

OFFICE AND TECHNICAL
AGREEMENT

between

**ARNPRIOR DIVISION OF
BOEING CANADA**

and

**INTERNATIONAL ASSOCIATION
OF MACHINISTS AND
AEROSPACE WORKERS**

LOCAL LODGE No. 1542

EFFECTIVE JUNE 5, 1988

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AGREEMENT

THIS AGREEMENT, dated this 5th day of June, 1988 by and between Arnprior Division of Boeing Canada, Arnprior, Ontario (the term "The Company" being hereinafter deemed in each instance to refer to such corporation) and the International Association of Machinists and Aerospace Workers C.L.C.-A.F.L.-C.I.O. and its Lodge No. 1542 now and hereafter representing employees of the Company (the term "The Union" being hereinafter deemed in each instance to refer to the International Association of Machinists and Aerospace Workers C.L.C.-A.F.L.-C.I.O. and its Local Lodge No. 1542 [OFFICE AND TECHNICAL UNIT] in reference respectively to the collective bargaining unit which it is identified and the employees therein):

WITNESSETH that

WHEREAS, the parties have negotiated the terms and conditions of a collective bargaining agreement (hereinafter referred to as the "Agreement") relating to employees of the company represented by the Union and more particularly described in this Agreement and to the wages, hours and other terms and conditions of employment of such employees, and the parties desire to reduce the Agreement to writing:

NOW, THEREFORE, in consideration of mutual promises hereinafter set forth, the parties hereto agree as follows:

ARTICLE 1 - COVERAGE

Employees covered by this Agreement shall be all office, clerical and technical employees at Arnprior save and except supervisors, foremen, persons above rank of supervisor and foreman, employees covered by an existing collective agreement for a bargaining unit of production and maintenance employees, the confidential secretary to the General Manager, the confidential secretary to the Human Resources Manager and the confidential secretary to the Chief Accountant, as certified by the Ontario Labour Relations Board dated at Toronto the 2nd day of June 1978.

ARTICLE 2 - RIGHTS OF MANAGEMENT

SECTION A. Management of Company

The management of the Company and the direction of the work force is vested exclusively in the Company subject to the terms of this Agreement without limitation implied or otherwise, all matters not specifically and expressly covered or treated by the language of this Agreement may be administered for its duration by the Company in accordance with such policy or procedure as the Company from time to time may determine.

SECTION B. Subcontracting

It shall be the Company's unilateral right without limitation to determine and designate at any time the work to be undertaken and performed by the Company and the locations where such work is to be performed and to activate or deactivate any operations or activities at any time. It, also shall be the Company's unilateral right at any time without limitation to subcontract to any other corporation, firm or person whatever work it determines and designates.

ARTICLE 3 - UNION SECURITY

All employees who, on the date of the signing of this agreement, are Union members in good standing, or may become Union members in good standing, shall as a condition of employment maintain Union membership. All employees who, as of the effective date of this agreement are not Union members, shall not be required to become members as a condition of employment. All new employees hired at the date of the signing of this agreement, shall, as a condition of employment, become Union members within thirty (30) calendar days from the date of employment and shall, as a condition of employment, remain Union members in good standing.

ARTICLE 4 - CHECKOFF

1. The Company shall check off one initiation fee, reinstatement fee (where applicable) and Union dues as may be chargeable by the Union, or an equivalent amount, once each month from

the wages of each employee in the bargaining unit, whether or not the employee is a member of the Union and this amount shall be forwarded by the Company to the Union forthwith. The deductions as aforesaid commence in the month in which this Agreement becomes effective.

2. In the event an employee's wages, earned during the first payroll period ending in any month, are insufficient to cover the deduction for current monthly Union dues, initiation fee or reinstatement fee, the Company will deduct the amounts owing therefore from wages earned during one of the subsequent payroll periods ending in the same month or following month.
3. The Company's obligation to make such deduction shall terminate automatically upon the termination of employment with the Company of the employee or upon his transfer to a plant, unit, or job not covered by this Agreement.
4. The Company shall on or before the 15th calendar day of each month furnish to the financial secretary of the Union a written statement covering, for the current calendar month, the following:
 - a) the total amount of dues deducted;
 - b) the total amount of original initiation fees deducted;
 - c) the total amount of reinstatement fees deducted;
 - d) the names, employee number, the amount of deduction from each employee;
 - e) the names of employees from whose wages no deductions were made because their pay cheques were insufficient to make the appropriate deductions;
 - f) the Company shall at the same time, remit to the financial secretary of the union its cheque for the amounts as shown under items a), b) and c) herein.
5. The Company will indicate on the T4 form the amount of Union dues deducted during the previous year.
6. The Union agrees that it will indemnify and save the Company harmless from any and all liability, claim, responsibility, damage or suit howsoever founded which may arise out of any action taken by the Company in accordance with the terms of this article.

ARTICLE 5

UNION REPRESENTATIVE ON COMPANY PREMISES

SECTION A. Union furnish list of Representatives

The Union shall inform the Company in writing of the names of its officers and committee-persons who are accredited to represent it, which information shall be kept up to date at all times. Only persons so designated will be recognized by the Company as representatives of the Union.

SECTION B. Union Representatives access to Plant

A Grand Lodge Representative or his designated representative shall have access to areas in the Company's facility during work hours where employees in the bargaining unit defined in coverage herein are assigned. Such access shall be for the purpose of investigating claims of grievance on the part of the employees, participating in authorized Union meetings or Union-Company meetings, subject to the following:

1. The Company shall be required to admit only the Grand Lodge Representative or his designated representative.
2. The Grand Lodge Representative or his designated representative shall notify the General Manager or his designee of his intended visits to the Company's facility. Such notification shall be given reasonably in advance of such intended visit and shall include the approximate time of such visit or visits.
3. The Grand Lodge Representative or his designated representative upon being granted admittance to the Company's facility under this Section shall confine his visits to the area or areas for which clearance has been requested and such visits shall be at the time specified. During such visits there shall be no organizing, collection or checking of dues, campaigning for Union or political office, or soliciting of any kind on Company premises. Grand Lodge Representatives or designated representatives thereof who fail to comply with the provisions of this Section B shall forfeit their admittance rights.

SECTION C. Union Activity during working hours

Solicitation of Union Membership or collection or checking

dues will not be conducted during working hours. The Company agrees not to discriminate in any way against any employee for Union activity, but such activity shall not be carried on during working hours except as specifically allowed by the provisions of this Agreement.

SECTION D. Committee-persons

1 The Union may designate three (3) employees as committee-persons. Additional Committee-persons may be designated by mutual agreement.

Where Company locations are geographically separated the Union may designate a Committee-person for that location providing that there are more than four bargaining unit employees at said location.

2 An employee while acting as Committee-person shall not be laid off or transferred from his occupational unit or shift provided work for which he is qualified and is willing to perform is available in his present or lower labour grade in such occupational unit and shift.

3 The Committee-person will be promoted, demoted and recalled from layoff on the same basis as provided for other employees except that, in the event the occupational unit or shift is deactivated and is later reactivated the former committee-person will be the first employee to be recalled to that shop unit or shift provided work for which he is qualified and is willing to perform is available.

SECTION E. Departure from work by Committee-persons

The Committee-person before leaving his assigned work to participate in grievance Committee meetings, Labour-Management meetings and other such activities as mutually agreed upon, shall have authorization from the Union and permission, to do so from his Supervisor before he absents himself on such Union business.

SECTION F. Office Committee-persons meeting with Management

Office committee-persons when meeting with Management of the Company on official business dealing with the administration of this collective agreement during what would normally be their working hours shall be responsible to inform their supervisor and receive permission to be absent from their place of business.

SECTION G. Administering the Contract

The Company agrees to recognize the Union Negotiating Committee for the purpose of clarification and interpretation of this Contract Agreement.

SECTION H. Long-Term Leave of Absence for Union Business

In the event that an Employee becomes a full time official of the Union as a Business Representative for Local 1542 and for an estimated period of two years or more, he or she shall be granted a leave of absence for the purpose of carrying out the duties of this office. The Employee must return to the employment of the Company within thirty days following completion of his/her term of office.

ARTICLE 6 - BULLETIN BOARDS

The Company will provide a bulletin board in all facilities where bargaining unit employees are employed. Such bulletin board shall be used only for the purpose of notifying employees of matters pertaining to Union Business. All notices must be on Union stationery, signed by an accredited representative of the Union, and shall be submitted to the General Manager or his designated representative for approval prior to posting. Such approval shall not be unreasonably withheld.

ARTICLE 7 - STRIKES AND LOCKOUTS

The Union agrees that during the term of this Agreement, and regardless of whether an unfair labour practice is alleged (a) there will be no strike, slow-down or walk-out and (b) the Union will not directly or indirectly authorize, encourage or approve any refusal on the part of employees to proceed to the location of normal work assignment where no rare or unusual physical hazard is involved in proceeding to such location. Any employee who violates this clause shall be subject to discipline. The Company agrees that during the term of this Agreement there will be no lock-out of employees covered by this Agreement.

ARTICLE 8 - COOPERATION

All parties to this Agreement hereby commit themselves to the fullest cooperation with the object of maintaining efficient and uninterrupted production in the plant of the Company.

The Union agrees that each employee is responsible for the quality of his own work and the proper use and operation of equipment and machines used by him in the performance of his work. Failure to comply with this requirement shall be considered grounds for disciplinary action.

ARTICLE 9 - DETERMINATION OF DISPUTES

SECTION A. Settlement of Complaints, Grievances and Differences

Grievances or complaints arising between the Company and its employees subject to this Agreement, or the Company and the Union with respect to the interpretation or application of any of the terms of this Agreement, shall be settled according to the following procedure. Subject to Paragraph 1.h) of this Article, only matters dealing with the interpretation or application of terms of this Agreement shall be subject to this grievance machinery.

1. In the case of grievances on behalf of employees:
 - a) The employee first shall discuss his grievance with the Committee-person and if the Committee-person considers the grievance to be valid, then the employee and the Committee-person will contact the first line supervision and will attempt to effect a settlement of the complaint. This procedure, however, will not prevent an employee from contacting first line supervision if he so chooses. If the purpose of the employee's contacting first line supervision is to adjust the grievance, the Committee-person shall be given an opportunity to be present and such adjustment shall be in conformity with this Agreement.
 - b) If no settlement is reached within two (2) working days, unless extended by mutual agreement, the Committee-person shall reduce a statement of the grievance or complaint to writing, which shall contain the following:
 - i. The detailed facts upon which the grievance is based.
 - ii. Reference to the section or sections of the Agreement alleged to have been violated. (This will not be applicable in cases of dismissal or suspension for cause, or of involuntary resignation.)
 - iii. The remedy sought.
 - c) The Committee-person shall obtain the signature of the ag-

grieved employee on the written statement of grievance if the employee is willing to sign. The written statement of grievance then shall be submitted to first line supervision for reconsideration with a copy to the Human Resources Office of the Company. After such reconsideration, which will not exceed five (5) working days, unless extended by mutual agreement first line supervision may settle the written grievance and, over his signature, indicate the disposition made thereof. Otherwise, first line supervision shall sign the grievance and the signatures of first line supervision and the Committee-person will indicate that the grievance has been discussed and reconsidered by them and that no settlement has been reached, at which time the Committee-person promptly shall take up the grievance with a designated representative of the Company.

- d) If the Committee-person and the Human Resources Office of the Company reach a settlement, they shall sign the grievance indicating the disposition made thereof.
- e) If no settlement is effected within ten work days (unless mutually extended) from the submission of the grievance to the Human Resources Office of the Company and the Committee-person both shall sign the grievance and indicate that it has been discussed and reconsidered by them and that no settlement has been reached. The grievance then shall be submitted promptly to the office of the General Manager of the Company and to the office of the Grand Lodge Representative. The individuals respectively in charge of these offices, Committee-person and grievor, if necessary, shall attempt to reach a settlement of the grievance and then shall sign the grievance indicating the disposition made thereof. If no settlement is effected within fifteen work days (unless mutually extended) of the submission of the grievance to these individuals it then shall be referred to Arbitration for a prompt hearing as hereinafter provided.
- f) All conferences resulting from the application of provisions contained in this Article shall be held during working hours.
- g) In cases of layoff the employee shall be given a copy of the layoff slip and he shall have the right to appeal such layoff in accordance with the foregoing grievance procedure, provided his Committee-person files a written grievance with

the designated representative of the Company, within seven work days after the date of layoff.

In the event the employee is not available to be presented with his copy of the layoff slip, a copy will be sent to the employee by registered mail and the information also will be mailed to the Union office, and he shall have the right to appeal such layoff in accordance with the foregoing grievance procedure, provided his Committee-person files a written grievance with the Human Resources Office of the Company, within seven work days after the date of the mailing of the layoff slip. The written grievance then shall be processed through subsequent steps if necessary.

- h) In case of dismissal or suspension for cause or of involuntary resignation, the employee shall be given a copy of the Termination of Service Slip which will show the reason for such termination and he shall have the right to appeal such termination in accordance with the foregoing grievance procedure provided his Committee-person files a written grievance with the Human Resources Office of the Company, within seven work days after the date of termination. In the event the employee is not available to be presented with his copy of the Termination of Service form, a copy will be sent to the employee by registered mail and the information also will be mailed to the Union office, and he shall have the right to appeal such termination in accordance with the foregoing grievance procedure, provided his Committee-person files a written grievance with the Human Resources Office of the Company, within seven work days after the date of the mailing of the termination notice. The written grievance then shall be processed through subsequent steps if necessary. If settlement is not effected prior to Arbitration and the matter is appealed to Arbitration in accordance with subparagraph e), hereof, the Arbitrator shall have the discretionary power to decide such appeal on the basis of any information that he deems pertinent which is presented to him at the hearing.
2. In the case of any grievance which the Union may have against the Company or the Company may have against the Union, such grievance is hereby limited to matters dealing with the

interpretation or application of terms of this Agreement and shall be handled as follows:

- a) Such grievance shall be submitted to the Human Resources Office of the Company or the designated representative of the Union, and shall contain the following:
 - i. Statement of the grievance setting forth in detail the facts upon which the grievance is based.
 - ii. The section or sections of the Agreement alleged to have been violated.
 - iii. The correction sought.
 - iv. The grievance shall be signed by the designated representative of the Union or the designated representative of the Company.
 - b) If no settlement is effected within ten work days (unless mutually extended) from the submission of the grievance to the Human Resources Office of the Company and the designated representative of the Union, both shall sign the grievance and indicate that it has been discussed and reconsidered by them and that no settlement has been reached. The grievance then shall be submitted promptly to the office of the General Manager of the Company and to the office of the Grand Lodge Representative. The individuals respectively in charge of these offices and the Committee-persons shall attempt to reach a settlement of the grievance and then shall sign the grievance indicating the disposition made thereof. If no settlement is effected within ten work days (unless mutually extended) of the submission of the grievance to these individuals it then shall be referred to Arbitration for a prompt hearing as hereinafter provided.
 - c) All decisions arrived at under the provisions of this SECTION A by the representatives of both parties to this Agreement, or the Arbitrator, shall be final and binding upon both parties, provided, however, that in arriving at such decisions neither the parties nor the Arbitrator shall have the authority to alter this Agreement in whole or in part.
3. Grievance claims involving retroactive compensation shall be limited to thirty calendar days prior to the written submission of the grievance to Company representatives, provided, however, that this thirty-day limitation may be waived by mutual consent of the parties.

SECTION B. Arbitration Proceedings and Selection of Arbitrators

Selection of Arbitrator and arbitration proceedings before them shall be conducted in accordance with the following:

1. The Company and the Union, jointly shall select and agree upon a panel of three persons who shall serve as Arbitrators. The names of the Arbitrators on the panel shall be arranged in alphabetical order and they shall be called in rotation. In cases when an Arbitrator is not available, the next Arbitrator on the panel shall be called.
2. In hearings before an Arbitrator, the designated representative of the Union and the designated representative of the Company shall present the contentions of the parties, provided, however, that either party may have present additional representatives. Each party to the proceedings may call such witnesses as may be necessary in the order in which their testimony is to be heard. Such testimony shall be limited to the matters set forth in the written statement of grievance. The arguments of the parties shall be presented by written briefs. Such arguments of the parties shall be confined to and directed at the matters set forth in the grievance and may be supported by oral comment and rebuttal. The Arbitrator shall rule only on the basis of information presented in the hearing, and shall refuse to receive any information after the hearing except when mutually agreed to and in the presence of both parties.
3. The decision of the Arbitrator shall be made as soon as possible following the date of hearing (unless mutually extended) and shall be sent in writing to the designated representative of the Company and the designated representative of the Union.
4. The Company and the Union, shall by mutual consent fix the amount of compensation to be paid for the services of the Arbitrator. The Union or the Company, whichever is ruled against by the Arbitrator shall pay the compensation of the Arbitrator including his necessary expenses.
5. Each party shall pay any compensation and expenses relating to its own witnesses or representatives.

SECTION C. Disciplinary Action

An employee who is to be reprimanded or disciplined shall have the right to request a Union Representative be present at the time of the reprimand or discipline.

ARTICLE 10 - SENIORITY

SECTION A. Purpose and Definition

Both parties hereto agree that continued service over a period of time should, and in most cases does, increase the worth of an employee to his employer. Therefore, where Employee Performance Review group ratings are similar, the Company agrees to recognize seniority in case of promotion within the occupational group included in this bargaining unit.

SECTION B. Probationary Employees

For the first ninety (90) days of employment an employee shall be considered as on probation and without seniority. During such ninety (90) day period probationary employees may be reclassified, laid off or terminated at the discretion of the Company without recourse to the grievance procedure by either the employee or the Union.

SECTION C. Establishment and Accumulation of Seniority

1. The seniority date of each employee, who, as of the effective date of this Agreement, is on the active payroll of the Company, within the Unit defined in Coverage, is on authorized leave of absence from such Unit, or is acting in a supervisory capacity over employees in such Unit shall be in conformance with the seniority date carried on the Company's seniority records on the effective date of this Agreement for each such employee. The seniority date of each employee who, subsequent to the effective date of this Agreement, is hired, rehired or transferred into the Unit shall be the effective date of such hire, rehire, or transfer, except as otherwise specifically provided in this Agreement.
2. On or after the effective date of this Agreement seniority accumulation shall include time spent on the active payroll of the Company:
 - a) by an individual within the Unit, and

- b) by any individual while acting in any supervisory capacity over employees in the Unit - plus
- a) time lost by reasons of industrial accident, industrial illness, or jury duty,
- b) time spent on authorized leave of absence for Union business,
- c) time spent on authorized leave of absence granted to cover period of non-industrial accident or illness (not to exceed one year during any such period).
- d) the first thirty days of any other authorized leave of absence.
- e) time on layoff from the Unit not to exceed, in each instance, a period of one year (less time on leave under paragraphs c) and d) above where such leave immediately precedes such layoff).

SECTION D. Loss of Seniority

- 1. An individual shall lose seniority rights for the following reasons:
 - a) Resignation. (An individual who, while on leave of absence, engages in other employment without the prior approval of the Company or fails to report for work or to obtain renewal of this leave on or before its expiration, will be considered as having resigned.)
 - b) Discharged for cause.
 - c) Failure to respond within five (5) regular work days after dispatch of a recall from layoff, unless such period is extended by the Company.
 - d) Failure to report for work within five (5) regular work days after response or on such later date as may be designated by the Company.
 - e) Failure to keep the Employment Section of the Company notified of his proper address and by such failure the Company is unable to contact the employee by telegram or certified mail.
 - f) Absent for more than three (3) consecutive work days without permission unless such employee presents a reason which is satisfactory to the Company.
 - g) Layoff or on Leave of Absence, other than an authorized

leave of absence for Union business, for a period of 3 years. In no event except for occupational disability or authorized Union leave of absence, shall seniority rights continue beyond this period of three years.

- h) Retirement.
- 2. An employee shall not lose seniority if he can submit positive proof it was impossible for him to comply with the requirements of paragraphs c), d), e) or f) in 1. above.
- 3. Any employee of the Company outside of the Unit covered by this Agreement who is discharged for cause or quits shall be considered a new hire without seniority if subsequently employed within the Unit.

SECTION E. Hiring and Promotion

When effecting a promotion, the employees to be promoted normally will be selected from employees on the next lower job classification in the applicable occupational group. Consideration for promotion will be made in accordance with the application of seniority as defined in Section A. above.

After the provisions outlined above have been exhausted and job openings still exist such job openings will be posted for a minimum of three (3) working days. A copy of each job posting will be transmitted to the Union. The filling of job openings through this posting system shall not be subject to the grievance procedure.

Before hiring employees for existing job openings consideration for promotion shall be given to employees as provided in this Section E.

SECTION F. Layoff

In effecting a reduction in force within any job classification, those employees in the job classification where the surplus exists will be surplusd in the reverse order of seniority as defined in Section A of this Article. Affected employees will be offered downgrade to the next lower job classification within their occupational group if their seniority as defined in Section A of this Article permits. The Company will provide the Union with a copy of the layoff notice.

SECTION G. Recall from Layoff

Before any requisition is filled by a new employee, the job

shall be offered to employees on layoff from such job classification (or who were demoted in lieu of layoff) in reverse order of layoff. Any employee on layoff who refuses to accept the offer of recall to the job classification held at the time of layoff shall be considered as having voluntarily resigned and shall cease to be an employee of the Company. If such job offer is other than to the job classification held at the time of layoff and the individual elects to remain on layoff status, the Company shall have no obligation to offer him re-employment in any other job classification except that job classification from which he/she was laid off.

An employee who is laid off or demoted in lieu of layoff shall have recall or return rights for a period of three years following the effective date of the applicable reduction in force provided that an employee on layoff status must maintain his seniority in accordance with Seniority Section D, paragraph e) of the Agreement.

SECTION H. Employee Performance Review

The Company shall provide all employees with his/her annual performance review during the month of October. The Employee Performance Review shall be discussed with the Employee and the Union representative shall, upon request, have access to the employee's evaluation when handling a complaint.

An employee, upon request, will have an opportunity not more than once a year, to review his personnel folder.

SECTION I. Transfers and Reclassifications

1. The Company may offer an employee a lateral reclassification from one job classification to another or a reclassification to a lower grade job classification, subject only to the limitation of Section G. of this Article.
2. The Company may temporarily assign an employee to perform work not customarily performed by employees in his/her classification for a period of not more than 6 months, or for such longer period as may be designated by mutual agreement between the Company and the Union.

The following are examples of situations where the Company may temporarily assign an employee to perform work not customarily performed by an employee in his classification.

- a) To replace an employee while on vacation or leave of absence.

- b) To satisfy a requirement for additional employees until such time as the job openings are filled by hiring new employees or permanently transferring existing employees.
- c) Emergency conditions; such as, a requirement for additional employees for a short period of time.
- d) To handle a situation where the work load in one occupation is temporarily reduced and the Company feels it could better utilize an employee in another occupation.
- e) Training purposes.

It is understood that the above examples are illustrative and not all inclusive.

It is further agreed that the Union will be notified when temporary assignments are contemplated to be for more than five work days.

- 3. Employees may request a lateral or promotional reclassification to a job classification and such request will be given proper consideration when openings occur subject to the limitation of Section E and Section G of this Article.
- 4. The following rules shall apply when an employee is reclassified to an equal, higher or lower grade job classification:
 - a) If his current salary is below the minimum for the new job classification he shall have his salary increased to such minimum.
 - b) If his/her current salary falls within the progression salary range for the new job classification he/she will maintain his/her current salary until he/she has served six months of time on the new job classification, in accordance with the progression schedule, to justify an incremental salary adjustment. Exception to the above statement is in the case of promotion within a job family. If his/her current salary falls within the progression salary range for the new job classification he/she will be able to progress in months of experience and the corresponding rate as if he/she was still in the original classification prior to promotion.
Employees laterally reclassified will remain on the same rate of progression as he/she was on at the time of reclassification.
 - c) If his/her current salary is above the maximum of the new

job classification his/her salary will be adjusted to the maximum for the new job classification.

- d) The above rules are **not** applicable if any employee is reclassified because of insufficient ability to satisfactorily perform the work assignment on his/her current job classification. In such cases, the Company will have the unrestricted right to offer the employee any salary within the range for the new job classification.
- e) The Company in its sole discretion may deviate from any of the above rules and selectively place new hires and/or individual employees on salary rates over and above the scheduled rates specified in Appendix A, Appendix B, and Appendix C. The Company will notify the Union when an employee is paid above the maximum salary for his/her labour grade.

SECTION J. Supervisory Transfers

The Company may transfer or demote to positions within the Bargaining Unit employees who accumulate seniority under Section C., paragraph 2.b) of this Article.

SECTION K. Seniority List

Each three months following the effective date of this Agreement the Company will furnish the Union with a Seniority List of the employees covered by this Agreement.

SECTION L. Nature of Seniority Rights

Seniority rights are those specified by effective written agreement between the parties and shall not be deemed to exist independently of such agreement.

SECTION M. Automatic Progression

Employees will progress to the maximum in accordance with the schedules that appear in Appendix A, Appendix B and Appendix C.

SECTION N. Placement of Incapacitated Employee

An employee who has been incapacitated as a result of an occupational injury or disease or incapacitated as a result of non-occupational injury or disease while in the employment of the Company may be employed in other work which he can do without regard to any seniority provisions of the Agreement.

ARTICLE 11 - LEAVE OF ABSENCE

SECTION A. General

The Company may or may not at its discretion, grant a leave of absence without pay to any employee requesting same. Seniority will continue to accrue during such authorized leave. The Union will be supplied with a copy of each leave of absence issued by the Company.

During an approved leave of absence for occupational or non-occupational disability the Company will pay all premium costs of the Ontario Health Insurance Plan and Aetna Life Insurance Company for employees who are members of these plans, commencing with the first premium due after the 30th calendar day of such approved leave of absence.

On request from the local lodge, the Company may grant leave of absence without pay to officials of the local lodge or their delegates for the transaction of Union business and attending trade union conventions. The number of granted leave of absence, also the number of days granted, to be mutually agreed upon. Such request for leave shall not be unreasonably withheld.

On request from the local lodge, the Company will grant leave of absence without pay to an employee for a period not exceeding one (1) year for full-time employment by the local lodge of the International Association of Machinists and Aerospace Workers providing that the number of employees who at any one time shall be granted such leaves, shall be mutually agreed upon. Seniority shall continue to accrue during such leave of absence and such employee will be rehired providing work for which he/she is qualified shall be available.

SECTION B. Maternity Leave

1. Eligibility

- a). Any female employee who has completed 12 months of continuous employment before the expected date of delivery is eligible for maternity leave.
- b) The employee request for maternity leave of absence must be submitted to the Human Resources department at least four (4) weeks prior to the day on which she intends to

commence such leave along with a medical certificate from her doctor specifying the estimated date of delivery. Exception to this rule will be made under reasonable circumstances.

Timing

- a) The employee is entitled to begin her leave of absence any-time within 11 weeks before the estimated date of birth.
- b) The Company may initiate the maternity leave earlier than the employee intends if the employee cannot, in the company physician's opinion perform the normal duties of her job. The leave of absence cannot commence however earlier than 11 weeks prior to the expected date of delivery.
- c) The Company may require an employee, prior to returning to work from a maternity leave of absence, to present the Company with the written opinion of her doctor that she is able to perform the normal duties of her job.

ARTICLE 12 - HOURS OF WORK AND OVERTIME

The normal work week shall be forty (40) hours consisting of five (5) days of eight (8) hours per day, Monday through Friday inclusive. Time worked in excess of eight (8) hours in any one shift and all work performed on Saturday, except in the case of any shift beginning in the preceding day and continuing into Saturday shall be paid at the rate of time and one half. Time worked on Sunday, except in the case of any shift beginning in the preceding day and continuing into Sunday shall be considered as overtime and such overtime shall be paid at the rate of double time.

Exception to the above rules will be in a case where the Company and Union agree in writing to institute a special four (4) day, ten (10) hour second shift. In such case the following rules shall be applicable:

- a) The normal work week shall be forty (40) hours consisting of four (4) consecutive ten (10) hour shifts, Monday through Thursday inclusive.
- b) Time worked in excess of ten (10) hours, Monday through Thursday, and all time worked on Friday, except in the case of any shift beginning the preceding day and continuing into Friday, shall be paid at the rate of time and one-half.

- c) Time worked on Saturday and Sunday except in the case of any shift beginning in the preceding day and continuing into Saturday shall be considered as overtime and such overtime shall be paid at the rate of double time.
- d) When a scheduled holiday occurs on any day Monday through Thursday, employees assigned to this special shift will receive ten (10) hours pay for such holiday.
- e) The agreement to institute a four (4) day, ten (10) hour special second shift may be cancelled by either party upon thirty (30) days written notice.
- f) When a scheduled holiday occurs on a Friday, employees working the special ten (10) hour shift will celebrate the holiday on the preceding Thursday.

Nothing in this Agreement shall be construed as a guarantee of forty (40) hours per week or eight (8) hours per day.

Employees shall be expected to cooperate when requested to work overtime. The Company will make a demonstrative good faith effort to give as much notice to employees requested to work overtime as conditions permit.

The Company may operate any department or the whole plant on a multi-shift basis.

Employees who are required to work on a regular second shift commencing between the hours of 12:00 noon and 12:00 midnight shall be entitled to a shift premium of fifty cents (50¢) per hour.

These premiums are applicable only to hours worked.

When an employee is required to change from one shift to another, he shall normally be given twenty-eight (28) hours notice except in circumstances when Company requirements do not permit such notice.

For purposes of calculating pay for employees who arrive late for work, hours shall be divided into ten (10) units of six (6) minutes each.

0 to 3 minutes - no deduction

4 to 6 minutes - $\frac{1}{10}$ of one hour deduction

7 to 12 minutes - $\frac{2}{10}$ of one hour deduction and so forth

The Union agrees that habitual lateness is a recognized reason for disciplinary action.

An employee who has left the Plant upon completion of his/her regular shift or assignment and is then instructed by the Company to report back for work shall receive a minimum of four (4) hours pay at his or her regular hourly rate or his/her actual overtime worked, whichever is greater.

An employee reporting for work on instruction of the Company but for whom no work is available will be paid four (4) hours time at his/her regularly hourly rate. This provision shall not apply when such lack of work is due to a labour dispute, fire, flood, lack of heat or other causes beyond the control of the Company.

ARTICLE 13 - VACATION

SECTION A. Eligibility for Annual Vacation

1. The vacation eligibility date of an employee (other than those noted in Section B, Paragraph 2. is the anniversary date of his/her latest hire date.
2. Former employees who are rehired with reinstatement rights following military service or layoff will retain their previous vacation eligibility dates. Vacation eligibility dates established under previous vacation plans shall remain in effect.
3. Vacation eligibility dates will not be affected by time on approved leave of absence or time spent on other payrolls.

SECTION B. Accumulation of Annual Vacation

1. On each annual vacation eligibility date a full-time employee (including employees who are on approved leave of absence) will be eligible for annual vacation each year, dependent upon his/her Company service date nearest to his/her annual vacation eligibility date in accordance with the following schedule:

COMPANY SERVICE	ANNUAL VACATION
1 through 4 years	10 days (80 hours)
5 through 9 years	15 days (120 hours)
10 years or more	20 days (160 hours)

Calendar days in excess of thirty on leave of absence and all calendar days on layoff during the year prior to the employee's eligibility date are deducted from his/her vacation credits at the rate of $\frac{1}{365}$ th of his/her vacation eligibility for each such day.

(Employees who return to the payroll from military service with reinstatement rights will be treated as if they had been on leave of absence.)

2. An employee who did not receive payment for unawarded vacation credits under Section B, paragraph 1. and who passed a vacation eligibility date while on layoff status will, upon return from layoff with reinstatement rights be awarded vacation credits for the number of calendar days between his/her last eligibility date prior to layoff (or hire date if he/she had not passed an eligibility date prior to layoff) and the date of layoff. For each such day he/she will be awarded $\frac{1}{365}$ th of the amount of vacation credit specified in Section B, Paragraph 1. in accordance with his/her Company service on the last eligibility date prior to layoff.
3. An employee who returns to the active payroll from military service with reinstatement rights will be awarded vacation credits on the date of return as outlined in Section B, Paragraph 2.
4. When annual vacation credits for full-time employees are awarded, the employee's account including credits carried over or transferred will be adjusted to the nearest one-tenth of an hour.

SECTION C. Use of Annual Vacation Credits

1. Subject to management approval based on Company work schedule requirements, previously awarded vacation credits may be used by the employee without limit. Management will encourage employee use of vacation for time off within the period credits are available. Use of vacation at times, convenient to the employee will be arranged to the extent permitted by Company work schedule requirements.
2. All employees who are eligible for two weeks of vacation or more in the vacation year must take a minimum of two weeks of vacation. Annual Vacation credits in excess of two weeks which remain unused on any eligibility date will be paid off at the then current rate of pay. Unless requested by the employee that these vacation credits be carried over to the next vacation year with the approval of the Company.
3. Generally, vacation credits are to be used in units of eight hours; however, vacation credits may be used in amounts of

two hours or more to permit a partial day absence. Also, in cases when sick leave credits are exhausted a partial day of absence for sick leave may be charged against vacation credits in any amount up to eight hours.

4. Holidays occurring while an employee is on vacation are not deducted from vacation credits.
5. Payment for vacations will be made at the employee's base rate in effect at the time vacation is taken plus, if applicable, any supplement to the base rate approved by the Company for inclusion in vacation pay.

ARTICLE 14 - SICK LEAVE

SECTION A. Establishment of Initial Eligibility for Sick Leave

Employees become eligible for sick leave upon completion of one month of continuous service from the date of his/her hire or rehire into the unit.

SECTION B. Accumulation of Sick Leave

1. On the first workday following completion of one month of continuous service, an employee will be credited with eight hours sick leave. Thereafter, he/she will accumulate eight hours sick leave for each month of service to a maximum of eighty hours during the first year of service. During the first year, time on layoff, leave of absence and time on payrolls not covered by this Agreement will be considered as continuous service for the purposes of this Section B., paragraph 1. Subject to reduction as provided in Section B., paragraph 3., eighty hours additional sick leave will be credited to his/her accumulation at the beginning of the second and each subsequent year of service.
2. In all cases involving the transfer of an employee from one payroll to another, the provisions of the Company's Administrative Procedure pertaining to sick leave, as may be revised from time to time by the Company, shall be applicable.
3. After establishment of initial eligibility for sick leave, no additional sick leave credit will be accumulated during periods on layoff, or for absence in excess of the first thirty calendar days of a leave of absence. Such absence from a salaried payroll

during a service year will reduce the sick leave credit granted at the beginning of the next service year. The reduction will be in the proportion of $\frac{1}{365}$ th of eighty hours for each calendar day of absence, rounded to the nearest one-tenth hour.

4. Eligibility dates and accumulated sick leave credits established prior to this Agreement will not be changed as a result of this Agreement.

SECTION C. Use of Sick Leave

1. Sick leave benefits are to be used only in the event of absence due to the following causes: (a) illness of employee, (b) illness or death in the immediate family (requiring the employee's presence) and (c) medical or dental appointments which can be scheduled only during the working hours.

(Effective January 1, 1978, "illness of employee" is defined to include incapacity of a female employee due to her pregnancy.)

2. Sick leave payments will be at the employee's base rate in effect at the time of his/her absence plus, if applicable, any supplement to the base rate approved by the Company for inclusion in sick leave pay.

SECTION D. Reserve Account

1. Sick leave hours credited to the employee's Reserve Account on the effective date of this Agreement will not be changed as a result of this Agreement.
2. The maximum allowable amount in a full-time employee's Reserve Account will be 1000 hours effective June 5, 1988. An employee who is rehired or reinstated after having been paid for his/her reserve account will be eligible for transfer of credits to his/her reserve account as if he/she were a new employee.
3. On each eligibility date of a full-time employee on the active payroll, up to forty hours of an employee's previously awarded and unused sick leave granted for his/her preceding eligibility year will be transferred to his/her Reserve Account, subject to the "maximum allowable amount". Sick leave hours are deemed to be used from sick leave hours most recently credited.

NOTE: The "previously awarded and unused sick leave" which

is to be credited to the Reserve Account is that which remains at the completion of each year of service and not that which is credited at the beginning of a new period of service. Accordingly, the employee with one year of service (having eighty hours of sick leave for that year) who has used more than forty hours of sick leave as of his/her sick leave eligibility date (anniversary of service), will have less than forty hours to be credited to his/her Reserve Account and payable on termination during the second year of service despite the fact that the total sick leave accumulation may exceed eighty hours at that time.

4. An employee off the active payroll due to leave of absence, layoff, or military service will, upon return from leave or upon reinstatement from layoff or military service with re-employment rights, have transferred to his/her Reserve Account such sick leave credits as would normally have been transferred had the employee returned to the active payroll on his/her first sick leave eligibility date following the employee's last day on the active payroll.
5. At the time an employee who has hours credited to his/her Reserve Account is terminated for any reason, payment shall be made for those hours credited to his/her Reserve Account at the employee's then current base rate.

ARTICLE 15 - WELFARE

The Company will continue to provide the same degree of Hospital and Medical Insurance coverage so long as the cost of this coverage **does** not increase.

Pension Plan - C3387 - As a part of the Agreement, the Company will provide and maintain a Pension Plan under which the employees shall be required to contribute and for employees hired after September 1, 1978, participation in the Pension Plan shall be compulsory. The provisions are described in the Benefit Booklet.

The employee group insurance program includes life insurance, accidental death and dismemberment, disability income, supplemental health care, dental, vision care, and safety and health benefits as detailed in the document entitled: "Group Insurance Program" dated June 5, 1988.

ARTICLE 16 - STATUTORY HOLIDAYS

1988 HOLIDAYS	DATE OF OBSERVANCE
Canada Day	Friday, July 1, 1988
Civic Holiday	Monday, August 1, 1988
Labour Day	Monday, September 5, 1988
Thanksgiving Day	Monday, October 10, 1988
Remembrance Day	Friday, November 11, 1988
Christmas Day	Tuesday, December 27, 1988 (in lieu of December 25, 1988)
Boxing Day	Monday, December 26, 1988
Christmas Holiday	Wednesday, December 28, 1988
Christmas Holiday	Thursday, December 29, 1988
Christmas Holiday	Friday, December 30, 1988
New Year's Day	Monday, January 2, 1989 (in lieu of January 1, 1989)
Good Friday	Friday, March 24, 1989
Victoria Day	Monday, May 22, 1989

1989 HOLIDAYS	DATE OF OBSERVANCE
Canada Day	Monday, July 3, 1989 (in lieu of July 1, 1989)
Civic Holiday	Monday, August 7, 1989
Labour Day	Monday, September 4, 1989
Thanksgiving Day	Monday, October 9, 1989
Christmas Day	Monday, December 25, 1989
Boxing Day	Tuesday, December 26, 1989
Christmas Holiday	Wednesday, December 27, 1989
Christmas Holiday	Thursday, December 28, 1989
Christmas Holiday	Friday, December 29, 1989
New Year's Day	Monday, January 1, 1990
Day After New Year's	Tuesday, January 2, 1990 (in lieu of November 11, 1989)
Good Friday	Friday, April 13, 1990
Victoria Day	Monday, May 21, 1990

1990 HOLIDAYS	DATE OF OBSERVANCE
Canada Day	Monday, July 2, 1990 (in lieu of July 1, 1990)
Civic Holiday	Monday, August 6, 1990
Labour Day	Monday, September 3, 1990
Thanksgiving Day	Monday, October 12, 1990
Christmas Holiday	Monday, December 24, 1990 (in lieu of November 11, 1990)
Christmas Day	Tuesday, December 25, 1990
Boxing Day	Wednesday, December 26, 1990
Christmas Holiday	Thursday, December 27, 1990
Christmas Holiday	Friday, December 28, 1990
Christmas Holiday	Monday, December 31, 1990
New Year's Day	Tuesday, January 1, 1991
Good Friday	Friday, March 29, 1991
Victoria Day	Monday, May 20, 1991

Any employee who does not work his full regular shift on the work day preceding the paid holiday and the work day immediately following the paid holiday shall not be entitled to payment for the holiday unless such failure is due to:

1. Injury incurred at work on one of the two working days preceding the holiday.
2. Certified illness of not more than two weeks duration, including the working day preceding or following the holiday.
3. Death in the family during the five calendar days ending on the first working day following the holiday. The word "family" should be interpreted as spouse, child, mother or father, sister or brother, father-in-law, mother-in-law, sister-in-law, brother-in-law, or grandparents of the employee.
4. Jury Duty.
5. Lateness up to a period of one hour.

A bargaining unit employee who is required to work on any of the above referred to holidays will be paid at the rate of double time for the hours worked, in addition to the day's holiday pay.

If the holiday is observed on some day other than the declared statutory holiday, then the work done on the statutory holiday will not be subject to overtime pay but work done on the assigned holiday will be subject to overtime pay.

When two or more types of overtime or premium compensation are applicable to the same hours of work only the high rate of compensation shall be paid. In no case shall overtime or premium compensation be duplicated or pyramided.

ARTICLE 17 - JURY DUTY

Any employee who is summoned by the Crown to serve on a jury or to act as a witness for the Crown, shall be paid at his current straight time base rate, including shift differential, for each regular work day or portion thereof except that fees received by the employee for jury and/or witness duty shall be deducted from such pay. The employee shall furnish the Company evidence satisfactory to the Company, showing the performance of jury and/or witness duty.

ARTICLE 18 - MISCELLANEOUS

Nothing in this Agreement shall in any way limit the Company in the enforcement of its legal rights under Provincial or Federal Law or shall affect the Company's obligation to comply with the laws, regulations, or directives of the Provincial or Federal Governments.

In the event that any provision of this Agreement shall be held to be invalid under Provincial or Federal Law, the validity of its remaining provisions shall not be impaired.

In contruing and interpreting the language of this Agreement, reference to the masculine, such as "he", "him" and "his" shall include reference to the feminine.

ARTICLE 19 - NEW TECHNOLOGY CHANGES

The Company and the Union agree that it is to their mutual benefit and a sound economic and social goal to utilize the most efficient machines, processes, methods and/or materials. In this



way the Company will be able to compete effectively in the marketplace and, thereby, provide economically secure jobs for its employees. It is the Company's policy to assure that training is available for its employees so that they may have the opportunity to acquire the knowledge and skills required by the introduction of new technology.

In order that employees can better prepare themselves for the skill requirements of the future, and in its fulfillment of its obligation to provide information to the Union, the Company will periodically provide a briefing to the Union of the Company's plans for the introduction of new technology which may affect the employees. During these briefings, the Company will inform the union of anticipated schedules of introduction of new technology, and will identify areas of skill impacts and any intended training programs associated with those impacts.

The Company's decisions concerning the format of new technology briefings and initiation of any training programs shall not be subject to challenge or to the grievance procedure.

ARTICLE 20 - DURATION

Notwithstanding the clause entitled Agreement, this Agreement shall become effective as of the beginning of June 5, 1988 (which date is the "effective date of this Agreement" and the "date of execution", as these terms are used in the Agreement) and shall remain in full force and effect until the close of June 4, 1991 and shall be automatically renewed for consecutive periods of one year thereafter unless either party shall notify the other in writing, at least sixty days but not more than ninety days prior to the 4th of June of any calendar year, beginning with 1991 of its desire to terminate the Agreement, in which event this Agreement shall terminate at the close of such June 4, 1991 unless renewed or extended by mutual written agreement. In the case of such notice the parties agree to meet immediately thereafter for the purpose of negotiating a new agreement or a written renewal of this Agreement.

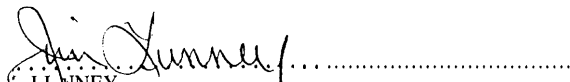
Signed this 5th day of June, 1988 at Arnprior, Ontario.


ARNPRIOR DIVISION OF BOEING CANADA


J.E. SAWYER
GENERAL MANAGER

INTERNATIONAL ASSOCIATION OF
MACHINISTS AND AEROSPACE WORKERS
C.L.C.-C.I.O. and LOCAL LODGE No. 1542
(OFFICE AND TECHNICAL UNIT)


T. STEELE
GRAND LODGE REPRESENTATIVE


C. LUNNEY
Union Negotiating Committee


K. BRYDGES
Union Negotiating Committee


A. PERFITT
Chairman, Union Negotiating Committee

APPENDIX "A"
SALARY RANGE & PROGRESSION SCHEDULE
EFFECTIVE - June 5, 1988

L/G	Min.					Max.	Max.	Max.	Max.	
	Range	06-05-88	6 mos.	12 mos.	18 mos.	24 mos.	30 mos.	36 mos.	42 mos.	48 mos.
1	16,241	16,891	17,321	17,753	18,185	18,617				
2	17,278	17,968	18,545	19,120	19,696	20,272				
3	18,523	19,265	19,840	20,415	20,991	21,565				
4	19,977	20,775	21,349	21,926	22,502	23,076	23,652			
5	21,221	22,071	22,645	23,221	23,796	24,371	24,947			
6	22,743	23,652	24,228	24,802	25,379	25,955	26,530			
7	24,126	25,092	25,811	26,530	27,249	27,970	28,688			
8	25,718	26,747	27,465	28,184	29,047	29,622	30,342	31,063		
9	27,309	28,402	29,120	29,839	30,559	31,278	31,996	32,715		
10	28,968	30,127	30,846	31,566	32,284	33,004	33,723	34,443	35,164	

APPENDIX "B"
SALARY RANGE & PROGRESSION SCHEDULE
EFFECTIVE - June 5, 1989

	Min. Range 06-05-89	6 mos.	12 mos.	18 mos.	24 mos.	30 mos.	36 mos.	42 mos.	48 mos.
L/G									
1	17,053	17,736	18,187	18,641	19,094	19,548			
2	18,142	18,866	19,472	20,076	20,681	21,286			
3	19,449	20,228	20,832	21,436	22,041	22,643			
4	20,976	21,814	22,416	23,022	23,627	24,230	24,835		
5	22,282	23,175	23,777	24,382	24,986	25,590	26,194		
6	23,880	24,835	25,439	26,042	26,648	27,253	27,857		
7	25,332	26,347	27,102	27,857	28,611	29,369	30,122		
8	27,004	28,084	28,838	29,593	30,499	31,103	31,859	32,616	
9	28,674	29,822	30,576	31,331	32,087	32,842	33,596	34,351	
10	30,416	31,633	32,388	33,144	33,898	34,654	35,409	36,165	36,922

APPENDIX "C"

SALARY RANGE & PROGRESSION SCHEDULE

EFFECTIVE - June 5, 1990

L/G	Min.					Max.	Max.	Max.	Max.
	Range	6 mos.	12 mos.	18 mos.	24 mos.	30 mos.	36 mos.	42 mos.	48 mos.
1	17,906	18,623	19,096	19,573	20,049	20,525			
2	19,049	19,809	20,446	21,080	21,715	22,350			
3	20,421	21,239	21,874	22,508	23,143	23,775			
4	22,025	22,905	23,537	24,173	24,808	25,442	26,077		
5	23,396	24,334	24,966	25,601	26,235	26,870	27,504		
6	25,074	26,077	26,711	27,344	27,980	28,616	29,250		
7	26,599	27,664	28,457	29,250	30,042	30,837	31,628		
8	28,354	29,488	30,280	31,073	32,024	32,658	33,452	34,247	
9	30,108	31,313	32,105	32,898	33,691	34,484	35,276	36,069	
10	31,937	33,215	34,007	34,801	35,593	36,387	37,179	37,973	38,768

WORK ASSIGNMENTS DURING A STRIKE

International Association of
Machinists and Aerospace
Workers
Valley Lodge Local 1542
Office and Technical Unit

Dear Sirs,

This **will** confirm our agreement reached during the negotiations that Office and Technical employees will not be required to perform Production and Maintenance employees' work during a strike or lock out involving those Production and Maintenance employees.



R. L. Whyte
Director Human Resources

Accepted this 5th day
of June, 1988.



International Association
of Machinists and Aerospace
Workers.

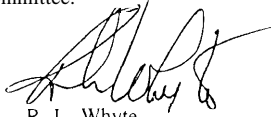
LABOUR MANAGEMENT MEETINGS

International Association of
Machinists and Aerospace
Workers
Valley Lodge Local 1542
Office and Technical Unit

Dear Sirs,

This will confirm the agreement reached during negotiations that meetings between Company representatives and the Union would occur on the first Tuesday of each month of the life of the agreement. Topics of discussion for these meetings are inclusive of but not limited to clarification and interpretation of the contract, subcontracting, grievance committee meetings and items of mutual concern or interest.

It is further agreed that the Company and Union will provide agenda items to each other prior to such meeting. Additional meetings may be called at any time by either party including the bargaining unit negotiating committee.



R. L. Whyte
Director Human Resources

Accepted this 5th day of June, 1988



International Association of
Machinists and Aerospace Workers.

**UNION PARTICIPATION IN
COMPANY INDOCTRINATION**

International Association of
Machinists and Aerospace
Workers
Valley Lodge Local 1542
Office and Technical Unit

Dear Sirs,

This will confirm the agreement reached during negotiations that a designated Union official will be given the opportunity to meet with newly hired employees on their indoctrination day to answer questions about the Union and to get the dues deduction card signed. Such meeting shall be limited to 15 minutes. It is further agreed that the Company will provide the Union with the "payroll notice" of all new hires prior to the day of orientation.



R. L. Whyte
Director Human Resources

Accepted this 5th day
of June, 1988.



International Association of
Machinists and Aerospace Workers.

COMMITTEE

International Association of
Machinists and Aerospace
Workers
Valley Lodge Local 1542
Office and Technical Unit

Dear Sirs.

As was discussed and agreed in negotiation, a Union/Company committee will be formed within thirty days following ratification of a new agreement for the purpose of discussing 1) job classifications and labour grades and 2) Article 1 coverage of the agreement. All changes shall be mutually agreed upon.



R. L. Whyte

Director Human Resources

Accepted this 5th day
of June, 1988.



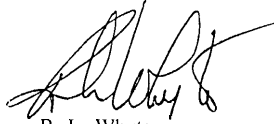
International Association
of Machinists and Aerospace
Workers.

RATIFICATION BONUS

International Association of
Machinists and Aerospace
Workers
Valley Lodge Local 1542
Office and Technical Unit

Dear Sirs.

This will confirm the agreement reached in negotiations that, subject to the ratification of a new Labour Agreement, the Company will pay a contract ratification bonus of \$1,500.00 to each employee who was on the active payroll on May 28, 1988 or on that date was on an approved leave of absence that began no earlier than December 1, 1987.



R. L. Whyte
Director Human Resources

Accepted this 5th day
of June, 1988.



International Association
of Machinists and Aerospace
Workers.

SALARY INCREASES

International Association of
Machinists and Aerospace
Workers
Valley Lodge Local 1542
Office and Technical Unit

Dear Sirs,

This will confirm the agreement reached during negotiations on salary increases.

1. Effective June 5, 1988 bargaining unit employees on the active payroll or approved leave of absence will receive a base salary increase of eight (8) percent.
2. Effective June 5, 1989 bargaining unit employees on the active payroll or approved leave of absence will receive a base salary increase of five (5) percent.
3. Effective June 5, 1990 bargaining unit employees on the active payroll or approved leave of absence will receive a base salary increase of five (5) percent.

R. L. Whyte
Director Human Resources

Accepted this 5th day of June, 1988.



International Association of
Machinists and Aerospace Workers

NOTES