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COLLECTIVE AGREEMENT

BETWEEN:

KAUFMAN FOOTWEAR
Division of William H. Kaufman Inc.
(hereinafter referred to as the "Company")

- and -

UNITED STEELWORKERS OF AMERICA ON BEHALF OF ITS LOCAL 88
(hereinafter referred to as the "Union")

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ARTICLE 1 - PURPOSE

1.01 The purpose of this Agreement is to establish and maintain working conditions, hours of work and wages with respect to employees covered by this Agreement and to provide for a prompt and orderly method of settling complaints or grievances which might arise hereunder.

1.02 This Agreement sets forth the entire Agreement on rates of pay, hours of work and other conditions of employment. Amendments to this Agreement may only be made in writing on the agreement of both parties,

ARTICLE 2 - RECOGNITION

2.01 The Company recognizes the Union as the sole and exclusive bargaining agent for all employees of Kaufman Footwear, Division of William H. Kaufman Inc. in the Regional Municipality of Waterloo, save and except supervisors, persons above the rank of supervisor, office and sales staff. For purposes of clarity, sales staff does not include Retail Outlet staff employed at the Shirley Ave. facility.

2.02 Supervisors and other employees of the Company employed at the Kaufman Footwear Division in the Regional Municipality of Waterloo who are excluded from the bargaining unit shall not perform duties normally performed by employees in the bargaining unit which, as a direct result, will cause or result in the layoff of employees in the bargaining unit.

2.03 It is understood that Co-op student are not employees of the Company and that carrying out of work assignments by these students within the context of a Co-op program does not constitute a violation of this Collective Agreement, provided that such work shall not cause or result in the layoff of employees in the bargaining unit. It is further understood that there will not be more than three (3) Co-op students in the Plant/Plants covered by this Collective Agreement at any one time, The Company will notify the union of any Co-op students in the Plant.

ARTICLE 3 - RELATIONSHIP

3.01(a) The Company and the Union each agree that there will be no intimidation, discrimination, interference, restraint or coercion exercised or practiced by either of them or their representatives or members because of an employee's membership or non-membership in the Union or because of **his/her** activity or lack of activity in the Union.

3.01(b) **The Company and the Union agree to observe the provisions of the Ontario Human Rights Code.**

3.02 The Union further agrees that there shall be no solicitation for membership or other Union activities during working hours except as specifically permitted by this Agreement or in writing by the Company.

ARTICLE 4 - MANAGEMENT FUNCTIONS

4.01 The Union recognizes that the management of the Company and direction of the working forces are fixed exclusively in the Company and without restricting the generality of the foregoing, the Union acknowledges that it is the exclusive function of the Company to:

- (a) maintain order, discipline and efficiency;
- (b) hire, retire, assign, direct, promote, demote, classify, transfer, layoff, recall and, for just cause, to suspend, discharge or otherwise discipline **non-probationary** employees subject to the right of the employees to grieve to the extent and manner provided herein if the provisions of this Agreement are violated in the exercise of these rights;
- (c) determine the nature and kind of business conducted by the Company, the products to be manufactured, the kinds and locations of equipment and materials to be used, the process of manufacturing, the engineering and design of its products, the control of materials and parts, the methods and techniques of work, the schedules of work, number of personnel to be employed, to make studies of and to institute changes in jobs and job assignments, the extension, limitation, curtailment or cessation of operations and to determine all other functions and prerogatives herebefore invested in and exercised by the Company which shall remain solely with the Company;

(d) make and enforce and alter from time to time reasonable rules and regulations to be observed by the employees.

4.02 The Company agrees that these functions will not be exercised in a manner inconsistent with the provision of this Agreement.

ARTICLE 5 - NO STRIKE NO LOCKOUT

5.01 In view of the orderly procedures established by this Agreement and provisions of the Labour Relations Act, the Union agrees that there will be no strike, slowdown, picketing by employees, work stoppage (either complete or partial) or other interruption or interference with operations during the term of this Agreement. The Company agrees that there shall be no lockout by it during the term of the Agreement.

5.02 Any employee who violates Section 5.01 above shall be subject to discharge by the Company provided that nothing herein shall prevent such employee from lodging a grievance with respect to whether or not the employee has breached this Section.

ARTICLE 6 - UNION SECURITY

6.01 The company agrees to deduct Union dues on a weekly basis (and, in the case of newly hired employees, an additional initiation dues of ten (\$10.00) dollars) from each employee in the bargaining unit.

6.02 The amount of the Union dues payable on a weekly basis (and, in the case of newly hired employees, the additional initiation dues of (\$10.00) dollars) shall be those authorized by the Union in accordance with the provisions of its bylaws and constitution and the Treasurer of the Union shall notify the Company (By way of 2 months written notice) of any changes therein and such notification shall be the Company's conclusive authority to make the deductions specified.

6.03 In consideration of the deducting and forwarding of Union dues by the Company, the Union agrees to indemnify and save harmless the Company against any claims or liabilities arising or resulting from the operation of this Article.

6.04 Dues deduction shall become effective in the week in which the employee was hired. The deduction shall be made from their weekly pay and forwarded to the International Secretary-Treasurer of the Union by the fifteenth (15th) day of the month by cheque as directed by the Union, along with a list of those employees from whom Union dues have been deducted including the amount of such deductions and a list of employees from whose pay no deduction has been made and the reasons why. A copy of the above information shall be given to the local union Treasurer.

6.05 Employees are free to join or not to join the Union notwithstanding their obligation to pay an amount equal to the regular monthly Union dues.

6.06 It is agreed that the Company will insert on all T4 Revenue Canada Statements of Earnings, the total amount of Union dues deducted from each employee for the preceding calendar year.

6.07 Any employee holding a position in the Union on unpaid Union business will be made whole for the purpose of Statutory Holidays and overtime calculations.

6.08 The Company will provide the Union with a current up to date list of names and addresses of all dues paying employees every six months.

ARTICLE 7 - NEGOTIATING COMMITTEE

7.01 The Company acknowledges the right of the Union to appoint or select a negotiating committee of not more than five (5) employees covered by the Collective Agreement for the purposes of negotiating a renewal Agreement pursuant to notice given under Article 37, Duration. A Staff Representative of the U.S.W.A. may participate in such negotiations if so requested by the local Union.

ARTICLE 8 - REPRESENTATION

8.01 The Union may elect or appoint not more than **one steward per fifty employees and a maximum of one per department per shift** from among employees in the bargaining unit who have completed their probationary period, two of whom shall be the Chief Steward, one from each plant, for the purpose of assisting employees in the presentation of grievances in accordance with the provisions of this Agreement.

8.02 The Company will recognize a grievance committee which shall not exceed five in number, one of whom shall be the Chief Steward.

8.03 The Union shall keep the Company notified in writing of the names of the current stewards and members of the grievance committee, the areas they represent as well as the effective date of their respective appointments,

8.04 It is agreed that stewards including members of the grievance committee shall continue to perform their regular duties and responsibilities for the Company and shall not leave their regular duties without having first secured permission from their immediate supervisor. It is understood that permission will not be unreasonably withheld, subject to due regard for production requirements.

8.05 Stewards and members of the Grievance Committee requesting time off for the purposes of servicing grievances under the Collective Agreement shall **not leave their regular duties without first advising** their immediate supervisor of their business and **obtaining his/her permission**. They shall report **back** to such supervisor at the time of their return to work. If, in the course of such time off, they visit another Department, they shall **request permission of** the supervisor of that Department to **do** their business. **The supervisor's permission shall not be unreasonably withheld, taking into account the needs of the business and the urgency of the situation.**

8.06 **Where union representatives are at work and are granted time off to deal with union business, the supervisor or designate shall clock the employee off on union business for the appropriate time. The employee shall continue to be paid by the company and the company shall be reimbursed weekly by the local union for such wages upon receipt of a statement.**

ARTICLE 9 - GRIEVANCE AND ARBITRATION PROCEDURE

9.01 For purposes of this Agreement, a grievance is defined as a difference arising between the parties relating to the interpretation, application, administration or alleged violation of the Agreement including any question as to whether a matter is *arbitrable*. For the purposes of this Article, reference to "days" relating to Steps in the grievance and arbitration procedure shall exclude Saturdays, Sundays and paid holidays, plant shutdowns and vacations.

9.02 It is the mutual desire of the parties hereto that complaints of employees shall be adjusted as quickly as possible. It is understood that an employee has no **grievance** until **he/she** has first given **his/her** immediate supervisor the opportunity of resolving **his/her** complaint. If an employee has a complaint **he/she** shall discuss it **with his/her** immediate supervisor within five (5) days after the circumstances giving rise to the complaint have occurred or ought to have reasonably come to the attention of the employee. The employee may be accompanied by the Steward, or in the absence of the Steward, the Chief Steward, or a member of the Negotiating **Committee**. The supervisor shall **give his/her** response *to* the complaint within five (5) days **and**, failing settlement, *or* failing a response, it may then be taken up as a grievance within five (5) days following advice of the immediate supervisor's decision in the following manner and sequence:

Step #1 The employee, who shall be accompanied by **the** Union Steward or **his/her** designate, may present the grievance to the immediate supervisor or designate. The grievance shall be in writing on a grievance form approved by the Company and the Union and supplied by the Union and shall include the nature of the grievance, the remedy sought, and the provisions of the Agreement which are alleged to have been violated. Failing settlement the immediate supervisor or designate shall deliver **his/her** decision in writing to the Union President or **his/her** designate, within five (5) days following the presentation of **the** grievance to **him/her**. Failing settlement:

Step #2 Within five (5) days after the decision in Step #1 is given, the employee, who shall be accompanied by the Union Steward or **his/her** designate, may submit the grievance in writing to **his/her Factory Manager or his/her** designate, who shall deliver **his/her** decision in writing to the Union President or **his/her** designate within five (5) days following the presentation of the grievance to **him/her**. Where an employee's immediate supervisor and **his/her** Division Superintendent are the same person, this step shall be omitted. Failing settlement:

Step #3 Within five (5) days after the decision in Step #2, the grievor, who shall be accompanied by the Union President or **his/her** designate, may submit the grievance in writing to the **Labour Relations** Manager or **his/her** designate. A meeting will be held between the Labour Relations Manager or **his/her** designate, and the members of the Union grievance committee (not exceeding three (3) in number). Such meeting shall be held within five (5) days of submission of the grievance at Step #3 unless extended by written agreement of the parties. It is understood and agreed that a staff representative of the Union may be present at such meeting at the request of either party and that the Company may also have such counsel and assistance as it may desire. The decision of the **Labour Relations** Manager or **his/her** designate shall be delivered in writing to the Union President or **his/her** designate within five (5) days following the date of such meeting.

9.03 It is agreed that a grievance arising directly between the Company and the Union shall be originated under Step #3 and the time limits set out with respect to that Step shall appropriately apply. It is understood, however, that the provisions of this Section may not be used with respect to a grievance directly affecting an employee or employees and that the regular grievance procedure shall not be thereby bypassed.

9.04 Where a number of employees have identical grievances and each employee would be entitled to grieve separately, they may present a group grievance and such written grievance shall be originated under Step #2 and the time limits set out with respect to that Step shall appropriately apply.

9.05 a) **At any meeting where the company intends to issue formal disciplinary action that is intended to form part of the employee's disciplinary record, such as a written warning, suspension, or discharge, the parties agree that it is prudent to have a union steward attend the meeting. An employee discharged or suspended without prior notice will be entitled to see his Union Steward or in the absence of the Steward, the Chief Steward or a member of the Negotiating Committee, prior to leaving the Plant if circumstances warrant. It is understood, however, that failure to comply with this section shall not void the disciplinary action.**

b) A claim by an employee that **he/she** has been unjustly discharged or suspended shall be treated as a grievance if a written statement of such grievance is lodged with the Company at Step #3 of the grievance procedure within five (5) days after the date the discharge or suspension was effected.

Such special grievance may be settled under the grievance or arbitration procedure by:

- (1) confirming the companies action in dismissing or suspending the employee, or
- (2) reinstating the employee with or without compensation for time lost less any unemployment insurance received by the employee which **he/she** is not obligated to repay and any additional compensation received from any source during the period from the date of **his/her** discharge or suspension to **his/her** reinstatement, or
- (3) by any other arrangement which may be deemed just and equitable by the parties or the Arbitration Board.

STEP #4 - ARBITRATION

9.06 Failing settlement under the foregoing procedure of any grievance between the parties arising from the interpretation, application, administration or alleged violation of this Agreement, including any question as to whether a matter is arbitrable, such grievance may be submitted to arbitration as hereinafter provided. If no written request for arbitration is received within **fifteen (15)** days after the decision under Step #3 is given, the grievance shall be deemed to have been abandoned.

9.07 Where no written answer has been given within the time limit specified, the grievance may be submitted to the next step of the foregoing procedure, including arbitration

9.08 No adjustment effected under the grievance or arbitration procedure shall be made retroactive prior to the date that the grievance was formally discussed or presented to the Company or, if applicable, the date of the alleged violation, providing it does not exceed the time limits set out in Section 9.02 above.

9.09 An employee who has not completed **his/her** probationary period may be discharged or **disciplined for any reason satisfactory to the company and such discipline or discharge shall not be the subject matter of a grievance.**

9.10 When either party requests that any matter be submitted to arbitration as provided in the foregoing Article, it shall make such request in writing addressed to the other party to this Agreement, and at the same time appoint a nominee. Within five (5) days thereafter the other party shall appoint its nominee; provided, however, that if such party fails to appoint a nominee as herein required, the Minister of Labour for the Province of Ontario shall have power to effect such appointment upon application thereto by the party invoking arbitration procedure. The two nominees so appointed shall, within five (5) days of the nomination of the latter of them, attempt to select by agreement a third person to be a member and chairman of the arbitration board. If they are unable to agree upon such a chairman, they may then request the Ministry of Labour to appoint a chairman.

9.11 No person may be appointed as an arbitrator who has been involved in an attempt to negotiate or settle the grievance.

9.12 No matter may be submitted to arbitration which has not been properly carried through all requisite steps of the grievance procedure.

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

9.14 The proceedings of the Arbitration Board will be expedited by the parties hereto and the decision of the majority and, where there is no majority, the decision of the chairman will be final and binding upon the parties hereto and the employee or employees concerned.

9.15 Each of the parties hereto will bear the expense of the nominee appointed by it and the parties will share equally the expenses, if any, of the chairman of the Arbitration Board.

9.16 Notwithstanding the foregoing, the parties may agree that any matter submitted by either **of** them to arbitration shall be dealt with by a single arbitrator. The parties shall attempt to agree upon a chairman and failing agreement either party may then request the Ministry of Labour to appoint a chairman. Where the matter is to be heard by a single arbitrator, the foregoing provisions shall be modified to the extent necessary to reflect the resolution of the dispute by a single arbitrator.

9.17 The parties acknowledge that the time limits set out in both the grievance and arbitration procedures must be strictly complied with except by written agreement to extend them and failure to so comply shall result in the grievance being deemed to have been abandoned notwithstanding the provisions of Section 48(16) of the Labour Relations Act.

ARTICLE 10 - SENIORITY

10.01 Seniority, as referred to in this Agreement, shall mean length of continuous service with the Company since the last date of hire. All employees shall be on probation for a period of three (3) continuous months of active employment. On successful completion of the probationary period **he/she** will be credited with seniority from date of hire. It is understood and agreed that consecutive months of continuous active employment shall not be broken by short term leaves of absence granted by the Company or short term absences caused by bona fide illness or injury.

10.02 In the case of part time employees, the probationary period shall mean a period of 520 hours worked in any six (6) month period. On the completion of such probationary period, such part time employees shall then accumulate seniority on the basis of hours actually worked and for all purposes under the Collective Agreement 2080 hours worked shall be the equivalent of one year of full time seniority. Further accumulation of seniority for part time employees shall be on the basis of actual hours worked.

10.03 An employee will have no seniority rights during **his/her** probationary period.

10.04 An employee shall lose all seniority and shall be deemed to have terminated if:

- (a) an employee quits;
- (b) an employee is discharged and not reinstated under the terms of this Agreement;
- (c) an employee has been laid **off** for a period **in excess** of **his/her** length of seniority up to a maximum of twelve (12) months;
- (d) an employee fails to notify the Company within three (3) calendar days exclusive of Saturday, Sunday and holidays **of** receipt of notice of recall and report within seven (7) calendar days from receipt of such notice. Notice of recall may be by telephone or telegram. Notice by registered mail will be sent to the employee's last address registered with the Company if the operator cannot be contacted personally. If notice is by registered mail, it shall be deemed to have been received on the second day following registration. If the employee fails to show up for work as agreed upon, a registered letter will be sent to the employee informing **him/her** that **he/she** will be removed from the recall list;
- (e) an employee utilizes any leave of absence for purposes other than for which the leave was granted, or fails to *return* to work after expiration of a leave of absence without providing a reason satisfactory to the Company;
- (f) an employee is absent from scheduled work for a period of three (3) consecutive *working* days without notifying the Company of such absence and providing a reason satisfactory to the Company.

10.05 The Company shall maintain lists showing the name, seniority, Department and current classification of full and part time employees. The seniority lists shall be revised and posted in the first full week of January and July in each year and copies provided to the Local Union President. Challenges to an employee's seniority shall be limited to typographical errors or additions to the seniority list posted.

10.06 For purposes of clarity, a seniority list shall be published for the **bargaining unit** and the application of seniority dealt with herein shall be **on a bargaining unit wide basis** unless otherwise specifically provided. Where an employee, pursuant to the provisions of this Agreement, is moved from Plant #1 to Plant #2 or Plant #2 to Plant #1, **he/she** shall **carry with him/her** full **bargaining** unit seniority.

10.07 Where permanent vacancies *in* the bargaining unit occur which the Company decides to fill on a full time basis, taking into account 10.09 and 10.15, such vacancies will be posted Company wide. The posting shall indicate those qualifications required by the Company.

The Company will give consideration to current applications for transfer within a Department by employees in time work entry point jobs to vacant piece work entry point jobs in the same Department before hiring new employees to fill such vacancies subject ~~to~~ the criteria set out in Section 10.10. Applications for such job transfers shall be made in accordance with and subject to the provisions set out in Section 10.11.

10.08 Such vacancies shall be posted for a period of three (3) working days excluding weekends, designated holidays and plant shutdowns and employees bidding on job vacancies must make application to the Personnel Department no later than the third day of the posting. Applications shall be made to the Personnel Department in duplicate on a form to be prepared by the Company, the employee retaining a copy.

10.09 Vacancies which will not or are not expected to exceed ninety (90) calendar days and vacancies caused by absence due to illness, accident, leaves of absence (including maternity leave) need not be posted unless agreed to by the parties. Such temporary vacancies may be filled at the discretion of the Company.

10.10 The Company shall consider applicants who have six (6) months of seniority. The applicant having the highest seniority who is physically and mentally capable of performing the job shall be awarded the vacancy. In the case of an incentive employee, 100% efficiency must be achieved and maintained or 10.12 applies. In all cases, where there is a measurement or testing procedure, it shall be the determining factor of capability. Applicants are limited to one successful or four (4) unsuccessful applications per year.

10.11 In addition, the Company will consider, on the same criteria as set out above, any employees in other departments in the same Plant or in the other Plant who have a current application for transfer to such job on file. Requests for job transfer are limited to not more than two jobs and such applications shall be considered current for a period not exceeding six months from the date of the application.

10.12 Where an employee has been selected as a successful applicant under this Section, and it is subsequently determined by the Company that **he/she** cannot satisfactorily perform the job or, where the employee wishes to return to his/her former job, the Company will attempt during the first thirty (30) days from the date on which the employee was first assigned to the vacancy to return **him/her** to **his/her** former job. Where in the opinion of the Company, a job requires a period in excess of 30 days, the Company will extend the period by an appropriate time.

10.13 If the vacancy is not filled on the foregoing basis, the Company may fill the job in question in its discretion.

10.14 The Company may assign any employee to any vacancy on a temporary basis including the period of time during which the posting procedure has been completed.

10.15 Any further resultant vacancies need not be posted but where the Company elects to post such further vacancy, it shall also be filled on the criteria set out in Section 10.10.

ARTICLE 11 - LAYOFF AND RECALL

11.01 In cases of layoff expected to exceed a period of seven (7) weeks, the following provisions shall apply;

- (a) All probationary employees in the affected Department shall first be laid off provided the remaining employees are qualified to perform the available work;
- (b) Employees in the affected Department shall next be displaced in reverse order of seniority (as defined in 10.01), providing the remaining employees are qualified to perform the available work;
- (c) Displaced employees **in** the affected Department shall be entitled to apply for any current job vacancy in the Company in order of seniority, and the senior applicant shall receive the job provided **he/she** is **qualified**. **It is understood that such employees will be given this opportunity before such vacancies are filled under the job posting procedure.** If a displaced employee does not apply for any current job vacancy in the Company, or if in the opinion of the Company he/she is not **qualified** to perform the function, (d) shall apply;
- (d) Such displaced employees shall be **assigned to** displace the most junior employee **working on the job functions which the displaced employee was last permanently transferred from, provided he/she is senior to such employee.**
- (e) Failing **the right to displace under 11.01 (d), the employee shall displace the most junior of the employees in the plant provided they are qualified to perform such work and they are senior to such employee.**

- (f) Failing **the right to displace an employee under 11.01(e), the employee shall displace the most junior of the employees in the Company provided they are qualified to perform such work and they are senior to such employee.**
- (g) **Failing the right to displace an employee under 11.01 (f), the employee shall displace the most junior employee in the Company on a job they are qualified to perform provided they are senior to such employee.**
- (h) **An employee displaced under the above process shall be assigned in accordance with 11.01 (c) or (d) , (e), (f) and (g). The next employee so displaced shall be laid off.**
- (i) **It is understood that the above procedure is to be applied as two different groups, one being full time employees and the other being part time employees. Employees shall be offered displacement within their groups.**

Appendix A sets out the current department structure for the purposes of lay off and does not prohibit the company from adding to or deleting from the existing department structure.

11.02 **It is understood that transferring an employee from one shift to another shift does not constitute a layoff.**

11.03 Any employees so displaced shall then be laid off from work subject to retaining recall rights.

11.04 Where an employee has been displaced from **his/her** job but not laid off from work hereunder and a permanent vacancy occurs in **his/her** job within three (3) calendar months of the date of **his/her** displacement, **he/she** shall be given the opportunity to return to **his/her** former job before it is posted unless, during such three (3) month period, **he/she** has successfully bid on another job.

11.05 An employee shall be entitled to recall in order of seniority to suitable permanent vacancies in either Plant, providing **he/she** is qualified and willing to perform such job and providing **he/she** has recall rights. It is understood that employees on layoff will be given the opportunity for recall before such permanent job vacancies are filled under the job posting procedure. An employee who declines recall in accordance with the foregoing provision shall be advised that **he/she has** waived any further recall rights, and shall be considered as having voluntarily quit.

Notwithstanding the foregoing, a part time employee may decline recall to a full time vacancy and a full time employee may decline recall to a part time vacancy. In either case they shall not be deemed to have **waived any further** recall rights. Any employee recalled in accordance with the foregoing provisions to a job other than the job **he/she** held at the **time of his/her** layoff shall, during the three (3) month period immediately following **his/her recall, be given the** opportunity to return to **his/her** former job before it is posted unless during such three (3) month period **he/she** has successfully bid on another job.

Temporary **Short-Term** Layoffs

11.06 Where the Company determines a layoff is necessary which is expected to exceed five (5) consecutive working days but not expected to exceed a period of seven (7) consecutive weeks, the junior employee in the Department affected will be laid off from work providing the remaining employees are qualified to perform the available work. Employees laid off in accordance with this provision shall not have displacement rights.

11.07 Fluctuations in the work available or work schedules which result in changes in the hours of work or hours of work per week, or causes an employee or employees to not be required to work full shifts for all or part of five (5) consecutive work days shall not constitute a layoff, temporary or otherwise, for the purpose of Article 11. Where because of shortages of work it is necessary for the Company to send people home, they will make every effort to send the junior people home.

ARTICLE 12 - EFFECT OF ABSENCE

12.01 It is understood and agreed that during any leave of absence, with or without pay, granted under the provisions of this Agreement and during a period of layoff, seniority will accrue up to but not beyond the end of the third month following the month in which the leave of absence or layoff commenced. Where such leave or layoff continues beyond the end of the third month following the month in which such leave of absence or layoff commenced, seniority shall be maintained and an employee shall resume accumulation of seniority on **his/her** return. Notwithstanding the foregoing, an employee absent due to illness or disability, whether or not covered by Workers' Compensation, shall accumulate seniority during such absence up to but not exceeding a period of two (2) years. If such absence continues beyond a two (2) year period, an employee shall lose all seniority and shall be deemed to have terminated. Part time employee will accrue seniority on a pro rata basis.

ARTICLE 13 - INCENTIVE STANDARDS

13.01 The Union agrees and recognizes that the measurement of work and the determination of time standards is solely and exclusively a Management Function. In carrying out its program, the Company agrees to follow the same basic principles of work measurement and setting of time standards as those followed in any of the current accredited Industrial Engineering techniques.

13.02 All incentive rates take into consideration present machinery and equipment, present material and styles and present manufacturing procedures in effect at the time of implementation. It is recognized that revisions and changes in incentive rates will be required from time to time as a result of changes brought about by the Company and its employees in the interest of improved methods, new products and styles, new manufacturing processes, or new material or changes in character of the methods followed in performing the job. Incentive rates under such circumstances will be changed so that the rate, at all times, will reflect the true effort and time required to perform the operation.

13.03 When a new or changed incentive rate is instituted, it will be posted on the bulletin board by the Foreman as soon as the rate is introduced. Upon request, the Company will make available to the Union and the employee(s) affected the time study data on which the rate is based. If requested, a meeting shall take place in the Industrial Engineering office at a time convenient to the Industrial Engineer concerned.

13.04 Upon posting, the rate shall be given a trial period of five (5) days, during which the acceptability of the rate will be determined.

13.05 The affected employee(s) may file a complaint as to the validity of the rate pursuant to the grievance procedure on completion of the trial period. If such complaint is not resolved, it may be taken up as a grievance at Step #1 of the Grievance Procedure.

13.06 It is agreed that the Union may use the services of its Time Study Engineer at any step in the grievance procedure and that the Company will cooperate with the Union Time Study Engineer in providing the time study data for the grieved rate and to allow the Union Time Study Engineer to make any necessary time studies as may be required as and when production is available. Where, in the opinion of the Company, more than one (1) Engineer is necessary to perform the time study function(s), the Union will be advised and allowed the applicable number of Union Time Study Engineers required.

ARTICLE 14 - PART TIME EMPLOYEES

14.01 Part time employees are covered by the provisions of the Collective Agreement under Section 2.01, subject to the following:

- (a) where the term part time employee is used in this Agreement it shall mean employees regularly scheduled to work for not ~~more~~ than twenty-four (24) hours per week;
- (b) an employee shall not ~~lose~~ **his/her** part time status if **he/she** is scheduled to work more than twenty-four (24) hours per week providing **he/she** does not work in excess of twenty-four (24) hours per week for more than twenty-six (26) weeks in any contract year;
- (c) part time employees acquire and accumulate seniority in accordance with Section 10.01 for all purposes under the Collective Agreement including vacations where service shall be on the basis of one year of credit for each 2080 hours worked;

- (d) an employee whose status is changed from part time to full time shall receive credit for **his/her** full seniority and service on the basis of one year of seniority or service for each 2080 hours worked;
- (e) with the exception of the following provisions, the Collective Agreement shall apply to part time employees subject to specific provisions relating to them:
 - Article 33, Health & Welfare
 - Pension Plan

ARTICLE 15 - HOURS OF WORK

15.01 The normal workweek for full time employees shall consist of forty (40) hours per week, normally scheduled over five (5) consecutive days.

15.02 (A) It is understood and agreed that the provisions of this Article are intended only to provide a basis for calculating time worked and shall not be considered a guarantee as to the hours of work per day, the days of work per week, not a guarantee of working schedules.

(B) Where the Company determines that operations need to be moved from one shift to another, it will provide at least one week's notice of the new shifts schedules and employee assignments, except in urgent situations. The company shall first ask for volunteers qualified on the job functions to be moved to the other shift, Should insufficient qualified volunteers come forward the company shall assign employees qualified on the job functions being transferred in reverse order of seniority.

15.03 (A) Non-weekend shift employees - it is understood and agreed that employees have an obligation to complete their daily production ticket each day and where this requires work in excess of eight (8) hours in any day, overtime will be paid.

(B) Employees regularly scheduled to work weekend shifts (Friday 11:00 P.M. - Sunday 11:00 P.M.) - it is understood and agreed that employees have an obligation to complete their daily production ticket each day and shall receive overtime premium for all authorized work in excess of twelve (12) hours worked per shift.

15.04 There shall be no duplication or pyramiding of hours worked for the purpose of computing overtime or other premium payment.

15.05 Consistent with efficiency of operations, there shall be a one half (½) hour unpaid meal period each shift, and a ten (10) minute rest period in each half shift. Employees will also be allowed a five (5) minute wash-up period prior to meal period and at the end of each completed shift immediately before quitting time. The rest and wash-up periods will be without loss of regular earnings. An allowance has been included in all piecework rates to compensate for break and wash-up periods.

15.06 Authorized work performed in excess of eight (8) or (twelve 12 - weekend shifts) hours daily and authorized work performed on a Saturday and Sunday, unless Saturday and Sunday constitute part of the normal work week, shall be paid a premium of one-half the employee's current pay period average hourly rate for each overtime hour worked.

15.07 The parties to this Agreement recognize that the needs of the business may require the performance of overtime work from time to time and employees will cooperate in the performance of such work subject to the provisions of the Employment Standards Act. The Company will attempt to advise employees of required overtime as far in advance as is practical and will accept legitimate personal excuses of employees except in cases of emergency. In light of the foregoing the Company agrees to attempt to distribute available overtime work as equitably as practical amongst qualified employees normally performing the work in question within the departments in which overtime is required. It is understood and agreed however that any valid claim of inequitable distribution shall result only in an employee's entitlement to the next opportunity to perform scheduled overtime in **his/her department** that **he/she** is qualified to perform.

ARTICLE 16 - SHIFT PREMIUM

16.01 Employees scheduled by the Company to work **between the hours of 3:30 PM and 11:00 PM** shall receive a shift premium in the amount of twenty-five (25) cents per hour. Employees scheduled by the Company to work **between the hours of 11:00 PM and 7:00 AM** shall receive a shift premium in the amount of thirty-five (35) cents per hour. Shift premium shall not form part of the employee's average hourly rate.

ARTICLE 17 - REPORTING PAY

17.01 Where an employee reports for work at the commencement of **his/her** regularly scheduled shift, unless otherwise notified in advance not to do so, **he/she** shall be entitled to a minimum of three (3) hours work or three (3) hours pay at **his/her** base rate unless the lack of work is due to reasons beyond the reasonable control of the Company. An employee so affected shall perform any temporary work assigned to **him/her** by the Company that **he/she** is capable of performing at the applicable rate in order to qualify for such pay in event that **his/her** regular duties are not available.

ARTICLE 18 - EMERGENCY CALL IN

18.01 Where an employee has completed **his/her** regularly scheduled shift and, without prior notification, is called in to work outside **his/her** regularly scheduled working hours, **he/she** shall be paid at the applicable rate for all hours worked with a minimum guarantee of three (3) hours at **his/her** average hourly rate except to the extent that such three (3) hour period overlaps or extends into **his/her** regularly scheduled starting time in which case **he/she** shall be paid only for the actual hours worked up to the commencement of **his/her** regular shift.

ARTICLE 19 - DEFINITION OF AVERAGE HOURLY RATE

19.01 The term "average hourly rate" shall mean that rate calculated weekly over the thirteen (13) weeks immediately preceding the current pay period.

19.02 Overtime hours are not included in regular hours. The rate over the thirteen (13) weeks is comprised of regular incentive dollars, regular time worked dollars and dollar adjustments. The average hourly rate is calculated by gross regular earnings, as referred to above, divided by total regular hours.

ARTICLE 20 - TEMPORARY TRANSFERS OF FULLTIME TIMEWORK EMPLOYEES

20.01 A fulltime timework employee who is transferred to a job for which the pay is different than the rate of pay for **his/her** regular job shall be paid as follows:

(a) in the event **his/her** regular rate of pay is higher than the rate of pay for the job to which he/she is temporarily transferred, **he/she/she** shall receive **his/her** regular rate of pay.

(b) in the event **his/her** regular rate of pay is lower than the rate of pay for the job to which **he/she** is temporarily transferred, **he/she** shall receive the rate of pay for the job to which **he/she** is transferred, if the transfer is for one (1) full shift or longer. Otherwise the employee shall receive **his/her** regular rate of pay.

ARTICLE 21 - TRANSFERS TO POSITIONS INTO/OUT OF THE BARGAINING UNIT

21.01(a) Where an employee who has three (3) months seniority in the bargaining unit (or what formerly was the bargaining unit) is transferred to a position outside the bargaining unit; he/she shall continue to accumulate seniority. In the event that **he/she** is returned to the bargaining unit, **he/she** will be credited **with his/her full seniority**. It is understood and agreed that an employee may be transferred back into the bargaining unit to a vacant position and the Company will not be required to post such vacancy under other provisions of the Collective Agreement. It is further understood that the transfer back to the bargaining unit shall not directly result in the layoff of any bargaining unit employee. Part time employees will accrue seniority on a pro rata basis.

(b) An employee of the Company, excluded from the bargaining unit, who has been employed by the Company for three (3) months or more, may be permitted to transfer to a vacant position within the bargaining unit, after the existing job posting procedure has been exhausted. Seniority in this instance shall be calculated according to Section 10.01, but will not be credited to the employee until he/she has been employed within the bargaining unit for a period of three (3) continuous months. It is further understood that the transfer to the bargaining unit shall not directly result in the layoff of any bargaining unit employee.

ARTICLE 22 - LEAVE OF ABSENCE

22.01 The Company may, in its discretion, grant leave of absence, without pay, for legitimate personal reasons.

22.02 **Requests** for special leave may be made once every four (4) years on the following basis:

- (a) up to two (2) years service - maximum leave of one (1) week;
- (b) up to five (5) years service - maximum leave of three (3) weeks;
- (c) over five (5) years service - maximum leave of four (4) weeks,

Such leave shall be subject to the permission of the employee's immediate supervisor and clearance by the Personnel Department. Employees requesting such leave shall provide at least one month's notice in writing. The Company will let the employee know of its decision within two (2) weeks of such request.

22.03 An employee who has completed **his/her** probationary period will be granted a one time leave of absence, without pay, for a period of up to five (5) days on the occasion of **his/her** marriage.

22.04 **On being given one week's notice and verification that the employee has applied and obtained their Canadian Citizenship, the company will grant an employee four (4) hours off at their average hourly rate in order to attend the ceremony.**

ARTICLE 23 - LEAVE OF ABSENCE FOR UNION BUSINESS

23.01 The Company will grant leave of absence, providing same does not cause a manufacturing problem, without pay, to employees selected or appointed by the Union to attend Union conventions, Union seminars, and monthly Union meetings upon written request of the Union at least one (1) week in advance (except where the leave exceeds one (1) day in which case two (2) weeks notice will be provided). The total Cumulative leave of absence granted to all employees in the bargaining unit hereunder shall not exceed **seventy (70)** days during such contract year nor shall more than one (1) employee absent themselves from any department at the same time.

Operations permitting, the Company may allow one (1) additional employee to be absent from the same department, for reasons stated above if two (2) weeks written notice are given in advance concerning one (1) day absence only, or three (3) weeks if more than one (1) day.

23.03 **The Company agrees to grant an employee leave of absence without pay or benefits for up to one (1) year to work in an official capacity for the Union, provided one month's notice in writing is provided by the authorized representative of the Union. If his/her job becomes redundant during the leave he/she will be subject to the layoff provisions of the collective agreement.**

ARTICLE 24 - BEREAVEMENT LEAVE

24.01 In the event of a death in the immediate family, an employee who has completed **his/her** probationary period will be granted up to three (3) consecutive days leave of absence commencing with the date of death and concluding with the day of the funeral. Such leave shall be without loss of pay from average hourly earnings. A further leave of up to five (5) days, without pay, will also be granted where requested. Immediate family shall mean spouse or child. If, however, the funeral is not attended, **he/she** will be paid for time lost on only one of the above mentioned days,

24.02 In the event of a death of a father, mother, brother or sister, an employee, who has completed **his/her** probationary period, shall be granted two day's leave without loss of average hourly earnings. If, however, the funeral is not attended, **he/she** will only be paid for time lost on only one of the above mentioned days.

24.03 In the event of a death of grandparents, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, or grandchild, an employee, who has completed **his/her** probationary period, shall be granted one day's leave without loss of average hourly earnings.

24.04 Where the term spouse is used in this Article, it shall include common-law spouse as defined in the Family Law Reform Act.

ARTICLE 25 - JURY DUTY/CROWN WITNESS

25.01 An employee subpoenaed for jury duty or as a witness shall receive for each day absent from regularly scheduled working hours, the difference between average hourly earnings lost and the amount of jury or witness fee received, providing the employee furnishes the Company with a Certificate of Service signed by the Clerk of the Court showing the amount of any fee received.

ARTICLE 26 - MATERNITY LEAVE

26.01 Pregnancy and Parental leave shall be granted in accordance with the terms set out in the Employment Standards Act, R.S.O.1990 E.14, as amended.

ARTICLE 27 - BULLETIN BOARDS

27.01 The Union shall **be provided a bulletin board near the entrance** of each plant for posting of appropriate Union notices pertaining to matters relating to employees covered by the Collective Agreement. Copies of all notices shall be given to the **Human Resources Representative** prior to posting and the Company retains the right to approve any material posted herein.

ARTICLE 28 - HEALTH AND SAFETY

28.01 The Company shall continue to make reasonable provisions for the safety and health of its employees during their hours of employment and shall furnish necessary protective equipment and safety devices required by applicable legislation.

28.02 The Company and the Union agree that they mutually desire to maintain standards of safety and health in order to prevent accidents, injury and illness.

28.03 Recognizing its responsibilities under applicable legislation the Company agrees to continue in effect during the term of the Collective Agreement safety committees in **all locations**, each comprised respectively of at least **six** employees, three of whom shall exercise managerial functions and three of **whom** shall be representatives selected or appointed by the Union from amongst the bargaining unit employees who have completed their probationary period.

28.04 Such committees shall identify potential dangers and hazards and recommend action to be taken to improve conditions relating to safety and health.

28.05 Meetings shall be held monthly or more frequently if required. The committee shall maintain minutes of all the meetings and make the same available for review and there shall be a physical inspection of the work place not more often than once a month in compliance with the Occupational Health and Safety Act.

28.06 Representatives appointed or selected by the Union attending at safety meetings, including the employee conducting the physical inspection referred to in Section 28.05 above shall, be paid their average hourly earnings as a result of such attendance.

28.07 The Union agrees to endeavor to obtain the full cooperation of its membership in the observation of all safety rules and practices.

ARTICLE 29 - INJURY

29.01 Where an employee is injured at work during **the performance of his/her** duties and responsibilities as a result of which he/she cannot complete the balance of **his/her** shift and has reported such injury to the Company, he/she shall be paid for the balance of **his/her shift** at **his/her** average hourly rate.

ARTICLE 30 - SAFETY SHOES

30.01 It is strongly recommended that all employees wear C.S.A. approved safety shoes or boots during working hours. As a condition of employment, however, safety shoes or boots must be worn by all employees in jobs designated by the Company from time to time.

30.02 To assist employees in this respect the Company will contribute either thirty-five (\$35.00) dollars towards the purchase of Kaufman brand safety shoes, eighteen (\$18.00) dollars for other brands, or forty (\$40.00) dollars towards the purchase of Kaufman brand safety boots, twenty-two (\$22.00) dollars for other brands, for personal use only, once every twelve (12) months. These shoes or boots may be purchased from our Retail Outlet or elsewhere. A sales slip/receipt signed by the employee's supervisor must be submitted to the Personnel Department for payment.

30.03 Notwithstanding the above, employees in areas designated by the Health & safety Committee will, instead of procedure 30.02, be provided with a new pair of Kaufman designated boots every two (2) years of employment provided the previously worn boots are returned. In those years where the employee is not eligible for a new pair of boots, the employee will receive a contribution in accordance with the procedure in 30.02.

30.04 Newly hired employees working in designated areas will be required to provide their own safety footwear upon commencement of employment. After the probationary period, 30.02 applies to the date of hire.

ARTICLE 3 1 - DESIGNATED HOLIDAYS

31.01 Employees who have completed their probationary period (and subject to the provisions of the Employment Standards Act) shall be entitled to the following holidays with pay:

New Year's Day	Good Friday
Victoria Day	Canada Day
Civic Holiday	Labour Day
Thanksgiving Day	Christmas Day
Boxing Day	

In addition, and subject to the foregoing, employees will be entitled to a floating holiday at a time designated by the Company. The floating holiday for 2000 shall be observed on **March 13. Canada Day in 2000 shall be observed on June 30th.**

31.02 Full time employees' holiday pay shall be eight (8) hours at the employees average hourly rate of pay,

31.03 In order to qualify for holiday pay the employee must work the full scheduled hours of work on the work day immediately preceding and immediately following the holiday unless, late by thirty (30) minutes or less on one of the qualifying days, excused by the Company, or an employee was absent due to:

- (a) bereavement leave;
- (b) jury duty/crown witness leave;
- (c) regularly scheduled vacation;
- (d) admitted to a Hospital on one or both of the qualifying days verified to the satisfaction of the Company and further providing that the employee has or does work at least one shift in the week preceding or one shift in the week following the holiday and is not in receipt of payment for weekly indemnity or Workers' Compensation for the holiday in question;
- (e) leave of absence for Union business granted under Article 23.

NOTE: Any leave of absence granted by the Company pursuant to the provisions of this Agreement shall be deemed to be an absence excused by the Company under this Section providing it does not exceed one week in duration.

31.04 Where an employee who has undertaken to work on any one of the above-mentioned holidays, **he/she** shall be paid **two times the** employee's current pay period average hourly rate for each overtime hour worked, in addition to any holiday pay to which **he/she** is entitled.

31.05 An employee who has undertaken to work on any of the above holidays and fails to report for work shall forfeit all pay for that day unless **his/her** absence is due to illness verified by a medical certificate as required by the Company or otherwise provides a reason satisfactory to the Company.

31.06 When one of the holidays falls within the vacation period of an employee otherwise eligible for such holiday pay, **he/she** shall be paid for **such** holiday, and if the employee so requests, **he/she** will be granted an additional day off work without pay, at a time mutually agreeable between the employee and the Company.

ARTICLE 32 - VACATIONS

32.01 All employees shall be entitled to vacations with pay based on length of full-time continuous service as follows:

(a) Employees who have completed one (1) year or more of service as of July 1st in any year shall be entitled to a vacation of two (2) weeks with pay in the amount of four (4%) percent of earnings. Employees with less than one (1) year of service shall be entitled to vacation pay in the amount of 4% of earnings.

(b) Employees who have completed five (5) or more years of service as of July 1st in any year but less than thirteen (13) years shall be entitled to a vacation of three (3) weeks with pay in the amount of six (6%) percent of earnings.

(c) Employees who have completed thirteen (13) or more years of service as of July 1st in any year but less than twenty (20) years shall be entitled to a vacation of four (4) weeks with pay in the amount of eight (8%) percent of earnings.

(d) Employees who have completed more than twenty (20) years of service as of July 1st in any year shall be entitled to a vacation of five (5) weeks with pay in the amount of ten (10%) percent of earnings.

NOTE: Service for part-time employees shall be pro rated in accordance with the provisions of Article 14

32.02 Operations **may be closed each** year for a two (2) week **Vacation Shutdown between May 1 and Labour Day weekend** and employees entitled to two (2) weeks vacation or less shall take their vacation at that time. **The company will advise employees well in advance of the time of a vacation shutdown.** Where employees are entitled to less than two (2) weeks of vacation failure to schedule work during the shutdown shall not be deemed to be a layoff. Employees entitled to three (3), four (4) or five (5) weeks of vacation are encouraged to take these additional week(s) of vacation during the Christmas shutdown. However, such additional week(s) may be taken prior to the Christmas shutdown providing the employee gives **one month** notice and it does not interfere with production requirements,

32.03 There shall be no carry over of vacation from one calendar year to the next without written authorization by the Company.

ARTICLE 33 - HEALTH & WELFARE

33.01 The Company agrees, during the term of the Agreement, to contribute towards premium coverage for eligible full-time employees in the active employ of the Company under the insurance plans set out below subject to their respective terms and conditions including enrolment requirements and providing the balance of premiums are paid by the employee through payroll deduction:

(a) the Company agrees to pay 70% of the present monthly premiums towards coverage of employees who have completed their probationary period under the present weekly indemnity plan;

(b) the Company agrees to pay 70% of the present monthly premiums (single or family, whichever is applicable) towards coverage of employees who have completed their probationary period under the present extended health care plan;

(c) the Company agrees to make available semi-private hospital coverage to employees who have completed their probationary period under the current plan; coverage shall be optional and employees shall pay weekly the full premiums in effect from time to time;

(d) the Company agrees to pay 70% of the present monthly premiums towards coverage of employees who have completed 3 months of full-time continuous service under the present life insurance and the A.D. &D. plan ;

(e) the Company agrees to pay 70% of the present monthly premiums towards the coverage of employees who have completed their probationary period under the present dental plan (1998 ODA Schedule). **Effective January 7, 2001 the Ontario Dental Fee Schedule (O.D.A.) will be the 1999 schedule, Effective January 6, 2002 the Ontario Dental Fee Schedule (O.D.A.) will be the 2000 schedule, Effective January 5, 2003 the Ontario Dental Fee Schedule (O.D.A.) will be the 2001 schedule.**

33.02 It is understood that the Company may at any time substitute another carrier for any Plan provided the benefits conferred thereby are not in total decreased. Before making such a substitution, the Company shall notify the Union to explain the proposed change.

ARTICLE 34 - DISABLED EMPLOYEES

34.01 An employee who is no longer able to perform **his/her** regular job (including an employee who has incurred a permanent partial disability in the course of employment) but who is capable of performing lighter work (if available) may, by written agreement between the Company and the Union, be assigned to (or where the employee may otherwise be displaced as a result of the provisions of Article 11) or retained in a job within **his/her** capabilities at the current rate of pay for such job. It is understood and agreed, however, that an employee so assigned to or retained in such job shall not, as a result, displace an employee who is senior. Any junior employee displaced as a result of the agreement between the Company and the Union will be treated as a displaced employee under the provisions of Section 11.01(c). It is further understood that the operation of this provision shall not be construed so as to establish a vacancy for the purposes of Section 10.07.

ARTICLE 35 - WAGES

35.01 The wage rates for employees covered by this Agreement shall be as set out in Appendix B which is attached to and forms part of this Agreement.

35.02 It is understood that employees who are paid on an incentive basis may be required to move from one operation to another. If an employee who is unable to achieve the base rate of an operation to which **he/she** has been assigned, the employee may apply to **his/her** supervisor for additional compensation. The supervisor may, in **his/her** discretion, approve additional compensation for the employee up to the Average Hourly Earnings of the employee for the entire pay period.

ARTICLE 36 - LETTERS OF UNDERSTANDING

36.01 The letters of understanding relating to pension plan, health and welfare benefits, operation listing, Union President, student employment, pay day, Group R.R.S.P., Quality, Joint Labour Management Committee, **Business Closure, Collective Agreements, Temporary Employees, Severance**, Incentive Standards and Nepotism attached as Appendix C shall form part of this Agreement and shall be effective during the term of this Collective Agreement.

ARTICLE 37 - DURATION

37.01 This Agreement shall continue in effect until the **10th day of January 2004, and** shall automatically continue in effect **thereafter** for annual periods of **one year unless** either party notifies the **other** in writing not less than sixty (60) days and not **more than ninety (90)** days prior to the expiration date of its desire to amend or terminate the Agreement.

37.02 If notice of amendment or termination is given by either party in accordance with 37.01 above, the parties agree to meet for the purpose of negotiations within fifteen (15) days following receipt of such notification or such further period of time as may be agreed upon.

EXECUTED AT KITCHENER, ONTARIO

THIS 21st DAY OF May

FOR:

KAUFMAN FOOTWEAR

U.S.W.A.

Div. of William H. Kaufman Inc.

On behalf of its Local 88

Del DeekPatrick S. WarlowMasina DerkayneRobert MorrisonR.D. 11/1Debbie BrizinaTom SeifAnita PimentelSteve WillisKen Dawson Staff

APPENDIX "A" Page 1 of 1

STEWARD REPRESENTATION AND DEPARTMENTAL GROUPING

Note: each Letter in each Division is considered one (1) Dept. for purposes of Article 11.

<u>PLANT 1</u>	<u>DEPT</u>
A - Calendar Room	(1)
A - Mill Room Basement	(101)
B - Rubber Cutting	(3)
B - Fabric Cutting	(4)
B - Cmt house/spreader room	(6)
C - Vulc btm making	(15)
C - Vulc boot making/finishing	(16)
D - Cure/Strip/buff	(17)
E - Rubber Clothing	(21)
F - X-Midas	(115)
F - ATR/French Oil	(117)
G - Maintenance/Stores	(302)
I - Maintenance Support/Stores	(301)
J - Product Engineering - Sorel	(406)

<u>PLANT 2</u>	<u>DEPT.</u>
K - P-82 mould & trim	(31)
K - P.U. mould & trim	(36)
M - Workboot finishing	(131)
M - P.U. Lasting	(136)
N - Maintenance - P82/PU/TR	(304)
N - Maintenance -Cut & Sew	(306)
O - T.R. btm making	(37)
P - Felt cutting & sewing	(18)
Q - Sorel attach/ finish/pack	(22)
R - Sorel top sewing	(28)
R - Heavy Boot sewing	(30)
R - Sample Sewing	(216)
S - Cement last cutting	(35)
T - Component Control	(39)
U - Receiving	(252)
U - Stores	(255)
V - Retail Outlet	(580)

<u>GLASGOW</u>	<u>DEPT.</u>
W - Warehouse - Common	(420)
W - Warehouse - Samples	(422)
W - Warehouse - Special Handling	(423)

Effective: January 9, 2000

Effective: January 7, 2001

CLASS	BASE	5%	10%	15%
31	\$ 8.20	\$8.61	\$9.02	\$9.43
32	\$ 8.71	\$9.15	\$9.58	\$10.02
33	\$ 9.20	\$9.66	\$10.12	\$10.58
34	\$ 9.64	\$10.12	\$10.60	\$11.09
35	\$10.03	\$10.53	\$11.03	\$11.53
36	\$10.47	\$10.99	\$11.52	\$12.04
37	\$11.09	\$11.64	\$12.20	\$12.75
38	\$11.65	\$12.23	\$12.82	\$13.40
39	\$12.19	\$12.80	\$13.41	\$14.02
40	\$12.70	\$13.33	\$13.97	\$14.60
41	\$13.33	\$14.00	\$14.66	\$15.33
42	\$13.96	\$14.66	\$15.36	\$16.05
43	\$14.44	\$15.16	\$15.88	\$16.61
44	\$14.98	\$15.73	\$16.48	\$17.23
45	\$15.90	\$16.69	\$17.49	\$18.28
46	\$16.41	\$17.23	\$18.05	\$18.87
47	\$16.92	\$17.77	\$18.61	\$19.46
48	\$17.58	\$18.46	\$19.34	\$20.22

CLASS	BASE	5%	10%	15%
31	\$ 8.36	\$8.78	\$9.20	\$9.61
32	\$ 8.88	\$9.32	\$9.77	\$10.21
33	\$ 9.38	\$9.85	\$10.32	\$10.79
34	\$ 9.83	\$10.32	\$10.81	\$11.30
35	\$10.23	\$10.74	\$11.25	\$11.76
36	\$10.68	\$11.21	\$11.75	\$12.28
37	\$11.31	\$11.88	\$12.44	\$13.01
38	\$11.88	\$12.47	\$13.07	\$13.66
39	\$12.43	\$13.05	\$13.67	\$14.29
40	\$12.95	\$13.60	\$14.25	\$14.89
41	\$13.60	\$14.28	\$14.96	\$15.64
42	\$14.24	\$14.95	\$15.66	\$16.38
43	\$14.73	\$15.47	\$16.20	\$16.94
44	\$15.28	\$16.04	\$16.81	\$17.57
45	\$16.22	\$17.03	\$17.84	\$18.65
46	\$16.74	\$17.58	\$18.41	\$19.25
47	\$17.26	\$18.12	\$18.99	\$19.85
48	\$17.93	\$18.83	\$19.72	\$20.62

Effective: January **6, 2002**

CLASS	BASE	5%	10%	15%
31	\$ 8.53	\$8.96	\$9.38	\$9.81
32	\$ 9.06	\$9.51	\$9.97	\$10.42
33	\$ 9.57	\$10.05	\$10.53	\$11.01
34	\$10.03	\$10.53	\$11.03	\$11.53
35	\$10.43	\$10.95	\$11.47	\$11.99
36	\$10.89	\$11.43	\$11.98	\$12.52
37	\$11.54	\$12.12	\$12.69	\$13.27
38	\$12.12	\$12.73	\$13.33	\$13.94
39	\$12.68	\$13.31	\$13.95	\$14.58
40	\$13.21	\$13.87	\$14.53	\$15.19
41	\$13.87	\$14.56	\$15.26	\$15.95
42	\$14.52	\$15.25	\$15.97	\$16.70
43	\$15.02	\$15.77	\$16.52	\$17.27
44	\$15.59	\$16.37	\$17.15	\$17.93
45	\$16.54	\$17.37	\$18.19	\$19.02
46	\$17.07	\$17.92	\$18.78	\$19.63
47	\$17.61	\$18.49	\$19.37	\$20.25
48	\$18.29	\$19.20	\$20.12	\$21.03

Effective: January **5, 2003**

CLASS	BASE	5%	10%	15%
31	\$ 8.83	\$9.27	\$9.71	\$10.15
32	\$ 9.38	\$9.85	\$10.32	\$10.79
33	\$ 9.90	\$10.40	\$10.89	\$11.39
34	\$10.38	\$10.90	\$11.42	\$11.94
35	\$10.80	\$11.34	\$11.88	\$12.42
36	\$11.27	\$11.83	\$12.40	\$12.96
37	\$11.94	\$12.54	\$13.13	\$13.73
38	\$12.54	\$13.17	\$13.79	\$14.42
39	\$13.12	\$13.78	\$14.43	\$15.09
40	\$13.67	\$14.35	\$15.04	\$15.72
41	\$14.36	\$15.08	\$15.80	\$16.51
42	\$15.03	\$15.78	\$16.53	\$17.28
43	\$15.55	\$16.33	\$17.11	\$17.88
44	\$16.14	\$16.95	\$17.75	\$18.56
45	\$17.12	\$17.98	\$18.83	\$19.69
46	\$17.67	\$18.55	\$19.44	\$20.32
47	\$18.23	\$19.14	\$20.05	\$20.96
48	\$18.93	\$19.88	\$20.82	\$21.77

OPERATION LISTING - BY BASE RATE - OPERATION DESCRIPTION - PLANT WIDE

<u>OPERATION</u> <u>DESCRIPTION</u>	<u>EXAMPLE</u>	<u>RATE</u> <u>CLASS</u>
1 NEEDLE FLAT	HEM	31
1 NEEDLE POST	REINFORCEMENT STITCH	31
ASSEMBLE	HAND	31
ATTACHING	LOOPS/BUTTONS	31
BARTACK	1710/CAM DRIVEN	31
BLOW	WITH AIR	31
BOOKING-TRUCKING	APRON	31
BOXMAKING	ALL	31
BRUSH	M/C/HAND	31
BUFF	LASTED UPPERS	31
BUILD	GARMENTS/BUCKLES	31
CEMENT	M/C - ROLLER	31
CEMENT	M/C - DUPLEX	31
CEMENT	SPRAY	31
CEMENT	HAND - EXCEPT AS LISTED	31
CEMENT	M/C - ASSEM CARTONS	31
CEMENT	M/C - K-LUG OTSLES	31
CLEAN	& CONDITION	31
COUNT	SHOES	31
CRIMP	VAMPS	31
CUT	HAND/CLICKER - GUM LABELS/APRON	31
DOME	M/C	31
EDGING	MARROW/SINGER	31
EMBOSS	M/C	31
FINISH PRODUCT	LACE/TAG ETC.	31
FLAME	THREADS	31
FOLD	TAPE	31
FORM	INSOLES	31
FUSE	NYLON PRTR	31
HEATSEAL	ALL	31
INK	FABRIC	31
INSPECT	IN PROCESS/FINAL RUBBER CLOTHING	31
LABEL		31
LACE	HAND & M/C	31
M/C ROLL LININGS	DIRECT	31
MARK	HAND&M/C	31
OSANN	LININGS	31
PACK	IN PROCESS/SOCKS/CLOTHING	31
PAIR UP	SHOES/BOOTS	31
PAPER	IN TOE	31
PICKING-PLACING	FRICITION - FABRIC PARTS - INSOLES	31
POUND	M/C	31
PREFIT	STOCK	31
PRESS	HEELS - MULES	31
PULL	LASTS/STRINGS	31
PUNCH HOLES	HAND	31
PUT UP	STOCK-FABRIC	31
RECYCLE CASES		31
REDUCE	SEAMS	31
ROLL	FOXING	31
ROLL	SPONGE	31

OPERATION LISTING – BY BASE RATE – OPERATION DESCRIPTION – PLANT WIDE

<u>OPERATION DESCRIPTION</u>	<u>EXAMPLE</u>	<u>RATE CLASS</u>
SATREAT	ALL	31
SEW	RUBBER CLOTHING - ALL	31
SILK SCREEN	L A B E L S	31
SKIVE	FELT	31
SPLIT	LEATHER	31
SPRAY	SILICONE	31
STAMP	ALL	31
STAPLE		31
STITCH		31
STRIPE	BTMS/FOXING	31
TABLEWORK		31
TAPE	M/C	31
TIE	ALL	31
TRIM	HAND	31
TURN		31
VAMPING	REG. BTMS	31
WASH		31
WATERPROOF TEST		31
WAX		31
<hr/>		
1 NEEDLEARM	B I N D I N G - G	32
1 NEEDLE ARM	NYLON/BINDING	32
1 NEEDLE FLAT	WITH FOLDER	32
1 NEEDLE FLAT CHAIN	SEAMS	32
1 NEEDLE POST	LININGS	32
2 NEEDLE FLAT	TAPE CTRS	32
2 NEEDLE POST	TAPE SEAMS	32
2 NEEDLE PURITAN	FANCY STITCH	32
ASSEMBLE	M/C/HEEL BELT	32
ASY	OUTSOLE BTM	32
BARTACK	3530 QTR TO VP NORWEGIAN	32
BELTWORK	CUTTING BELT	32
BELTWORK	BOOT VP/CTR BELT	32
BEND	STEEL SOLES	32
BRAND	M/C	32
CEMENT	HAND - NEOPRENE OUTSOLES	32
CEMENT	HAND-CEMTA240 BRUSH + ASSEM QTR + VP TO UPP	32
CEMENT	HAND-CEMTA211 BRUSH + ASSEM LINGTO VPATTOP	32
CEMENT	HAND-ASSEM WTRPRF STRIP TO UPP	32
CEMENT	HAND-HEEL BELT 32	32
CEMENT	HAND-QTR TO VP/SLUSH WTRPF	32
CEMENT	M/C - ROLLER-ROLL + ASSEM SPNG TO PRTOR	32
CEMENT	HAND-CEMTA228 BRSH + ASSEM LNG DOWN ON VP-E	32
CEMENT	HAND - ASSEM SKLNG	32
CEMENT	HAND-CEMTA228 BRUSH + ASSEM LNG DOWN ON VP	32
CEMENT	M/C - EXCEPT AS LISTED	32
CLEAN	MOULDS/REPAIR SHOES	32
CRIMP	GUSSETS AND PULL THREADS	32
CUT	HOT KNIFE/CLICKER/COLD KNIFE	32
DIP	CHLORINE	32
EYELET	ALL OTHERS	32

OPERATION LISTING - BY BASE RATE - OPERATION DESCRIPTION - PLANT WIDE

<u>OPERATION</u> <u>DESCRIPTION</u>	<u>EXAMPLE</u>	<u>RATE</u> <u>CLASS</u>
FOLD	THERMOFOLD	32
HOUSEKEEPING	WHSE	32
INK	LEATHER	32
INSERT	SKLNG	32
INSPECT	FINAL	32
INSPECT	IN PROCESS	32
JOIN	BTMLININGS	32
MOULD	BACK PART	32
OSANN	STRINGLAST	32
PACK	FINAL - OTHERS	32
PERF	LEATHER PARTS	32
PICKING-PLACING	OUTSOLES	32
PREPARE	LASTS	32
PRESS	HEEL TO OUTSOLE	32
PUNCHHOLES	MACHINE	32
PUTUP	LEATHER/RUBBER	32
RIVET	WC	32
ROLL	FOXING FIREMAN	32
ROUGH	OUTSOLES	32
SKIVE	FABRIC	32
SPRAY	TOP	32
STITCH	DIRECT	32
STRIP	FROM LASTS - NO STICKS	32
TRIM	M/C	32
VAMPING	LUMBERMAN	32
WAREHOUSE WORK	LIGHT - GENERAL	32
ZIG ZAG	SEAMS FELT	32
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1 NEEDLE ARM	LEATHER/ATTACHING	33
1 NEEDLE FLAT	GORE TO UPPER/BRAID/Q-I-R TO VP	33
1 NEEDLE POST	TONGUE D RINGS/CUFF/QTR TO VP FMTD	33
2 NEEDLE POST	BACKSTRAPS/ELASTIC	33
2 NEEDLE PURITAN	BACKSTRAP	33
AEROCORD	FABRIC	33
ASY	OUTSOLE - TERMINATOR	33
BIN FILLING	LIGHT	33
BOOKING	OUTSOLES/ BLOCK HEEL BELT	33
BUILD	NEO BTMS	33
EYELET	LEATHER SORELS AND WORKBOOTS	33
FINISH & PACK	HIP BOOTS	33
FORM	& STEAM TOE	33
INCOMING LIGHT		33
INSPECT	& REPAIR/ULTRAS	33
JOIN	BKSM LINING - LUMBERMAN	33
ORDER FILLING	LIGHT	33
PRESS	LININGS	33
REROLL	WRAPPERS	33
ROLL	HIGHWALL OUTSOLE	33
SKIVE	LEATHER/CTRS	33
SOCKING	INSERT FELT SOCKS	33

OPERATION LISTING -- BY BASE RATE -- OPERATION DESCRIPTION -- PLANT WIDE

<u>OPERATION</u> <u>DESCRIPTION</u>	<u>EXAMPLE</u>	<u>RATE</u> <u>CLASS</u>
STITCH	OUTSOLE BTM	33
TRIM	M/C - LEATHER INSOLES	33
VAMPING	85 STYLE BTM	33
VAMPING	MEDIUM BOOTS	33
WATERTEST	& SOCKING	33
<hr/>		
NEEDLE PURITAN POST	INSOLE TO LINING	34
1 NEEDLE FLAT	PLEATS	34
1 NEEDLE POST	QTR TO VAMP	34
1 NEEDLE PURITAN ARM	WELTS	34
1 NEEDLE WALKING FOOT	OUTSOLE TO UPPER	34
2 NEEDLE FLAT	STRAP TO QTR	34
2 NEEDLE POST	FANCY STITCH	34
ASSEMBLE	OUTSOLES/BOOKING	34
ASY	TOP COVER	34
BUFF	& ROUGH/TRIM & CLEAN P-82	34
FLOATER	SHOE UNITS - BTSM, CLOTH, LIGHT	34
INSERT	CTR - P-82	34
INSPECT	DEPT 34 MODULAR LINE	34
JOIN	BKSM CLOTH - RAINETTE	34
LAST	HEEL/SIDE	34
LOAD-UNLOAD	CURES	34
OSANN	SOCKLING TO UPP	34
PRESS/CMT	BOOTIE WORKBOOTS	34
ROUGH	LASTED UPPERS	34
SKIVE	GUM	34
SPRAY	COLOUR	34
STITCH	LUMBERMAN	34
VAMPING	HEAVY BOOTS	34
VULCANIZE	DESMA 962/966	34
WAREHOUSE WORK	HEAVY GENERAL	34
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1 NEEDLE POST	TONGUE EYELET	35
2 NEEDLE POST	QTR TO VAMP	35
2 NEEDLE PURITAN	QTR TO VAMP	35
3 NEEDLE PURITAN	QTR TO VAMP	35
APRON	UPPER #1	35
BIN FILLING	HEAVY	35
BUFF	HEELS	35
CUT	RUBBER CLOTHING	35
GENERAL FLOATER	SHOE UNITS - BTMS, CLOTH, LIGHT	35
JOIN	BKSM LINING - MEDIUM BOOTS	35
LANDIS	MOCCASIN STITCH	35
LAST	TOE LINING	35
OPERATOR #1 & #2	T.R. M/C	35
PERPETUAL INVENTORY	ADMIN. TASKS ONLY WHSE. - BONUS SYSTEM	35
PRESS	SOLE - VIBRAM	35
SERVICE	UPPER #1	35
STITCH	OUTSOLE - HEAVY BOOTS	35
TOE LINING	LUMBERMAN	35
VULCANIZE	ATR/X-MIDAS	35

OPERATION LISTING - BY BASE RATE - OPERATION DESCRIPTION - PLANT WIDE

<u>OPERATION</u> <u>DESCRIPTION</u>	<u>EXAMPLE</u>	<u>RATE</u> <u>CLASS</u>
<hr/>		
1 NEEDLEARM	MEC VAL ATTACHING	36
1 NEEDLE PURITAN ARM	ATTACHING	36
2 NEEDLE PURITAN ARM	ATTACHING MOULDED BTMS	36
3 NEEDLE PURITAN ARM	ATTACHING MOULDED BTMS	36
BUFF	K-LUG EDGE/VIBRAM BTM	36
CUT	BEAM PRESS/STRIPS/HNDLE DIE/WELLMAN/CLCKR - LEA	36
FETCH VARNISH		36
HELPER	66" CAL - MILL - STRIP	36
INCOMING HEAVY		36
LAST	TOE	36
RETURN	LACQUER	36
SERVICE	SOLING/TMP LINE	36
SPRAY	LACQUER/POWDER	36
STRIP	FROM LASTS	36
TAKEOFF	SOLING TMP LINE	36
TOE LINING	HEAVY BOOTS	36
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2 NEEDLE PURITAN ARM	ATTACHING VULCANIZED BTMS	37
3 NEEDLE PURITAN ARM	ATTACHING VULCANIZED BTMS	37
CHECKOFF	WHSE - BATAVIA STOCK	37
GENERAL FLOATER	BOOTS	37
ORDER FILLING	HEAVY	37
OUTGOING	LOAD TRUCKS	37
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CRACK	UPPER # 1	38
FORK TRUCK	DRIVER	38
LINE - LEADHAND	SHOEUNIT	38
MILL	60" - 66" - MILL - STRIP/TUBER	38
PACK	ORDERS	38
SPECIALIST	WAREHOUSE	38
VULCANIZE	TRUCK FLAPS	38
<hr/>		
COMPACT	RAG	39
CRACK	60" CAL	39
CUT	GUILLOTINE	39
GRIND	SPEW	39
GUILLOTINE	BREAKDOWN	39
LEAD OPERATOR	60" CAL/BARWELL/UPPER #1 & #2/SOLING	39
LEADHAND	WAREHOUSE	39
SHIPPER	HEAD	39
VULCANIZE	P82	39
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COMPOUND	ASSIST/CUT	40
COMPOUND	LEAD	40
SECTION CO-ORDINATOR	WHSE	40
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LEAD OPERATOR	TMP MIXER	41
LEAD OPERATOR	66" CAL	41

NOTE: *PROGRESSION IS BASED ON TIME WORKED SUBJECT TO THE LISTED SCHEDULES.*

5% after 9 months - 10% after 15 months - 15% after 21 months

Progression to the next level would require that the employee has not received a suspension in the six (6) month period prior to the effective date of the merit increase. Employees with service who are successful in transferring to a timework position will receive due consideration of their past service to a maximum of 10%.

A: CONSOLE OPERATORS

I.	OVER 1 YEAR	38
II.	6-12 MONTHS	37
III.	0-6 MONTHS	36

B: FLOATERS

COVERS TOP EMPLOYEES WORKING IN DEPARTMENTS,
ANY AND ALL KIND OF JOBS. SAME, DIE TRIAL OPERATORS.

I.	ALL JOBS IN DEPARTMENT	38
II.	LIMITED JOBS IN DEPARTMENT	37
III.	IN TRAINING 0-6 MONTHS	35

2. MILL ROOM FLOATER

I.	OVER 4 YEARS	42
II.	IN TRAINING 2-4 YEARS	40
III.	IN TRAINING 1-2 YEARS	38
IV.	IN TRAINING 0-1 YEAR	36

C: INSPECTION AND FINAL REPAIR

1. "IN PROCESS"

I.	LEAD INSPECTOR	33
II.	REGULAR - IN PROCESS	32
III.	0-3 MONTHS	31

2. "END PROCESS"

I.	AS IN I ABOVE	35
II.	REGULAR - END PROCESS	34
III.	3-6 MONTHS	33
IV.	0-3 MONTHS	32

D: PERPETUAL INVENTORY

I.	WHSE TASKS - REGULAR	33
II.	ADMIN & WHSE TASKS - REGULAR	35
III.	ADMIN & WHSE TASKS - 0-6 MONTHS	34

E: ADMINISTRATIVE (CLERKS)

I.	OVER 6 MONTHS	35
II.	3-6 MONTHS	34
III.	0-3 MONTHS	33

F: SERVICE

I.	VERY COMPLEX	38
II.	COMPLEX AND MAINTENANCE HELPERS	37
III.	REGULAR	36
IV.	0-3 MONTHS	35

NOTE: *PROGRESSION IS BASED ON TIME WORKED SUBJECT TO THE LISTED SCHEDULES.*

5% after 9 months -10% after 15 months -15% after 21 months

Progression to the next level would require that the employee has not received a suspension in the six (6) month period prior to the effective date of the merit increase. Employees with service who are successful in transferring to a timework position will receive due consideration of their past service to a maximum of 10%.

G: PUT UP STOCK - PREFIT

I.	MULTIPLE PRODUCT LINES - REGULAR	33
II.	UP TO & INCLUDING 3 PRODUCT LINES	32
III.	0-6 MONTHS	31

H: LEADHAND

I.	LEADHAND - REGULAR	38
II.	LEADHAND - LIMITED VARIATIONS IN JOB	37

I: STOCK KEEPERS AND MATERIAL HANDLERS

1. STOCK KEEPERS/CHIEF RECEIVER

I.	LEADHAND	41
II.	OVER 1 YEAR	40
III.	9-12 MONTHS	39
IV.	6-9 MONTHS	38
V.	3-6 MONTHS	37
VI.	0-3 MONTHS	36

2. MATERIAL HANDLERS

I.	OVER 6 MONTHS	37
II.	3-6 MONTHS	36
III.	0-3 MONTHS	35

K: CURE OPERATORS

I.	LEAD CURE OPERATOR	40
II.	OVER 1 YEAR	39
III.	6-12 MONTHS	38
IV.	0-6 MONTHS	37

L: CEMENT HOUSE AND SPREADER ROOM

1. CEMENT HOUSE

I.	OVER 1 YEAR	38
II.	6-12 MONTHS	37
III.	3-6 MONTHS	36
IV.	0-3 MONTHS	35

2. SPREADER ROOM OPERATOR

I.	OVER 2 YEARS	39
II.	1-2 YEARS	38
III.	3-12 MONTHS	37
IV.	0-3 MONTHS	36

NOTE: *PROGRESSION IS BASED ON TIME WORKED SUBJECT TO THE LISTED SCHEDULES.*

5% after 9 months - 10% after 15 months - 15% after 21 months

Progression to the next level would require that the employee has not received a suspension in the six (6) month period prior to the effective date of the merit increase. Employees with service who are successful in transferring to a timework position will receive due consideration of their past service to a maximum of 10%.

M: PATTERN ROOM

I.	EXPERIENCED	37
II.	2ND YEAR (TRAINING)	36
III.	1 ST YEAR (TRAINING)	35

O: MOULD MECHANIC

I.	EXPERIENCED	41
II.	4TH YEAR	40
III.	3RD YEAR	38
IV.	2ND YEAR	36
V.	1ST YEAR	35

NOTE RE GRADES: UNLESS AN INDIVIDUAL HAS FORMAL CERTIFICATION, THEIR SKILL ASSESSMENT IS DETERMINED BY THE COMPANY.

<u>P: GRADE 5</u>	48
MAINTENANCE MECHANIC - MILLWRIGHT	1
MAINTENANCE ELECTRICIAN	1
MAINTENANCE PLUMBER - PIPEFITTER	1
STATIONARY ENGINEER	2

<u>Q: GRADE 4</u>	45
PLANT CARPENTER	
SEWING WC MECHANIC	
MAINTENANCE MACHINIST	1
MAINTENANCE WELDER	
MAINTENANCE MECHANIC - MILLWRIGHT	2
MAINTENANCE ELECTRICIAN	2
MAINTENANCE PLUMBER - PIPEFITTER	2
STATIONARY ENGINEER	3

R: GRADE 4 A

College Certificate	42
Electro Mechanical Maintenance	
Industrial Maintenance Mechanic	

<u>R: GRADE 3</u>	40
MAINTENANCE MECHANIC - MILLWRIGHT	
MAINTENANCE CARPENTER	
MAINTENANCE WELDER	2
STATIONARY ENGINEER	4

NOTE: *PROGRESSION IS BASED ON TIME WORKED SUBJECT TO THE LISTED SCHEDULES.*

5% after 9 months - 10% after 15 months - 15% after 21 months

Progression to the next level would require that the employee has not received a suspension in the six (6) month period prior to the effective date of the merit increase. Employees with service who are successful in transferring to a timework position will receive due consideration of their past service to a maximum of 10%.

S. GRADE 2 APPRENTICES

% of Grade 4 Base

1. 5 YEAR PROGRAM/1,800 HRS. PER YEAR

1st year 70%

2nd year 75%

3rd year 80%

4th year 85%

5th year 90%

2. 4 YEAR PROGRAM/2,000 HRS. PER YEAR

1st year 70%

2nd year 75%

3rd year 80%

4th year 85%

T. GRADE I

OVER 1 YEAR 36

3-12 MONTHS 33

1-3 MONTHS 31

JANITORS

ELEVATOR OPERATORS

V. RETAIL OUTLET

I. SENIOR 34

II. OVER 1 YEAR 33

III. 3-12 MONTHS 32

IV. 0-3 MONTHS 31

X. LEATHER INSPECTION 41

Y. SAMPLE SEWERS

I. LEAD SAMPLE SEWER 37

II. ALL JOBS IN DEPARTMENT 36

III. 3 JOBS IN DEPARTMENT 35

IV. IN TRAINING UP TO 6 MONTHS 34

PREFIT CONSOLE OPERATORS

I. OVER 6 MONTHS 35

II. 3-6 MONTHS 34

III. 0-3 MONTHS 33

SATRA SUMM ASSESSOR

I. OVER 6 MONTHS 37

II. 3-6 MONTH 36

III. 0-3 MONTH 35

NOTE: *PROGRESSION IS BASED ON TIME WORKED SUBJECT TO THE LISTED SCHEDULES.*

5% after 9 months - 10% after 15 months - 15% after 21 months

Progression to the next level would require that the employee has not received a suspension in the six (6) month period prior to the effective date of the merit increase. Employees with service who are successful in transferring to a timework position will receive due consideration of their past service to a maximum of 10%.

REPAIR CUTTER

I.	OVER 1 YEAR	34
II.	6-9 MONTH	33
III.	0-6 MONTH	32

LETTER OF UNDERSTANDING
RE: HEALTH AND WELFARE BENEFITS

The Company agrees that during the term of the Agreement (by September 1, 1997) it will provide new employees with a booklet upon coverage, and existing employees with updates in loose leaf page form as they occur, describing the welfare benefits referred to in Article 33, Health and Welfare.

LETTER OF UNDERSTANDING
RE: PENSION PLAN

It is the Company's intention to maintain in effect during the term of this Collective Agreement a pension plan for full time employees covered by the Agreement.

LETTER OF UNDERSTANDING
RE: QUALITY

It is the Company's intention to research, develop and implement incentive systems that incorporate payment for first quality goods only.

LETTER OF UNDERSTANDING
RE: GROUP R.R.S.P.

It is the Company's intention to maintain in effect during the term of this Collective Agreement a Group R.R.S.P. for full time employees covered by the Agreement, who have completed their probationary period.

LETTER OF UNDERSTANDING
RE: STUDENT EMPLOYMENT

It is agreed and understood that Student help may be employed at various periods during the year, provided that such work will not cause or result in the layoff of employees in the bargaining unit. Such job placements are considered temporary and need not be posted and may be filled at the discretion of the Company.

LETTER OF UNDERSTANDING
RE: OPERATION LISTING

For the purpose of clarity, Appendix "B" Operation Listing, is a list of various operations by base rate. These operations are not jobs within the meaning of the Collective Agreement.

LETTER OF UNDERSTANDING
RE: JOINT LABOUR MANAGEMENT COMMITTEE

The Company and the Union shall meet once every two (2) months until this agreement is terminated for the purpose of discussing issues relating to the workplace which affect the parties or any employee bound by this agreement.

LETTER OF UNDERSTANDING
RE: NEPOTISM

The Company will institute a policy of not allowing Supervisors to have a spouse, child or parent working under their direct supervision. This will apply to all future hirings and transfers. This will take into account the possibility of a Supervisory transfer that would not result in the movement of any operators.

LETTER OF UNDERSTANDING
RE: PAYDAY

The Company agrees to pay on the Friday following the end of a pay period, excepting bank/statutory holiday weeks, which will be delayed by the number of days off.