will be paid for the statutory holiday at his regular straight time rate plus cost of living and shift premium provided the employee works the full working day prior to the statutory holiday or the full working day following

the statutory holiday. The following statutory holidays (not including the employees optional days) will be observed:

April 1, 1990 - March 31, 1991 Good Friday, Friday, April 13 Victoria Day, Monday, May 21 Canada Day, Monday, July 2 Civic Holiday, Monday, August 6 Labour Day, Monday, September 3

Floater, Monday, December 24 Christmas Day, Tuesday, December 25 Boxing Day, Wednesday, December 26 Floater, Friday. December 28 Floater, Monday, December 3 1

Thanksgiving Day, Monday, October 8

New Year's Day, Tuesday, January 1 Heritage Day, Monday, February 18 (Floater) Good Friday, **Friday**, March 29 (Plus four (4) option days)

April 1, 1991 - March 31, 1992

Victoria Day, Monday, May **20**Canada Day, Monday, July 1
Civic Holiday, Monday, August 5
Labour Day, Monday, September 2

Thanksgiving Day, Monday, October 14
Floater, Tuesday, December 24
Christmas Day, Wednesday, December 25
Boxing Day, Thursday, December 26
Floater, Friday, December 27
Floater, Tuesday, December 3 1

New Year's Day, Wednesday, January 1 Heritage Day, Monday, February 17 (Floater) (Plus four (4) option days)

**April 1, 1992 - March 31, 1993**Good Friday, Friday, April **17** 

Victoria Day, Monday, May 18 Canada Day, Wednesday, July 1 Civic Holiday, Monday, August 3 Labour Day, Monday, September 7

Floater, Thursday, December 24

Thanksgiving Day, Monday, October 12 Floater, Tuesday December 29

Christmas Day, Friday, December 25 Boxing Day, Monday December 28 Floater, Thursday, December 3 1 New Year's Day, Friday, January 1 Heritage Day, Monday, February 15 (Floater)

(Plus rour (4) option days)

19.02 An employee shall be eligible to receive statutory holiday pay if he is absent on the working day prior to or the working day following the holiday by reason of illness or injury substantiated by medical evidence and is not receiving indemnity or workmen's compensation payments. A scheduled optional floating holiday or vacation day shall be considered a day worked for eligibility purposes.

ee's vacation period will normally be extended with the necessary statutory holiday pay applying, but in any case the employee shall receive a day off in lieu of the statutory holiday with pay. 19.04 One (1) optional floating holiday can be taken in half day increments.

19.03 Where a statutory holiday falls at either the end or during an employee's vacation period, the employ-

### Article 20 VACATIONS WITH PAY

20.01 For purposes of the vacations schedule, credits will

be determined as of December 31st of the calendar year preceding the year in which vacations are taken. Ail vacations must be taken within the calendar year and cannot be accumulated from one year to the next.

- 20.02 (a) Employees may elect to take individual days to apply against their vacation. A day shall be charged against the vacation credit as eight (8) hours.
  - (b) An employee must obtain approval of such vacation arrangement from his supervisor as far in advance as possible, but such approval must he obtained no later than during the employee's last regularly scheduled shift prior to the shift on which vacation is to be applied. However, in unforeseen emergency situations which require the employee's absence, approval of such vacation arrangement may be granted by his supervisor prior to the start of the shift on which vacation is to be applied.

The Company will provide forms for proof of authorization for individual vacation days.

(c) All vacation schedule cards must be returned by <u>April 1st</u> and the Company will confirm the vacation times by <u>April 15th</u>.

Employees with two (2) weeks vacation must schedule one (1) week.

Employees with three (3), four (4), or five (5) weeks vacation must schedule two (2) weeks of vacation.

20.03 The Company shall determine the times when vacations may be taken and, whenever possible, will give preference to the more senior employees. An employee will not be required to take his sched-

uled vacation if he is absent due to illness prior to and at the time of his scheduled vacation. The employee will he allowed to reschedule his vacation at a later time.

- 20.04 Employees shall be granted vacations with pay according to the following schedule:
  - (a) Less than one (1) year eight (8) hours per month to a maximum of eighty (80) hours.
  - (b) One (1) year but less than five (5) years -eighty (80) hours vacation.
  - (c) Five (5) years but less than ten (10) years one hundred and twenty (120) hours vacation.
  - (d) Ten (10) years but less than twenty (20) years one hundred and sixty (160) hours vacation.
  - (e) Twenty (20) years service or more two hundred (200) hours vacation.
- 20.05 The amount of vacation pay shah be calculated by multiplying the employee's regular rate of pay by the number of vacation hours. To be entitled to full vacation pay an employee must have worked at least 1400 hours in the calendar year preceding the year in which the vacation is to be taken. If he has not worked at least 1400 hours then his vacation pay will be calculated on a percentage basis on gross pay for work performed during the previous year. Percentage pay would be equivalent to years of service with percentages of 4-10 percent applicable.

### Article 21 WAGES

21.01 (a) The Company agrees to pay and the Union

- agrees to accept, for the term of this collective agreement the wages set forth in the schedule of wage rates (Schedule "A") which is attached hereto and forms part of this agreement
- (b) Also attached and forming part of this agreement is Schedule "B" setting out job groups and home positions.
  - (c) Pay day shall be Thursday except that if the plant is closed for two consecutive work days prior to Thursday the Company will make every effort to have the pays ready and distributed on the regular pay day. However, if one of the days observed as a holiday under the agreement falls on Thursday, pay day will be no later than the next regularly scheduled work day, but, in such case the Company will make every effort to have pays ready and distributed prior to the Thursday holiday.
  - (d) In the event of a pay error involving an overpayment or underpayment it is agreed that adjustment will be made retroactive for the applicable period but such period shall not exceed three (3) calendar months prior to the registering of a complaint by an employee or discovery date by the Company.
- 21.02 The rates of pay established by the Company for any new classification shall be based on rates of comparable work in the plant and shall be subject to grievance no later than two (2) weeks following date. of implementation by the Company, provided the job is still being performed. Where the Company establishes a new job classification, or groupsæquipment, subject to the adder in Schedule "B", it shah notify the Union in writing of the new

job and the rate of pay to be applied.

21.03 Except in emergency situations, pay cheques will be distributed four (4) hours prior to the end of a Shift.

### Article 22 TEMPORARY TRANSFERS

- 22.01 (a) Where an employee is temporarily transferred to another job for a period not to exceed three (3) working days he shall continue to be paid at his regular rate of pay for the duration of such transfer.
  - (b) Where an employee is temporarily transferred for more than three (3) working days he shall receive his present job rate or the new job rate, whichever is higher, provided he is doing the full job. In such case the higher rate shall be effective from the first day of transfer.
- 22.02 The Company agrees, wherever possible, to take seniority into account when a temporary transfer is made. However, it is understood by the parties that the Company subject to Article 12.16 can utilize and assign any employee on a temporary transfer basis.

### Article 23 REPORTING FOR WORK AND CALL-IN PAY

23.01 An employee who reports for work at the start of his regular daily shift without having been told in advance not to report will be given work or pay at his regular rate for a period of four (4) hours unless such lack of work is caused by circumstances beyond the control of the Company.

- 23.02 Employees who are called back to work after leaving the premises of the Company at the completion of their normal shift to work outside regular hours in order to meet emergency conditions will receive whichever is the greater of the following:
  - (a) Three (3) hours at straight time.
  - **(b) Time** and one half **(11/2)** for all hours worked.
  - 23.03 An employee who is unable to report to work shall communicate with the Company on the first day of absence, and shall, except in case of emergency, communicate his absence within the **first** hour of his scheduled starting time.

### Article **24**COST-OF-LIVING ALLOWANCE

**24.01** A cost-of-living allowance shall be paid for all compensated hours and added to gross employee earnings as follows:

- (a) One cent (1¢) per hour increase or decrease for each change of .3 points in the Consumer Price Index published by Statistics Canada on the basis of 1971 = 100.
- (b) The cost-of-living allowance shall be based on a floor of the February, 1979 index and no adjustment shall be made if an when the index falls below the base index. The parties **recognize** that in any case **all** cost-of-living allowances that have been built into the wage rates in the course of bargaining will not he revoked.
- (c) The cost-of-living allowance will be paid quarterly beginning with the first full pay period following the publishing of the index for April, 1979.

- 26.03 Details of benefits shall be contained in a summary to be prepared by the Company and distributed to all employees.
- 26.04 Benefits and Company contributions shall continue for one (1) full month following the month in which an employee is laid off. The Company agrees, wherever possible, to permit employees to continue benefits for longer periods provided the employees pay the total premiums to the Company in advance of the billing date. Where benefits lapse for any reason, the employee will be responsible
- ty periods upon his return.

  26.05 The Company will continue the payment of an employee's premiums for benefits while such employee is absent due to sickness or accident (Weekly Indemnity and W.C.B) for up to twelve (12) months' following the month in which such

for paying lapsed premiums or completing eligibili-

- The Company will pay safety shoe allowance to each employee annually for the purpose of purchasing safety shoes for in-plant personal use only.
  - Effective April 1, 1991 the allowance will increase \$65.00.

    Effective April 1, 1992 the allowance will increase

fective e June 09, 1990 the allowance will increase

to \$70.00.

#### 26.07 TOOL ALLOWANCE

absence commences.
26.06 SAFETY SHOE ALLOWANCE

\$60.00.

The Company will repair or have repaired employee's tools at no charge to the employee in accordance with past practice. The Company agrees to share on an equal basis with the employee the cost of replacing tools that are broken or worn providing such breakage or wear occurs during the normal course of employment. The final decision concerning replacement of worn tools rests with the machine shop supervisor.

The Company will pay to employees who are permanently assigned to those job groups listed in the contract with an asterisk (\*) following the home position. a tool allowance of \$100.00 per year. This allowance will be paid in two amounts of \$50.00 each on or about June 1 and December 1 of each year for those who are permanently positioned in qualifying job groups on June 1 and December 1.

### Article 27 RETIREMENT

### 27 91 It is agreed by the parties that normal retirement age shall be 65 and an employee shall retire at the

age shall be 65, and an employee shall retire at the end of the month in which his 65th birthday occurs. Employees may be permitted to retire earlier or later than normal retirement age.

27.02 The non-contributory pension plan was adopted by the Company effective July 1, 1978. The terms and conditions of the pension plan as they apply to the bargaining unit are negotiable provided the terms and conditions meet the requirements to keep the plan registered under the Pension Benefits Act of Ontario. Under the non-contributory pension plan:

- (a) An employee retiring in the 1st year will receive \$21.50 per month times years of credited service.
- (b) An employee retiring in the 2nd year will

receive **\$24.00 per** month times years of credited service.

- (c)An employee retiring in the **3rd** year will receive **\$26.50** per month time years of credited service.
- 27.03 The Company agrees to provide to the spouse of an active employee who dies after attaining the age of 50 and completing 10 years of continuous service with the Company, a monthly pension payable for the life of the spouse.

The monthly amount of the pension shah be equal to **50%** of the monthly pension to which the deceased employee would have been entitled had he retired immediately before his death and elected the **50%** joint and survivor option.

27.04 The company agrees to allow employees to retire early without any reduction to pension if completed years of service and age add to <u>85</u> or more. Minimum age for early retirement is <u>55</u>.

### Article **28**LEAVES OF ABSENCE

- **28.01** The Company may grant a leave of absence without pay (retroactive when justified by circumstances) to any employee for legitimate personal reasons.
- 28.02 The Company will grant leaves of absence without pay to employees for the purpose of attending Union conventions and seminars, provided an employee gives one (1) week's advance notice, if possible; and other requests for Union leave will be given consideration.
  - 28.03 Provided an employee gives a minimum of two (2)

week's advance notice, the Company will grant a leave of absence without pay for a period of one (1) year to any employee who is appointed to a full-time staff position with the National Union or the Local. Such leave will be automatically renewed for yearly periods upon annual application by the employee prior to the expiration of the current year's leave.

- 28.04 The Company will provide the Union with copies of all authorizations for leaves of absence. All approved leaves of absence for periods in excess of two (2) days shall be in writing in order to be valid.

  28.05 Employees granted leave under clauses 28.01,
- late plant-wide seniority.

  28.06 An employee convicted on an offense caused by the operation of a motor vehicle and sentenced to jail for not more than sixty (60) calendar days shall be granted leave of absence without pay for such

28.02, 28.03 and 28.06 shall continue to accumu-

jail for not more than sixty (60) calendar days shall be granted leave of absence without pay for such time absent. Leaves of absence for jail terms in excess of 60 days may be granted at the Company's discretion

#### Article 29 BULLETIN BOARDS

29.01 The Company will provide bulletin boards for the convenience of the Union to post notices of official Union activity. All such notices must be approved by the Company before being posted.

#### Article 30 BEREAVEMENT LEAVE

30.01 For the purpose of attending a funeral or making

arrangements for the funeral of one of his immediate family, an employee will be granted up to three (3) days affi with pay poding with the day of the funeral, or where extra travel time (or other legitimate reason in the Company's opinion) is required, ending with the day following the funeral.

"Immediate family" shall mean: mother or stepmother, father or step-father, mother-in-law, fatherin-law, spouse, brother, step-brother, sister, step-sister, children and step-children.

In the event of the death of a grandmother or grandfather, or grandmother-in-law or grandfather-inlaw, the employee will be permitted one (1) day compassionate leave with pay.

Where distance prevents attendance at the funeral.

in the above defined cases, one (1) day off with pay

will be provided for mourning and/or religious services.

## Article 31 JURY DUTY

31.01 An employee who has been summoned to serve as a juror or as a witness shall be paid the difference, if any, between the amount paid from any other source and his regular earnings provided the employee would have been employed during the period; provided the employee reports for work to fulfill a portion of his shift if reasonably able to do so and provided the proceedings are not between the Company and the employee or the Union. Jury duty pay is to exclude travel expenses.

#### Article 32 HEALTH AND SAFETY

32.01 It is the policy of the company to provide a safe. healthful and in & v-free workplace for all employ-

ees.

32.02 The Company, the Union, and all employees will comply with their respective obligations under the occupational health and safety act in Ontario.

#### Article 33 PLANT CLOSURE

33.01 The Company agrees to give the Union as much advance notice as possible in the event of the closure of the Woodstock plant.

Article 34

### WEEKEND WORK

- 34.01 HOURS OF WORK
- 2 x 12 hour shifts Saturday and Sunday 2 x 20 minute paid breaks/shift 34.02 PAY
  - a) 20 hours pay per shift worked, i.e. 40 hours pay per weekend.
     b) Pay = Base Rate + COI A + Shift Premium
  - b) Pay = Base Rate + C.O.L.A. + Shift Premium for all hours worked.

    IOR POSTING AND LAYOFF PROCEDURE
- 34.03 JOB POSTING AND LAYOFF PROCEDURE
  a) To be filled by posting acording to Article 12.
  - b) In the event that the weekend work program is discontinued, successful weekend job bid applicants will be returned to their former department, home position and shifts.

- c) In the event a layoff is necessary, the procedures in Article 13 shall apply.
- 34.04 VACATION & VACATION PAY
  - a) One (1) weekend (24 hours) to equal one (1) week's vacation.
    - b) Minimum hours paid will be considered as hours worked.
- 34.05 <u>STATUTORY HOLIDAYS</u>

The employees who qualify shall receive holiday pay (8 hours) per Schedule A. without additional time off.

The Union and the Company agree to discuss and finalize schedules between the Christmas and New Year periods.

- 34.06 WEEKLY SICKNESS AND ACCIDENT
  - In cases of accidents, weekly indemnity payments will begin immediately

    In cases of illness, where a 12 hour period or less is

missed, no weekly indemnity benefit is payable. In cases of illness where both 12 hour shifts are missed, the benefit level will be the equivalent to an m-week worker missing five (5) days due to

- 34.07 <u>UNION REPRESENTATION</u>
- One (1) steward/shift.

sickness.

- 34.08 PENSION PLAN

  Hours calculated as hours paid instead of hours worked.
- 34.09 **JURY DUTY**

If pay is lost due to Jury Duty, then the Company

### will make up the lost pay as outlined in the Collective Agreement. 34.10 BEREAVEMENT PAY

- If the three (3) day leave involves Saturday and/or Sunday, then the Company will pay the normal pay
  - rate. (20 hours pay) for the Saturday and/or Sunday
  - involved. 34.11 WHO WORKS AVAILABLE OVERTIME
    - - i) W -kfirst off ed to re ular employees as per the Collective Agreement. ii) Weekday Overtime - first offered to regular
  - employees, then weekend employees. 34.12 Report in Pay will be 10 hours at the normal pay

weekend worker, a weekend worked will be the

- rate. All other conditions of Article 23 will apply. 34.13 For determination of the probationary period for a
- 34.14 The Company will meet with the Union Plant Committee to discuss problems that may arise.

equivalent of five (5) days.

### PAY EQUITY PLAN

Article 35

### 35.01 INTRODUCTION

covers all positions in the C.A.W. Local 636 at Fisher Controls Co. of Canada, Woodstock, Nonunionized positions are covered by separate pay equity plan. 35.02 **GENDER-PREDOMINANT** JOB CLASSES

This rlam is being posted in accordance with the provisions of Ontario's Pav Equity Act The plan

Under the terms of the Pay Equity Act. Fisher Controls and the C.A.W. I ocal 636 are obligated to

identify and compare, using a gender-neutral job evaluation system, those jobs predominately held by women with those jobs predominantly held by

men.

Under the Pay Equity Act. a "job class" consists of one or more positions that have similar duties and sponsibilities, similar qualifications, the same nay (job rate) and similar recruiting procedures.

A female-dominant job class is one in which more than 60% of the incumbents are female or one which has historically been female in the C.A.W. Local 636 at Fisher or in the broader labour force

Local 636 at Fisher or in the broader labour force provence ivhicitais female dominant.

"eotypically" female dominant).

The C.A.W. Local 636 and Fisher have determined that all job classes within the bargaining unit are male dominant and that no female dominant job classes exist.

### 35.03 METHOD OF JOB EVALUATION

Since there are no female job classes within this p p p.

Due to the absence of any female job classes, no further details are required in developing a pay equity plan for this bargaining unit, or in determining pay equity adjustments.

## Article 36

### APRRENTICEABLE TRADES

36.01 The Company and the Union recognize the need for the development and training of Apprenticeable Trades employees to maintain quality, service and operating efficiency in order to improve our competitive position. The Company and the Union con-

- available to the Joint Apprenticeship Committee upon request.
- 36.05 The Company agrees rates specified in the Apprenticeable Trades are minimum rates and the Company shall have the right to grant, on employee's request, an increase over the rate stated in the schedule of wages. The Union shall be notified prior to such increase.
- 36.06 There shall be a separate seniority list by classification. for employees in the Apprenticeable Trades and seniority shall not be interchangeable between classifications.

Employees presently working in the Apprenticeable Trades classifications shall have their total seniority in their classification. Future employees entering an Apprenticable Trades classification shall have date of entry seniority in the Apprenticeable classification.

ble of excercising his/her rights covered in Article imilarly, should an apprenticeable trades employee become medically unfit, and unable to perform his/her apprenticeable trade as determined by the Company, he/she will be capable of exercising bis/hex rights covered in Article 16.

Where an apprenticeable trade classification is discontinued or eliminated, the employee will be capa-

- 36.07 In the case of layoff from an apprenticeable trades group, the following procedure shall be use &
  - (a) Probationary journeymen/women within the classification will be laid off first.
  - (b) If further reductions are necessary within an apprenticeable trades classification, they will be made on the basis on seniority.

Signed by the parties this 24th day of July, 1990. For the Company: For the Union: A. GAETAN National Representative General Manager R. S. FORBES Human Resources Director Chairperson Jacali Carlo J. DiCARLO R.G. BOWIE Committeeperson Product Manager ane a. Bailow A. B. GEORGE Committeeperson Product Manager J.G. DRANE D. W. BOUMA Project Leader Committeeperson

Human Resources Supervisor Committeeperson

D. H. WEBB

R. G. DeVLEESCHOUWER

### Schedule "A" NORMAL RATE PROGRESSION **EFFECTIVE JUNE 09, 1990** Job 12 Grade Starting Months Months Months Maximum 14.89 14.89 14.79 14.85 14.95 14.95 14.91 15.01 15.01 15.02 15.07 15.07 14.92 4 15.13 14.98 15.08 15.13 15.09 15.14 15.19 15.19 15.04 15.25 15.10 15.15 15.20 15.25 15.16 15.21 15.26 15.31 15.31 8 11 15.38 15.43 15.48 15.53 15.58 15.58 Schedule "A" NORMAL RATE PROGRESSION **EFFECTIVE APRIL 1, 1991**

Job

1

3

4

11

15.77

15.83

15.89

15.90

15.96

16.02

16.08

16.14

16.41

## 16.24 16.51

16.17

16.23

16.29

16.56

Grade Starting Months Months Months Maximum

16.05

16.11 16.12

16.18

12

16.61

15.87

15.93

15.99

16.05

16.11

16.17

16.23

16.29

16.61

3

15.87

15.93

15.99

16.00

16.06

16.07

16.13

16.19

16.46

### **Schedule "A"** TRADE RATES

			-	
Grade	Effective June 09, 1990 Maximum Rate	Effective April 1, 1991 Maximum Rate	Effective April 1, 1992 Maximum Rate	Grade
10	16.16	17.44	17.94	10
11	16.23	17.51	18.01	11
12	16.30	17.58	18.08	12
13	16.37	17.65	18.15	13
	0 hours - Grad 0 hours - Gra	E RATE PRO le 1 maximum ade 1 + <b>10%</b> of <b>erence</b> by class	rate the maximu	ım rate
3rd 1000		de 1 + <b>20%</b> of erence by class		m rate
4th 1000		de 1 + <b>30%</b> of erence by class		m rate

5th 1000 hours - Grade 1 + 40% of the maximum rate difference by classification.

 $8 th\ 1000\ \text{hours}$  - Grade 1+85% of the maximum rate  $difference\ \text{by}\ classification.}$ 

# JOB GROUPS AND HOME POSITIONS

Schedule "B"

		Grade
i)	General Jobs	
•	Maintenance Janitor	1
	Parcel Post Packager	1
	Stock Packager, Light	1
	Machine Clean-up Man	1
	Deburring Operator, Light	1
	Spray Painter Attendant	1
	Drill Grinder	2
	Materials Handier	2
	Stock packager, Heavy	2
	Shop Trucker	2 2 2 2
	Deburring Opertaor, heavy	
	Bar Stock Saw Operator	3
	Wash Tank Operator	
	Machine Maintenance Helper	3
	Checker, Receiving & Transporting	4
	Welding Department, Helper	4
	Spray painter	5
	Tool Crib Attendant	5
	Utility Man, Bar Stock	5 7
	Calibration Gauge Inspector	/
	Maintenance Man	8
ii)	Regulator, Material Handling, Pilot Jobs	
	Valve Crater	
	Boxer, Miscellaneous Boxing and Packing	
	Boxer, Packager, Inspector Assembler, Light	All
	Assembler, Light Assembler Medium	Jobs
		Grade
	Assembler, Tester, Light	6
	Assembler, Tester, Pilots	v
	Assembler, Tester, Medium	
	Truck Driver	

# Schedule "B" (cont'd)

Grade

All Jobs

Grade

6

All

Jobs

Grade

11

## JOB GROUPS AND HOME POSITIONS

## ii) Regulator, Material Handling, Pilot Jobs

Assembler, Tester, Type 546

Assembler, Varied Instruments

Stock Supplier (CRI) Assembler, Heavy Regulators

Assembler, Top Works Stock Selector **Receiving Clerk** Stock Selector (CRI)

Assembler, Electrical and Electronic Controls **Inspector, Incoming Goods** 

Inspector, Incoming Goods and Documentation iii) Assembly Jobs

### Final Inspector Assembler, Level-Trols

Assembler, Valve Bodies Assembler, Topworks Mounter

Topwork Co-ordinator All **Hydrostatic Tester Operator** Jobs Mounter-Tester, Level-Trol Pilots Grade **Inspector A-Line Assembly** 

Assembler, Assembled Stock Assembler, Specialty Heavy Mounter and Tester. Pilots **Inspector, Special Test** 

iv) Machining

Honing Machine Operator **Bench-Inspector** Small Multiple Drill Operator\* Gang Drill Operator\* Turret Drill Operator\*

Large Multiple Drill Operator\*

57

# Schedule "B" (cont'd) JOB GROUPS AND HOME POSITIONS

	Grade
Machining Jobs	
Radial Drill Operator 11 " Column*	
Milling Mach&e Operator*	
Miscellaneous Machine Operator*	
Floor Inspector	
Turret Lathe Operator (Bar or Chucking)*	All
Engine Lathe Operator*	Jobs
Radial Drill Operator 13" Column*	Grade
Floor Inspector (Certified)	11
Automatic Turret Lathe Operator*	
Vertical Turret Lathe Operator*	
Horizontal Boring Mill*	
Automatic Screw Machine Operator*	
Machine Cell Operator*	
Manufacturing Unit Jobs	
D Cell	11
Apprenticeable Trades Classifications	
Tool and Cutter Grinder*	10
Tool Room Machinist *	11
Tool Grinder Specialist*	12
Combination Welder (Certified)	12
Tool Maker "A"*	13
Machine Maintenance Man	13

<sup>\*</sup> Eligible for Tool Allowances

iv)

v)

vi)

NOTE: For home positions in job groups Machining Jobs and Manufacturing Unit Jobs where multiple pieces of major capital equipment are grouped and are being run simultaneously an adder of 10¢ per hour above the normal rate will be given. This includes paired 2AC's, paired

Preventive dental plan
Effective April 1, 1983 orthodontic coverage as per
Article 26.02.

(7) Dental Plan

(8) Major Medical Program Effective July 1,1981 as per benefit booklet.

## (B) DEPENDENT BENEFITS

- (1) Ontain Health Insurance Mai (as provided in Benefit Booklet)
- (2) Drug Plan
  (as provided in Benefit Booklet)
- (3) Life Insurance \$1,000 on spouse
- \$500 maximum per child
  (4) Dental Plan
  (as provided in Benefit Booklet)

### (C) PENSIONERS BENEFITS

- (A) Death Benefit \$4,000 maximum life insurance payable in the event of death of a pensioner.
- (B) Ontario Health Insurance Plan

  To be paid by the Company for one year from the date
  of retirement or to age 65 whichever is greater.
- (C) Company Pension Plan and Canada Pension Plan In effect as of signing the agreement.
- (D) Drug Plan
  35¢ per prescription drug plan, to be paid by the
  Company on employees who retire early or on disability pension until they reach age 65.

# 

S M T W T F S	SMTWTFS	SMTWTF
JANUARY 1 2 3 4 5 6 7 8 9 10 11	FEBRUARY 1 2 3 4 5 6 7 8	MARCH 1 2 3 4 5 6 8 9 10 11 12 13 1
12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	15 16 17 18 19 20 2 22 23 24 25 26 27 20 29 30 31
APRIL 1 2 3 4	MAY 1 2	JUNE 1 2 3 4 5 6
5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
JULY	AUGUST	SEPTEMBER
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
OCTOBER 1 2 3 4 5 6 7 8 9 10	NOVEMBER 1 2 3 4 5 6 7 8 9 10 11 12 13 14	DECEMBER 1 2 3 4 5 6 7 8 9 10 11 12
11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
	1993	

3 M T W T F S	SMTWTFS	SMTWTFS
JANUARY  3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	FEBRUARY 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	MARCH  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
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JULY  4 5 6 7 8 9 10  11 12 13 14 15 16 17  18 19 20 21 22 23 24  25 26 27 28 29 30 31	AUGUST 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	SEPTEMBER  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 122 23 24 25 26 27 28 29 30
OCTOBER 7 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	NOVEMBER  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	DECEMBER  5 6 7 8 9 10 7/1 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

