

COLLECTIVE AGREEMENT

between



ARLANXEO CANADA Inc.
Sarnia, Ontario

and



UNIFOR Canada
Local 914

(ARLANXEO Manufacturing Unit)
Sarnia, Ontario

2019 - 2023

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BETWEEN:

ARLANXEO CANADA Inc. – Sarnia, Ontario,
hereinafter referred to as the “Company”.

OF THE FIRST PART

AND:

Unifor Canada, Local 914
(ARLANXEO Manufacturing Unit, Sarnia, Ontario),
hereinafter referred to as the “Union”.

OF THE SECOND PART.

ARTICLE 1 – PURPOSE

1.01

The purpose of this Agreement is to provide orderly collective bargaining relations, in good faith, between the Company and its employees and the Union representing such employees, to provide orderly procedure for the prompt, and equitable, disposition of grievances and for the maintenance of mutually satisfactory hours of work, wages and working conditions.

ARTICLE 2 – RECOGNITION

2.01

The Company recognizes the Union as the sole collective bargaining agent for all employees at its Sarnia Plant save and except Supervisor, persons above the ranks of Supervisor, Plant Protection Officers, Salaried Safety Inspectors, Students employed during their school vacation period, and salaried employees. The above is subject to the provisions outlined in the Letter of Understanding #4 relating to summer students.

2.02

The Company and the Union agree that no intimidation, no discrimination, no interference, and no restraint or coercion shall be exercised against any employee by either of the parties to this Agreement or their representatives on account of such employee's membership or non-membership in the Union.

ARTICLE 3 – UNION SECURITY

3.01

Any employee who is now a member of the Union and any employee who becomes a member of the Union shall, as a condition of employment, maintain such membership for the duration of this Agreement unless the Union deprives such employee of membership.

3.02

The Company will deduct an amount equal to the regular monthly dues of a Union member from the earnings of each employee covered by this Agreement. These deductions will be from the employee's earnings on the first pay day in each calendar month and the amounts deducted will be transmitted to the Secretary-Treasurer of the Union. Dues deductions will appear on T-4 slips.

ARTICLE 4 – UNION COMMITTEES AND STEWARDS

4.01 (a)

The Company will recognize a Union Steward Body hereinafter called "Steward Body". The Steward Body will be comprised of Stewards as designated in Appendix "A", one of whom shall be Chief Steward, one of whom shall be the Deputy Chief Steward and four of whom shall be Lead Stewards. For contract negotiations, conferences and meetings held under any article of the agreement, the Company will recognize a Union Committee that shall not exceed seven (7) including the Chief Steward. For grievance conferences in Step Three the

Company will recognize Union representation that shall not exceed five (5) including the Chief Steward. In addition to the above, the President of the Local and/or a representative of the National Union may attend such conferences and negotiations when so desired by the Union.

The Company will compensate up to five (5) members of the Union Contract Negotiating Committee who are employees of ARLANXEO CANADA Inc. – Sarnia, Ontario for lost time from their regular schedule spent in contract negotiation meetings with the Company. Compensation will only be paid up to Conciliation.

4.01 (b)

The Union will select its stewards and committees and the Company will recognize such representatives of the Union in their respective capacities. The Steward Body shall be as designated in Appendix “A” attached hereto, it being understood that the number and distribution of Stewards may be changed during the term of this Agreement by mutual agreement between the Company and the Union.

4.01 (c)

In the event that a Steward is transferred from one area of representation to a new area, the employee shall continue to be recognized by the Company as a Steward of the area from which the employee was transferred for a period of up to four (4) weeks.

4.01 (d)

Each Steward shall be an employee of the Company with not less than six (6) months seniority at the date of the employee’s appointment.

4.01 (e)

The Union will provide the Company with a list of personnel comprised of the Union Executive Board, the Union Committee and Steward Body and of any change in personnel, as and when any such change occurs.

4.01 (f)

The Chief Steward will be placed on a day job on full-time union business up to and including December 31, 2017 and will be supplied at no cost to the Union and

with an adequate office facility within the plant property, including office furniture and a private telephone line.

Effective January 1, 2018, the Company's obligation in the first paragraph above shall terminate. Effective January 1, 2018 the Union will be supplied at no cost to the Union, with an adequate office facility within the plant property, including office furniture and a private telephone line.

4.01 (g)

All new Union members and new employees coming within the scope of the Collective Agreement shall receive the Union's Orientation Program. Adequate time and facilities shall be provided by the Company to the Union to accommodate the program. If requested by the Union, this may be done at the Devine Street Hall.

4.02

Conferences will be held between the Company and a Union committee at such times as may be mutually agreed upon and a representative of the National Union and the Local Union President may be present at such conference, if the Union so desires. Request for conferences will be made:

- (a) On behalf of the Company to the Chief Steward.
- (b) On behalf of the Union to the Lead Human Resources Business Partner.

A written agenda of matters to be discussed will be supplied at the same time such a conference is requested.

4.03 (a)

During regular work hours the Steward will be allowed a reasonable period of time from regular duties at straight time payment to attend to Union business within the Plant. If, in the opinion of the Company, a Steward is spending an unreasonable amount of time on Union business, this matter will be the subject of a conference between the Company and a Union committee as provided for in Article 4.02. If the matter is not satisfactorily disposed of it may be referred by either party to Arbitration as provided for in Article 7.

4.03 (b)

Before leaving their regular duties, Stewards shall obtain the permission of their foreman or supervisor. Should the steward wish to enter another work area, the steward must contact the supervisor or foreman of the other area before commencing their Union business. Stewards will also report to their foreman when returning to regular duties.

4.03 (c)

The Stewards shall be permitted to enter the plant at any time to attend to Union duties, but before doing so shall obtain permission from Plant Protection, which permission shall not be unreasonably denied and Stewards access cards will be programmed.

ARTICLE 5 – MANAGEMENT FUNCTIONS

5.01

The Union acknowledges that it is the function of the Company to manage the plant and direct the working force, including but not limited to the following:

5.01 (a)

To maintain order and efficiency, enforce and formulate plant rules and regulations including Fire and Safety Regulations; such rules and regulations to be consistent with the term of this Agreement.

5.01 (b)

To hire, discipline, discharge for just cause, lay-off, classify, transfer, promote and demote, subject to the provisions hereinafter provided in this Agreement.

5.01 (c)

To manage the industrial enterprises in which the Company is engaged determining the products to be manufactured, the methods of manufacturing, the schedules of production, the kinds and location of machines and equipment to be used, the processes of manufacturing and the nature of its products.

ARTICLE 6 – GRIEVANCE PROCEDURE

6.01 (a)

When an employee is to be notified of disciplinary action and/or undesirable behaviour, the employee will be advised that Union representation will be allowed if the employee so desires.

6.01 (b)

Parties to this Agreement are agreed that it is of the utmost importance to resolve grievances and disputes in good faith and as quickly as possible.

The aggrieved employee may be present at any or all steps of the grievance procedure if the employee so desires.

6.02

The Grievance Procedure shall be as follows:

STEP NO.1

Employees who consider that they have a grievance shall through or with their Union Steward discuss the grievance with the employee's immediate supervisor. The supervisor shall give an oral decision within five (5) regular working days following the day on which discussions commenced.

If this decision is unsatisfactory to the Employee or the union, Step 2 may be followed within two (2) regular working days of the supervisor's decision.

Notwithstanding the foregoing, where it is mutually agreed between the parties during the First Step discussion that the circumstances provoking the grievance can be reviewed most appropriately at Third Step, such a grievance may then be submitted directly in writing to Third Step within five (5) regular working days of the commencement of the discussions.

STEP NO.2

The Union Steward shall reduce the grievance to writing and refer it to the Department Head. The Union Steward shall discuss the grievance with the Department Head and the immediate supervisor involved. The Department Head shall within five (5) regular working days following the day the grievance was submitted to the Department Head, render a decision in writing. If this decision is not satisfactory to the employee or the Union, Step 3 may be followed within two (2) regular working days.

STEP NO.3

The Lead Steward shall refer the grievance in writing to the Company through the Lead Human Resources Business Partner. Within two (2) regular working days

following the day the grievance was submitted, the Lead Human Resources Business Partner will arrange for a conference between the Company and the Union to take place within ten (10) regular working days following the day the grievance was submitted.

The reply in writing shall be submitted to the Chief Steward of the Union Committee within five (5) regular working days following the day on which the conference was held. If such reply does not contain a satisfactory settlement, then the grievance may be referred by either party to Arbitration as provided for in Article 7.

6.03 (a)

In the Grievance Procedure outlined above, presentations of grievances and decisions where called for in writing, shall be on forms mutually agreed upon by the Company and the Union.

6.03 (b)

In Step 2 of the Grievance Procedure, a copy of the Department Head's decision will be given to the employee and a copy will be given to the Steward.

6.04 (a)

It is agreed that the settlement of any grievance will not be retroactive to a date earlier than thirty (30) calendar days prior to the commencement of the discussions at Step No. 1 of the Grievance Procedure.

6.04 (b)

In the case of an adjustment to an employee's rate of pay brought about through the Grievance Procedure, and which resulted from a mechanical error, proper adjustment will be made from the date the error occurred.

6.05

Any matter or question arising between the Company and the Union regarding the administration, interpretation, alleged violation, or application of this Agreement may be submitted in writing by either party as Step No. 3 of the Grievance Procedure, which in the case of a Company grievance shall be read and construed with the necessary changes.

6.06

Notwithstanding any other provisions in this Article, should the Company decide to discharge an employee or suspend an employee pending discharge, notification by the Company to such employee shall be only made in the presence of the Chief Steward and the employee's Lead Steward or their designates.

Where an employee has been required to leave the premises previously, the employee will be permitted to return to the Plant to receive notification in this manner. Upon failure to return the employee will be advised by mail. Should the employee or the union acting on the employee's behalf wish to file a grievance against the discharge it shall be reduced to writing within ten (10) regular working days and be a subject for discussion at a meeting to be held between the Company and the Union committee within five (5) regular working days following the filing of the grievance. Should the matter not be settled at this time, a grievance may then be referred to Arbitration as provided in Article 7.

6.07

It is agreed that it should be optional with the Company to consider any grievance, the alleged circumstances of which occurred more than fifteen (15) working days prior to the commencement of discussions at Step No. 1 or the written referral directly to Step No. 3. In the case of a Company or a Union grievance it shall be optional with the receiving party to consider any grievance, the alleged circumstances of which occurred more than ten (10) working days prior to its written presentation.

6.08

When an employee is off work with permission due to sickness, days off, leave of absence, vacation, or layoff such time off will not be regarded as regular working days within the meaning of this Article.

ARTICLE 7 – ARBITRATION

7.01

Both parties to this Agreement agree that any alleged misinterpretation or violation of the provisions of this Agreement, including any grievance which has been carried through the prescribed steps of the Grievance Procedure outlined in Article 6 and which has not been settled, will be referred to an Arbitrator at the written request of either of the parties hereto, provided that such requests must be received

not later than ten (10) regular working days after a decision has been rendered as provided in Step 3 of the Grievance Procedure.

7.02

The parties may, by mutual agreement, elect to substitute a Board of Arbitration in place of a single Arbitrator. In that case, all provisions of Article 7 shall apply where appropriate.

7.03

The Parties will confer within 10 days from the giving of the Notice of Arbitration in order to agree upon a mutually acceptable choice of Arbitrator. Should the Company and the Union fail to agree on an Arbitrator within seven (7) days, then they will notify the Minister of Labour of the Province of Ontario who will be asked to name an Arbitrator.

7.04 (a)

The Arbitrator shall not have power to alter, change or add to this Agreement or to substitute any new provisions for any existing provisions nor to give any decision inconsistent with the terms and provisions of this Agreement.

7.04 (b)

At the request of the Arbitrator, the parties will make available witnesses to give oral or written evidence which in the Chairperson's opinion is relevant and necessary for the determination of the matters in issue.

7.04 (c)

Notwithstanding the provisions of 7.04 (a), the Arbitrator shall have the authority to uphold, modify or set aside any discharge, suspension or other disciplinary measure.

7.05

The decision of the Arbitrator shall be binding upon both parties.

7.06

Each of the parties to this Agreement will jointly share the expenses of the Arbitrator.

7.07

In the event that the parties agree to use a Board of Arbitration, the following procedure will be followed.

The Board of Arbitration will be composed of one person appointed by the Company, one person appointed by the Union and a third party to act as Chairperson, chosen by the other two members of the Board. The Union and the Company shall each within ten (10) days from the Notice of Arbitration appoint its arbitrator. Each party shall forthwith give notice of such appointment to the other party. Should the person chosen by the Company to act on the Board and the person chosen by the Union fail to agree on a third person within seven (7) days, then they will notify the Minister of Labour of the Province of Ontario who will be asked to name a Chairperson.

ARTICLE 8 – NO STRIKE: NO LOCKOUT

8.01

The Union agrees that during the life of the Agreement there will be no strike and the Company agrees that there will be no lockout.

ARTICLE 9 – OCCUPATIONAL CLASSIFICATIONS AND WAGE RATES

9.01

The occupational classifications and the respective wage rates covered by this Agreement are as set forth in Appendix “B”.

9.02

The classification of new jobs and requests for reclassification of existing jobs based on the Union’s claim of a demonstrable inequity shall during the term of this Agreement be subject to negotiation and if necessary, arbitration.

ARTICLE 10 – HOURS OF WORK AND PREMIUM PAY

Hours of Work

10.01

The regular hours of work shall be:

(a) Per Day

Day Employees & 8 Hr. Shift Employees	-	8 Hrs.
12 Hr. Shift Employees, 12 Hr. Day Shift Employees & 12 Hr. Day Employees	-	12 Hrs.

(b) Average Hours Per Week

All Employees – 38 Hours beginning January 1, 2006.

Note: For purposes of accounting “day” shall mean a twenty-four (24) hour period commencing at the employee’s normal “AM” starting time.

Work Periods

10.02

Work Periods shall be:

(a) Day Employees

7:30 a.m. – 4:00 p.m.
or 8:00 a.m. – 4:30 p.m.

A thirty (30) minute lunch period commencing at 12:00 Noon to 12:30 p.m. shall be scheduled each working day and will not be included as part of the work period.

(b) 8 Hour Shift Employees

Eight (8) continuous hours commencing at:

“A” Shift 7:30 a.m. – 3:30 p.m.
“B” Shift 3:30 p.m. – 11:30 p.m.
“C” Shift 11:30 p.m. – 7:30 a.m.

Eight (8) hour shift employees will rotate weekly between “A” and “B” shifts or “A” and “C” and “B” shifts.

(c) 12 Hour Shift Employees

Twelve (12) continuous hours commencing at:

“D” Shift 5:30 a.m. – 5:30 p.m.

“N” Shift 5:30 p.m. – 5:30 a.m.

Twelve (12) hour shift employees will rotate weekly between “D” and “N” Shifts.

Note: Shift Schedules will maintain the average 38 hour work week and shall be by Mutual Agreement.

(d) 12 Hour Day Shift Employees

Twelve (12) continuous hours commencing at:

“D” Shift 5:30 a.m. – 5:30 p.m.

Twelve (12) hour day shift employees will work only “D” Shifts and will work weekends.

Note: Shift Schedules will maintain the average 38 hour work week and shall be by Mutual Agreement.

(e) 12 Hour Day Employees

Twelve (12) continuous hours commencing at:

“D” Shift 5:30 a.m. – 5:30 p.m.

Twelve (12) hour day employees will work only “D” Shifts and will not work weekends.

Note: Day Schedule will maintain the average 38 hour work week.

Days Off

10.03 (a)

Days off shall be:

(i) Day Employees

Saturday, Sunday and One (1) Friday in each Four (4) Week Cycle.

Note: The Company and the Union recognize that beginning January 2006 there will be 2 distinct Friday Off Schedules as follows:

Schedule A – Friday, January 6, 2006 and every consecutive 4th Friday thereafter.

Schedule B – Friday, January 13, 2006 and every consecutive 4th Friday thereafter.

(ii) 8 Hour Shift Employees

The two or three consecutive regularly scheduled twenty four (24) hour periods to which each employee is entitled and shall be as per shift schedule.

(iii) 12 Hour Shift Employees

The consecutive regularly scheduled twenty four (24) hour periods to which each employee is entitled and shall be as per the cohesive shift schedule.

(iv) 12 Hour Day Shift Employees

The consecutive regularly scheduled twenty four (24) hour periods to which each employee is entitled and shall be as per the cohesive shift schedule.

(v) 12 Hour Day Employees

The consecutive regularly scheduled twenty-four (24) hour periods to which each employee is entitled and shall be as per the twelve hour day schedule. Days off will rotate between Thursday, Friday, Saturday, Sunday, Monday, Tuesday and Saturday, Sunday as per the twelve hour day schedule.

Compensation Day

10.03 (b)

For employees who receive one Friday off in each 4 week cycle.

(i) And where a Friday(s) off falls in an employee's vacation period, then the employee will be allowed to take a Compensation Day(s) at a time which is mutually agreeable between the employee and the employee's supervisor.

(ii) This Compensation Day will be paid at eight (8) hours straight time in the pay period during which it is taken.

(iii) An employee will not be asked nor will the employee volunteer to work employee's designated Compensation Day except an employee may be asked to work in emergencies, and will not be charged with refusal if the employee declines. Day refers to the twenty-four (24) hour period immediately following the a.m. starting time the day it is taken.

Irregular Work Periods

10.04 (a) Day Employees

(i) It may become necessary to establish regular work periods, lunch periods, and/or days off which do not conform with Article 10.03. Every effort will be made to keep these to a minimum and also every effort will be made to retain consecutive days off. The introduction of such new work periods will be discussed with the Union as far in advance as is practicable and any dispute may be the subject of a grievance.

(ii) It is recognized that certain requirements may make it necessary to establish Night Crews, for a short duration, which do not conform to the work periods above. See Appendix E: Night Crews.

10.04 (b) 8 Hour Shift Employees

(i) Certain changes of shift schedules which affect the employee's days off may make Article 10.03 impracticable, in which case, days scheduled for work in excess of the regular schedule in a pay period shall be considered as days off for purposes of payment.

(ii) It is understood in determining whether an employee is entitled to premium payment because of being scheduled to work in excess of the employee's regular schedule in a pay period, that days absent due to sickness or because of leave will not count as days scheduled for work. However, days absent due to vacation or on account of a Company recognized "holiday" will be included in determining premium payment.

(iii) Should it become necessary to establish regular work periods, which do not conform to Article 10.03 every effort will be made to keep this to a minimum. The introduction of such new work periods will be discussed with the Union as far in advance as is practicable and any dispute may be the subject of a grievance.

10.04 (c) 12 hour Day Employees

A twelve hour day employee will not be scheduled to work in excess of four (4) consecutive twelve hour days and will not be scheduled for less than 72 hours in a pay period.

Make-Up for Non-Relief Positions

10.05

All Employees

(i) An employee who loses time due to a transfer or change in schedule will be granted the right to work at available work for straight time payment to make-up for lost time if requested by the employee.

(ii) Opportunities for make-up work will be given in the same pay period or the pay period immediately following.

Make-Up Work for Relief Positions

10.06 (a) Day Employees & 8 Hour Shift Employees

(i) A relief employee scheduled to work in excess of 70 straight time days in the 15 week cycle will be paid at applicable overtime rates for those days. The affected employee may be given the option of time off in lieu of payment if requested.

(ii) A relief employee scheduled to work less than 70 straight time days in the 15 week cycle will be granted the right to work at available work for straight time payment to make-up for lost time if requested by the employee.

(iii) Vacation relief employees will be scheduled for a minimum of eight (8) days in a pay period.

10.06 (b) 12 Hour Shift Employees

(i) A relief employee will not be scheduled to work in excess of four (4) consecutive twelve hour shifts with the exception of one P-Day and pay average will be 76 hours per pay based on the 38 hour work week. In addition, hours over 1976 per year will be considered as distributable overtime.

Overtime

10.07

All Employees

(i) Overtime work shall be performed by employees whenever called upon providing suitable replacements cannot be obtained.

Note: For Overtime Waivers see Appendix C

(ii) Overtime shall be distributed as fairly and impartially as possible among employees within the same job classification and overtime work groups as set out in Appendix "C" who are qualified to perform such work. For Trades or Services Maintenance work the foregoing is subject to arrangements as set out in Appendix "E".

In distributing overtime, reference will be made to the Overtime Guidelines which do not form part of the Collective Agreement.

(iii) An employee regularly working in more than one work group will share in the distribution of overtime work in the work groups within which the employee regularly works.

Note: For overtime charging procedure see "related" Operating Progression Note found in Appendix "D" (Job Progression Charts).

(iv) Overtime lists shall be posted bi-weekly as a minimum standard. Scheduled overtime may be canvassed up to thirty (30) days in advance of the overtime to be worked using the overtime list in effect at the time when the overtime is canvassed for. Once scheduled, the overtime shall not be cancelled.

(v) When no public transportation is available and an employee is unable to arrange their own transportation, the employee will be supplied with overtime transportation, provided the employee is required to work overtime and no suitable replacement can be obtained and notice of such overtime was not given before the employee arrived at work that day.

Day Employees/12 Hour Day Shift Employees/12 Hour Day Employees

(vi) In relation to an employee's vacation the employee will not be asked nor will the employee volunteer to work overtime on the employee's days off prior to or following the employee's vacation period. Only in emergencies will the employee be asked to work on these days off and the employee will not be charged with refusal if the employee declines. Days off prior to the employee's vacation will mean the time off period starting at the completion of the employee's normal working day. A Statutory Holiday or substituted day for a Statutory Holiday and Compensation Day prior to or following a vacation period will be recognized as a day off.

NOTE: Subject to Letter of Understanding # 21

8/12 Hour Shift Employees

(vii) In relation to employee's vacation the employee will not be asked nor will the employee volunteer to work overtime on the employee's days off prior to or following the employee's vacation period. Only in emergencies will the employee be asked to work on these days off and the employee will not be charged with refusal if the employee declines. Days off prior to the employee's vacation will mean the time off period starting at the completion of the employee's normal working day. A Statutory Holiday and Compensation Day prior to or following a vacation period will be recognized as a day off.

NOTE: Subject to Letter of Understanding # 21

Overtime Meals

10.08 (a) Day Employees

If a day employee is scheduled to work more than nine and one-half (9 ½) continuous hours, the Company will provide a meal if requested. A second meal, if requested, will be provided if the employee works more than thirteen and one-half (13 ½) continuous hours. A lunch period of one-half (1/2) hour without pay will be allowed. Meals will be provided if an employee is called into work on such short notice that the employee is unable to provide their own meal. For the purpose of this Article, lunch periods shall not be considered to interrupt continuous hours.

10.08 (b) 8 Hour Shift Employees

If an eight (8) hour shift employee is scheduled to work more than nine and one-half (9 ½) continuous hours, the Company will provide a meal if requested. A second meal, if requested, will be provided if the employee works more than thirteen and one-half (13 ½) continuous hours. Meals will be provided if an employee is called into work on such short notice that the employee is unable to provide their own meal.

10.08 (c) 12 Hour Shift Employees

If a twelve (12) hour shift employee is required to work more than thirteen and one-half (13 ½) continuous hours, a meal will be provided if requested. Meals will be provided if an employee is called into work on such short notice that the employee is unable to provide their own meals.

10.08 (d) 12 Hour Day Shift Employees

If a twelve (12) hour employee is required to work more than thirteen and one-half (13 ½) continuous hours, a meal will be provided if requested. Meals will be provided if an employee is called into work on such short notice that the employee is unable to provide their own meals.

10.08 (e) 12 Hour Day Employees

If a twelve (12) hour day employee is required to work more than thirteen and one-half (13 ½) continuous hours, a meal will be supplied if requested. A lunch period of one-half (1/2) hour without pay will be allowed. Meals will be provided if an employee is called into work on such short notice that the employee is unable to provide their own meal.

For the purpose of this article, lunch periods shall not be considered to interrupt continuous hours.

10.09 (a) Day Employees & 8 Hour Shift Employees

Straight Time will be paid for:

- (i) Hours worked in the work period.
- (ii) Hours worked in order to make-up time as outlined in Article 10.05 (i) and 10.06(a) (ii).

Double Time will be paid for all overtime hours worked.

10.09 (b) 12 Hour Day Shift Employees, 12 Hour Day Employees & 12 Hour Shift Employees

Straight Time will be paid for:

- (i) Hours worked in the Work Period.
- (ii) Hours worked in order to make up time as outlined in Article 10.05 (i) and 10.06(b) (i).

Double Time will be paid for all overtime hours worked.

Premium Rates

10.10 (a) All Employees

Call Out

Call Out shall apply when an employee is requested to return to work outside of the employee's regular scheduled hours of work. The request to return to work may be made either before or after the employee leaves the plant. The minimum payment for call out work will be equivalent to payment for four (4) hours work at straight time except where the employee starts to work two (2) hours or less before such employee's regular work starting time and continues working into the employee's regular work period, in which case overtime provisions will apply for the hours actually worked.

10.10 (b) Day Employees, 8 Hour Shift Employees, 12 Hour Shift Employees, 12 Hour Day Shift Employees & 12 Hour Day Employees

Change of Schedule

Double time will be paid one way only in all circumstances except for relief positions. The relief position will continue as currently managed.

However, days absent due to vacation or on account of a Company recognized "holiday" will be included in determining premium payment. If a change of schedule falls during a statutory holiday, payment for the change of schedule will be deferred to the next work period.

The provision does not apply to schedules changed as a result of the application of Article 14.02 (a) (ii) or when,

- (i) an employee makes a personal request for lateral moves
- (ii) an employee returns to work from Long Term Disability
- (iii) an employee is going to or returning from a light duties position. This does not include a light duties position resulting from injury sustained at work.
- (iv) Change of schedule payment will not apply to those employees going to work the 12 hour day schedule or deciding to return to their former schedule. This pertains only to employees opting "on and off" on a voluntary basis.

Shift Differential

10.11 (a) Day Employees

Shift Differential will not be paid to day employees.

10.11 (b) 8 Hour Shift Employees

Premium pay to be paid for shift work as set out below:

Effective February 1, 2019

“A” Shift - .97/hour
“B” Shift - 1.86/hour
“C” Shift - 3.26/hour

Effective February 1, 2020

“A” Shift - 1.00 hour
“B” Shift - 1.91/hour
“C” Shift - 3.35/hour

Effective February 1, 2021

“A” Shift - 1.03/hour
“B” Shift - 1.97/hour
“C” Shift - 3.45/hour

Effective February 1, 2022

“A” Shift - 1.07 hour
“B” Shift - 2.04 /hour
“C” Shift - 3.57/hour

- (i) The above applies to those employees working on continuous twenty-four (24) hour rotation.
- (ii) Shift Differential will be paid to those employees working “A” and “B” shift on a regular basis for the “B” shift only.

10.11 (c) 12 Hour Shift Employees

Premium pay is to be paid for shift work as set below:

Effective February 1, 2019

“D” Shift - 1.24/hour
“N” Shift - 2.89/hour

Effective February 1, 2020

“D” Shift - 1.27/hour

“N” Shift - 2.97/hour

Effective February 1, 2021

“D” Shift - 1.31/hour

“N” Shift - 3.06/hour

Effective February 1, 2023

“D” Shift - 1.36/hour

“N” Shift - 3.17/hour

(i) The above applies to those employees working on a continuous twenty-four (24) hour rotation.

10.11 (d) 12 Hour Day Shift Employees

Premium pay is to be paid for 12 hour day shift work as set below:

Effective February 1, 2019

“D” Shift - 1.24/hour

Effective February 1, 2020

“D” Shift - 1.27/hour

Effective February 1, 2020

“D” Shift - 1.31/hour

Effective February 1, 2020

“D” Shift - 1.36/hour

10.11 (e) 12 Hour Day Employees

Shift Differential will not be paid to 12 hour day employees.

10.12 Shift Turnover Premium

Shift workers must remain in their work area until their relief arrives, dressed and ready for work. After an appropriate hand-off (update of pertinent data, etc.) workers may proceed to the central change facility.

This premium will be added to the shift differential for “D” and “N” shifts and to any 8 hour shift schedule for which management requires an employee to be

relieved before they may leave their work area. See Appendix “B” for shift turnover premium.

Statutory Holidays – All Employees

10.13

Those employees scheduled but not required to work a designated holiday under Article 11 will be given 48 hours personal notice or allowed to work the Holiday.

Statutory Holidays for 12 Hour Day, 12 Hour Shift Employees & 12 Hour Day Shift Employees

10.14 (a) 12 Hour Day Employees

(i) When a holiday falls during a twelve (12) hour day employee’s vacation, the employee will be given the holiday with pay on the day immediately preceding or immediately following the employee’s vacation. For each holiday, the employee will be allowed eight (8) hours off with eight (8) hours pay.

(ii) If the statutory holiday falls on a scheduled work day, the employee will be paid twelve (12) hour holiday allowance if he is not required to work. If the statutory holiday falls on a non-scheduled work day, the employee will be paid eight (8) hour holiday allowance.

10.14 (b) 12 hour Shift Employees

(i) When a holiday falls during a 12 hour shift employee’s vacation, the employee will be paid their holiday allowance in addition to their vacation pay. Holiday allowance shall equal eight (8) hours pay at straight time.

(ii) If a twelve hour shift employee is scheduled to work on a statutory holiday, but is not required to work, the employee will be paid twelve (12) hours holiday allowance instead of eight hours. This will apply only to those employees who are told not to report for work even though they are scheduled for the statutory holiday. In addition, the determination for 38 average weekly hours over the 13 week cycle when calculating the holiday allowance, will be taken into consideration as payment for a scheduled day. Where a Statutory Holiday falls on an employee’s regularly scheduled day off the employee will be paid eight (8) hours holiday allowance.

(iii) For the purposes of time off and payment, Christmas Day and New Year’s Day will be observed from 1900 hours (7:00 p.m.) December 24th and December 31st to 1900 hours (7:00p.m.) December 25th and January 1st, respectively.

10.14 (c) 12 Hour Day Shift Employees

(i) When a holiday falls during a 12 hour day shift employee's vacation, the employee will be paid their holiday allowance in addition to their vacation pay. Holiday allowance shall equal eight (8) hours pay at straight time.

(ii) If a twelve hour shift employee is scheduled to work on a statutory holiday, but is not required to work, the employee will be paid twelve (12) hours holiday allowance instead of eight hours. This will apply only to those employees who are told not to report for work even though they are scheduled for the statutory holiday. In addition, the determination for 38 average weekly hours over the 13 week cycle when calculating the holiday allowance, will be taken into consideration as payment for a scheduled day. Where a Statutory Holiday falls on an employee's regularly scheduled day off the employee will be paid eight (8) hours holiday allowance.

(iii) For the purpose of time off and payment, Christmas Day and New Year's Day will be observed from 1900 hours (7:00 p.m.) December 24th and December 31st to 1900 hours (7:00 p.m.) December 25th and January 1st, respectively.

Mutual Exchange of Working Hours

10.15 All Employees

Employees within the same classification, regardless of their rates of pay, may request a mutual exchange of regular hours (excluding overtime hours).

Each employee shall assume the hours of work of the employee replaced but shall continue to receive their own regular hourly rate.

If premium payment is involved because of a change of schedule, the premium will be paid to the employee whose schedule is changed on the first day the employee works on the new schedule.

Temporary Rates of Pay

10.16

(i) When an employee is temporarily changed from one job to another job which takes a higher rate, the employee's rate shall be increased to the new job rate for the period of the change.

(ii) When an employee is temporarily changed from one job to another job which takes a lower rate, the employee shall retain their regular rate for the period of the change.

ARTICLE 11 – HOLIDAYS

Designation

11.01

Days designated as Holidays shall be as follows:

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

and two additional Holidays to be determined in October of each year for the following year.

For the purpose of time off, Christmas and New Year's Day will be observed from 15:30 hrs. (3:30 p.m.) December 24th and December 31st to 15:30 hrs. (3:30 p.m.) December 25th and January 1st, respectively for eight hour shift workers only. For the observance of Christmas Day and New Year's Day for twelve hour shift workers see Article 10.14(b)(iii).

The two additional holidays will be designated separately for Day Employees and Shift Employees.

The determination of the two additional holidays will be in accordance with the provisions in the Letter of Understanding titled Undesignated (Floater) Holidays.

For the purpose of time off and payment, the designated holidays will be observed on the traditional calendar date or date decreed by statute, except that day employees with Saturday, Sunday, and one Friday off in each four (4) week cycle, will be given any designated holiday that falls on any one of such days, on the Monday immediately following or on the Friday immediately preceding the traditional calendar date for the holiday, as applicable. In instances where the Friday is already a day off, the holiday will be observed on the Monday immediately following.

Holiday Payment

11.02 (a) If Worked

All hours worked on a Holiday during the regular work period shall be paid for at double time. All other hours worked will be paid at double time. In addition, the employee shall receive a holiday allowance which shall equal eight (8) hours pay at straight time.

11.02 (b) If Not Worked

An employee shall receive eight (8) hours holiday allowance at the employee's straight time hourly rate, subject to the following:

(i) Payment for a Holiday will not be made to an employee absent without permission on a Holiday, or on the employee's last scheduled working day before the holiday, or on the employee's first scheduled working day after the Holiday. However, an employee previously scheduled to be absent on a holiday and subsequently required to work, will be excused from work if a suitable replacement can be obtained and in such case absence on the Holiday will not disqualify the employee from receiving the holiday allowance.

(ii) Payment for a Holiday will not be made to an employee on Leave of Absence which includes the Holiday, and the day before and the day after the Holiday. However, an employee absent on leave for sickness or injury will, for a period of thirty-nine (39) weeks, receive any difference between their compensation payment and their holiday allowance for any Holidays falling during this period. Notwithstanding the above, an employee absent on leave for Union Business shall receive their holiday allowance for any holiday falling during such leave of absence (excluding leaves of absence in excess of 14 calendar days).

(iii) When a Holiday falls during an employee's vacation, the employee will be allowed to take the Holiday at a time which is mutually agreeable between the employee and the employee's supervisor.

The Holiday will be paid at eight (8) hours straight time in the pay period during which it is taken.

(iv) Effective January 1, 2005, when a Holiday falls on a 12 hour shift employee's vacation day, the employee will receive 8 hours Stat Holiday pay plus a 12 hour compensation day.

ARTICLE 12 – VACATIONS

Length of Vacation

12.01

Annual vacations with pay shall be granted to employees as follows:

12.01 (a)

Two weeks' vacation upon completion of one or more years confirmed accumulated service.

12.01 (b)

Three weeks' vacation upon completion of three or more years confirmed accumulated service.

12.01 (c)

Four weeks' vacation upon completion of ten or more years confirmed accumulated service.

12.01 (d)

Five weeks' vacation upon completion of eighteen or more years confirmed accumulated service.

12.01 (e)

Six weeks' vacation upon completion of twenty-five or more years confirmed accumulated service.

12.01 (f)

Seven weeks' vacation upon completion of thirty or more years confirmed accumulated service.

12.01 (g)

The amount of pay for the vacation entitlements outlined above shall be:

1 week vacation	=	40 hours x regular rate of pay
2 week vacation	=	80 hours x regular rate of pay
3 week vacation	=	120 hours x regular rate of pay
4 week vacation	=	160 hours x regular rate of pay
5 week vacation	=	200 hours x regular rate of pay
6 week vacation	=	240 hours x regular rate of pay
7 week vacation	=	280 hours x regular rate of pay

12.01 (h)

Days off prior to and following an employee’s vacation will be considered as part of the vacation period. Days off prior to vacation will mean the time period starting at the completion of the normal working day. Days off following will mean the time up to the first scheduled work period.

12.01 (i) 12 Hour Shift Employees

Vacation time off will normally be the four (4) day group(s) of scheduled working days plus the regular days off. Vacation time off may include a portion of the four (4) day group of scheduled working shifts to round off the vacation entitlement. The day(s) may be tied to the beginning or the end of the regular vacation period.

12.01 (j) 12 Hour Day Shift Employees

Vacation time off will normally be the four day group(s) of scheduled working days plus the regular days off. Vacation time off may include a portion of the four day group of scheduled working shifts to round off the vacation entitlement. The day(s) may be tied to the beginning or end of the regular vacation period.

12.01 (k) 12 Hour Day Employees

Vacation time off will normally be the three (3) day group(s) of scheduled working days plus the regular days off prior to and following the three (3) day group(s). Vacation time off may include a portion of the three (3) day group of scheduled working days to round off the vacation entitlement. The day(s) may be tied to the beginning or end of the regular vacation period.

Scheduling Vacations

12.02 (a)

Vacations shall be scheduled by the Company and the employees shall be notified of their vacation period sixty (60) days in advance if possible, and shall receive vacation pay on the employee's regular pay day.

12.02 (b)

Consistent with efficient plant operations, the preference of employees with respect to their vacation period will be given full consideration by the Company.

12.02 (c)

Employees may be scheduled for vacation time during the calendar year without regard to their employment date.

Vacation Pay

12.03

Vacation pay shall be computed so that an employee will receive the amount of money the employee would have normally earned on their regular schedule including shift differential, had the employee not taken their vacation.

Vacation Pay Upon Termination

12.04

Upon termination an employee will receive their outstanding vacation pay. Such vacation pay will be calculated as follows:

12.04 (a)

Employees with less than one (1) year confirmed accumulated service – 4 % of their gross earnings for that period of employment for which vacation pay had not already been received.

12.04 (b)

Employees with one (1) but less than three (3) years confirmed accumulated service – 4 % of their gross earnings for that period of employment for which vacation pay had not already been received.

12.04 (c)

Employees with three (3) but less than ten (10) years confirmed accumulated service – 6 % of their gross earnings for that period of employment for which vacation pay had not already been received.

12.04 (d)

Employees with ten (10) but less than eighteen (18) years confirmed accumulated service – 8 % of their gross earnings for that period of employment for which vacation pay had not already been received.

12.04 (e)

Employees with eighteen (18) but less than twenty-five (25) years confirmed accumulated service – 10 % of their gross earnings for that period of employment for which vacation pay had not already been received.

12.04 (f)

Employees with twenty-five (25) but less than thirty (30) years confirmed accumulated service – 12 % of their gross earnings for that period of employment for which vacation pay had not already been received.

12.04 (g)

Employees with thirty (30) or more years confirmed accumulated service – 14 % of their gross earnings for that period of employment for which vacation pay had not already been received.

12.05

An employee at time of retirement will receive vacation pay on the basis of one twelfth (1/12) of vacation pay as provided in Articles 12.01 and 12.03 for each month or part thereof of the period of employment for which vacation pay has not already been received.

ARTICLE 13 – JOB SECURITY

Seniority Status

13.01

An employee will be considered a probationary employee for his/her first one thousand and five hundred (1500) hours worked on the job, for which he/she is hired and will have no seniority rights during that period. The termination of an employee during his/hers probationary period is not a matter covered by this agreement and therefore shall not be grievable or arbitrable. After completion of his/her probationary period, the employee's seniority date shall date from his/her date of hire.

Seniority lists shall be revised and posted every six months.

Seniority if Absent from Work

13.02 (a)

Seniority shall accumulate when an employee is absent from work:

- (i) With leave.
- (ii) Owing to accident or sickness covered by the Workplace Safety and Insurance Act.

13.02 (b)

Seniority shall accumulate when an employee is absent from work owing to lay-off on the basis of one month for each month of seniority with the Company prior to lay-off up to a maximum of thirty-six (36) months.

Loss of Seniority

13.03

Seniority shall be lost and employment will be deemed terminated in the case of:

- (a) Resignation
- (b) Discharge
- (c) Failure to notify the Company of intention to return to work after lay-off within seven (7) days after receipt of notification from the Company sent by registered mail to the employee's address as shown on the Company's personnel records.
- (d) Failure to return to work after lay-off within seven (7) days after such notification by the Company unless it is shown that such failure has been caused by circumstances beyond the employee's control.
- (e) Lay-off in excess of the seniority credits accumulated under 13.03 (b).
- (f) A bargaining unit employee who accepts a position out of scope on or after May 1, 1986 and remains in that position more than six months will lose all seniority credits.

Preferential Seniority

13.04

The Chief Steward shall, during the term of office in the Union, head the seniority list. Such seniority shall apply only with respect to lay-offs.

Technological Change

13.05

The Company will advise the Union as far in advance as possible of any lay-offs affecting the bargaining unit employees. In the case of a plant closure or change involving permanent work force reduction of employees covered under the agreement, the Company will provide the Union with a minimum of six (6) months notice. After providing such notice, the Company and Union will cooperate in considering all available methods to facilitate the planned work force reduction through attrition or other available methods to minimize the negative impact on employees affected where attrition is not appropriate.

13.05 (a)

Employees with one or more years of service whose employment is terminated will be paid severance pay at the rate of two (2) weeks pay plus two (2) weeks pay for each complete year of continuous service X 1.30. Severance pay for a partial year of service will be calculated on a pro-rated basis. A weeks' pay shall equal 40 hours at the employee's base hourly rate.

ARTICLE 14 – JOB PROGRESSION AND POSTING

14.01 (a)

(i) The Job Progressions for the respective Departments of the Company are attached herein as Appendix "D". If, and as work requirements necessitate, new jobs, departments, or sections, will be incorporated into or added to the Job Progression Plan. Resultant changes to existing lines of progression and establishment of lines of progression to and from new jobs shall be subject to mutual agreement of the parties hereto.

(ii) The Job Progression Plan shall govern the selection of employees for vacant jobs in the Bargaining Unit, it being understood that the plan is applicable only to the extent that jobs set out therein are required.

Any vacancy other than entry point jobs will be filled according to the Job Progression by seniority subject to the employee having sufficient ability to fulfill all of the job requirements satisfactorily. If the job is not thus filled, then it will be posted providing the vacancy is to be for a period in excess of sixty (60) days. In addition, each Job Progression contains entry point jobs which are to be posted if the vacancy to be filled is to be for a period in excess of sixty (60) days. In cases

of sixty (60) days or less, selections will be made from senior qualified personnel who are willing, firstly from the Department affected, and secondly from the balance of the plant. All postings shall be bargaining unit wide and only employees making proper application will be considered.

The filling of posted jobs shall be according to seniority subject to the employee having sufficient ability to fulfill all of the job requirements satisfactorily, except that:

An employee who has moved assignments or jobs as a result of a posting shall not be eligible for consideration in a subsequent posting or a lateral move until the employee has worked at least 12 months in the job or assignment into which the employee most recently posted.

Notwithstanding the foregoing, an employee who has been curtailed in accordance with 14.01 (c) and who continues to work in the plant will return to a vacancy in the job the employee held at the time of the curtailment provided the vacancy occurs within nine (9) months from the date of curtailment, and the employee has the option not to return to the classification from which the employee was curtailed.

Once an employee has been notified of his/her acceptance for a posted job, he/she will not be permitted to refuse to take the position.

(iii) For all postings and progressional movements involving less than seven (7) employees:

All postings and progressional moves will be filled within ninety (90) days of the first employee accepting the position.

Where there is more than one successful applicant the common start date/rate increase will be effective on the date the first successful applicant enters the classification.

(iv) For postings and progressional movements involving seven (7) or more employees:

The Company and the Union will mutually agree on the start/rate increase date for each affected employee.

All postings and progressional moves will be filled within six (6) months of the first employee accepting the position.

It is also understood that the Company has the right to hire from outside the Bargaining Unit, if it chooses, when a qualified first-class tradesperson is required providing the Company first offers the opportunity to:

(v) Qualified First Class Tradespersons working in the bargaining unit in other progressions who have performed the work of the applicable trade for a minimum of 12 months within the prior three years.

(vi) Qualified employees currently laid off who have retained their recall rights – first to First Class Tradespersons; secondly to Trades Trainees (within 6 months of completing trades training to become a First Class in the trade required).

(vii) The Company and the Union commit to have meaningful discussion regarding potential future apprenticeship programs once there is a need to hire first class trades. As an alternative to hiring a qualified First Class tradesperson, the Company shall have the option to elect to hire an ICET, MTIM or FST graduate into an Electrician, Instrument, Millwright or Fire Protection trainee position should the Company wish to train such a person for the required position.

(viii) If a job has been posted externally and remains unfilled six (6) months after it was first posted, the Company will re-post the job internally for ten (10) days and will consider applications received from internal applicants.

NOTE: The Progression Charts referred to in 14.01 (a)(i) as Appendix “D” shall be distributed to the Steward Body and appropriate locations throughout the plant.

14.01 (b)

If a move is designated as temporary the employee will be returned to the employee’s previous job at the end of the temporary period. In the case of temporary postings, the temporary period of the posted assignment will not exceed one year.

If a temporary promotion becomes permanent the job shall be filled in accordance with 14.01(a) from among the employees who were eligible at the time that the temporary promotion was made.

14.01 (c)

In the event of curtailment of work, employees in the Job Progression affected shall move in the reverse direction of the Progression, and those who as a result are moved out of the Progression will move into the Utility Group.

Before any movement in the reverse direction of the Progression due to curtailment of work commences, the Company in agreement with the Union, will arrange the placement of affected employees in suitable employment which they are willing to accept, and in such event placement may be made without application of 14.01(a)(ii).

In the event of a temporary curtailment of work for two (2) months or less, the Company shall assign the affected employees who remain in the plant to suitable work. Such employees shall have their previous rate maintained for the duration of the curtailment.

Employees who are curtailed for greater than two months and who remain employed will be paid for a maximum period of twenty-four (24) months at their previous rates. It is understood that during such period the Company may assign employees who have moved out of the Progression to suitable work in Rate Code 50 or lower. Suitable work excludes trainee assignments.

14.01 (d)

None of the foregoing in 14.01(c) shall apply to those employees removed from a progression as a result of a failure to meet the job requirements.

14.01 (e)

Rate Code 30 trades people hired directly into the trade or through internal job posting will be considered along with trainees in the same trades group for purposes of curtailment provided the safety and efficiencies of the plant can be maintained.

Note: This will pertain to trades people entering the trades group as indicated above after January 1, 1990.

Lay-Offs & Recalls

14.02 (a)

In the event of layoff the employees with the least seniority will be laid off first provided that the remaining employees are:

- (i) capable and qualified to perform the available work

or

- (ii) provided with up to 45 days of familiarization or training to enable them to become capable and qualified to perform the available work. Such employees who receive this training or familiarization to avoid being laid off will not receive a change of schedule premium.

14.02 (b)

The Company shall give employees with one or more years' seniority a minimum of 30 days notice prior to the effective date of layoff or award pay in lieu thereof.

14.02 (c)

When there is an increase in the work force after a layoff, before new employees are hired, the employees who have retained seniority will be recalled in the reverse order in which they were laid off, provided that:

- (i) Such employees are capable and qualified of doing the work available
- or
- (ii) They can become capable and qualified to perform the available work with up to 45 days of familiarization or training.

ARTICLE 15 – BULLETIN BOARDS

15.01

The Company agrees to supply the Union with bulletin boards for material approved by the Chief Steward or designate.

ARTICLE 16 – SAFETY, HEALTH AND WELFARE

16.01 (a)

The Company shall make reasonable provision for the safety and health of the employees during the hours of their employment and provide protective devices and other equipment, necessary to protect employees properly from injury, and the Union may, from time to time, meet with the Company to bring to the attention of the Company recommended suggestions in this regard. The Company will provide payment up to a maximum established by the Joint Health and Safety Committee for CSA approved safety shoes in November of each calendar year.

16.01 (b)

The parties agree to the establishment of a Committee comprised of 4 members appointed by the Union and 4 members appointed by the Company to advise Management of Safety and Health matters with particular emphasis on plant environmental conditions which may cause actual or potential safety or health hazards. The members shall choose one of their number who shall be Chairperson.

The Company will make available to the Committee technical data and other information in its possession which may be necessary for the Committee's efficient functioning including information regarding known hazardous substances present at the work site. The Company will compensate members of the Committee for approved time lost from their regular work while engaged on the work of the Committee.

16.01 (c)

The Company, through the Joint Health and Safety Committee, will keep the Union and employees informed of known safety measures and hazardous substances to which employees may become exposed at their work place.

16.02

The Company agrees to provide and maintain suitable first aid equipment and facilities, lunchroom, locker, washroom, shower and sanitary facilities, and the Union agrees to co-operate fully with the Company in the maintenance of this service.

16.03

If an employee incurs a disability which prevents the employee from performing his regular duties, the Company and the Union shall review the available work in order to determine whether there exists suitable and productive work which the employee is able to perform.

Where the Company considers that it does not have sufficient information to assess an employee's ability to return to work, it may request further information. An employee may be required to attend an independent medical examination conducted by a mutually agreeable medical specialist and such examination will be at the Company's expense. If the Company and the Union are unable to agree on the specialist, each party will suggest the name of 2 specialists who practice in the field of medicine relevant to the employee's disability. If this process does not produce a mutually agreeable physician, all 4 names will be placed in a box and the Chief Steward (or designate) and Employee Relations Manager (or designate) will meet and draw the name of one physician who shall assess the employee in accordance with the purpose of this clause. The Company physician may be used to facilitate the arrangement of an appointment with the specialist as soon as possible. This procedure will be repeated if the selected specialist will not agree to assess the employee.

An employee's reinstatement to work is conditional upon his supplying satisfactory evidence from a physician which indicates that he is recovered and/or

is capable of performing available modified work when returning from an occupational or non-occupational illness/injury which caused his absence.

The Company and Union recognize their obligations to cooperate in accommodating employees with verified disabilities in an effort to facilitate the employee's early and safe return to his pre-injury position or to suitable modified productive work when available. The employee has an obligation to cooperate with this accommodation effort.

While an employee is performing modified work, the Company will maintain his rate of pay for a period of one year. Thereafter, if the employee continues to be employed in a job other than his regular job, he will be paid at the rate of pay for the job he is performing to a minimum of Rate Code 90.

Note: Employees identified as "Permanently Partially Disabled" as of June 17, 2004 will be grandfathered at their current rate codes.

16.04

An employee, who as a result of a lost time accident, suffered in the Company's employ is entitled to receive compensation under the Workplace Safety and Insurance Act, will be paid an allowance for the period of absence up to a maximum of fifty-two (52) weeks, provided the employee assigns to the Company all such compensation received by the employee in respect of the same period. The allowance will be equivalent to the employee's regular earnings, exclusive of shift differential, for the period of absence up to a maximum of fifty-two (52) weeks. If an employee incurs costs to obtain medical forms associated with the collection of Weekly Indemnity Benefits due to an occupational injury or illness which subsequently qualifies for compensation under the Workplace Safety and Insurance Act, the employee will be reimbursed for those costs.

16.05

Subject to only those changes which may be mutually agreed upon during the term of this Agreement, the Company will continue in force the benefits (including the amendments which have been negotiated) as provided in the existing Company Group Insurance Plans and Pension Plan for Wage Employees at ARLANXEO CANADA Inc. on the same cost sharing arrangements as are presently in effect. In the event that the Company is obligated by law to contribute towards the cost of benefits similar to one or more of the benefits provided under the Company's Group Insurance Plans and Pension Plan for Wage Employees at ARLANXEO CANADA Inc., the Company may terminate or revise such Plans in order to eliminate any duplication of benefits or to ensure that additional cost imposed by law, are offset by reduction in the cost of the Company's and employee's

contributions to such plans. A summary of benefits covered in this article may be found in Appendix "F".

ARTICLE 17 - LEAVE OF ABSENCE

Leave for Union Business

17.01 (a)

On written request of the National Union or Local Union President submitted reasonably in advance, the Company agrees to grant leave of absence without pay to a maximum of 25 employees selected by the Union to attend to Union Business when plant conditions permit. Such leave shall not exceed six (6) weeks in any twelve (12) month period for any one employee.

17.01 (b)

On written request of the National Union or Local Union President submitted reasonably in advance, the Company agrees to grant leave of absence without pay for a maximum period of one year to not more than three (3) employees at any one time for Union Business. Leaves of absence for one year shall be renewed at the request of the Union provided reasonable notice is given.

17.01 (c)

The provisions of (a) & (b) above shall also apply to any employee elected or appointed to full time work for Unifor or the Canadian Labour Congress and its affiliated organizations.

17.01 (d)

In the application of (a) & (b) above the Union (National and/or Local) shall determine what constitutes Union Business.

17.01 (e)

Seniority shall be maintained and shall accumulate during such leave.

Leave for Other Than Union Business

17.02

Separate and apart from any leaves of absence granted by the Company on compassionate grounds or in respect of such emergent situations as bereavement, when Plant conditions permit and on written request to the Company submitted at least four (4) weeks in advance, an employee shall be granted a leave of absence without pay for a period up to a maximum of one year.

Return from Leave of Absence

17.03

An employee upon return to work on the expiry of the leave of absence, under this Article will be entitled to resume the occupational classification the employee held prior to the employee's leave of absence. For the purpose of curtailment, layoff or termination, the employee on leave of absence will be treated in the same manner as if the employee were at work.

Leave for Sickness

17.04

The Company will grant leave of absence where an employee is absent from work due to sickness established by reasonable medical evidence. Such leave of absence shall not be unreasonably terminated. It is understood by both parties that such leaves of absence shall not be for an unlimited period of time.

Bereavement Leave

17.05

In the event of a death of a member of an employee's immediate family, the employee will, upon request, be granted leave of absence with pay for a maximum period of three working days to attend the funeral. Normally such period will be from the day of the death to the day of the funeral inclusive. However, the period may include one day or two days immediately following the day of the funeral for traveling, or otherwise if the employee has a reason which is satisfactory to the Company. "Immediate Family" means father, mother, husband, wife, child, sister, brother, parents-in-law, grandparents, and grandchildren.

ARTICLE 18 – MISCELLANEOUS

18.01

A regular employee summoned for Jury Duty or subpoenaed as a witness will continue to receive the employee's regular rate of pay, exclusive of shift differential, for those days of the employee's regular schedule during which the employee is required to be absent. To be eligible for such pay, the employee must give adequate notice to the employee's supervisor of such proposed absence.

18.02

A bonus of eighty-nine (89) cents per hour will be paid for dirty work when approved by the employee's supervisor. A minimum of 8 hours premium will be paid whenever it is applied.

Effective February 1, 2016 (89) cents per hour.

18.03

The temporary assignment to a tradesperson of work of another trade will not affect the employee's rate of pay, classification or seniority standing in the employee's trade nor will it cause the demotion or lay-off of any tradesperson, it being recognized that a tradesperson normally is assigned work of the employee's trade. A tradesperson will be held responsible for work of another trade only to the extent of the employee's ability to perform such work. Such assignments will not be used to interfere with the distinguishing features of trades.

18.04 (a)

Persons outside the Bargaining Unit employed by the Company will not do tasks that are normally done by members of the Bargaining Unit. Non-routine experimental work, instruction, training, requested aid or experimental laboratory bench work by technology professional staff, shall comprise the tasks which can be done by such personnel.

Performance of work for the Company by contractors for services will not serve to deny any rights an employee has under the terms of this agreement nor cause the lay-off of any employee in the Bargaining Unit.

18.04 (b)

Maintenance Baseforce Staffing

The Company and Union agree a minimum number of 45 ARLANXEO Tradespersons (not included PPD's, Wage Supervisors and Planners) will be employed. These numbers will be achieved through attrition and job postings.

Upon dropping below the agreed upon number of tradespersons, the Company will commence replacement to a Core trade (Core trades will consist of Control Systems Technicians, Refrigeration Mechanics, Millwrights and Pipefitters) within one month. The minimum number will include trainees. This base number may be affected if one of the following should occur:

1. The Sarnia Site experiences a significant decrease/increase in production volumes, or
2. A current production department or major piece of equipment on site permanently ceases operation, or is permanently modified such that the current levels of required maintenance have changed.

Should either #1 or #2 take place, the Company and the Union will negotiate a fair baseforce number that meets production needs and requirements. Should the parties not agree on a number then the dispute will be subject to binding arbitration.

The intent of this baseforce agreement is to promote flexibility to use contract resources when necessary while preserving employment security for our present employees.

18.05 (a) General Provisions for 12 Hour Day Employees

- (i) The viability of moving to a 12 hour day schedule will be determined jointly for each work group. Safety is not to be compromised. Work practices, future technological advances and the number of employees interested in a new schedule are examples in considering the viability of a new schedule.
- (ii) The parties shall have a maximum of 3 months to determine the viability of a 12 hour day schedule and implementation of such a schedule.
- (iii) Employees wishing to work the 12 hour day schedule will be on a voluntary basis after it is determined that it is viable.
- (iv) Twelve hour day schedules may be terminated for the following reasons:
 - (a) At the request of the Union after 30 days' notice.
 - (b) At the request of the Company after 30 days' notice.
- (v) A joint committee will be established to monitor the 12 hours day schedule process. Where it is determined that a 12 hour day schedule is not viable for a particular work group, this committee will make alternate recommendations which may include the consideration of some other types of variable hours of work schedule.

18.05 (b) General Provisions for 12 Hour Shift Employees

- (i) Twelve hour shifts will apply only to employees working a seven day continuous twenty-four hour operation.
- (ii) The implementation of a twelve hour shift will be by mutual agreement between the Company and the Union.
- (iii) Twelve hour shifts may only be implemented where seventy-five (75) per cent of the employees in a unit or area petition for the change.
- (iv) The Company and the Union will mutually agree on the constitution of units or areas.
- (v) Two wage employees designated by the Union from the unit or area affected, will monitor the vote as outlined in part (iii) above.
- (vi) Twelve hour shifts may be terminated for any of the following reasons:
 - (a) When more than 50% of the employees who are working twelve hour shifts on a unit petition to terminate twelve hour shifts at the end of a 54 week cycle.
 - (b) At the request of the Union after 30 days' notice.
 - (c) At the request of the Company after 30 days' notice.
- (vii) Employees transferring from one unit to another will be subject to the shift schedule of that unit.

Note:

The Company and the Union agree to implement a cohesive 4 spot shift schedule for areas of the plant. Such schedule will include a minimum of 2 – (8 hour “progress” days). The number of progress days in year will be determined on a year by year basis by the Company in consultation with the Union. Progress days will always be scheduled on weekdays, never on weekends or on nights. Employees scheduled on progress days may be used to cover vacancies on an exception basis. This practice will be discouraged in order to avoid detracting from the benefits of the “progress” days. Progress days may not be mutualled. If a joint committee is unable to reach agreement on a schedule prior to November 1,

2004, the company will determine the schedule which will be implemented January 1, 2005.

18.06

The Company and the Union recognize the right of all persons to work in an environment free from any type of harassment and to be treated fairly in the workplace. (For further information, refer to Explanatory Notes and/or ARLANXEO CANADA Inc. Administrative Guide).

18.07

The Company agrees to provide, once per year, the Union with a print-out of the name, address and telephone number of each of the Union's members as that information appears in the Company's records. The first such print-out to be provided within two (2) weeks of the date of ratification of this Agreement and the next print-outs will be provided during the month of February of each year thereafter.

ARTICLE 19 – DURATION OF AGREEMENT

19.01

This agreement shall remain in full force and effect until January 31, 2023, and shall be automatically renewed from year to year thereafter unless either party notifies the other party in writing of the termination of or proposed revision or addition to the Agreement or any provision thereof. Such notification must be given not more than 120 and not less than 90 days prior to the 31st of January 2023 or in any year thereafter.

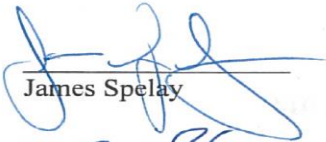
In such event, any negotiations with respect to such proposals, revisions or additions, shall commence within fifteen (15) days of such notice.

It is further provided the Agreement may be extended by mutual consent of the parties.

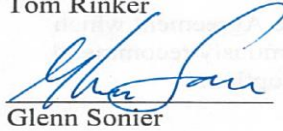
IN WITNESS WHEREOF the parties have executed this Agreement as of the date first above written.

DATED AT SARNIA THIS 15th DAY of JULY, 2019

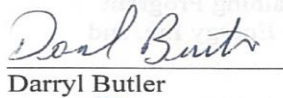
For the Union:


James Spelay


Tom Rinker


Glenn Sonier


Jim Fair

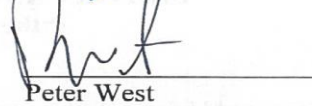

Darryl Butler

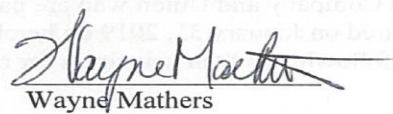

Don Trudgeon


Dave Maczko

For the Company:


Cory Pagano


Peter West


Wayne Mathers

APPENDIX “A” - UNION STEWARDS

<u>Trade, Department, Unit, Area</u>	<u># Stewards</u>	<u>#of Lead Stewards</u>
Central Maintenance (Pipefitters, CST, Millwrights, Trades Assistants, Stores)	7	1
Olefins	3	1
Waste Operations	1	
Fire Protection	1	
Butyl Process	2	1
Butyl Finishing	2	
Distribution	1	

17 Stewards
 3 Lead Stewards
 1 Deputy Chief Steward
 1 Chief Steward

APPENDIX 'B' – OCCUPATIONAL CLASSIFICATIONS & WAGE RATES

Trades & Fire Classifications		Process Classifications	Laboratory Classifications	Distribution Classifications	Stores Classifications	Rate Code	Effective 19-02-01	Effective 20-02-01	Effective 21-02-01	Effective 22-02-01
Flexible Wage Supervisor						3	55.58	57.11	58.82	60.88
						5	54.16	55.65	57.32	59.33
Provincial C of Q & Grandfathered Tradespersons	Fire Captain	Operator Technician				7 / 1F	52.12	53.55	55.16	57.09
			Pilot Plant Lead Technician			60P	51.44	52.85	54.44	56.35
Certificate of Apprenticeship						10	50.12	51.50	53.05	54.91
	FLEX TRADE	CST Pipefitter Millwright Refrigeration Millwright				3F	49.53	50.89	52.42	54.25
			Pilot Plant Technician			30P	48.79	50.13	51.63	53.44
Non Flexible Trades People			Technician			30	47.52	48.83	50.29	52.05
			Technician Trainee			30				
Flexible Trainee						4T	43.73	44.93	46.28	47.90
	Fire Captain Trainee	Operator Technician Trainee	Technician Trainee			40	41.76	42.91	44.20	45.75
Flexible Trainee						5T	40.68	41.80	43.05	44.56
		Operator Technician Trainee Process Technician	Technician Trainee			50	39.27	40.35	41.56	43.01
Flexible Trainee						6T	37.73	38.77	39.93	41.33
		CPET second co-op work term at ARL Students				60	37.07	38.09	39.23	40.60
Trades Assistant						70	35.69	36.67	37.77	39.09
ICET third co-op work term at ARL Students		CPET first co-op work term at ARL Students				90	32.85	33.75	34.76	35.98
ICET/MTIM first and second co-op work term at ARL Students						95	26.73	27.47	28.29	29.28
				Product Transfer/ Warehouse Person	Stores Technician	96	25.58	26.28	27.07	28.02
				Trainee	Stores Trainee	97	24.65	25.33	26.09	27.00
Summer Student						100	14.06	14.45	14.88	15.40

	Shift Differential				Shift Turnover				Total Shift Differential & Shift Turnover			
	2019-02-01	2020-02-01	2021-02-01	2022-02-01	2019-02-01	2020-02-01	2021-02-01	2022-02-01	2019-02-01	2020-02-01	2021-02-01	2022-02-01
“A” Shift	0.97/hr	1.00/hr	1.03/hr	1.07/hr	1.35/hr	1.39/hr	1.43/hr	1.48/hr	0.97/hr	1.00/hr	1.03/hr	1.07/hr
“B” Shift	1.86/hr	1.91/hr	1.97/hr	2.04/hr					3.22/hr	3.31/hr	3.41/hr	3.53/hr
“C” Shift	3.26/hr	3.35/hr	3.45/hr	3.57/hr					3.26/hr	3.35/hr	3.45/hr	3.57/hr
“D” Shift	1.24/hr	1.27/hr	1.31/hr	1.36/hr					2.59/hr	2.66/hr	2.74/hr	2.84/hr
“N” Shift	2.89/hr	2.97/hr	3.06/hr	3.17/hr					4.24/hr	4.36/hr	4.49/hr	4.65/hr

APPENDIX “C” – WAIVER SYSTEM

1. A waiver system is in effect whereby an employee may sign off from overtime for a minimum of 12 months. The employee will not be selected for any overtime in the plant, or assignments where use of the Accumulated Overtime List is the basis for selection unless all other eligible workers have been contacted. The employee will then be obligated to work overtime as outlined in 10.07.

2. An employee on waiver will retain the overtime credits the employee has at the time of the waiver and the employee will only accumulate charges for overtime hours the employee works.

MEDICAL MODIFIED WORK

An employee placed on medical modified work shall not volunteer nor be asked to work overtime nor be charged overtime hours. (See Appendix “C” Overtime Averaging Procedure 6(c)).

PERMANENTLY PARTIALLY DISABLED

An employee who is Permanently Partially Disabled shall only be eligible for overtime within the limits of the employee’s medical modification.

CHARGING PROCEDURE

If the employee is low on the overtime list, the employee shall not be asked nor volunteer for overtime assignments outside the limits of the employee’s medical modification but will be charged the applicable hours in the same manner as if the employee refused the assignment.

OVERTIME AVERAGING PROCEDURE

1. Change of work group same classification
No averaging *See Note Below
2. Absence from work
 - (a) Returning from an absence up to six (6) calendar months
No averaging
 - (b) Returning from an absence over six (6) calendar months
 - (i) Maintenance Department

Average of Plant Overtime List at time of re-entry

- (ii) All others
Average of the overtime work group at the time of re-entry

- 3. Temporary change of classification of less than thirty (30) calendar days duration.

No averaging, into overtime group and therefore not eligible for overtime until entire group is exhausted, plus all hours worked and declined to be added to the employee's regular overtime list.

- 4. Permanent change of classification

- (i) Maintenance Department
Average of Plant Overtime List at time of entry

- (ii) All others
Average of the overtime work group at the time of entry

- 5. Temporary change of classification exceeding thirty (30) calendar days average into overtime group and therefore eligible for overtime in group

- (i) Maintenance Department
Average of Plant Overtime List at time of entry

- (ii) All others
Average of the overtime work group at the time of entry

- 6. (a) Return from above
Original hours plus all hours worked and declined during the temporary assignment.
- (b) Return from Voluntary Waiver
Original hours prior to waiver plus the average of all hours worked and declined by their overtime work group during the absence.
- (c) Return from Medical Modified Work
After sixty (60) calendar days, original hours prior to the absence plus the average of all hours worked and declined by the overtime group during their absence.

7. At no time will any absence from an overtime work group and subsequent return result in being credited with fewer overtime hours than when the employee departed.
8. The overtime hours of Medically Modified Workers and Permanently Partial Disabled Workers will not be included in overtime averaging.

* Note: All employees making permanent lateral moves within the same classification in the Operating, , and Waste Operations/BPS progressions will be averaged into the overtime work group they are entering.

OVERTIME WORK GROUPS

A. TRADES & SERVICES PROGRESSION

Types of Overtime

Refers to overtime work groups and overtime procedures as contained in, (Appendix “E” – Maintenance Practices Re: Scheduled & Emergency Turnaround Staffing).

1. Refrigeration Repairperson
2. Pipefitters
3. Trades Assistants
4. CST
5. Millwrights

B. LABORATORY PROGRESSION

C. OPERATING PROGRESSION

1. Butyl
 - i. Polys/Halo
 - ii. Finishing
2. Feed Prep
 - i. Olefins - BE3/ K-1/BRU/Rack

D. Waste Operations/BPS

E. STORES

1. Main Stores/Tent Stores and ECMS

F. DISTRIBUTION

1. Warehouse and Product Transfer

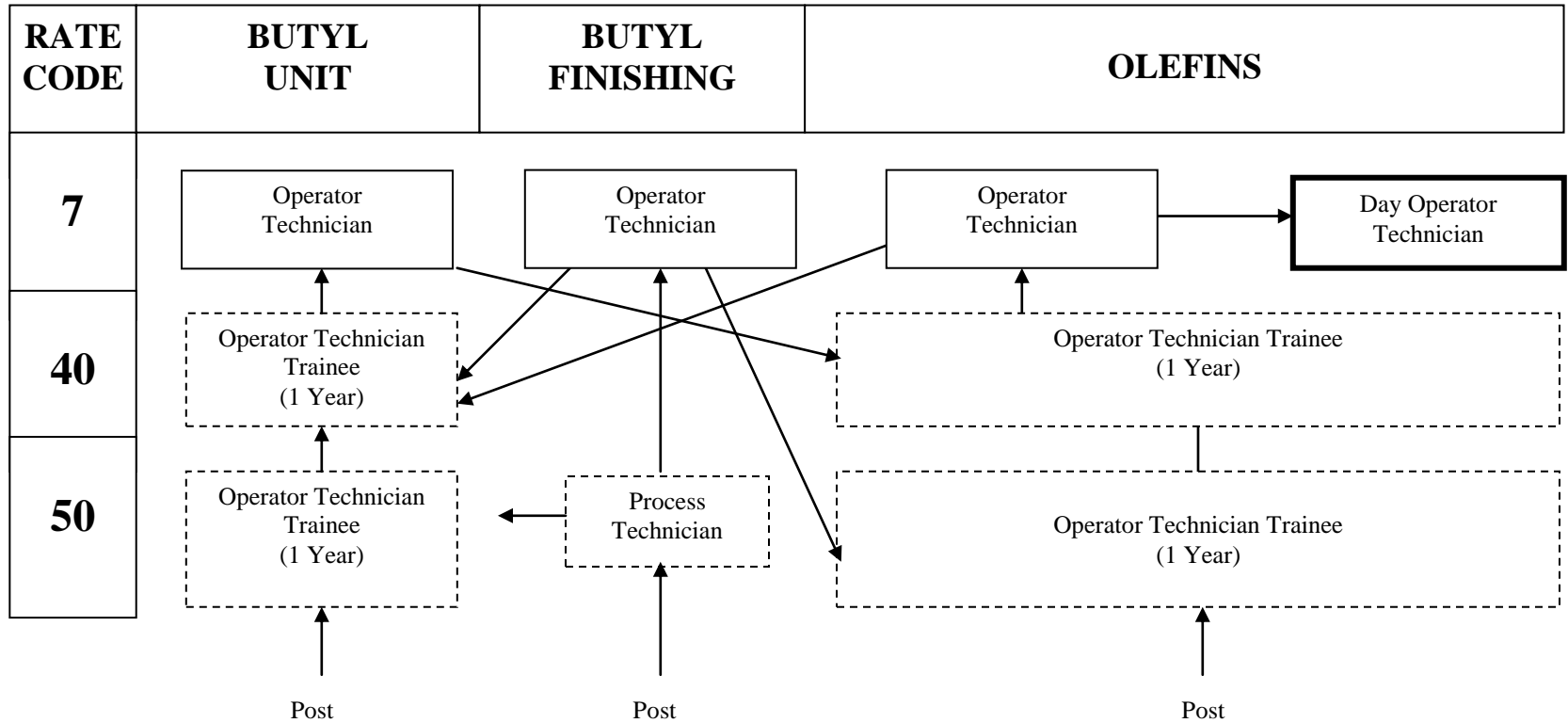
G. FIRE PROTECTION

H. TRAINING / SAFETY / ENVIRONMENT SPECIALISTS (T/S/E)

APPENDIX “D” - JOB PROGRESSION CHARTS

		<u>PAGE NO.</u>
1.	Operating Progression	53
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3.	Stores Progression	62
4.	Fire Protection Section	64
5.	Distribution	66
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8.	Training / Safety / Environment Progression	76

OPERATING PROGRESSION



LEGEND



DENOTES DAY JOB

LEGEND



DENOTES SHIFT JOB



DENOTES TRAINEE JOB

EFFECTIVE: FEBRUARY 1, 2016

NOTES: OPERATING PROGRESSION

1. For the purpose of these notes “Units” shall mean:
Butyl, Olefins

“Area” shall mean:
In Butyl – Finishing, Polys/Halo
In Olefins – Feed Prep
2. For the purposes of job progression, relief jobs, which are not indicated on this chart, are considered equivalent to other jobs in the classification. Vacation Relief positions throughout the Site are to be filled from within each respective unit by the junior qualified employee unless a more senior qualified employee wants the job. Vacation and sick relief assignments are for one year at a time.
3. In upgrading (i.e., a change to a higher classification not exceeding thirty (30) days in a calendar year unless extended by mutual written agreement and the thirty days excludes any vacation coverage) the selection is made from employees in the specific unit shift crew or work group involved. If the change is expected to exceed thirty (30) days but not to exceed ninety (90) days unless extended by mutual agreement, the selection is made from employees on the particular unit.
4. For purposes of movement in the reverse direction of the job progression in accordance with 14.01 (c) surplus employees at the Operator Technician level will displace an Operator Technician with less seniority in the operating progression. Trainees at Rate Code 50 and 40 in that order will be displaced, before surplus Operator Technicians are displaced.
5. Trainees who prove unacceptable during their training period will be regressed to the Utility person in the Trades and Services progression.
6. The preferred assignments within the Operator Technician classification will be filled on the basis of seniority from Operator Technicians in the area. Preferred movements will be defined in the following order; 24 hours (7 days), 3 shift (5 days), 2 shift (7 days), 2 shift (5 days), “A” shift (7 days), days.
7. For the safe and effective operation of the units, certain preventive maintenance responsibilities may be included with the normal job responsibilities of the operating progression employees.

These duties are subject to the discretion of the unit Operator Technicians keeping in mind safety, individual training and the employee’s personal comfort level.

These responsibilities may include –

- Painting during shutdowns and outages
- Housekeeping
- Removal of insulation for troubleshooting and temporary re-wrap
- Erect and take down one lift “Safeway” scaffold
- Replacement of damaged or faulty gauges
- Minor instrument corrections, e.g., unplugging and cleaning instrument lines
- Minor pipefitting, e.g., plugs or nipples
- Change filters/strainers
- Tighten packing and glands
- Lubrication and topping of oil rotating equipment
- Assist shift millwright
- Open finishing building equipment for cleaning and plug-ups, e.g., cyclones, conveyors, driers
- Pressure cleaning (less than 2000 psi)

8. To be eligible to move into an area other than the Butyl Finishing Area, employees must be able to satisfy the educational requirements established by the Company.

(a)Entry to the Operating Progression in the Butyl Area will be either into the Process Technician position in Finishing or the Operator Technician Trainee position in Polys/Halo once there is a vacancy identified in the Process Technician position in Finishing or Operator Technician position in either Butyl unit (Polys or Halo).

(b)Vacancies in the Operating Technician position in the Finishing Area will be filled by the qualified senior Process Technician. If there are no volunteers, the junior qualified Process Technician with at least one year of experience in that role will be assigned unless his work performance in that first year has been unsatisfactory.

(c)Entry to the Olefins Operating Progression will be by posting into that progression once there is a vacancy in the Operator Technician position.

9. Movement up through the Operator Technician Trainee positions in either the Butyl unit (Polys or Halo) or the Olefins unit will normally occur within a year at each Trainee level provided that the employee has completed the required training and has demonstrated satisfactory performance. The movement up to Operator Technician in either the Butyl operating units or Olefins is not dependent on the existence of a vacancy at the Operator Technician level.

10. In the event of a vacancy in the Operator Technician job in any of the units, internal moves will be made prior to the posting of open jobs externally.

In such cases, the following will apply to requested internal moves.

i. An Olefins Operator Technician who wishes to move to an Operator Technician role in Butyl, will spend one (1) year working as an Operator Technician Trainee at Rate Code 40 prior to moving into the Operator Technician role at Butyl.

ii. A Butyl Operator Technician who wishes to move to an Operator Technician role in Olefins, will spend one (1) year working as an Operator Technician Trainee at Rate Code 40 prior to moving into the Operator Technician role at Olefins.

iii. An Operator Technician in Butyl Finishing who wishes to move to an Operator Technician role shall

a) If into a Butyl unit, spend one (1) year working as an Operator Technician Trainee at Rate Code 40 prior to moving into the Operator Technician role. In this instance, the Finishing Operator Technician must possess either the required educational qualification or at least one (1) year of prior hydrocarbon experience as a prerequisite to such a move.

b) If into an Olefins unit, spend two (2) years working as an Operator Technician Trainee (first year Rate Code 50; second year Rate Code 40) prior to moving into the Operator Technician role.

iv. In all of the above situations, where an employee has voluntarily moved to a job paying a lower Rate Code than Rate Code 7, he will be paid, in addition to either Rate Code 40 or 50, a premium of \$2.50 per hour worked in the lower-rated job while he is in the Trainee role. This premium shall not be compounded or duplicated whether or not the employee is being paid at straight time rates.

11. Employees who wish to be considered for internal postings while absent on vacation or any other reason should inform their supervisor in writing prior to leaving.

12. Day Employee positions within a specific area shall be filled using the Modified Targeted Selection process to select the most senior qualified person in the classification within that specific area. These day positions will be paid an average of the Shift Differential and shift Turnover premium for 12 hour Day and 12 hour Night shift.

13. The 12 hour Day Employee positions will be paid rate code 3 in lieu of the average of the Shift Differential and shift Turnover premium for 12 hour Day and

12 hour Night shift. The 12 hour Day Employee position schedule requires two (2) hours of makeup time per week. The first hours of makeup time must be made up on the scheduled eight (8) hour P-Days. The remainder of the makeup hours will be selected by year end to form the regular yearly schedule. The selection of makeup hours when possible will be made in the year preceding and at the time of selection of vacation.

14. OLEFINS UNIT OPERATING PROGRESSION

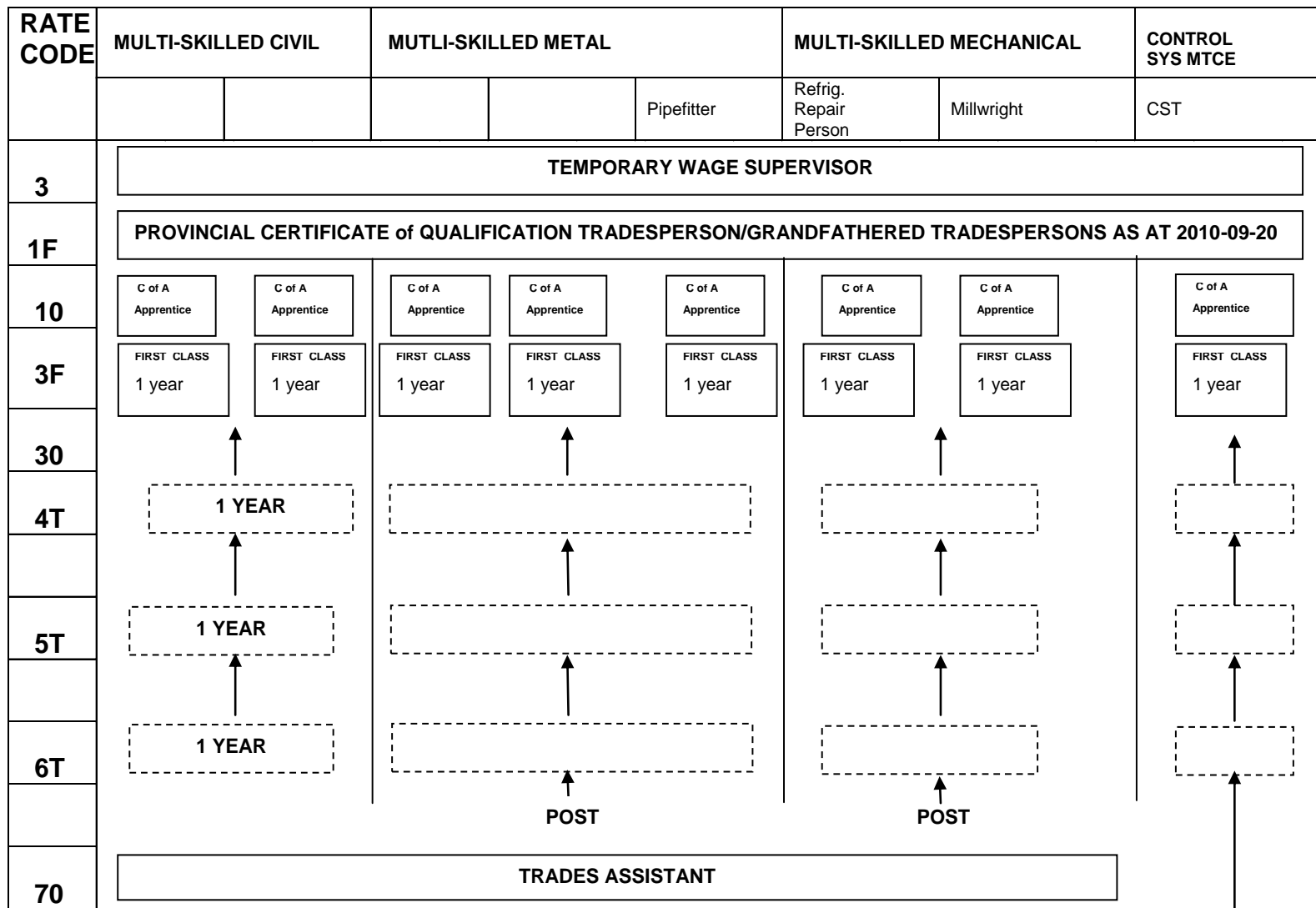
When an Operator Technician position becomes open in the Olefins Unit, it will be filled by offering the position in the following sequence:
A lateral move from the entire Olefins Unit Operator Technicians by seniority (any area).

15. See Explanatory Note: Consolidation of the Olefins Operating Progression.

16. Operators that have been grandfathered at Rate Code 10P refer to the following:

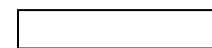
February 1, 2019 = \$53.02
February 1, 2020 = \$54.48
February 1, 2021 = \$56.11
February 1, 2022 = \$58.07

TRADES PROGRESSION

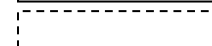


POST

LEGEND



DENOTES DAY JOB



DENOTES TRAINEE JOB

NOTES: TRADES PROGRESSION

1. When an employee enters a classification, the employee will, for the first three months, be considered for promotion only after all others in the classification have been considered. Where shift work is involved, all or part of the three month period may be spent on days.
2. For the purposes of job progression, relief jobs and shift jobs not indicated on this chart are considered equivalent to other jobs in the classification. A junior person will normally fill these jobs unless a more senior person in the classification wants the job. Vacation and sick relief assignments are for one year at a time.
3. Trainee jobs as set out in the Job Progression Chart are for the purpose of training only, and are not to be considered permanent assignments.
4. Advancement to Class 1 Tradesperson at Rate Code 3F will be one year worked at Rate Code 6T plus one year worked at Rate Code 5T and then one year worked at Rate Code 4T.
5. In upgrading (i.e. a change to a higher classification not exceeding thirty (30) days in a calendar year unless extended by mutual written agreement and the thirty days excludes any vacation coverage) the selection is made from the specific work group involved.
6. To be eligible for selection to the position of Trades Assistant, an employee must have the ability to progress to a Multi-Skilled 1st Class Tradesperson.
7. Employees entering the CST Progression at Rate Code 3F may spend up to a maximum of one year on days before being eligible to work on shift.
8.
 - (a) An employee who enters a trade directly from a posting will be required to successfully complete the designated multi-skilled trades training program. No reduction of training time will be allowed following completion of the common core training.
 - (b) Trades Assistants will be required to take common core training during the first year if such training is offered.
 - (c) A Trades Assistant who moves to trades training during the employee's first six months in the Trades Assistant position will be required to successfully complete the three year training program. No reduction of training time will be allowed if the Trades Assistant

has successfully completed the common core training during the first six months of residency.

(d) Employees selected for Trades Assistant classification who become trainees prior to the completion of one year will be given one month credit as a trainee for each month they were Trades Assistants in excess of six months up to a maximum of six months. Any period of time in excess of 15 days in a month will constitute a month for the purpose of such credit. This applies regardless of common core training.

(e) A Trades Assistant who is resident in the position for one year or more, will be given six months credit on the designated multi-skilled trades training program.

(f) A Trades Trainee who proves unacceptable and/or fails to successfully complete the Common Core Training Module will be removed from the progression. A Trades Trainee who posted out of the Trades Assistant box who proves unacceptable and/or fails to successfully complete the common Core Training Module will be regressed to the Trades Assistant box.

9. All existing first class tradespersons as of September 20, 2010 will have their rate increased to rate code 1F without the need to acquire a Certificate of Qualification. This increase to rate code 1F will take effect on September 20, 2010. Trainee Apprentices will be entitled to receive rate code 10 upon completion of their advancement to rate code 3F and after one year at 3F or when they obtain their Certificate of Apprenticeship whichever comes first. Upon receipt of their Certificate of Apprenticeship they will receive rate code 1F.

10. All Site Services employees will be reclassified to the Trades Assistant Box, but will maintain their current Rate Code and duties as per their current job activities which will be documented in the Explanatory Notes. Trades Assistants may also be utilized as Trades Helpers and can be assigned to work with any Trades Group or tradesperson.

11. The Company may upgrade employees to act as Temporary Wage Supervisors (TWS) to provide temporary supervisory coverage. The TWS will be selected based on qualifications and experience from the predominant trade within the area/unit and workgroup. TWS remain entitled to work overtime in their specific trade groups.

12. The Company commits to provide a letter for any first class tradesperson or apprentice upon their request which will include their hours of experience in their trade and major job duties as required by the Ministry of Training, Colleges & Universities. New hires into first class core trades jobs who have their Certificate of Qualification in their trade will initially be paid rate code 3F for their first one thousand (1000) hours worked in the job, for which

he/she is hired. Upon satisfactory completion of the one thousand (1000) hours worked in the job, for which he/she is hired and continued possession of their Certificate of Qualification they will progress to rate code 1F. New hires into first class core trades jobs that have their Certificate of Qualification in their trade will remain on days and not be eligible for shift work until they complete one year of ARLANXEO service. Internal moves will determine the placement of the new hires into first class core trades jobs. If a shift position is the resultant vacancy, the new hire will fill the position upon completion of the required one year of ARLANXEO service.

13. The Trades Flexibility Program dated February 17, 1992 issued by Jim Hart and currently found in the Explanatory Notes (#4) shall form part of these Notes to the Trades Progression.

RATE CODE	STORES PROGRESSION
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96

**STORES
TECHNICIAN**

97

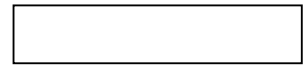
TRAINEE
(6-12 MONTHS)

POST

LEGEND



DENOTES DAY JOB



DENOTES SHIFT JOB



DENOTES TRAINEE JOB

EFFECTIVE: FEBRUARY 1, 2016

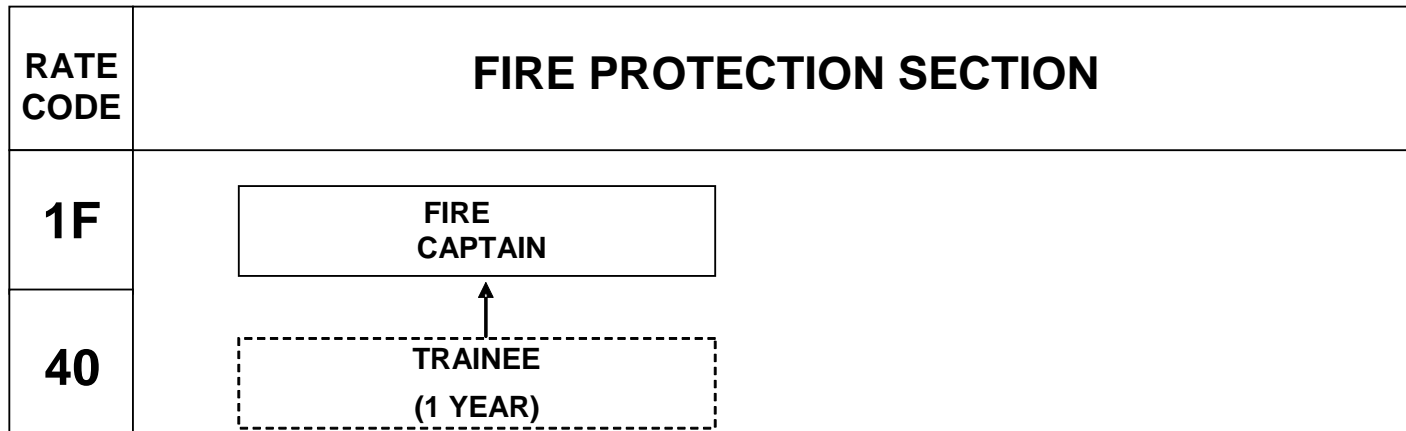
NOTES: STORES DEPARTMENT

1. The entry point in the Stores progression will be filled at Stores Trainee.
2. Trainees will be required to possess the ability to move to Stores Technician. Trainees must be able to complete the Stores Technician training program or will be removed from the progression.
3. The training period for Stores Trainee(s) will be for 6 to 12 months.
4. For purposes of regression, the normal regression guidelines will apply. Trainees at RC 97 will be curtailed in that order.

Note: R&D deliveries are within the scope of the Stores Technician position.

Delivery work is part of the Stores Progression responsibilities.

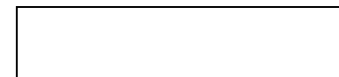
Employees hired after July 24, 2010 entering the Stores Progression will be rate code 97 for Trainee and rate code 96 after 6 to 12 months.



LEGEND



DENOTES DAY JOB



DENOTES SHIFT JOB



DENOTES TRAINEE JOB

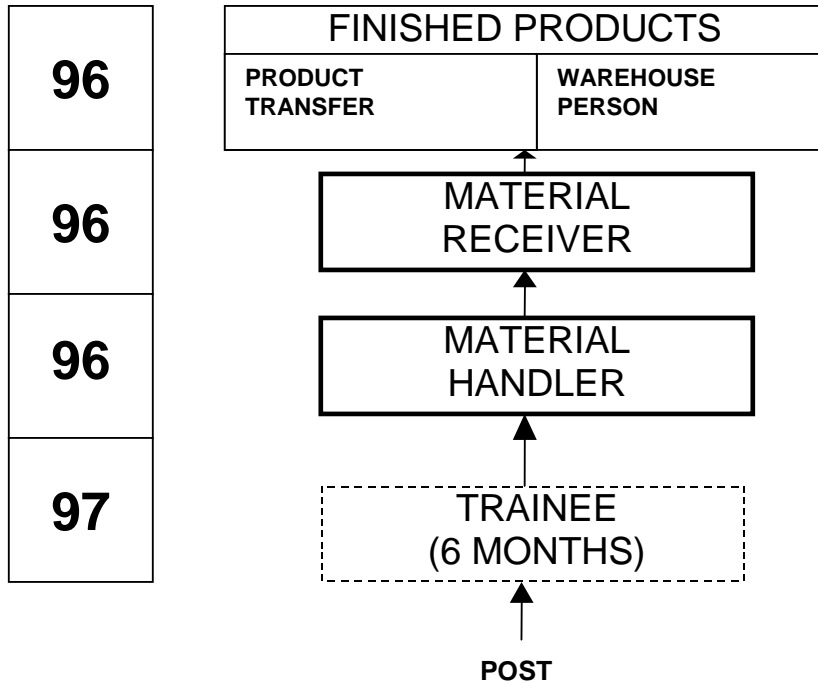
EFFECTIVE: FEBRUARY 1, 2016

NOTES: FIRE PROTECTION SECTION

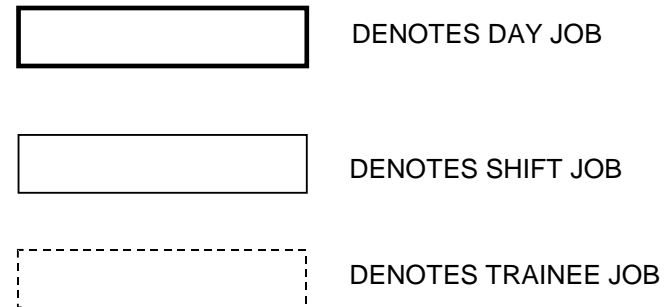
1. Successfully obtaining the required certification to repair Scott Air Packs (or equivalent devices) is a requirement of the Fire & Safety Equipment Serviceperson position.
 2. All Fire Fighters will successfully cross train in all of the services and maintenance provided by the Fire Protection Section in order to provide safe and effective enhanced service and plant protection.
 3. To insure that Company Fire Fighters are capable of fulfilling the requirements of their job, all new Fire Fighters coming into this progression after 2007-02-01 will be required to undergo annual medical surveillance and physical testing including stress electrocardiogram.
4. a) Fire employees required to travel outside of Lambton County for firefighter certification training will be paid up to 12 hours at straight time for travel time on a scheduled day off. This will be paid for traveling both to and from the location of such training. In addition, if an employee, who was scheduled to work an 8 hour shift, travels (as described above) in excess of 8 hours to or from the location of the training, he will be paid for the hours in excess of 8 (to a maximum of 12 hours) for such travel time.
- b) An employee who is required to travel outside of Lambton County for firefighter certification training will be paid a change of schedule premium for his first shift worked when he returns to the Sarnia plant from the training course.

DISTRIBUTION

RATE CODE	WAREHOUSE AREA
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LEGEND



EFFECTIVE: FEBRUARY 1, 2016

NOTES: DISTRIBUTION

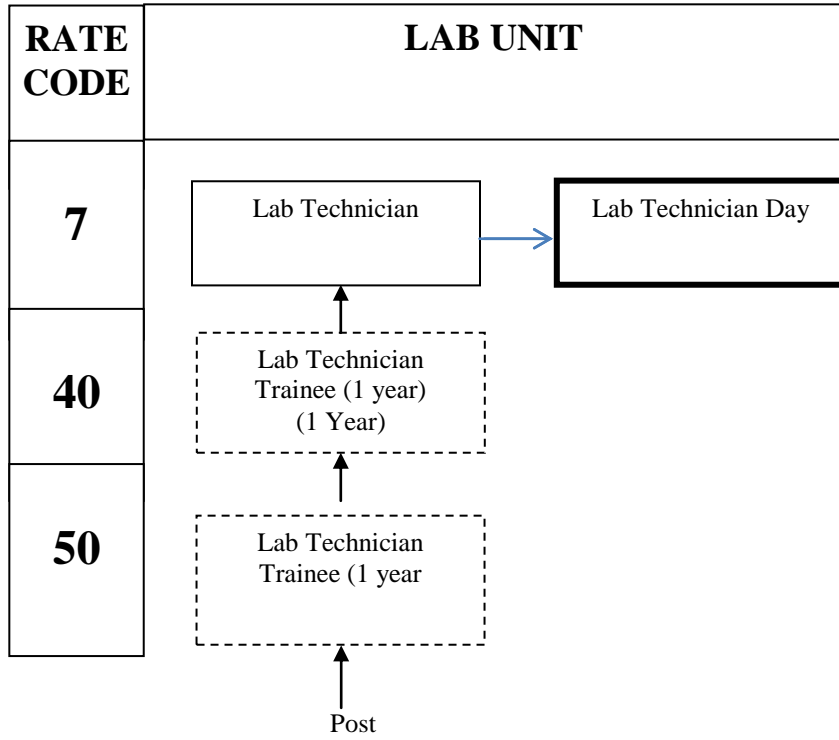
WAREHOUSE AREA

1. Relief jobs are not indicated on this chart but may be assigned, as required, in any job classification.
2. For purposes of job progression, relief jobs are considered equivalent to other jobs in the classification. A junior person will normally fill the relief job unless a more senior person in the classification wants the relief job. Vacation and sick relief assignments are for one year at a time.
3. In upgrading (i.e., a change to a higher classification not exceeding thirty (30) days in a calendar year unless extended by mutual written agreement and the thirty days excludes any vacation coverage) the selection is made from employees in the specific unit shift crew or work group involved.
4. Minimum license required as defined by the M.T.O. to post into the Distribution progression. Employees accepted into the Trainee's position at Rate Code 97 will be required to successfully complete the training program. The time periods may be reduced if the employee meets all of the job requirements satisfactorily.
5. Trainees who prove unacceptable during the training period will be removed from the progression.

Note: Employees hired after July 24, 2010 entering the Stores Progression will be rate code 97 for Trainee and rate code 96 after 6 to 12 months.

Employees recently regressed from the Distribution Progression (names listed in the Explanatory Notes) will be grandfathered at the old rate code if an opportunity occurs to enable them to return to their previous progression.

LAB PROGRESSION



LEGEND

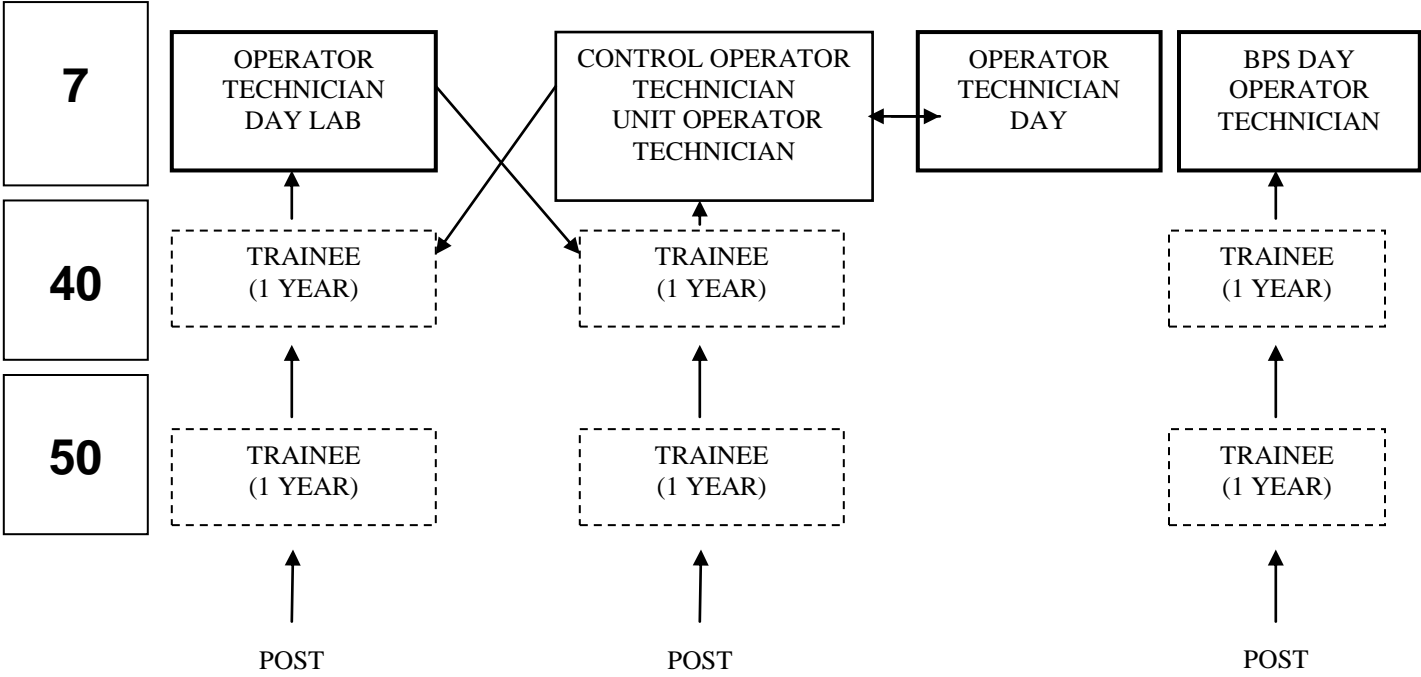
- DENOTES DAY JOB
- DENOTES SHIFT JOB
- DENOTES TRAINEE JOB

NOTES: LABORATORY PROGRESSION

1. This progression creates one lab progression for the entire ARLANXEO Sarnia Operations. This combines the activities of the Waste Operations Hydrocarbon lab performed by and referred to as “Operator Technician Day Lab” in the waste operations progression (pg71) of the CBA, with Butyl in process testing lab which are staffed with “Operator Technicians” which were part of the Butyl operating progression (pg53) of the CBA.
2. To be eligible to enter the Laboratory progression, employees must be able to satisfy the educational requirements established by the Company. The requirements are a BSc in Chemistry or Lab technician qualifications from an accredited post-secondary institution.
3. Existing Lab Technicians in both the Waste Operations and Butyl units who are referred to in paragraph one (1) above as of the date of ratification of the 2019 – 2023 Agreement will be grandfathered in the progression.
4. Lab Technicians will be trained in all functions of the lab in all areas of the operation (Butyl, West Site).
5. Lab Technicians may be scheduled to work either 8 or 12 hour shifts in accordance with Article 10 as needs require.
6. Relief jobs are not indicated on this chart but may be assigned as required in any job classification.
7. For purposes of job progression, relief jobs are considered equivalent to other jobs in the classification. Vacation Relief positions in the Laboratory progression will be filled from within the unit(s) by the junior employee unless a more senior employee wants the job. Vacation and sick relief assignments are for one year at a time.
8. Lab Technician Trainees will be assigned to shift or day work without regard to seniority for training purposes only.

9. Any employee who is employed in the new Lab Progression as of the date of ratification of the 2019-2023 collective agreement will be eligible to apply for posted vacancies in the Operating Progression provided that any applicant must have either prior hydrocarbon experience or a CPET diploma. Any such employee who is accepted for such a posting will be treated as a lateral transfer for pay purposes.

RATE CODE	Waste Operations/BPS PROGRESSION
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LEGEND

- DENOTES DAY JOB
- DENOTES SHIFT JOB
- DENOTES TRAINEE JOB

EFFECTIVE: February 1/2016

NOTES: WASTE OPERATIONS/BPS PROGRESSION

1. All classifications in the Waste Operations/BPS Progression, save and except the BPS Day Operator Technician, are required to perform the Backup Fire Fighter duties and responsibilities.

2. In upgrading (i.e., a change to a higher classification not exceeding thirty (30) days in a calendar year unless extended by mutual written agreement and the thirty days excludes any vacation coverage) the selection is made from employees in the specific unit shift crew or work group involved. If the change is expected to exceed thirty (30) days but not to exceed ninety (90) days unless extended by mutual agreement, the selection is made from employees on the particular unit.

If an Operator Technician Day Lab employed at rate code 7 accepts a position as a Control Operator Technician and/or Unit Operator Technician, he or she shall be compensated at rate code 40 plus a \$2.50 per hour worked premium for a period of twelve (12) months from the date he or she commences his or her new position. Similarly if a Control Operator Technician and/or Unit Operator Technician earning rate code 7 accepts a position as an Operator Technician Day Lab, he or she shall be compensated at rate code 40 plus a \$2.50 per hour worked premium for a period of twelve (12) months from the date he or she commences his or her new position.

3. Subject to Note 2 below, employees posting into the Waste Operations /BPS progression will spend one year at rate code 50 followed by one year at rate code 40 prior to becoming an Operator Technician.

To be eligible to enter the Operator Technician Day Lab position, employees must be able to satisfy the educational requirements established by the Company. Specifically, but without limiting the preceding sentence, to be eligible to enter the BPS Day Operator Position, the candidate must possess an Ontario Certificate of Qualification – Operating Engineer Fourth Class issued by the Technical Standards and Safety Authority. To be eligible to enter any position other than the BPS Day Operator Technician in the Waste Operations/BPS progression, employees must pass a medical, fitness and stress test to ensure they are capable of performing the backup fire fighter duties which are a recognized component of the Waste Operations/BPS positions.

Note 1: The 7 employees who are Back Up Firefighters currently (as of March 19, 2010) shall each have the option to decline to participate in actual fire suppression activities once the Municipal Responders have arrived on the scene, when such events occur, without fear of discipline being imposed for the refusal to

perform such work. This decision will be communicated promptly to the Fire Captain.

Note 2: (I). The successful candidate who posts into the BPS Day Operator Technician and who has two (2) or more years of consecutive experience as an Operator Technician in any progression at the Sarnia site in the two (2) years immediately prior to posting into the BPS Day Operator Technician shall be compensated at rate code 7 rather than progressing through rate codes 40 and 50. (II). If, however, the successful candidate posting into the BPS Day Operator Technician has one (1) but less than two (2) years of consecutive experience as an Operator Technician in any progression at the Sarnia site in the year immediately prior to posting into the BPS Day Operator Technician, the candidate shall be compensated at rate code 40 rather than commencing at rate code 50.

4. For purposes of movement in the reverse direction of the job progression in accordance with 14.01(c) trainees at Rate Code 50, 40, in that order will be displaced.

5. Trainees who prove unacceptable during the training period will be removed from the progression.

6. **OVERTIME**

Overtime will be covered in the following manner:

The lowest person on the overtime list will be called first. (This is provided that a qualified person will be in each task; if no the lowest qualified person will be called.)

The job classifications within the Waste Operations/BPS Progression are:

- Operations (Unit and Control)
- Operator Technician Day Lab
- BPS Day Operator Technician

Employees not qualified as Back up Fire Fighters will not be asked or charged with overtime for Back up Fire Fighters.

7. **PERMITS**

Waste Operation's work permits can be issued by the Operator Technician who is responsible for the specific area. All permit issuers will communicate to the shift crew what permit is being issued to ensure safe work practice.

8. **SHIFT CONTROL**

All Waste Operations/BPS personnel are expected to work as a team to provide effective and efficient operation of the Waste Operations plant and BPS. This will be done with appropriate dialogue with the supervisor and their shift Operator Technicians.

It is understood and agreed that management may assign duties and responsibilities carried out by the BPS Day Operator Technician to any other employee(s) in the Waste Operations/BPS progression who is/are qualified to carry out such duties and responsibilities to temporary backfill a BPS Day Operator Technician's absence or leave of absence. Conversely, it is also understood and agreed that management may assign duties and responsibilities carried out by any other employee in the Waste Operations/BPS progression to any BPS Day Operator Technician who is/are qualified to carry out such duties and responsibilities to temporary backfill an employee's absence or leave of absence.

9. To ensure that back up fire fighters are capable of fulfilling the requirements of the back up fire fighter job, all back up fire fighters will be required to undergo annual medical surveillance and physical testing including stress electrocardiogram.

10.

a) Waste Operations/BPS employees who are required to take external (i.e. offsite and delivered by an external trainer) firefighter certification training and who successfully complete such courses will receive a premium of \$2.50/hour for each hour spent in attendance at such courses.

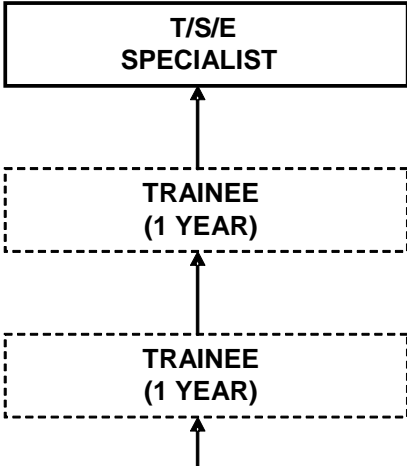
b) Waste Operations/BPS employees required to travel outside of Lambton County for firefighter certification training will be paid up to 12 hours at straight time for travel time on a scheduled day off. This will be paid for traveling both to and from the location of such training. In addition, if an employee, who was scheduled to work an 8 hour shift, travels (as described above) in excess of 8 hours to or from the location of the training, he will be paid for the hours in excess of 8 (to a maximum of 12 hours) for such travel time.

c) An employee who is required to travel outside of Lambton County for firefighter certification training will be paid a change of schedule premium for his first shift worked when he returns to the Sarnia plant from the training course.

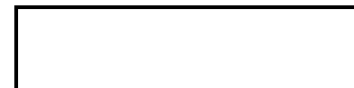
11. All employees in the Unit or Control Operator Technician classification who were classified as such on February 24, 2010 will be deemed to be qualified to perform the Operator Technician Day Lab job in the event that a vacancy should arise.

12. Following ratification of the contract, the three 7-Day Lab Technician positions will be reclassified to Control Operator Technician positions along with the incumbents in those positions. All Control Operator Technicians will be trained (if necessary) to perform the Sarnia site hydrocarbon testing and Waste Operations water testing where such testing is done by Company employees.

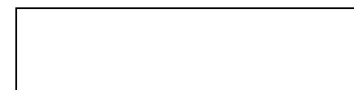
13. The parties agree that, as of the date of ratification (August 6, 2010), the Waste Operations/BPS progression is staffed with 19 employees although the Company intends to operate with 15 employees in the future. In consideration of the acceptance of the above provisions, the Company commits to carry out the manpower reduction to 16 employees using attrition and not the layoff provisions of the collective agreement.

RATE CODE	TRAINING / SAFETY / ENVIRONMENT (T/S/E) SPECIALIST PROGRESSION
10	
30	
40	

LEGEND



DENOTES DAY JOB



DENOTES SHIFT JOB



DENOTES TRAINEE JOB

EFFECTIVE: FEBRUARY 1, 2016

NOTES: TRAINING/SAFETY/ENVIRONMENT (T/S/E)

1. The T/S/E Specialist will be selected from a site wide posting using the Modified Targeted Selection process.
2. Trainee rate code for employees entering the progression will be as follows:
 - a) If the employee is currently at RC-50 or lower paid rate code, the employee will follow the trainee progression as outlined in the Chart.
 - b) If the employee is at RC-40 or higher paid rate code, the employee's existing rate will be maintained until such time as their rate falls in line with the progression outlined in the Chart.
 - c) Employees will be designated as trainees for two years.
3. All T/S/E's will form one overtime group. Year 1 trainees are ineligible to work overtime unless under the direction of a T/S/E of HES Supervision or HES Union Executive or in a component of the job that they are certified in as competent. Overtime will be offered to the Low Qualified individual.
4.
 - a) In the event of a curtailment, the T/S/E Specialist would regress to the job classification/rate code from which the employee came.
 - b) In the event of a curtailment, the T/S/E Specialist trainee(s) with the least training time will be regressed first, followed by the T/S/E Specialist with the least seniority.
 - c) T/S/E Specialists or trainees who are regressed for greater than two (2) months and who remain employed will be paid for a maximum period of two years at their previous rates.
5. A trainee lacking sufficient ability to fulfill all the job requirements satisfactorily will be removed from the T/S/E Specialist progression. Individuals removed from the progression will be regressed to the Utility group in the Trades and Services Progression.
6. All T/S/E's must attain certification as a "certified member" (as defined by the Ontario OHSA) before the end of their first year.
7. All T/S/E trainees entering into the position after 2007-02-01 must obtain safety accreditation within 6 years. Safety accreditation is defined by the Company and is currently certification as either an Occupational Health and Safety Technologist (OHST) or a Construction Health and Safety Technician (CHST) or the recognized equivalent of either. The Company

will provide access to internal and external training to help achieve this accreditation. Normal progression as outlined in the chart will take place until the T/S/E's sixth anniversary – if the T/S/E has not attained the required certification, the T/S/E will be regressed as per section 5.

8. T/S/E/ positions and progression will no longer exist after attrition. The current T/S/E specialists (as at April 3, 2008) will be grandfathered.

APPENDIX “E” - MAINTENANCE PRACTICES

RE:

- A) Scheduled & Emergency Turnaround Staffing.
- B) Overtime on Turnarounds.
- C) Overtime in General.
- D) Night Crews.

A) **SCHEDULED & EMERGENCY TURNAROUND STAFFING**

Turnaround is defined as any scheduled production outage where major maintenance work requires the assignment of additional tradespersons to a unit for a specified time period.

Emergency Turnaround is defined as any unscheduled event where maintenance work commences immediately and requires the assignment of additional tradespersons to a unit.

Duration of a Turnaround is defined from the scheduled start date to the scheduled completion date inclusive.

Assignment:

1. Work on a turnaround is recognized as a work assignment required of every employee unless excused for approved reasons.
2. An employee may be excused from these assignments if:
 - a) The employee signed an overtime waiver (See Appendix “C” – WAIVER SYSTEM).
 - b) The employee has a permanent-partial disability (PPD) which does not allow the employee to do the work required on a turnaround. (See Appendix “C” – PERMANENTLY PARTIAL DISABLED).
 - c) The employee has a medical modified work status. (See Appendix “C” – MEDICAL MODIFIED WORK).
3. Verification of conditions as stated in 2(b) and in 2(c) must be made by the Medical Department.

4. When an employee is assigned to a Turnaround the employee will normally complete this work assignment; e.g. the employee will return to the Turnaround assignment after an interruption, such as a priority Turnaround or job, which does not require the removal of all supplementary manpower.

If the interruption has required the complete removal of the supplementary manpower, when the Turnaround resumes the re-staffing will be carried out using the most current daily overtime list preceding the scheduled re-start date. Such interruptions must be for at least three consecutive regular working days.

5. Assignments to a turnaround apply to day employees who work regular hours (07:30 hrs. – 16:00 hrs.) and in emergency, shift employees on their days off, for 8 hours only. Shift employees will be considered for any additional overtime credits according to their overtime credits.

Selections:

1. Unit personnel will form the basic turnaround crew, regardless of their overtime credits.

2. Scheduled or Emergency Turnarounds

a) **Scheduled Turnarounds**

The remaining crew requirements staffing will be completed by using the daily overtime list issued on the first working day of the week prior to the scheduled start date of the turnaround. The crew will not be changed during the term of the turnaround even though a later list has been issued. Those low on overtime credits will be selected for all turnarounds unless mutually agreed upon in writing between the Company and the Union office. Exceptions may have to be considered where special skills or needs are required.

b) **Emergency Turnaround**

The remaining crew requirements staffing will be completed by using the most current daily overtime list in effect at the time of official notification. The crew will not be changed during the term of the turnaround even though a later list had been issued. Those low in overtime credits will be selected for all emergency turnarounds unless mutually agreed upon in writing between the Company and the Union office. Exceptions may have to be considered where special skills or needs are required.

3. If additional or replacement crew is required after the scheduled start date the re-staffing will be from the most current daily overtime list preceding the assignment date.
4. It is understood that selection for T.A. assignments are made from those employees that are available at the start of the T.A. Those employees who are not available due to training, meetings and Union business will be selected for T.A. assignments.

In regards to vacation prior to a T.A.

- a) If the employee is scheduled to return to work on the first day of the turnaround, the employee will be selected but will not be eligible for overtime on the preceding weekend.
 - b) If the employee is scheduled not to return to work until the second day of the turnaround the employee will not be selected for the turnaround, unless additional crew is required. (Refer to #3).
5. It may well be that an employee selected for a turnaround will come from an area which cannot afford at the time to contribute manpower to the turnaround.

Employees who are required to replace others going to a turnaround assignment during regular working hours will be chosen from the available low overtime personnel.

B) OVERTIME ON TURNAROUNDS

1. Any turnaround related overtime on regular days off or statutory holidays immediately preceding or following the scheduled turnaround start/completion date will be staffed by the turnaround crew.
2. The completing turnaround will have priority for overtime staffing.
3. An employee is eligible for overtime in their own overtime work group as well as on the Turnaround. Priority is given to the Turnaround. Turnaround priority extends to 14:00 hrs. (2:00 p.m.), after which time if the employee has not been selected for overtime, the employee's overtime work group will have priority.
4. Although assigned to a turnaround, an employee may decline overtime if the employee wishes as defined in 10.07(i) of the Collective Agreement.

5. For the Turnaround crew overtime will be distributed according to the most current daily overtime list.

C) OVERTIME IN GENERAL

1. Overtime will be distributed in accordance with Article 10.07.

2. Callouts:

a) For areas having resident tradespeople in the specific trade required for the overtime, the tradespeople for the overtime work group will be called first as per Appendix "C", then from the plant list.

b) For areas not having resident tradespeople in the specific trade required, tradespeople from the Central trade forces will be called first then, those from the rest of the plant.

3. Employees assigned to another work group for a period of less than 30 days or as a replacement may participate in the overtime of that group, i.e. the employee will be eligible as per the employee's overtime credit since the employee is recognized as a member of that work group. Record of such moves must be made to the Manpower Scheduler/Coordinator for call-out purposes.

The following guidelines apply to No. 3 above:

a) When an employee is assigned to another unit or area, the employee will not be eligible for overtime on the weekend preceding the assignment date.

b) When an assignment period is less than a week, the employee will only be eligible for overtime on the designated days (24 hrs.) that the employee is on assignment, except that when the assignment period includes the last full working day of the week in which case the employee is eligible for overtime on the week-end.

4. Most planned jobs provide opportunity for staffing with consideration for overtime; i.e., if a job is known to require overtime to complete it, the initial staffing should include the tradespeople who are eligible for the overtime. It is recognized that in spite of the above there will be situations where unplanned overtime will occur and circumstances do not allow for restaffing with the eligible tradespeople, the job will then be performed by those doing the work unless they decline and suitable replacements are available.

Needs for special skill and job continuity will also be considered as reasons for holding specific tradespeople on the job.

For the purposes of continuity and when overtime is required for two or more consecutive periods, overtime may be performed by ARLANXEO employees, provided on half of the trade required agrees to work the duration of the job. If no ARLANXEO employees are interested, the company may call upon ARLANXEO trades as per Article 10.07(i) or contract out the work.

Note: This will apply to each trade required for the job, separately e.g. If Millwrights, Pipefitters and Boilermakers are required for the job and one half the Millwrights and one half the Boilermakers commit to the entire job, ARLANXEO Millwrights and Boilermakers would work on the job; the Pipefitting may be contracted out.

D) NIGHT CREWS

Payment:

1. The Night crew will be implemented for jobs which have overtime and which could be for a period longer than a shift and where a job needs the same work crew for continuity purposes.
2. The first two nights worked (excluding regular days off) on the night work period will be paid at premium payment.
3. The remaining nights will be paid at straight time for the first eight (8) hours of work and applicable overtime rates for work beyond eight (8) hours
4. Premium payment for night crews will not be recognized as overtime payment.
5. Night Crew coverage will be any hours other than regular day hours.

Selection:

1. Selections will be made from the most current daily overtime list. Each employee in turn will have the option to choose the period the employee wishes to work, or decline. This procedure continues until there are no options left; since there may be overtime involved, each employee may exercise their option except that the employee may be obligated to work overtime as outlined in 10.07(i).
2. If the employee declines to work either option the employee will be charged with the greater of the overtime charges. The employee will still be eligible to work other overtime during the night crew period; the employee will not be charged for any of this overtime if the employee declines; however, if the employee works, the employee will be charged for the overtime work in

addition to the overtime charges the employee incurred for declining the night crew.

3. Any regular hours lost during the night crew assignment may be made up at straight time payment at a mutually agreed upon time.
4. The Company will estimate the duration of any particular job prior to the start of the assignment and will communicate this information to the workforce prior staffing and assignment.
5. Re-staffing will be considered for any assignment that extends significantly beyond the original time estimated for that assignment.
6. When accepting the night crew assignment an employee must accept the total package which may include overtime hours as well as hours at premium time.

E) DAY CREWS

Payment:

1. The day crew will be implemented for jobs which have overtime and will be for a period of time longer than a day and where a job needs the same work crew for continuity purposes.
2. The day crew will be paid at straight time for the first eight (8) hours of work and applicable overtime rates for work beyond eight (8) hours.

Selection:

1. Selections will be made from the most current daily overtime list. Each employee in turn will have the option to choose the period the employee wishes to work, or decline. This procedure continues until there are no options left; since there may be overtime involved, each employee may exercise their option except that the employee may be obligated to work overtime as outlined in 10.07(i).
2. If the employee declines to work either option the employee will be charged with the greater of the overtime charges. The employee will still be eligible to work other overtime during the day crew period; the employee will not be charged for any of this overtime if the employee declines; however, if the employee works, the employee will be charged for the overtime work in addition to the overtime charges the employee incurred for declining the day crew.
3. The Company will estimate the duration of any particular job prior to the start of the assignment and will communicate this information to the workforce prior staffing and assignment.

4. Re-staffing will be considered for any assignment that extends significantly beyond the original time estimated for that assignment.
5. When accepting the day crew assignment an employee must accept the total package which may include overtime hours as well as hours at premium time.

F) COMBINATION CREW (BOTH DAY AND NIGHT SHIFT)

Payment:

1. The combination crew will be implemented for jobs which have overtime and will be for a period of time longer than a day and where a job needs the same work crew on both day and night shifts for continuity purposes.
2. The first two days worked (excluding regular days off) on the day work period will be recognized as overtime after regular hours are completed.
3. The first two nights worked (excluding regular days off) on the night work period will be paid at premium rate.
4. The remaining nights will be paid at straight time for the first eight (8) hours of work and applicable overtime rates for work beyond eight (8) hours.
5. Premium payment for night crews will not be recognized as overtime payment.
6. Night crew coverage will be any hours other than regular day hours.

Selection:

1. Selections will be made from the most current daily overtime list. Each employee in turn will have the option to choose the period the employee wishes to work, or decline. This procedure continues until there are no options left; since there may be overtime involved, each employee may exercise their option except that the employee may be obligated to work overtime as outlined in 10.07(i).
2. If the employee declines to work either option the employee will be charged with the greater of the overtime charges. The employee will still be eligible to work other overtime during the night crew period; the employee will not be charged for any of this overtime if the employee declines; however, if the employee works, the employee will be charged for the overtime work in addition to the overtime charges the employee incurred for declining the night crew.
3. Any regular hours lost during the night crew assignment may be made up at straight time payment at a mutually agreed upon time.

4. The Company will estimate the duration of any particular job prior to the start of the assignment and will communicate this information to the workforce prior staffing and assignment.
5. Re-staffing will be considered for any assignment that extends significantly beyond the original time estimated for that assignment.
6. When accepting the crew assignment an employee must accept the total package which may include overtime hours as well as hours at premium time.

Note: Priority Turnarounds are those turnarounds that are given priority over other turnarounds by mutual agreement between the Company and the Union.

Work Group is the resident crew or their replacements. (Same job classification)

Overtime Work Groups – See Appendix “C”

**APPENDIX “F” - SUMMARY OF BENEFITS
COST SHARING FORMULA**

1. Group Life Insurance:

Approximately 2 x basic earnings in accordance with a schedule.	85% Company Paid. 15% Employee Paid.
--	---

2. Long Term Disability:

100% Employee Paid.

60% of basic earnings on date of disability inclusive of any disability benefits from other sources (e.g. C.P.P., W.S.I.B. etc.) and subject to a maximum from all sources of 85% of net basic earnings, but not to exceed \$3,500 per month.

Long Term Disability benefits are non-taxable income for the employees so long as he has paid 100% of the premiums billed for such coverage.

The Company will not reduce the amount paid by the insurer in the event of a Canada Pension Plan inflationary increase. This is non-taxable income.

3. (i) Weekly Indemnity:

Approximately 75% basic earnings in accordance with a schedule.	Cost Sharing See Section 4
---	-------------------------------

(ii) Dental Plan:

Plan will pay up to \$2,000 per year for each employee and each eligible dependent as follows:

100% of the cost of basic and preventive care
(routine oral examination, cleanings, fillings)

and

50% of the cost of restoration and replacement care
(crowns, inlays, dentures).

Orthodontic Treatment:

50% of the cost of treatment based on the ODA schedule in effect during the term of this agreement, for dependent children ages 6-21.

Treatment required to correct malocclusion of teeth (maximum benefit is \$1,000 per year for each covered dependent with a lifetime maximum of \$2,000.00).

(iii) **Major Medical Plan:**

Plan will pay 100% covered expenses after satisfying an annual deductible of \$25/single and \$50/family for the employee and each eligible dependent.

Effective January 1, 2020, the plan will provide for one (1) pair of orthotics every year to a maximum of \$475.00 per pair.

(iv) **Supplemental Hospital Benefit:**

Plan will pay the difference between semi-private hospital charges and the standard ward rates paid by OHIP for the employee and each eligible dependent.

(v) **Vision Care:**

The Plan will pay up to \$250 per 24 month period for each employee and each eligible dependent for prescribed vision care, effective September 1, 2010. Effective January 1, 2020, the plan will provide reimbursement for annual eye exams to a maximum of \$100.00.

4. Cost Sharing:

The cost sharing of all benefits listed in Sections 2 and 3 will vary from year to year but, subject to the agreement below respecting LTD premiums, the cost aggregate of Sections 1, 2, and 3 will be 85% Company paid and 15% Employee paid.

It is agreed that the 15% employee paid portion may be increased only if necessary to ensure that 100% of the employee's premium for LTD coverage is paid for by each employee.

5. Ontario Health Insurance Plan: OHIP

In 1990 the funding for Ontario Health Insurance changed from a user insurance premium to an Employee Health Tax paid by the Company. For the cost sharing of the former user insurance premium, see the Explanatory Notes.

6. Pension Plan for Wage Employees:

(a) Defined Benefit Pension Plan

This Plan is applicable to all bargaining unit seniority employees (except CPET, ICET, and MTIM students) on the seniority list as of June 2, 2010.

Cost to Employee:

3.4% of earnings to the year's Maximum Pensionable Earnings (YMPE) under C.P.P. in that year and 5% of earnings which are in excess of the YMPE in that year.

Company Cost:

Company shall be liable and contribute the balance of the cost of the Plan and shall comply with any funding and solvency requirements of any applicable legislation relating thereto.

(b) Defined Contribution Pension Plan

This Plan is applicable to all bargaining unit employees (except co-op and summer students) who were hired after June 2, 2010 and those existing seniority employees who were on the seniority list as of June 2, 2010 who voluntarily choose to participate in this Plan after ceasing to participate in the Plan described in (a) above.

No employee contributions are permitted to the Plan. Withdrawals from the Plan are not permitted while employee is employed by the Company.

Employees can make investment decisions from options made available. If no selection is made, funds are invested in the Default Option provided.

Schedule of Company Contributions

Years of Service	Company Contribution
Less than 5 years	5% of earnings
5 or more years	6% of earnings
10 or more years	7% of earnings
18 or more years	8% of earnings

Earnings, for purposes of the Defined Contribution Pension Plan, are defined as base regular earnings including shift differential, any short-term incentives, vacation and holiday pay, but not hours worked at overtime or premium rates.

Effective January 1, 2020 employees will be permitted to make voluntary contributions to the D.C. pension plan. Employee contributions will be permitted to the Plan up to each employee's limit under the Income Tax Act. The employee is responsible for monitoring his own compliance with taxation legislation. Withdrawals from the Plan are not permitted while the employee is employed by the Company.

7. Savings Plan for Wage Employees

Effective February 1, 1995, there will be established a Savings Plan for all wage employees.

The plan will have two components; an Employee Savings Plan (ESP) and a Group Registered Retirement Savings Plan (Group RRSP).

The Company will contribute an amount on a per pay basis to an account established for each employee. The amount contributed will be as follows:

Effective February 1, 2016	\$37.23
Effective February 1, 2020	\$39.00
Effective February 1, 2021	\$40.00

The employee may direct all of the Company's contribution to either the Group RRSP or to the ESP.

Each employee may elect to make voluntary contributions through payroll deduction to either plan component. Contributions to the Group RRSP are on a pre-tax basis. Voluntary contributions to the Group RRSP will be limited to the employee's annual maximum RRSP room.

Effective January 1, 2020 a TFSA option will be made available to employees into which an employee may elect to direct voluntary contributions made by him/her.

All administrative fees of the plan will be paid by the Company.

Note: The above summarized the highlights of the Health Care benefits and the Pension Plan. For administrative details refer to the full texts of all plans. Such texts will be made available by the Company to the Union.

APPENDIX “G” - LETTERS OF UNDERSTANDING

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ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

1.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Employee Testing and Article 14

This letter will serve to confirm the Company's intention regarding the application of Article 14 in selecting employees for vacant jobs.

It being understood that seniority is the first consideration, in determination of ability in the application of Article 14, an employee's performance on the employee's previous jobs will be given primary consideration.

To the extent that a job selection test is used in assisting in the evaluation of an employee's qualifications under Article 14.01(a)(ii) it is agreed as follows:

1. Such tests shall be applied equitably to employees being considered for a vacancy.
2. If a senior employee is by-passed, the employee shall, if the employee so requests, be given the written reason for the employee's rejection.
3. If the test has affected the decision to reject a senior employee and the employee files a grievance, the details and results of the employee's test shall be made available to the Union and the employee.

Your signature on this letter will affirm your agreement of this understanding.

Yours very truly,

Cory Pageau
HR Business Partner

Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: pre 1981

**ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2**

2.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Company-Union Pension Committee Agreement

This letter confirms our understanding regarding the Company-Union Pension Committee Agreement as per attached.

Your signature on this letter will affirm your agreement of this understanding.

Yours very truly,

Cory Pageau
Lead HR Business Partner

Jamie Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: Feb 1/86

COMPANY – UNION PENSION COMMITTEE AGREEMENT

This Agreement is dated and effective the 1st day of March 1979.

Section 1

- (a) A chairperson shall be elected by the Members of the Pension Committee from amongst themselves and the Chairperson at all times will be entitled to vote as a member of the Pension Committee.
- (b) Minutes of all meetings of the Pension Committee shall be recorded in writing by a secretary to be appointed by the Company.
- (c) In the event that the Pension Committee cannot resolve a matter before it, then such matter shall be resolved pursuant to the arbitration procedure as set out in the current Collective Bargaining Agreement between the Company and the Union.

Section 2

The powers and responsibilities of the Pension Committee shall be as follows:

- (a) In respect of any question of interpretation and application of the Pension Plan, all persons having an interest in or under the Plan shall have a right to a hearing by the Pension Committee. The determination and decision of the Pension Committee shall be conclusive and binding.
- (b) To receive and review the following information which the Company shall cause to be furnished to the Pension Committee:
 - (i) a certified annual summary by the Trustee setting out the total receipts, disbursements and assets at book value, of the Pension Fund. As well, such statements will set out the total membership in the Plan and any increase or decrease thereof during the preceding calendar year.
 - (ii) a copy of any Actuarial Report by the Plan's Actuary that is filed with federal and provincial regulatory authorities.
- (c) The Pension Committee may make recommendations to the Company as follows:

- (i) ways and means to improve the operation of the Plan for the benefit of persons having an interest in or under this Plan;
- (ii) amendments to the Plan in order to enhance its effectiveness in meeting the needs of all persons having an interest in or under this Plan, in a changing social and economical environment.

Section 3

The Pension Committee shall have no power to add or to subtract from or to modify any of the terms of the Pension Plan, to change or to add to any benefit provided by the Pension Plan, nor to waive or fail to apply any requirement of eligibility for a benefit under the Pension Plan.

Section 4

The Pension Committee and any member of the Pension Committee shall be entitled to rely upon the correctness of any information furnished by the Plan's Actuary or the Company. Neither the Pension Committee nor any of its members nor the Union nor any officer or other representative of the Union nor the Company nor any officer or other representative of the Company, shall be liable because of any act or failure to act on the part of the Pension Committee or any of its members or any person, except that nothing herein shall be deemed to relieve any such individual from liability for the individual's own fraud or bad faith.

Section 5

- (a) No ruling of the Pension Committee in one case shall create a basis for retroactive adjustment in any other case.
- (b) There shall be no appeal from any ruling within its authority of the Pension Committee. Each such ruling shall be final and binding on the Union and its members, the Employee or Employees involved, and on the Company.
- (c) Any case referred to the Pension Committee on which it has no power to rule shall be referred back to the parties without ruling.

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

3.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Compensation of Chief Steward

This letter will confirm understandings reached with respect to the compensation of the employee holding the position of Chief Steward of the ARLANXEO CANADA Inc. Unit of Local 914, Unifor.

1. Effective March 8, 1983, the employee holding the position of Chief Steward as referred to above will be paid Rate Code 10 plus eight (8%) per cent.
2. At the end of each year, the average overtime earnings of the employees in the work group of which the Chief Steward would be a member if the employee was not holding office, will be computed. The overtime earning of employees in the work group who are absent because of illness, accident or occupational injury in excess of 30 days will not be included in the computation of the average. The average overtime earning will be compared to the overtime earnings of the Chief Steward for the year concerned and any positive difference between the average overtime earnings and the overtime earnings of the Chief Steward will be paid to the Chief Steward in a lump sum.

The above commitment, and thus the terms and conditions in paragraphs #1 and #2 above, terminate effective January 1, 2018.

In lieu of a paid chief steward position, effective January 1, 2018 the Company will compensate chief stewards/stewards up to an aggregate of 1,000 total hours (to be administered by the chief steward) per contract year (February 1 to January 31 inclusive) for time stewards spend engaged in union business under the collective agreement. For greater certainty, compensation shall not be payable for leave of absences that are stipulated in Article 17.01 (a) and (b) to be provided on an unpaid basis.

Your signature on this letter will affirm your agreement of this understanding.

Yours very truly,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: pre-1981

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

4.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Summer Students

This will confirm our understanding regarding summer students.

Employment date will be from approximately May 1 to the last scheduled working day prior to Labour Day.

A joint committee to be formed with two Union and two Management people to work on issues involving summer students.

The progressional rights of all employees will be maintained.

If a Utility Group employee elects to move as a result of summer students being hired, the employee will forego their change of schedule premium.

Summer students will receive rate code 100 for all work performed. Students will not be used above rate code 80 activities.

Rate code 100 to be part of Appendix "B".

Yours very truly,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: pre-1981
Revised: Feb 1/90
Revised: Feb 1/01

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

5.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Leave of Absence for Union Business

This letter confirms arrangements reached in discussions between the parties with respect to lost time of Union Officers or members.

In past, lost time for Union business has been deducted from the pay of persons concerned on an ongoing basis.

Effective June 1, 1971, persons concerned will continue to be compensated by the Company at their normal rate. The lost time involved will be recorded by the Employee Relations Department and at the end of each month the ARLANXEO CANADA Inc. Unit of Local 914 will be billed for all lost time involved in that month. Reimbursement to the Company will then be made by the ARLANXEO CANADA Inc. Unit of Local 914.

It has also been arranged that all requests for Leave of Absence for Union business will be routed through the Chief Steward of the ARLANXEO CANADA Inc. Unit of Local 914.

Your signature on this letter will affirm your agreement of this understanding.

Yours very truly,

Cory Pageau
Lead HR Business Partner

Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg. Unit)
Originally Agreed: pre-1981
Revised: Feb 1/97

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

6.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Undesignated (Floater) Holidays

This letter will confirm our understanding regarding the two undesignated (floater) holidays in Article 11.01 of the Collective Agreement that are to be determined in October of each year for the following year.

In no case shall the selection of any of the undesignated holidays result in a work week of less than three days, or a weekend of more than four days during the period April 1 to November 1 of each year.

Your signature on this letter will affirm your agreement of this understanding.

Yours very truly,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: pre-1981
Revised: Feb 1/97

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

7.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Maintenance Requirements and Contracting Out

This will confirm our understanding regarding the level of ARLANXEO employees and the use of outside contractors at the Sarnia Site.

Both parties recognize that there will be a continuing need to contract out capital work and work beyond the capability of in-house resources.

The parties to the Collective Agreement will use every effort to minimize the use of outside contractors in the performance of normal Bargaining Unit work. This will be accomplished through the effective utilization of ARLANXEO Employees.

Yours very truly,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: Feb 1/86
Revised: Feb 1/92
Revised: Feb 1/94
Revised: Feb 1/01
Revised: Feb 1/04

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

8.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Straight Time Payment for Specified Training & Education Programs

This will confirm our understanding with respect to payment for specified Company sponsored training programs and our commitment re attendance at position-specific Education Programs which involve attendance at an institution of higher learning and leading to a College – or University – recognized degree or diploma, or federally or provincially recognized accreditation.

For purposes of clarification this proposal is intended to include training related to QP2, DIS, Targeted Selection and like issues mutually agreed upon and educational programs such as, but not limited to:

- The Laboratory Selection and Education Program
- Ontario Certificate of Qualification for Refrigeration and Air Conditioning Mechanic
- Refrigeration, Compressor and Steam Tickets
- Provincial Trades Certification
- Industrial Firefighter Certification
- Crane Operator Certification

The Company will compensate employees participating in ARLANXEO CANADA Inc. sponsored training programs taking place outside of their regular hours of work at the rate of straight time for the number of hours attended.

With regard to educational programs covered by this letter the following will apply:

**Straight Time Payment for Specified Training & Education Programs
- continued page 2**

1. The Company will reimburse employees 100% of all tuition fees paid to the educational institution for class registration, the cost of any books required, as well as the cost of examination fees upon presentation of receipts.
2. In the event of scheduling conflicts, the Company will make best efforts to accommodate the employees.
3. The Company will provide time off with pay for employees to write examinations, if examination hours are only available during regularly scheduled hours.
4. The Company will compensate employees at the rate of straight time payment, or time-off in lieu if mutually agreed, for the number of hours attended at the employee's regular rate code.

Your signature on this letter will affirm your agreement of this understanding.

Yours very truly,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: Feb 1/88
Revised: Feb 1/04

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

9.

February 1, 2017

Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Re: Paid Education Leave and Canadian Community Fund Contributions

This confirms the following that effective February 1, 2017; the Company will make the following remittances to the following Union funds:

1. to the Union's Paid Education Leave Fund: 5 cents (\$0.05) for each of the bargaining unit's full-time employee's regular hours of work.
2. to the Union's Canadian Community Fund: 3 cents (\$0.03) for each of the bargaining unit's full-time employee's regular hours of work.

The Company's contribution will be remitted quarterly.

The Union commits to maintain the principles and governance established with the former Health, Safety and Industrial Relations Training Fund for administration and reporting of the Paid Education Leave and Canadian Community Fund activities.

With kind regards,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)
Originally Agreed: Feb 1/88

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

10.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Temporary Employees

This letter confirms our understanding regarding temporary employees to be used in the service person group. Temporary employees are not regular employee of the Company and are not covered by the terms of the Collective Agreement except as follows:

1. Employees working one or more days per month will have an amount equal to the regular monthly dues of a Union member deducted that month. The Company will remit such dues to the Union.

Dues deducted shall begin after a temporary employee has been engaged for four weeks. For dues deductions only, one day's employment in a week is sufficient to be considered as being engaged for that week.

If a temporary employee with four weeks' service as defined above is hired by the Company as a regular employee, the employee shall, notwithstanding the service limitation in Article 3.02, have regular Union dues deducted starting from the date of such hiring.

2. Before hiring a Wage employee on a regular basis, the Company will first offer such employment to these temporary employees while they are working for the Company by seniority providing that the temporary employee meets the current minimum hiring criteria and the qualifications necessary for the position.

From temporary employees hired on the same day, the Company reserves the right to select permanent hires based on performance on the job.

Example:

- 5 temporary employee hired September 1
- 5 temporary employee hired October 1
- 3 temporary employee hired December 1

The 3 hired would be selected based on performance from the most senior temporaries (i.e. – those hired September 1)

- 3 more permanent hired January 1

Those 3 would be the remaining 2 from those hired September 1 and the best performer hired October 1.

The temporary employee(s) hired as regular employee(s) will be credited with seniority on the basis of five actual days of work being equivalent to one week's service accumulated from the start of employment as a temporary employee.

These temporary employees are not eligible for permanent job progression and applications to postings until such time as they are hired on as regular employees.

The progression rights of all regular employees will be maintained.

3. The grievance procedure in Article 6 shall apply to these temporary employees as pertains to the conditions contained in this document only and on other employment related issues such as harassment in the workplace.

4. These temporary employees will form their own overtime work group.

Overtime will be filled using the regular employees overtime list first. If unable to fill from the regular employees, then the temporary overtime list will be used.

5. Designated Holidays will be in accordance with Article 11.01 of the Collective Agreement.

6. These temporary employees will receive a percentage of their wages in lieu of vacation. The percentage shall be based on the length of time employed, as follows:

- 4% for less than 3 years
- 6% for greater than 3 years and less than 10 years
- 8% for greater than 10 years and less than 19 years
- 10% for greater than 19 years and less than 25 years
- 12% for greater than 25 years and less than 30 years
- 14% for greater than 30 years

The employee has the choice of receiving the above percentage of pay included as part of their regular pay, or receive a lump sum amount owing prior to taking an unpaid vacation at a time mutually agreed with their supervisor.

7. These temporary employees will be laid off before any regular employee. Two weeks notice in writing will be given to these temporary employees before any layoff will occur. After completion of 1976 straight time hours, 30 days notice will be given.

Performance on the job will be recognized as the primary consideration for purposes of layoff.

8. These temporary employees will receive 6% of their wages in lieu of benefits.

9. Article 16.01 and 16.02 of the Collective Agreement relating to safety, health and welfare shall apply to these temporary employees.

10. Bereavement leave as related in Article 17.05 of the Collective Agreement shall apply to these temporary employees.

11. Jury Duty as covered by Article 18.01 in the Collective Agreement shall apply to these temporary employees.

The Company recognizes that the Unifor represents the rights of these temporary employees relative to the terms and conditions outlined in this proposal.

Temporary Employees – continued

page 4

The Company and the Union agree to assess these manpower needs in one year or sooner at the request of either party.

Your signature on this letter will affirm your agreement of this understanding.

Yours truly,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: Sept 23/98

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

11.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Contracting Out Janitorial, Gardening and Furniture Moving

This letter confirms the agreement that the Company may use workers from outside of the Bargaining Unit to do Non-Core Maintenance work.

Employees who were performing janitorial and gardening work as at February 1, 1999 and who are still performing janitorial or gardening work as at February 1, 2004, and employees currently performing Non-Core Maintenance Trades work as at February 1, 2004 (see list in Explanatory Notes) will be allowed to remain in their current job as long as they wish to do so.

In the event of a partial layoff, the Company agrees to retain seven (7) additional employees over and above plant staffing requirements. These employees will be placed in the Utility person box and assigned to assist with Bargaining Unit work and non-core work. As individuals leave the group they will not be replaced.

The following examples are used to illustrate the intent of this letter.

Example #1

A hypothetical shutdown, of an Area four years from now results in the loss of four positions performing janitorial work. If, as exists today, twenty ARLANXEO employees are performing the janitorial work, the number of people required in that group would be reduced by four to sixteen. The sixteen remaining Janitorial/Utility positions would not be affected.

Contracting Out Janitorial, Gardening and Furniture Moving – continued
page 2

Seven additional employees over and above all plant staffing requirements would avoid layoff and would be assigned to assist with Bargaining unit work and/or non-core work.

Example #2

A hypothetical shutdown, of an Area seven years from now results in the loss of four positions performing janitorial work. Assuming ten ARLANXEO employees have attrited or posted out, there would be ten ARLANXEO employees and ten contractors performing the janitorial work. The number of contract employees would be reduced by four to six. The ten ARLANXEO positions would not be affected.

Seven additional ARLANXEO employees over and above all plant staffing requirements, excluding contractors, would avoid layoff and would be utilized doing Bargaining unit work and/or non-core work.

Example #3

A hypothetical shutdown, of an Area ten years from now results in the loss of four positions performing janitorial work. Contractors are performing the janitorial work. The number of contract employees would be reduced by four to sixteen. The remaining contractors would continue to perform the janitorial work.

Seven additional ARLANXEO employees over and above all plant staffing requirements, excluding contractors, would avoid layoff and would be utilized doing Bargaining unit work and/or non-core work.

Your signature on this letter will affirm your agreement of this understanding.

Yours truly,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: Feb 1/99
Revised: Feb 1/04

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

12.

February 1, 2019

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Grandfathering regarding Qualifications Required in the Operating Progression

Employees wishing to work outside of the Butyl Finishing area in Butyl or in another Unit must be able to satisfy the educational requirements established by the Company or meet the following qualifications established for specific grandfathered employees.

Employees with hydrocarbon experience:

Existing employees as of Feb. 1, 2004, who have a minimum of one year's experience in a hydrocarbon area will be grandfathered. The following areas are considered hydrocarbon areas for the purposes of this letter:

- BR (excluding Finishing)
- Olefins
- NBR (excluding Finishing)
- Butyl 1 (excluding Finishing)
- Butyl 1 Refrigeration
- Butyl 2 Halo/Polymerization
- Pilot Plant
- Laboratory
- Styrene I or II

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

13.

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

CPET Students

This letter confirms the agreement between the Company and the Union regarding the use of CPET Students performing Bargaining Unit work.

Note: CPET students will not be brought on site before March 1, 2006.

- Students in the CPET program will not be used to fill job vacancies, vacation relief, sickness, training or other relief coverage as replacements for bargaining unit employees.
- CPET students will not cause a reduction in the number of bargaining unit employees.
- During the first term, students in the program will be paid Rate Code 90. The Company and the Union will review first term pay rated on an ongoing basis to ensure that they are competitive.
- During the second term, students in the program will be paid Rate Code 60. This rate applies throughout the whole of the term. Students in the CPET program will be considered probationary employees in the second term and will be recognized as Bargaining Unit members and union dues will be deducted accordingly for the duration of the term.
- Overtime opportunities will not be available to students in the CPET program.

- The Company agrees to provide the CPET student all the necessary tools and training to enable them to learn and participate in a safe and effective manner.
- Students will accompany qualified personnel and follow an established schedule in the area.
- In the event of a regression/layoff the program will be suspended.

Yours truly,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: Feb 1/04

ARLANXEO CANADA Inc.
SARNIA, ONTARIO, CANADA N7T 7M2

14

February 1, 2017

Mr. Jamie Spelay, Chief Steward
Local 914 (ARLANXEO Mfg Unit)
Unifor
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

ICET/MTIM Students

This letter confirms the agreement between the Company and the Union regarding the use of ICET/MTIM Students performing Bargaining Unit work.

- Students in the ICET/MTIM program will not be used to fill job vacancies, vacation relief, sickness, training or other relief coverage as replacements for bargaining unit employees.
- ICET/MTIM students will not cause a reduction in the number of bargaining unit employees.
- During the first (and the second for ICET) co-op work term(s), students in both programs will be paid Rate Code 95. The Company and the Union will review the pays rates on an ongoing basis to ensure that they are competitive.
- During the ICET third co-op work term, students in the program will be paid Rate Code 90. This rate applies throughout the whole co-op work term. Students in the ICET program will be recognized as Bargaining Unit members and union dues will be deducted accordingly for the duration of the term. During this term any hours worked will be counted towards their 1000 hour probationary period should the company offer them full-time employment (as per Article 2.03)
- Overtime opportunities will not be available to students in the ICET/MTIM program.

- The Company agrees to provide the ICET/MTIM students all the necessary tools and training to enable them to learn and participate in a safe and effective manner.
- Students will accompany qualified personnel.
- In the event of a regression/layoff the program will be suspended.

Yours truly,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: Feb 1/07

**ARLANXEO CANADA INC.
SARNIA, ONTARIO, CANADA N7T 7M2**

15.

February 1, 2017

Jamie Spelay
Chief Steward
Unifor Local 914
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Re: Merger of the West Site Progression

This is further to the discussions between the Company and the Union during the recent collective bargaining wherein the Company proposed to merge the west site progression into a single progression.

Although no agreement was reached, this confirms that the Company and Union did agree to continue to discuss the possible merger of those progressions taking into account the Union's member's desire for greater work/job mobility, Company business requirements, training, health and safety considerations and costs.

The parties agree to negotiate that any changes to progression will be by mutual agreement.

With kind regards,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: Feb 1/2017

**ARLANXEO CANADA INC.
SARNIA, ONTARIO, CANADA N7T 7M2**

16.

February 1, 2017

Jamie Spelay
Chief Steward
Unifor Local 914
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Re: Travel Time

This confirms our understanding and agreement that employees required to travel outside Lambton County for training or for Company business on their scheduled days off will be paid straight time only for their time travelling (i.e. commute) to and from the location, regardless of the employee's regular hours worked during that day and/or week.

With kind regards,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

Jamie Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

Originally Agreed: Feb 1/2017

**ARLANXEO CANADA INC.
SARNIA, ONTARIO, CANADA N7T 7M2**

17.

February 1, 2019

James Spelay
Chief Steward
Unifor Local 914
900 Devine Street
Sarnia, Ontario

Dear Mr. Spelay:

Re: Temporary Designations During Turnarounds/Outages

This confirms our agreement reached at negotiations concerning the above.

During maintenance turnarounds and outages, employees designated to act as Lead Operator Technicians will be paid an increase of 6.5% on their base rate while so designated.

Those employees designated to act as Co-Lead Operator Technicians will be paid an increase of 3% on their base rate while so designated.

With kind regards,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

James Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

**ARLANXEO CANADA INC.
SARNIA, ONTARIO, CANADA N7T 7M2**

18

February 1, 2019

James Spelay
Chief Steward
Unifor Local 914
900 Devine Street
Sarnia, Ontario

RE: Emergency Response

Dear Mr. Spelay;

This letter will confirm the understanding reached at negotiations concerning the Emergency Responders.

The parties agree that the current system of backup firefighters who normally work at the Waste Operations facility will be phased out of their emergency response duties on other units.

In order to allow for a sufficient number of wage employees to train and become qualified first responders to respond to certain emergencies which may occur on their unit, the Company will develop a training program to enable employees to acquire the necessary skills and qualifications to respond to emergency situations on their unit.

The following are the principles which the parties have agreed to follow for the duration of the Collective Agreement effective February 1, 2019.

1. Participation in the training program will be voluntary for employees in each unit.
2. Employees who volunteer to participate in the training program will commit to the program for 2 years, after which time the employee may re-commit for 1 year intervals thereafter or decline to be an Emergency Responder. An employee may decline to be an Emergency Responder upon giving the Company six (6) months notice in writing of his/her intention to quit the role.

3. Once admitted in to the training program, employees must attend training which may occur on their days off which will be paid at the Overtime rate. To take into consideration vacation and family commitments, the Company agrees to publish the training schedule in advance so employees can plan appropriately.
4. For volunteers in the training, the Company will pay a quarterly \$400 bonus once an employee volunteers to commit and is scheduled for training. Payment of the bonus will be contingent upon the employee's attendance at all training sessions in the quarter. The Company will disregard an absence from a training session if the employee presents evidence satisfactory to the Company that a particular absence was justified or if advance permission to be absent has been granted. Any missed training session is required to be made up when the missed subject matter is made available to the employee. The Biox Firefighters will be included in payment of the bonus once volunteers have started to be paid the bonus until they are no longer used and/or have not been designated as a volunteer Emergency Responder.
5. The Company agrees to provide each volunteer with their own PPE.
6. The Company agrees that the removal of Emergency Response duties from the Biox Operators will not directly result in regression or layoffs of such Operators.

The Company and the Union will meet annually, at a minimum, to review the Program's success and to address any issues that may arise.

With kind regards,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

James Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

**ARLANXEO CANADA INC.
SARNIA, ONTARIO, CANADA N7T 7M2**

19

February 1, 2019

James Spelay
Chief Steward
Unifor Local 914
900 Devine Street
Sarnia, Ontario

Re: Contracted Line Cleaning Services at Butyl Operation

Dear Mr. Spelay;

At negotiations the parties had several discussions concerning the above activities which have been performed by Terrapure and its predecessors for a number of years now.

The result of those discussions was the agreement by both parties to the following:

1. The Company commits that the scope of work performed by the contractor will be as agreed to in the settlement of Grievance # 15-24 dated March 9, 2016.
2. The parties also agree that if in the future, a seniority employee has been designated for layoff, that in the event he/she is unable to exercise his/her seniority to displace any other employee in the bargaining unit, he/she will be permitted to displace one of the contractor's employees who is performing line cleaning duties and he/she will become part of that line cleaning crew. The said employee will be designated as a Process Technician and will be paid the Process Technician pay rate after twenty four (24) months in the line cleaning position pursuant to Article 14.01 c).

The parties also agreed that if the above scenario should occur, that once a bargaining unit position for which he/she is qualified should become vacant at some future point, such an employee will be transferred off the line cleaning crew back into the vacant position.

3. This letter represents resolution of Grievance # 18-03, a policy grievance dated February 26, 2018 and the Union undertakes not to refile any further similar grievance so long as this letter is operative.
4. This letter will be operative for the term of the collective agreement which commenced on February 1, 2019.

With kind regards,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

James Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

ARLANXEO Canada Inc.(The “Company”)

- And

UNIFOR, LOCAL 914
Manufacturing Unit(The “Union”)

Extra Hours of Work Agreement

In accordance with section 17 of the *Employment Standards Act, 2000*, the parties agree as follows:

1. All employees of the Company at the Sarnia facility represented by the Union are governed by this agreement.
2. The Union consents on behalf of the employees in the bargaining unit to allow them to work beyond their regular work day to the daily maximum hours allowed by the *Act*.
3. The Union also consents on behalf of employees in the bargaining unit to allow them to work beyond forty-eight (48) hours in a week, to a maximum of seventy two (72) hours in a week. In the case of production outages where major work is required, the Union also consents on behalf of employees in the bargaining unit to allow them to work to a maximum of eight four (84) hours per week for these periods.
4. Scheduling of extra hours will be in accordance with the overtime provisions of the collective agreement; however, this provision is limited in the case of employees who are covered by the cohesive four (4) spot shift schedule (Article 18.05 (b) of the collective agreement) under which employees may be required by the Company to work up to fifty-six (56) hours in a week to attend “progress” days. The number of “progress” days will be determined in accordance with Article 18.05 (b).
5. Notwithstanding the provisions of paragraph 4 above, all extra hours in excess of those on the regular schedule including progress days, will be voluntary for those offered the opportunity to work such hours.
6. **For the term of the Collective Agreement, the provisions of Article 10.07 (i) will be suspended from operation.**

This agreement shall be effective upon ratification and will expire when the Collective Agreement effective February 1, 2019 ceases to operate.

Dated at Sarnia this 12th day of July, 2019

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

James Spelay
Chief Steward
UNIFOR, Local 914,
Manufacturing Unit

**ARLANXEO CANADA INC.
SARNIA, ONTARIO, CANADA N7T 7M2**

21

February 1, 2019

James Spelay
Chief Steward
Unifor Local 914
900 Devine Street
Sarnia, Ontario

RE: Overtime Opportunities for Employees Pursuant to Articles 10.07 (vi) and (vii)

Dear Mr. Spelay;

During negotiations the parties agreed to suspend the operation of the above provisions of the Collective Agreement and to run the following pilot program for the duration of the Collective Agreement. The following will apply to both groups of employees covered in Articles 10.07 (vi) and (vii).

Where all other eligible qualified employees have been unsuccessfully canvassed for overtime an employee may be asked to work overtime during the employee's vacation including days off prior to or following a vacation period as defined in Articles 10.07 (vi) and (vii).

Once the annual vacation schedule has been finalized, the Chief Steward will be provided with a copy of the schedule.

The provisions of Articles 10.07 (vi) and (vii) will be amended by adding the following to the end of each clause:

(Subject to Letter of Understanding attached)

This letter will prevail over the provisions of the Collective Agreement.

With kind regards,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

James Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

**ARLANXEO CANADA INC.
SARNIA, ONTARIO, CANADA N7T 7M2**

22

February 1, 2019

James Spelay
Unifor Local 914
900 Devine Street
Sarnia, Ontario

RE: Domestic Violence

Dear Mr. Spelay;

During 2019 negotiations, the Company and the union discussed the impact of domestic violence or abuse on employees and the workplace.

Domestic violence or abuse impacts productivity and often results in absences. Employee absences can be connected to illness and/or their ability to report to work. Additionally, domestic violence can be difficult for employees to disclose and receive the necessary help or support.

Knowing employees face situations of violence or abuse in their personal lives and the negative and the negative impact this issue can have on the workplace, the Company and the Union agreed on the need to bring greater awareness and make it easier for employees to disclose and ask for help.

The Company agrees to sponsor a meeting with national and local union representatives to review and discuss the impact of domestic violence or abuse on employees and how it impacts the workplace. The purpose of this meeting will be to explore ways the Company and the Union can collaborate to address the following:

- Raise awareness,
- Enable disclosure from employees experiencing domestic violence or abuse,
- Promote access to domestic violence or abuse support services and,
- Develop a plan to have continued dialogue during the term of the agreement.

With kind regards,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

James Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)

**ARLANXEO CANADA INC.
SARNIA, ONTARIO, CANADA N7T 7M2**

23

February 1, 2019

James Spelay
Chief Steward
Unifor Local 914
900 Devine Street
Sarnia, Ontario

RE: Multi-Skilled Trades

Dear Mr. Spelay;

At bargaining the parties discussed the Company's stated intention to resume operation of the Trades Flexibility Program and the possibility of developing a separate program to support a step beyond the Flex Program which would open a path for current tradespeople to acquire a certificate of qualification in a second trade.

The parties agreed that a small committee would be developed to provide input to management respecting timing, terms and conditions of this dual-ticketed initiative.

With kind regards,

Cory Pageau
Lead HR Business Partner
ARLANXEO Canada Inc.

James Spelay
Chief Steward
Local 914 (ARLANXEO Mfg. Unit)