

COLLECTIVE AGREEMENT

between

**INTERNATIONAL ASSOCIATION OF MACHINISTS
AND AEROSPACE WORKERS
VANCOUVER LODGE #692**

and

**TIMKEN HOUSED UNITS, INC.
PRINCE GEORGE, B.C.**

MAY 1, 2013 - APRIL 30, 2016

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COLLECTIVE AGREEMENT

BY AND BETWEEN:

TIMKEN HOUSED UNITS, INC.

(hereinafter referred to as the "Company")

OF THE FIRST PART

AND:

**INTERNATIONAL ASSOCIATION OF
MACHINISTS AND AEROSPACE WORKERS,
VANCOUVER LODGE #692**

(hereinafter referred to as the "Union")

OF THE SECOND PART

WITNESSETH: That in consideration of the mutual covenants and agreements herein set forth, the Parties hereto and the affected employees are mutually agreed as follows:

GENERAL PURPOSE:

The purpose of this Agreement is to maintain a harmonious relationship between the Company and its employees; to provide an amicable and equitable method of settling grievances or differences which might possibly arise, and to maintain mutually satisfactory working conditions, hours and wages for all employees who are subject to the provisions of this Agreement, and generally to promote the mutual interests of the Company and its employees.

THEREFORE, the Union accepts the responsibility to bind its International and District Officers and Local Representatives to the observance of each and all of the provisions and conditions of this Agreement.

ARTICLE 1 **BARGAINING AGENCY**

1.01 The Company recognizes the Union as the sole bargaining agency for its employees, as duly certified under the Labour Relations Code of British Columbia, for the purpose of collective bargaining with respect to rates of pay, hours of employment, and all other working conditions.

1.02 Representatives of the Union will have access to the Company's shops or yards at any time so long as the employees are not caused to neglect their work for an extended period of time. This request will not be denied unless there are safety concerns.

For the purpose of this Article an extended period of time shall be defined as over fifteen (15) minutes.

A Union Representative, not more than three (3) times per calendar year, and with three (3) days prior notice to the Company, may extend the rest break or lunch break of the employees by fifteen (15) minutes, without loss of pay to the employees, for the purpose of communicating with them as a group.

1.03 The Company agrees that as a condition of continued employment, all employees who are or may be covered by the Certificate of Bargaining Authority issued to the Union by the Labour Relations Board of British Columbia must become members of the Union within thirty (30) calendar days of commencing employment and remain members during the life of this Agreement.

1.04 All present and new full-time employees of the Company who are or may be covered by the Certificate of Bargaining Authority issued to the Union by the Department of Labour of the Province of British Columbia shall pay the Union, as a condition of employment, and not later than thirty (30) days after the commencement of his/her employment, dues and Initiation or Reinstatement fees by payroll deduction, as may from time to time be established by the Union for its members, in accordance with its Constitution and/or Bylaws.

1.05 The term "employee" as used in and for the purpose of this Agreement shall include all persons employed in the Company's operations and as covered by the Provincial Government Certification and without restricting the generality of the foregoing shall not include foremen, office workers, supervisory officials, salesmen, watchmen and those having authority to hire or discharge employees.

Notwithstanding the provisions of Article 1, Section 4, preceding, the Company shall deduct from each new employee an amount equal to the Union dues, from the employee's first payroll cheque after completion of five (5) days of work in a calendar month and add that employee's name and the said amount to the closest applicable checkoff; i.e. if the checkoff for that month has not been remitted to the Union, it shall be added to that checkoff; if the month's checkoff has been remitted, it shall be added to the following month's checkoff and shown as the previous month worked.

1.06 All deductions as required under Article 1, Sections 4 and 5 shall be made in each calendar month the employee is employed by the Company.

The monies so deducted shall be forwarded by the Company to the Secretary of the Union not later than the 15th day of the following month, accompanied by a statement listing the names of the employees and their Social Insurance Number, for whom the deductions were made and the amount of each deduction.

All other remittances required for Medical Insurance, Weekly Indemnity, Pension and Dental Plans, or any other coverage required under this Collective Agreement, shall be remitted to the appropriate carrier not later than the 15th of the month following the month in which coverage is required.

ARTICLE 2 **UNION SECURITY**

All new, substitute and/or casual employees, as a condition of employment shall sign a form authorizing the deduction of dues or levies and initiation or reinstatement fees of the Union. These forms to be presented and completed by the employee on the date of hire.

ARTICLE 3 **MANAGEMENT**

- 3.01** The management and operation of the plants and the direction of the working forces are vested exclusively in the Company.
- 3.02** In conjunction with the shop committee or steward, the Company has and shall retain the right to select its employees, to hire, discharge, classify, transfer, promote, demote or discipline them; subject to the Grievance and Seniority procedures enumerated in Articles 6, 7 and 8 of this Agreement.
- 3.03** In the case where an employee is laid off or discharged, the Shop Steward shall be notified prior to any action being taken.
- 3.04** The right to hire employees is vested in the Company, provided in the case of new vacancies, the Union is notified in advance and may have the opportunity to provide the Company with suitable applicants.
- 3.05** Harassment: Refer to Timken established policies.

ARTICLE 4 **HOURS OF WORK AND OVERTIME**

- 4.01** The starting and stopping time as well as the meal period shall be mutually arranged by the Company and the Union, it being understood that the meal period shall not be less than thirty (30) minutes.
- 4.02** The standard work day shall consist of eight (8) hours and the Standard work week shall consist of forty (40) hours on the first shift worked between the hours of 8:00 a.m. to 5:00 p.m. and/or those hours mutually agreed to between the Company and the Union.
- 4.03** If a second shift is employed, the hours of work shall be seven and three quarter (7 3/4) hours per shift, for which eight (8) hours will be paid and a shift premium of five (5%) percent shall be added on to the classified hourly rate.
- 4.04** If a third shift is employed, the hours of work shall be seven (7) hours per shift for which eight (8) hours shall be paid, and a shift premium of Five percent (5%) per hour shall be added on to the classified hourly rate.
- 4.05** Five (5) shifts Monday to Friday inclusive shall constitute a regular week's work on all shifts.

When an employee is attending school for upgrading which is mutually beneficial to both the employee and employer, a change of shift can be obtained.

4.06 The Company will give employees forty-eight (48) hours notice of shift change except where time will not permit. Example: Company or customer break-downs and repairs, absences requiring the moving of employees to man a shift. An employee will not lose time from the Standard work week of forty (40) hours as a result of a shift change made for the benefit of the Company.

4.07 Time worked in excess of standard hours of work shall be considered as overtime, and overtime rates of pay shall be paid as follows:

- (a) All hours worked in excess of regular shift hours shall be paid at double time rates.
- (b) Double time shall be paid for all work performed on a Statutory Holiday, plus any applicable holiday pay. No employee shall be compelled to work overtime on any Statutory Holiday.

New Year's Day	Victoria Day	Thanksgiving Day
Family Day	Canada Day	Remembrance Day
Good Friday	B.C. Day	Christmas Day
Easter Monday	Labour Day	Boxing Day

- (c) The above twelve (12) Statutory Holidays are guaranteed irrespective of which day they fall on.
- (d) One (1) Floating Holiday is a guaranteed day off at the employees regular rate of pay which can be taken at the employees discretion so long as notice of one (1) week has been given to the employer. No more than two (2) employees from each department will be off at one time without Management approval. If more than two (2) employees ask for the same time off, and Management cannot accommodate, time off will be granted by seniority within the department.

4.08 It is intended that every employee shall have a full eight (8) hour shift break between shifts. In the event that an employee is recalled to work before such shift break has elapsed, he/she shall be considered as still working on his/her previous shift and shall be paid the appropriate overtime rates for work performed after recall. No employee shall be permitted to resume work of his/her own accord until a full shift has elapsed.

Clarification: Employees working after midnight reporting for work next shift after an eight (8) hour break will not lose the time taken from the shift to make up the eight (8) hour break.

4.09 Employees called in before their regular starting time shall be paid at double time rates for time worked prior to their regular starting time.

4.10 (a) Subject to the exceptions set forth in this Section, any employee reporting for work on his/her regular shift shall receive full pay for the normal duration of the shift. (I.E. - There will be no layoffs for partial shifts.) An employee leaving by his/her own choosing shall only be paid for only those hours worked.

- (b) Any employee completing the first half of his/her regular shift, and who commences work on the second half of his/her regular shift, shall receive a minimum of eight (8) hours pay at his/her regular wage rate,

PROVIDED that if four or eight hours, (a) or (b) above, is not available at his/her regular job, the employee shall perform such temporary work as may be assigned to him/her to qualify for such pay.

The provisions of this Section shall not apply in the event of an emergency such as fire, flood, power failure, etc., beyond the control of the Company, or if:

- (i) He/she voluntarily quits or lays-off; or is discharged for cause;
- (ii) He/she was previously instructed not to report.

and in any such event or circumstance, he/she shall be paid for the actual time worked at prevailing overtime rate.

4.11 Any employee called in to work on a Saturday, Sunday or Statutory Holiday shall be paid the double time rates required by this Agreement, with a minimum of one hour (1) plus ½ hour travel time.

4.12 All employees called in to work after normal shift hours during the week shall be guaranteed three (3) hours pay at double time rates.

4.13 Employees may work the shift of their preference according to seniority, provided that the balance is suitable to the employer's needs, in order to maintain the required productivity of the shift.

Note: All employees hired after January 2000 may be requested to rotate or work shifts without reference to seniority.

4.13 Work During Lunch Period. If an employee is required to work during his/her regular lunch break period, he/she will receive pay at the rate of double time in the event that he/she is not allowed within one-half hour his/her full lunch period to consume his/her meal.

4.15 It is understood and agreed that a majority vote on an individual shop basis is acceptable when the Company feels that a four (4) day week will prevent a major lay-off in that shop.

It is understood that a major lay-off is 50% or more of the hourly employees in that shop.

ARTICLE 5 **WORKING CONDITIONS**

5.01 Employees shall take orders only from their respective foreperson or from the general management when forepersons are not immediately available.

5.02 Employees shall observe the rules of the Company and shall perform a fair day's work in the category in which the employee is engaged and shall be subject to discipline by the Management for failure to do so.

5.03 Employees will not absent themselves from work without advising the Management. Employees will not leave the plant during working hours without permission. Failure to obtain permission may be cause for dismissal.

5.04 Employees shall be allowed five (5) minutes for personal clean-up and stowage of tools prior to the end of each shift.

ARTICLE 6 **GRIEVANCES AND COMPLAINTS**

6.01 An honest effort to settle all grievances without stoppage of work shall be made in the following manner:

- (a) By the aggrieved party with the Shop Steward and the Foreperson.
- (b) Failing settlement within five (5) days, the employee and/or his/her Representative shall endeavour to settle the matter with the Department Head.
- (c) Should no satisfactory settlement be reached within seven (7) days, the employee's Representative will discuss the grievance with the Management.
- (d) When grievances cannot be finally adjusted by the Company and the Union Representatives, the matter shall be submitted, within seven (7) days, to an Arbitration Board of three (3) persons appointed as hereafter provided.

NOTE: All grievances and complaints not settled by the Foreperson shall be reduced to writing by the employee(s) and filed with the Company through the Shop Steward or Shop Committee within fifteen (15) working days of occurrence. Any grievance or complaint not so filed shall be deemed to have been waived and shall not be entitled to consideration.

ARTICLE 7 **ARBITRATION**

7.01 In the event of a dispute arising under this Agreement, which the parties are unable to settle themselves as set out in Article 6, the matter shall be determined by Arbitration in the following manner:

- (a) The Party desiring Arbitration shall submit a list of four (4) Arbitrators and shall notify the other Party, in writing, of the names and addresses of the persons so nominated and particulars of the matter in dispute.
- (b) The Party receiving the notice shall within five (5) days thereafter notify the other Party of its selection, if any, from the Arbitrators submitted.
- (c) Failing agreement, the two (2) parties shall confer to select an Arbitrator and failing for three (3) days to agree upon a person willing to act, either of them may apply to the Honourable Minister of Labour to appoint an Arbitrator.

7.02 The Arbitrator shall sit, hear the Parties, settle the terms of question to be arbitrated, and make its award as expeditiously as possible.

7.03 The Arbitrator shall have the power to determine whether a particular issue is Arbitrable under this Agreement.

7.04 If the award of the Arbitrator is subsequently set aside by a court of competent jurisdiction the question shall, at the request of either Party, be submitted to another Arbitrator appointed pursuant to and with all the powers provided by this Clause.

7.05 The expenses and remuneration of the Chairman shall be paid by the Parties in equal shares.

7.06 Without restricting the specific powers hereinbefore mentioned, the Arbitrator shall have all the general powers of an Arbitration Board.

ARTICLE 8 **SENIORITY**

8.01 Upon request the Company will, every six (6) months provide the Union and the Shop Steward with an up-to-date list of all employees covered by this agreement showing the date when each commenced his/her employment with the Company and his/her seniority date.

8.02 When a new employee is hired, it is agreed that he/she shall be on probation for thirty (30) calendar days and during this period seniority will not be applicable. When the probationary period is completed, seniority will commence from the date of hiring, except as provided in the Apprenticeship Article of this Agreement. If requested by the Company, a thirty (30) day extension may be granted.

8.03 An employee re-entering the employ of the Company after his/her right to recall has expired will not be subject to another probationary period.

8.04 The Parties hereto recognize that employees are entitled to a measure of job security based on length of service.

It is mutually recognized, however, that in connection with job security, the skill and efficiency of an employee must also be studied as well as seniority standing. It is agreed that, other things being equal, laying off work and resuming work will be done according to seniority with the company in the classification in which the employee is engaged; but each of the parties hereto agree that the skill, ability and efficiency mentioned above must be taken into account where such layoffs are necessary.

The Company however, agrees that when it is necessary for the layoffs to be made which are not strictly in accordance with the seniority list, the shop committee will be notified in advance and will be fully informed on each matter.

NOTE: In the case of lay-off those employees hired before April 30, 1995 may be laid off in Classification order first and then seniority. (ie. - Helpers will be laid off before Journeyperson). Effective May 1, 1995, employees may be laid off by seniority in classification (ie. - A Journeyperson hired after May 1, 1995 could be laid off and a Helper with less seniority could be kept working).

Decisions on layoffs, rehiring, promotions etc. will be the responsibility of the Company, but it is understood that any dispute arising therefrom may be taken up under the Grievance Procedure of this Agreement.

8.05 Seniority Retention. A laid-off employee shall maintain and accumulate his/her seniority and recall rights for three (3) months after which he/she will retain but not accumulate seniority for the following periods: (The three-month accumulation will not bring an employee into a longer retention period.)

Period of seniority:

Less than 12 months	-	6 months retention
12 months to 48 months	-	12 months retention
over 48 months	-	24 months retention

If a laid-off employee is called back to work with the Company within his/her right to recall period, there shall be deemed to have been no break in such an employee's continuous service with the Company by reason of such lay-off.

8.06 When vacancies occur, the Company shall rehire laid-off employees according to their seniority, and the principle of last man off, first man on, shall prevail, subject to their classification, ability and efficiency. The Company shall make personal contact with laid-off employees and confirm by registered mail.

8.07 When new jobs are available, wherever possible, the Company will promote employees to a better paying job; seniority, qualifications and ability to be considered. If an employee is given a Management position he/she shall have six (6) months in which he may work for the Company and maintain his/her Union seniority.

8.08 Seniority will be maintained and accumulated during absence due to:

1. A compensable accident.
2. Serving in the non-permanent Armed Forces of Canada.
3. Temporary illness or non-occupational accident not exceeding twenty-six (26) weeks.

8.09 Seniority will be maintained but not accumulated during absence due to:

1. Temporary illness or non-occupational accident exceeding twenty-six (26) weeks.
2. Authorized leave-of-absence.
3. Lay-off without recall, for a period not to exceed the employee's seniority retention period.

8.10 Seniority will be broken by:

1. Voluntary quitting of job,
2. Exceeding authorized leave-of-absence, unless for legitimate cause.
3. Failure to report back to work within three (3) days after notification to return to work unless failure proved to be unavoidable; it being understood that the work recalled for is of three (3) weeks' duration.
4. Discharge and not reinstated under the terms of this Agreement.
5. Lay-off exceeding the employee's seniority retention period.
6. Requesting and receiving severance pay.

ARTICLE 9 **LEAVE-OF-ABSENCE**

- 9.01** The Company agrees to grant leave-of-absence with pay to employees who are designated by the Directing Business Representative of the Union to represent the employees in conference with Management of the Company during working hours. This will apply to contract negotiations and grievances. It is understood that during contract negotiations, only one (1) employee, who shall be selected by the Union will be granted leave-of-absence with pay.
- 9.02** Any employee who is required to attend a Union Convention or perform any other function on behalf of this Union necessitating a leave-of-absence other than as set forth in Article 9, Section 1 of this Agreement, shall upon application, be granted a leave-of-absence by the Company without loss of seniority. It is also agreed that only one (1) employee be absent at one time to attend such Union functions and shall receive no wages from the Company.
- 9.03** Leave-of-absence may also be granted, at the Company's discretion. It is further agreed that, providing six (6) month's notice is given to the Company by the employee, the Company may grant up to eight (8) weeks leave of absence for personal use by the employee. It is also understood that such leave-of-absence cannot be used by the employee for the purpose of accepting employment elsewhere. The employee will receive three (3) month's notice of the Company's decision in writing.

ARTICLE 10 **VACATIONS**

- 10.01** Employees will receive vacations and be paid for the vacation in accordance with the following schedule:

<u>YEARS OF CONTINUOUS SERVICE</u>	<u>VACATION PERIOD</u>	<u>VACATION PAY</u>
- 6 months to 1 year	1 week	4%
- 1 year but less than 3 years	2 weeks	4 1/2% or 2 weeks*
- 3 years but less than 8 years	3 weeks	6 1/2% or 3 weeks*
- 8 years but less than 15 years	4 weeks	8 1/2% or 4 weeks*
- 15 years but less than 20 years	5 weeks	10 1/2% or 5 weeks*
- 20 years and over	6 weeks	12 1/2% or 6 weeks*

* Pay at employee's current classified rate whichever is greater at the time the vacation is taken.

Employees will receive the greater amount of either weeks earned under the vacation period or the percentage of their gross earnings for the calendar year under the vacation pay.

An employee working less than twelve hundred (1200) hours per vacation year (employee's seniority date to seniority date) will be paid only on a percentage of earnings basis.

- 10.02** The vacation allowance may be drawn on the working day preceding the vacation provided at least one (1) weeks notice is given.
- 10.03** Three (3) weeks vacation when applicable, will as far as practicable, be granted during the period 15th June to 15th September to conform with the wish of the employee concerned with the convenience of the employer having regard to the necessity of maintaining production. Employees must notify the Company by March 15th in each calendar year, of all intended vacation periods due or no preference will be given according to seniority.

- 10.04** In the event of termination of service with the Company after he/she had his/her vacation he earned for the previous year, he/she shall receive the appropriate percentage as per Section I of this article for his/her pay for the year in which he/she ends his/her employment and for which no vacation has been paid.
- 10.05** An employee's scheduled vacation period shall not be changed by the Company within the one-month period immediately preceding the start of the vacation period without consent of the employee concerned.
- 10.06** Each employee shall be required to take the full annual vacation period that he/she is entitled to under the provisions of this Agreement in the current year.
- 10.07** The Company will pay vacation pay with a separate cheque and an itemized statement.
- 10.08** Vacation Eligibility: (Resolved on the principle that the employee gets all vacation and vacation pay earned.)

Clarification: Time loss on Compensation is covered under Seniority Clause.
- 10.09** No fractions of weeks shall be taken by the employee during this first year; and in cases where they are entitled to more than two (2) weeks vacation, the time shall be divided in half for every six (6) months worked. i.e. If the employee is eligible for four (4) weeks, he/she would be entitled to two (2) weeks after six (6) months of that year and two (2) weeks on completion of that year.
- 10.10** One (1) week leave-of-absence is negotiable in the first year by the employee if he/she so desires to make up a full two (2) weeks vacation in prime time.
- 10.11** An employee may, during the calendar year in which he/she is eligible for an additional weeks vacation, take that week during that year subject to Article 10, Section 3, but will not receive payment for that week until the anniversary date has passed.

ARTICLE 11 STATUTORY (GENERAL) HOLIDAYS

- 11.01** All employees covered by this Agreement shall receive their regular straight time pay at their regular straight time rates for each of the following guaranteed statutory/general holidays, in addition to any wages which they may be in receipt of as enumerated in Article 4, Section 7, sub-section (b). Any other statutory or general holiday declared, proclaimed or celebrated by the Federal or Provincial Government shall be paid for on the same basis:

New Year's Day	Victoria Day	Thanksgiving Day
Family Day	Canada Day	Remembrance Day
Good Friday	B.C. Day	Christmas Day
Easter Monday	Labour Day	Boxing Day

One (1) floating holiday shall be taken as a day off with pay at the employee's regular rate of pay as defined in Article 4.07 (d).

- 11.02** The day observed or celebrated by the Nation or Province shall be considered the holiday, with the provisions that the statutory/general holidays falling on Saturday or Sunday will be celebrated on the previous Friday or the immediately following Monday.

Where statutory/general holidays fall on Friday and Saturday, the general holiday falling on Saturday will be celebrated on the following Monday.

Where two (2) consecutive statutory/general holidays fall on a Saturday and Sunday the previous Friday and the following Monday will be celebrated.

11.03 In all cases, the day observed by the Nation or the Province shall be considered the Holiday,

PROVIDED THAT:

- (1) The employee has been in the employ of the Company for Thirty (30) calendar days.
- (2) The employee has worked any part of the regularly scheduled work day prior to and the first regularly scheduled work day following the holiday. Exceptions to the foregoing shall be made in cases where the following conditions prevail:
 - (a) The employee is off work due to industrial accident or disease for a period not in excess of two (2) calendar months.
 - (b) The employee is prevented from working due to a bona-fide illness for a period not in excess of two (2) calendar months. A Doctor's certificate shall be submitted as proof.
 - (c) Temporary lay-off, recall, or termination of service within two (2) weeks of any designated holiday.
 - (d) Where leave-of-absence has been approved and the employee has worked some time during the two (2) calendar weeks preceding the week in which the holiday occurs.

ARTICLE 12 WAGES

Wages and Classifications shall be those agreed upon and set out in Appendices attached hereto and forming part of this Agreement.

SEVERANCE PAY

Except in the case of permanent plant closure or relocation, severance pay will be in accordance with the Employment Standards Act of British Columbia, R.S. B.C. 1996.

SEVERANCE PAY FOR PERMANENT PLANT CLOSURE

- (a) Employees on the seniority list, who have six (6) months or more service with the Company, who are terminated because of plant closure or relocation of the plant out of the Prince George area which would require the employee to move shall be entitled to severance pay.
- (b) The Company will pay severance as set out below:

from six (6) months to two (2) years' service - two (2) weeks severance and for each additional year - one (1) week's severance to a maximum of twenty (20) weeks for twenty (20) or more years' service.

- (c) An employee receiving severance pay before the end of his/her right to recall period, shall forfeit all seniority rights accruing to him/her under this Agreement.
- (d) This Article does not apply when an employee retires, resigns, or is discharged for cause.

ARTICLE 13 **GENERAL PROVISIONS**

- 13.01** Employees who are required to work overtime in excess of two (2) hours will be provided with a good meal paid for by the Company. The minimum cost of an overtime meal shall be fifteen dollars (\$15.00).
- 13.02** Employees shall be granted two (2) ten (10) minute coffee breaks during the course of each shift. If an employee agrees to work overtime they shall be entitled to an additional ten (10) minute coffee break between the end of their regular shift and the beginning of their overtime shift.
- 13.03** Any employee suffering injury while in the employ of the Company must report immediately to the First Aid Department, or as soon thereafter as possible, and also report to this Department upon returning to work. A copy of the employee's accident report will be supplied to him/her on request.
- 13.04** Free transportation to the nearest doctor or hospital will be arranged by the Company.
- 13.05** A buzzer or other device to summons a First Aid Attendant will be provided in Companies where it is required to have First Aid Services.
- 13.06** Any employee being discharged for disobeying the rules of the Company will only be paid up to the time of discharge. Company rules shall be posted in a conspicuous place within the Plant.
- 13.07** No employee will be paid off until he/she produces a receipt for any company-owned tools or equipment which have been issued to him/her.
- 13.08** A Notice Board will be provided for the posting of all official Union notices exclusively, and not to be used for disseminating political propaganda. All such notices shall be submitted to a Company official for approval before posting.
- 13.09** Employees engaged in overhaul and repair work performed off Company premises shall receive the following premium over their regular wage rate for all hours worked off Company premises, except for work done on warranty and guarantee work within six (6) months of commencement of operation of the equipment. When exceptional circumstances exist, the Parties will discuss other arrangements.

- One Dollar (\$1.00) per hour
- 13.10** Locker facilities and adequate washrooms, in accordance with the factories act, will be provided by the Company and kept in a sanitary condition. Employees will cooperate by observing the simple rules of cleanliness.
- 13.11** The Company will supply suitable accommodations where employees may have their lunch.

- 13.12** Pay days will be every second Friday, and wages will be paid in the Company's time. These will be delivered to the employees at their respective stations.
- 13.13** The employees employed in this plant will elect one (1) Union Member from each shift and each separate shop, who will be known as Shop Stewards or Shop Committee and in no case shall this Committee be comprised of more than three (3) employees. The Union agrees to officially notify Management of the employees elected as Shop Stewards and will also notify them promptly when there is any change in representation.
- 13.14** There shall be a fifteen (15) minute Shop Stewards' Meeting once in each month.
- 13.15** No Shop Steward, Committee or employee shall be discriminated against or jeopardized in seniority standing or suffer any loss of employment on account of membership or activity in the Union, provided that such activity is not allowed to interfere with the work and production of the Company.
- 13.16** **TRAVEL TIME** When an employee is required to work at points which require him/her to be absent from his/her home, he/she shall receive up to eight (8) hours pay in each twenty-four (24) hours of traveling time, reasonable, accommodation and board.

When an employee is required to work at points outside the Prince George Planning Area, he/she shall receive traveling time on the following basis:

- (a) Travel time during the employee's regular shift hours Monday to Friday inclusive, will be paid for at straight time.
- (b) Travel time outside the employee's regular shift hours shall be paid at Double time rates.
- (c) All travel time for Saturday and Sunday and any holiday will be paid for at time and one-half to a maximum of eight (8) hours in any twenty-four (24) hour period.

The exception to this provision would be where first-class sleeping accommodation is provided. In this instance, time would cease at 9:00 p.m. and commence at 8:00 a.m. the next day.

The employee will also be provided with reasonable fares, accommodation and board at no cost to the employee.

- (d) **USE OF EMPLOYEE CARS:** Employee vehicles can be used on Company business only if authorized by the Company. When an employee vehicle is used on Company business the employee will be reimbursed on the basis of twenty-five (\$.25) cents per kilometer, with a minimum of sixteen kilometers payment. It will not be a violation of this Agreement for an employee to refuse to use his /her motor vehicle on Company business. The Company will arrange with the Employee for adequate insurance coverage before the employee uses his/her motor vehicle on Company business.

13.17 **STARTING AND COMPLETION OF SHIFTS**

- (a) The Company premises shall be the place the employee normally reports to and completes his/her shift. Travel to and from work assignments shall normally commence from these premises.

- (b) However, in the event that the employee goes directly from his/her place of residence to and from a job off Company premises, he/she will receive normal travel time allowance as contained in this Agreement, the same as if he/she came from the shop.

13.18 JURY DUTY If an employee is called or selected for Jury Duty and/or called as a subpoenaed witness for the Company, the Company shall make up the difference between the employee's regular pay and the amount the employee shall receive for such jury duty, and if called as a witness as described above, the employee shall receive his/her regular pay while absent from work. If an employee is called for jury duty but not selected he/she will return to work within a reasonable length of time.

13.19

- (a) **SAFETY SHOES** The Company will, on provision of receipts, contribute up to two hundred (\$200.00) dollars per year to each employee having completed six (6) months service for the purchase of CSA Class 1 Safety Boots.
- (b) **EAR PROTECTION** The Company shall supply at no cost to the employee, molded earplugs for all employees every two (2) years. In the event of loss by the employee it shall be their responsibility to replace.
- (c) **SAFETY LENSES** The Company shall pay 100% of the cost of one prescription safety lenses per year in each year of the contract to those employees that have been employed a minimum of one year with the Company. The lenses are to be fitted into the safety frames selected by the employee and approved by the W.C.B. The maximum allowance of frames shall be \$100.00 per two (2) year period except if accidentally damaged in the course of work duties. New employees may purchase safety lenses and frames but if the employee terminates before he/she has completed one year of service, the cost of those lenses will be deducted from his/her final pay cheque

NOTE: RE: **WELDERS** The Company will supply material and make welding machines available prior to testing for tickets. Government testing will be made available in the shops on a group basis, only at the Companies' discretion.

13.20 Machinists who are assigned and/or engaged or hired for outside installation of machinery, in conjunction with the Building Trades shall receive the going field scale rate of wages for the duration of that job. If the job is out of town, reasonable room and board and transportation shall be provided.

13.21 When the Company finds it necessary to lay-off a Shop Steward, the Business Representative of the Union shall be notified prior to such layoff or discharge.

13.22 SAFETY A Safety Committee will be formed to meet with Management and discuss unsafe working conditions for improvement of plant efficiency. There shall be a safety committee meeting once in each month. A copy of the minutes will be sent to the Business Representative.

EMPLOYEES WORKING ALONE No employee covered by this Agreement shall be required to operate a machine while alone on any scheduled shift. The exception shall be in the case of emergency overtime, provided the affected employee agrees to work, or unforeseen employee illness or absence. The Company will make every effort to ensure a minimum of two (2) employees per shift and no employee will be required to work two or more consecutive shifts alone.

Clarification of Article 13.22 – Employees Working Alone The parties agree that any employee who has agreed to work alone for the purpose of emergency overtime will not be required to operate the overhead crane or to perform lifting in excess of fifty (50) pounds (22.7 kg).

In the case where an employee is working alone due to unforeseen employee illness or absence, he/she will not be required to operate the overhead crane, perform lifting in excess of fifty (50) pounds (22.7 kg), or operate manual machinery.

13.23 All employees required to wear coveralls or smocks shall have these supplied and cleaned by the Company. Employees are expected to take reasonable care of clothing supplied.

13.24 **TOOLS** The Company will replace or repair employees personal tools listed by the employee (if such tool list is required), in cases where it can be verified that the tools were lost, damaged or stolen other than by employee negligence during, or in connection with the employee's employment duties.

Tool lists should be updated with receipts at the employees discretion and only tools shown on the latest tool list will be replaced, unless receipts can be produced. The Companies' agree to supply a typed form to assist the employees in making tool lists. Employees tool boxes will be inspected on termination of employment.

TOOL ALLOWANCE. A non-cumulative annual allowance of up to two hundred (\$200.00) dollars will be provided to machinists, machinists apprentices, fitters, production machinists and specialists, on the employees anniversary date in each year of this contract. The annual allowance for production workers will be up to one hundred (\$100.00) dollars. Purchases of tools will be allowed under the allowance and provided for by Company purchase order.

METRIC TOOLS. When metric tools are required, the Company agrees to meet with the Union to resolve the problem.

13.25 **FUNERAL LEAVE** The Company recognizes that you may have to miss work due to the death of a family member. You are allowed up to a maximum of five (5) consecutively scheduled work days to make arrangements and to attend the funeral/service of your spouse or child (including your stepchild when he or she has lived with you in an immediate family relationship).

You are allowed up to a maximum of five (5) consecutively scheduled work days to make arrangements and attend the funeral/service of your mother, father, brother, sister, mother-in-law, father-in-law, grandparents or grandchildren (including stepfather, stepmother, stepbrother, stepsister when they have lived with you in an immediate family relationship). The employee may be required by the Company to substantiate the death with documentation.

13.26 **MOONLIGHTING** The Company and the Union agree in principle to eliminate the practice commonly known as 'moonlighting'. The term 'moonlighting' shall refer to an employee who regularly makes a practice of working for two or more employers and for the purpose of this Agreement, the term 'moonlighting' shall also refer to employees who take employment of any sort during their annual vacation.

(a) When this practice affects the Company's business or the employee's ability to perform his/her job, it shall be cause for reprimand or dismissal.

- (b) When this practice affects the Union, the Company agrees to co-operate with the Union in reprimand and/or dismissal.

13.27 Work Retention and Sub-Contracting Where the Company's facilities, space and trained personnel are available, the Company shall have all work performed by employees in the Bargaining Unit.

Where work must be performed by others, the Company shall have its sub-contract work performed by:

- (a) A Union Shop, signatory to the International Association of Machinists and Aerospace Workers, Lodge 692, Collective Agreement, or:
- (b) If a Machinists Lodge 692 shop cannot perform the work, then a Union shop mutually agreed to between the International Association of Machinists and Aerospace Workers, Vancouver Lodge 692 and the Company will be chosen.

13.28 Technological Change In the event that the Company introduces a technological change which results in displacement of a significant number of employees from employment with the Company, the Company will co-operate with Canada Manpower training facilities to train such employees, if there are job openings with the Company and such employees have the necessary potential to fill the positions.

13.29 The Company shall make available block heater plug-ins for all employee automobiles. All plug-ins will be set to turn on automatically at -10 degrees celsius.

13.30 Temporary Help may be employed by the Company in one of the existing classifications, as they may require from time to time to cover absences due to Vacations, health or Leave-of-Absence, or when temporary help may be required to complete a job on schedule.

A person hired as Temporary Help must be **NOTIFIED IN WRITING** prior the commencement of employment that they are to be employed in a temporary position. Temporary Help shall be excluded from all Severance Pay provisions laid out under Article 12, the Pension Plan and from any Company profit sharing programs that may be in effect. Vacations time earned shall be paid only on a percentage of earnings basis. Also, the "1200 hour" clause in Article 10, Section 1 shall not apply. All other provisions of the Collective Agreement shall apply.

Upon completion of two thousand (2000) hours of employment with the Company the employee will no longer be considered as Temporary Help.

13.31 CANADA SAVINGS BONDS

The Company is willing to set up a payroll deduction program for Canada Savings Bonds for those employees wishing to use this method of savings.

ARTICLE 14 **MEDICAL CARE PLAN**

The Company shall pay 100% of the premiums of the M.S.A. Plan as provided by the Medical Services Act of the Province of British Columbia. This plan shall be made available to all employees covered by this Collective Agreement.

The Company will be supplying each eligible employee with a "Plus Medical Card". This card is used at point of sale when purchasing prescription drugs or other medical services where applicable. This will then eliminate any need for the employee to fill out reimbursement forms and the sending in of receipts prior to obtaining their refund for purchases under this program

For clarification purposes, the time frame for benefit eligibility shall be one (1) month from the date of hire for the M.S.P. coverage and Dental to be effective, and three (3) months from the date of hire for the balance of the Medicare plan.

The Company will provide eyewear coverage for all eligible employees, the legal spouse of an employee, and the legal children of an employee under the age of 18, unless the child is attending school and not over the age of 21, to a maximum of Three hundred and thirty dollars (\$330.00) per two (2) year period. This provision will be void if coverage is reinstated under Medical Services Plan of British Columbia or if provided under Extended Health Plan.

ARTICLE 15 **INSURANCE PLAN**

- Life Insurance	\$100,000
- Accidental Death & Dismemberment	\$100,000
- Weekly Indemnity	See Note Below
- Long Term Disability to a maximum of	66 2/3% wages \$4,500.00

The coverage for the Weekly Indemnity plan shall be as follows.

If eligible for coverage, the applicable Employment Insurance Maximum (at time of claim) shall be 66 2/3% of your weekly earnings, to a maximum of \$800.00.

The Company shall pay the first three days wages that an employee normally loses when going on weekly indemnity.

The premiums for the above plans to be paid 100% by the Company.

ARTICLE 16 **DENTAL PLAN**

16.01 Coverage:	Basic Dental	100%
	Prosthetic Appliances, Crowns and Bridges	50%
	Plan Maximum	\$2,000.00 each calendar year

The exception to this is: If a new hire comes from an employer who has provided Dental coverage, the new hire shall be put on the Dental Plan in thirty (30) days.

- The Company shall pay 100% of the premiums for this plan.
- Participation: a condition of employment.

ARTICLE 17 **PREMIUMS**

If a covered employee is laid off or, off work due to injury or illness, the Company will, for the employees seniority retention period pay the premiums for the employee's Medical, Extended Health Benefits, Insurance and Dental Plans. Any spousal benefit available to the employee must be used and the Company will pay for any benefit not covered by the spousal plan.

If the employee wishes to be covered for an additional three (3) months, he/she may do so by paying 100% of the Premiums through the Company office.

Any employee who is terminated for any reason, other than just cause, shall have thirty (30) days coverage, from the date of termination.

An employee who is laid off and is working for another employer for a period in excess of one (1) month will have his/her benefits discontinued unless the employee wishes to self pay for benefits received.

An employee receiving severance pay shall not be eligible to receive this benefit.

ARTICLE 18 **APPRENTICES**

18.01 Apprentices on completion of their probationary period of ninety (90) days, shall form part of this Bargaining Unit, and shall be required to become and remain Members of the Union while covered under this Collective Agreement.

18.02 Apprentices shall be entitled to all conditions of the Collective Agreement with the following exceptions:

1. Apprentices hired before May 1, 1998 will be granted seniority on the basis of one-half of the required term of Apprentices. (ie: When an apprentice has completed his term of apprenticeship, he/she will be granted two years seniority in the classification of Journeyperson, based on a four year apprenticeship.)
2. Apprentices hired on or after May 1, 1998 will be granted seniority in the classification of Journeyperson equal to the length of their apprenticeship. (ie: When an apprentice has completed his/her term of apprenticeship, he/she will be granted four years seniority in the classification of Journeyperson, based on a four year apprenticeship.) The Company has the option to retain an apprentice with less seniority than a Journeyperson provided that no more than two (2) Journeypersons may be laid off before an apprentice is laid off.

18.03 Their wage rates shall be as set out in the Wage Appendix.

- 18.04** When Apprentices attend authorized training classes in their trade during normal working hours, the Company will make up the difference between their regular rate of pay and government subsidies that the Apprentice may be in receipt of.
- 18.05** Apprentices shall not be required to work alone in the field until completion of the Third (3) year of their apprenticeship.
- 18.06** Apprentices can be required to take orders from the Journeyperson with whom he/she is working as well as the regular Company Supervisor.
- 18.07** An Apprentice having served his/her required time at the trade and having passed the necessary examinations, will automatically be classified as a Journeyperson and paid rates and conditions as enumerated in this Agreement for the Journeyperson Classification.

ARTICLE 19 **SAVINGS CLAUSES**

- 19.01** No provision of this Agreement shall be used to remove working conditions or reduce wages presently in force.
- 19.02** Article Headings Clause The Article Headings of this Collective Agreement shall be used for the purpose of reference only, and shall not be used as an aid in the interpretation of this Agreement.
- 19.03** The Company reserves the right to pay higher wages than the minimum provided herein. However, where off-schedule rates are applied it shall be at the discretion of the Company to maintain or cancel as circumstances warrant.
- 19.04** The Company will recognize tradesmen hired with the British Columbia Tradesman Qualification Tickets and/or Provincial Tickets as Journeyperson Tradesmen.

Realizing the unknown qualities of Tradespersons coming into the shop, the Union is willing to allow a probationary period for these people. If it is found at the end of their probationary period that they are adequate, then at that time they will be paid the difference between the Probationary Journeyperson rate and the full Journeyperson rate, retroactive from the date of hiring.

- 19.05** It shall not be a violation of this Collective Agreement if Members of this Union respect and/or honour a legal picket line.
- 19.06** Should any part hereof or any provisions herein contained be rendered or declared invalid by reason of any existing or subsequently enacted legislation, or by any decree of a court of competent jurisdiction, such invalidation of such part or portion of this Agreement shall not invalidate the remaining portions hereof and such remaining portions shall continue in full force and effect.
- 19.07** Employees who are past their probationary period shall not be demoted from their current classification without prior consultation with the employee and Union representative.

ARTICLE 20 OVERTIME BANKING

1. There will be a committee set up comprising Shop Steward or Stewards and a member or members from management. The purpose of this committee will be to monitor problems that may arise concerning the overtime bank system, as this program is outside the normal grievance procedure.
2. The main purpose of the Overtime Banking is to curtail layoffs as much as possible.
3. Overtime hours may either be paid for in wages or accumulated. The decision to bank overtime hours or have them paid in wages should be indicated to the supervisor before overtime is worked.
4. The hour amounts in an employee's overtime bank shall be scheduled as time off when mutually agreed.
5. Banked holidays cannot be taken in the prime holiday period or added to vacations taken in the prime holiday period unless previously agreed to.
6. All overtime shall be shared as equally as possible in order to give all employees a chance to accumulate hours.
7. When an employee desires extended time off, one weeks notice should be given if possible.
8. Working for a second employer at any time during banked time off shall be construed as moonlighting and will be subject to disciplinary action.
9. When an employee chooses to bank overtime, the employee shall take this as banked time and shall not cash it in without Company permission.
10. At the employee's option, he/she may choose to bank a maximum of two (2) hours straight time per week, in addition to any other overtime hours he/she may choose to bank.

ARTICLE 21 PENSION PLAN

A group RRSP fund type pension plan is to be established. The plan shall be mandatory for all employees with one year minimum service with the Company. Each employee will contribute five percent (5%) of gross income and the Company will contribute five percent (5%). These funds will be under the direction and control of the employee and can be withdrawn at any time. There will be no vesting period and an employee can contribute additional funds if he/she so desires. Effective with ratification, contributions will be made to the employee's individual RRSP account.

The employees will have the option of remaining in the group RRSP Plan or joining the LL692 Pension Plan which will be funded in the same manner as above. The Company will not assume any additional administrative costs resulting from a plan change to the LL692 Pension Plan.

ARTICLE 22 DURATION OF AGREEMENT

A. This Agreement shall be in full force and effect from and including May 1, 2013 to and including April 30, 2016 subject to the right of either Party to this Collective Agreement, within four (4) months immediately preceding the date of April 30, 2016, or immediately preceding the anniversary date in any year thereafter, by written notice to the other Party to commence collective bargaining with a view to the conclusion of a renewal or a revision of this Collective Agreement or a new Collective Agreement.

Should either Party give written notice to the other Party pursuant hereto, this Agreement shall thereafter continue in full force and effect until the Union shall give notice of strike, or the Company shall give notice of lock-out and such strike or lock-out takes place and/or either Party gives notice of termination, or the Parties shall conclude a renewal or revision of the Collective Agreement or a new Collective Agreement.

The operation of Section 50 (2) and (3) of the Labour Relations Code of British Columbia is hereby excluded.

B. During the life of this Agreement, or while negotiations for a further Agreement are in progress, there shall be no strikes or stoppage of work on the part of the Members of the Union or any Lockout of employees on the part of the Company.

SIGNED AND DATED THIS _____ DAY OF _____ 2014.

**INTERNATIONAL ASSOCIATION OF
MACHINISTS AND AEROSPACE WORKERS
VANCOUVER LODGE #692.**

**TIMKEN HOUSED UNITS, INC.
PRINCE GEORGE, B.C.**

Business Representative

For the Company

Bargaining Committee Member

For the Company

Bargaining Committee Member

APPENDIX "A"**WAGE RATES**

<u>CLASSIFICATION:</u>	<u>MAY 1, 2013</u>	<u>MAY 1, 2014</u>	<u>MAY 1, 2015</u>
LEAD HAND 5% above Journeyman Rate	\$ 37.24	\$ 37.99	\$ 38.75
JOURNEYMAN MACHINIST/FITTER	\$ 35.47	\$ 36.18	\$ 36.90
PROBATIONARY JOURNEYMAN	\$ 32.54	\$ 33.19	\$ 33.85
CNC SPECIALIST I	\$ 25.14	\$ 25.64	\$ 26.15
CNC SPECIALIST II	\$ 22.72	\$ 23.17	\$ 23.63
PRODUCTION WORKER/SHIPPER/ RECEIVER 0 – 12 Months	\$ 19.82	\$ 20.22	\$ 20.62
<i>Thereafter</i>	\$ 20.35	\$ 20.76	\$ 21.18
PRODUCTION WORKER			
STUDENT	\$ 17.21	\$ 17.55	\$ 17.90

Present employees when working in these classifications will maintain their present wage rates and will receive the increases applying to those rates.

Warehouse:

Currently Mike is being paid above the rate for his classification. He shall remain to receive his current rate plus any additional contractual increases while in this position. In the event he chooses to vacate this position he shall be paid at the rate of his new classification.

His current rate shall be considered his “Blue Circle Rate” and is not portable.

FIRST AID PREMIUM:

The Company shall pay all costs associated with any WorkSafe BC compulsory training. The WorkSafe BC regulations shall be the guide as to what level of First Aid Ticket is required. The Company will be responsible as to which employee (s) receives the required training.

<u>First Aid Premium:</u>	Level Two Ticket	Sixty (\$.60) cents per hour above employees wage rate.
	Level One Ticket	Forty (\$.40) cents per hour above employees wage rate

Apprentices shall be required to complete the Total Hours as shown below in order to qualify for completion of their Apprenticeship and to be considered a Journeyperson. For the purposes of progression to the next increased wage rate, the Apprentice shall be required to complete the required number of Progression Hours.

The Apprentice shall be credited with all actual hours worked. Overtime hours shall count toward the Hours worked, but shall not be counted as double hours. There shall be no credit for vacation hours, statutory holidays, or time taken off work due to illness or personal absences.

For any Trades not specifically outlined below, the number of hours shall be those established by the BC Industry Training authority (ITA).

<u>PROGRAM</u>		<u>TOTAL HOURS</u>		<u>PROGRESSION HOURS</u>	
Machinist		6600		750	
Wages – Machinist					
Machinist Apprentice		<u>May 1/2013</u>	<u>May 1/2014</u>	<u>May 1/2015</u>	
1 st Year	Period 1	60%*	\$ 21.28	\$ 21.71	\$ 22.14
	Period 2	65%*	\$ 23.05	\$ 23.52	\$ 23.99
2 nd Year	Period 3	70%*	\$ 24.83	\$ 25.33	\$ 25.83
	Period 4	75%*	\$ 25.60	\$ 27.14	\$ 27.68
3 rd Year	Period 5	80%*	\$ 28.38	\$ 28.94	\$ 29.52
	Period 6	85%*	\$ 30.15	\$ 30.75	\$ 31.37
4 th Year	Period 7	90%*	\$ 31.92	\$ 32.56	\$ 33.21
	Period 8	95%*	\$ 33.70	\$ 34.37	\$ 35.06

*Shall be paid at a percentage of Journeyperson Rate.

Apprenticeship Compensation

The Company will cover the cost of the employees tuition fees for the apprenticeship course as well as pay wages at the applicable wage rate to a maximum of 40 hours per week, less any subsidies the employee may be in receipt of during the time frame in which the Company is subsidizing the employees wage.

It shall be the obligation of the enrolled employee to attend all classes and make every effort to complete the course successfully.

The employee agrees that upon the successful completion of an Apprenticeship Training year, he/she shall remain in the employ of the Company for a period of two (2) years from the completion of his/her course.

In the event the employee fails to successfully complete the school portion of the Apprenticeship Training in each year, the employee will be required to repay the full amount of wages and tuition received from the Company during that training period. If for reasons outside of the employee's control he/she is unable to fulfill this obligation, or other reasons acceptable to the Company, he/she will be excused from this repayment.

In the event the employee is in the position of having to repay the Company for a training session because of a breach of the above conditions, the liability shall be for 1/24 of the amount owing for each month the employee leaves prior to the 24 month anniversary of the completion of the training course.

APPENDIX "B"**CLASSIFICATION DEFINITIONS**

For the purpose of this Agreement the various Classifications are defined as follows:

LEAD HAND: is an employee who is able and willing to instruct others in the performance of their work, or who because of exceptional skill and ability or the nature of his work is so recognized by the Company.

JOURNEYPERSON: Unrestricted duties.

PROBATIONARY JOURNEYPERSON:

is one whose ability and qualifications to carry out any work in his/her trade are unknown to the Company at the time of employment. A three (3) months' probationary period will allow him/her to train up to Journeyperson standards, during which time he/she will become a Journeyperson, reclassified or terminated.

PRODUCTION MACHINISTS:

classification is for those employees unable to meet Journeyperson standards but are capable of production work.

CNC SPECIALIST II:

- Able to use manual measuring devices
- Able to do machine setup, (NOT NEW SETUP)
- Plus Production worker duties
 - Changing jaws
 - Cycling machine
 - Replacing and Measuring tools
 - Be competent on 2 cells
 - Edit specific information within an existing line

CNC SPECIALIST I:

- Proficient at 3 cells
- Edit programs – able to create a new line
- Plus CNC Specialist II duties
- No new setups, no new programs

It is understood that these employees will be given future preference for apprenticeships based on seniority, providing that the employee has taken and passed the pre-apprentice course.

STUDENTS: Students may be employed in the shops during the summer vacation period and will be limited to two (2) students for each shop, where practical.

Students duties shall be general clean-up, stock room or crib assistants, or other similar duties. They shall not displace any Member of the Bargaining Unit nor shall they be employed when any member of the bargaining unit is on lay-off.

Students shall as a condition of employment pay Union dues while so employed.

For larger shops three (3) students may be employed.

PRODUCTION WORKER/SHIPPER/RECEIVER

Persons employed in this classification shall be restricted to the types of work following:

- (1) Shipping/Receiving duties as currently practiced
- (2) Painting, cleaning, deburring and assembly
- (3) Keyseating
- (4) Drilling and tapping (non-power feed machines)
- (5) Will not use measuring devices such as micrometers or calipers, but would be allowed to use GO and NO-GO gages
- (6) Operation of CNC equipment for production purposes (no setup)
- (7) CMM

VACATION CHEQUES

The Company shall issue vacation cheques separately from Salary cheques, and shall tax separately.

JOB POSTINGS

The Company shall post jobs for employees to have a chance for advancement in the Company. When circumstances prevent job posting, the Company shall inform the Shop Steward as to why the posting has not been done.

The Company recognizes that as employees get older or circumstances change that they may want to work at different jobs within the Company. The Company will try to accommodate these employees where possible.

LETTER OF UNDERSTANDING #1

BETWEEN:

**INTERNATIONAL ASSOCIATION OF MACHINISTS
AND AEROSPACE WORKERS,
VANCOUVER LODGE #692**

AND:

**TIMKEN HOUSED UNITS, INC.
PRINCE GEORGE, B.C.**

It is understood and agreed that operators of the following machines can be expected to operate more than one machine:

- (a) All machines with an automatic cycle.
- (b) All gear cutting equipment.
- (c) All N.C. Machinery

SIGNED AND DATED THIS _____ DAY OF _____ 2014.

**INTERNATIONAL ASSOCIATION OF
MACHINISTS AND AEROSPACE WORKERS
VANCOUVER LODGE #692.**

**TIMKEN HOUSED UNITS, INC.
PRINCE GEORGE, B.C.**

Business Representative

For the Company

Bargaining Committee Member

For the Company

Bargaining Committee Member