

1995-97 AGREEMENT

BETWEEN

AIR CANADA

and the

INTERNATIONAL ASSOCIATION OF MACHINISTS
AND AEROSPACE WORKERS

as represented through

DISTRICT LODGE 148

on behalf of

Employees of the

Technical Operations; Dorval Base Cafeteria,
Airport & Cargo Operations and
Purchasing & Supply Branches of
Air Canada

Effective: June 18, 1995

TABLE OF CONTENTS

	<u>PAGE</u>
Definition:	i
Article 1 - Preamble	1
Article 2 - Union Recognition	1
Article 3 - Reservations of Management	2
Article 4 - Scope of Agreement Technical Operations Branch	2
Seniority Divisions	2
categories	2
Classifications Technical Operations Branch	9
Classifications Dorval Base Cafeteria	15
General	17
Article 5 - Rate of Pay - Technical Operations; & Dorval Base Cafeteria	18
Article 6 - Scope of Agreement - Airport 6 Cargo Operations	27
Seniority Divisions	27
categories	27
Classifications/Qualifications	28
General	35
Training Failures	39
Language Requirements	39
Article 7 Rate of Pay Airport & Cargo Operations	41
Article 8 - Scope of Agreement Purchasing & Supply	45
Seniority Divisions	45
Categories	45
Classifications	45
General	46
Article 9 - Rates of Pay Purchasing & Supply	47
Article 10 Hours of Work	50
Work Schedules	50
Meal Period	52
Overtime	54
Time Bank	58
Sick Leave	59
Field and Emergency Work	59
Relief Duties	61
Time Recording	63
Time Credits for Non-Productive Training	64
Pay Cheques	65
Article 11 - Probation	65
Article 12 - Statutory Holidays	66
Article 13 - vacations	67

Article 14	Leave of Absence	71
	Personal	71
	Maternity	72
	Child Care Responsibilities	72
	Adoption	73
	Bereavement	74
Article 15	On Company Services Transportation	74
Article 16	Seniority	75
	Principle	75
	Recognition	75
	Privileges	75
	Categories	75
	Classifications	75
	Seniority Dates	76
	Technical Operations Branch	79
	Airport & Cargo Operations Branch	79
	Purchasing & Supply Branch	80
	Scope of Seniority	80
	Promotions	81
	Transfers	85
	Set-Backs or Demotions	91
	Staff Reductions	92
	Bumping	93
	Recall	96
	Term Employment	99
	General	101
Article 17	Discipline and Discharge	102
	Grievance Procedures	106
	General	108
	Union/Management Communications	109
	Grievance and Discipline Appeal Levels	111
	Technical Operations	111
	Airport & Cargo Operations	112
	Purchasing & Supply	113
	Dorval Base Cafeteria	114
Article 18	Arbitration	115
	Arbitration Boards	116
Article 19	Union Activities	117
	Shop Stewards System	117
	Chief Stewards Dorval Base	117
	Union Regional Shop Committees	119
	Union Shop Committees	120
	Shop Committee Activities	120
	Clearance of Union Time - Local Of District Lodge	
	Activities	121
	Union Business General	122
	Negotiating Committee	122
	Travel Credits	122

	R.D.O./Vacation Interruption - Special	127
	Committees/Negotiations	122
	Work Order Numbers - Time Consumed in Union	
	Activities	123
	Union Activities	123
	Posting of Union Notices	125
Article 20	General Chairmen	125
	General Provisions	126
	Cleaning Allowance	126
	Medical Attention	126
	Orders in Writing	126
	Working in Inclement Weather	126
	Saving Clause	126
	Check-Off of Union Duties	127
	Sub-contracting	128
	Safety and Health Committees	129
	Supervisor's Accident Report	132
	Reorganization of Corporate Structure	132
	severance Pay	133
	Expenses	134
	Employee Personal File	136
	Language of Agreement	136
	Off-Duty Status	136
	Technical Operations Personnel Assigned to	
	the Airport & Cargo Operations Branch	138
	Pension Plan	138
	Discrimination & Harassment	139
	Employee Assistance Program	141
	Technological Change	141
	Employment Security	142
Article 21 -	Duration of Agreement	142
	Letter of Understanding No. 1 - Group Insurances	144
	Letter of Understanding No. 2 - Part-Time and Full-Time	
	Employment	146
	Letter of Understanding No. 3 - TOTEM Implementation	156
	Letter of Understanding No. 4 - Above Basic Selection Process ..	158
	Letter of Understanding No. 5 - Transfer and Bumping To/From	
	Cargo and/or Aircraft	
	Services/Commissary	161
	Letter of Understanding NO. 6 - Status of Minutes of	
	Negotiations and UMHQs	163
	Letter of Understanding No. 7 - Employment Security	164
	Letter of Understanding No. 8 - Expedited Arbitration	166
	Letter of Understanding No. 9 - Joint Training & Licensing	
	Committee	168
	Letter of Understanding NO. 10- Sub-Contracting	172
	Letter Of Understanding NO. 11- Articles 16.15 & 16.16 (Bumping	
	& Recall) - Joint Restructuring	
	Committee	173
	Letter of Understanding No. 12- Amalgamation of Dorval Base	
	Cafeteria Collective Agreement.	174

Memoranda of Agreement:	
No. 1 Promotion to, Transfer and Bumping in and Retention of a Certificated Classification Technical Operations	177
No. 2 Working Temporarily in Another Category	181
No. 3 Promotion to, Transfer and Bumping in and Retention of a Certificated Classification Airport & Cargo Operations Branch	182
No. 4 Compressed York Week	185
No. 5 6/3 Type York Schedule	199
No. 6 Staff Reductions	208
Appendices	
I Sick Leave	209
II Application of Article 10.01.06 and U.M.H.Q. 218 - U.181-CS	210
III Non-Certificated Station Agents	211
IV Pension Benefit Standards Act	212
V Letters of Confirmation for M.O.T. Structure License S33 & S34	213
VI Pension Plan	214
VII Sick Leave Plan	218
VIII Promotional Bulletins - Cabin Servicing & Cleaning Classifications	219
IX WCB/CSST Claims	220
X Pension Income Protection	221
XI Pension Plan	223
XII Centralization Load Dispatch - Salary Protection	224
XIII Promotional Bulletins	225
XIV Introduction of the Cabin Servicing and Cleaning Category and Classifications - Toronto	226

DEFINITIONS

- (1) Company - means Air Canada as represented through Officers and Supervisors at appropriate levels or their delegated representative.
- (2) Union - means the International Association of Machinists and Aerospace Workers as represented through District Lodge 148 by means of General Chairmen, Committees and Stewards or their delegated representative duly elected and/or approved in accordance with the Union Constitution By-Laws.
- (3) Agreement - means that Agreement in effect, including amendments or interpretations thereto agreed upon and covered by letters signed and/or confirmed by responsible Company and Union Officers.
- (4) Supervisory Personnel - means any employee whose duty includes the administrative supervision of others and who is not covered by this Agreement.
- (5) Category - means a recognized trade or scope of work assignment recognized and agreed to herein.
- (6) Classification - means the status of any employee, i.e., Lead Mechanic, Mechanic, Learner, Cargo Customer Service Agent, Cook, Cafeteria Attendant, etc.
- (7) Group - means the personnel within a specific classification of category, i.e., Metal Lead Mechanic.
- (8) Point - means a designated station within which seniority privileges are confined for certain employees.
- (9) Seniority Division - means a designated grouping of stations within which seniority privileges are available to certain employees.
- (10) System - means the designated Seniority Divisions of each branch within which seniority privileges are available to certain employees.
- (11) Bumping - means the adjustment process by which personnel laid-off may assert their seniority rights over less senior personnel.
- (12) Set-Back - means a reclassification to a lower classification because of change in classification strength under circumstances where vacancies exist in the lower classifications.
- (13) Demotion - means a reclassification to a lower classification because of lack of ability or disciplinary action.
- (14) Branch - means, for the purpose of this Agreement, branches designated as such in the Organization Section of the Company Regulations Manual;

i.e., Technical Operations; and Dorval Base Cafeteria
Airport & Cargo Operations
Purchasing & Supply

It is understood that, for the purposes of this Agreement, the Sales a Service Branch and the Cargo Branch will be considered as one branch and referred to throughout this Agreement as the Sales & Service; Cargo Branches.

- (15) Requirements of the Service . means an unforeseen circumstance. or combination of circumstances which calls for immediate action, as well as that planning which is intended both to prevent such situations and to maintain normal operations.
- (16) Gender - whenever male gender (he) is used, it is meant to reflect he/she
- (17) Single Vertical Line . means a paragraph revision effective with the current Agreement.

ARTICLE 1 - PREAMBLE

1.01 This Agreement, made and entered into this 18th day of June 1995, by and between Air Canada, hereinafter referred to as the "Company" and the International Association of Machinists and Aerospace Workers, hereinafter referred to as the "Union", supersedes the Agreement between the Company and the Union dated the 21st day of June 1992.

1.02 The purpose of this Agreement is in the mutual interest of the Company and the employees, to provide for the operation of the services of the Company under methods which will further, to the fullest extent possible, the safety of air transportation, the efficiency and economy of operation and the continuation of employment under conditions of reasonable hours, compensation and working conditions. It is recognized by this Agreement to be the duty of the Company and of the employees to cooperate fully both individually and collectively, for the advancement of that purpose.

It is in the mutual interest of the Company, the Union and the employees to continually strive for a viable and economic operation.

Collaborative efforts towards achieving and sustaining efficiency and economy of operations, will provide to the fullest extent possible, continued employment for all employees. Therefore, there is a constant need to derive the full benefits of changes in technology, optimum utilization of manpower and to avoid inflexible lines of work jurisdiction, outmoded procedures and inefficiencies, with their inherent costs.

No employee covered by this Agreement will be interfered with, restrained, coerced, or discriminated against by the Company, its officers or agents, because of membership in or lawful activity on behalf of the Union.

1.03 The Company and the Union agree to abide by all the procedures provided by this Agreement and the Canada Labour Code, Part V for the purpose of peaceful settlement of disputes. This Code provides that employees may legally strike and the Company may lockout, following completion of the bargaining and conciliation process at the termination of an Agreement. However, in view of the orderly procedure established by this Agreement, as required by the Code, for the settling of disputes, the Union agrees that, during the life of this Agreement, there shall be no strike or stoppage of work, either complete or partial and the Company agrees that there shall be no lockout, either complete or partial.

ARTICLE 2 - UNION RECOGNITION

2.01 The Company recognizes the Union as the sole bargaining agent for employees of the Dorval Base Cafeteria (excluding Casual employees); the Technical Operations Branch, Airport and Cargo Operations Branch, and Purchasing & Supply Branch in the categories and classifications as listed in Articles 4, 6 and 8 of this Agreement.

2.02 Hours of labour, wage and other conditions of employment, as governed by this Agreement, apply only to those employees within the territorial limits of Canada and those classifications specifically mentioned herein, subject only to provisions in Article 16.11.10.

- 2.03 Those employees assigned to any station or base outside of the territorial limits of Canada will be covered by a Letter of Contract for the duration of such assignment. A copy of each such letter shall be supplied to the Union.
- 2.04 For the purposes of the application of certain provisions of this Agreement, the Technical Operations Branch, Airport & Cargo Operations Branch and Purchasing & Supply Branch are each divided into areas, hereinafter referred to as "Seniority Divisions".
- 2.05 These Seniority Divisions and the stations or points therein are listed in Article 4.01 for the Technical Operations Branch, in Article 6.01 for the Airport & Cargo Operations Branch, in Article 8.01 for the Purchasing & Supply Branch and in Article 6.03.05 for Telecommunication Agent Classification in the Airport & Cargo Operations Branch.

ARTICLE 3 - RESERVATIONS OF MANAGEMENT

- 3.01 Subject to the provisions of this Agreement, the control and direction of the working force, including the right to hire, suspend or discharge for just cause, dispense with, to advance or ret back in classification, to reassign, to transfer or lay-off because of lack of work or for other legitimate reasons, is vested solely in the Company.
- 3.02 These enumerations shall not be deemed to exclude other prerogatives not enumerated and any of the rights, powers or authority of the Company are retained by the Company, except those which are subject to the provisions of this Agreement.
- 3.03 It is understood that none of the foregoing shall detract from the right of the employee to lodge a grievance in the manner and to the extent herein provided.

ARTICLE 4 - SCOPE OF AGREEMENT - TECHNICAL OPERATIONS BRANCH

4.01 SENIORITY DIVISIONS

The Seniority Divisions into which the Technical Operations Branch is divided are as follows:

EASTERN - that part of Canada lying east of Thunder Bay.

WESTERN - that part of Canada lying west of and including Thunder Bay.

4.02 CATEGORIES

All personnel of the Technical Operations Branch within the following work categories and in classifications, as enumerated in Article 4.03, are covered by this Agreement.

Nothing in this Agreement shall prevent the Company from requiring employees to work in another category temporarily, provided that the employee in question is competent to perform the temporary duties required and further, provided that the Union is given prior advice of such action. The intent and application of this paragraph will be in accordance with Memorandum No. 2, re Working Temporarily in Another category.

Category 1 - Aircraft Line Maintenance

Comprising those employees engaged in the line maintenance of the aircraft and power plants and in the overhaul of the aircraft proper.

Personnel in this category (below the rank of Certificated Aircraft Technician) holding an Air Canada "Aircraft Maintenance and Inspection Certificate" endorsed for one or more types of aircraft currently operated by the Company within their Seniority Division or which have been so operated during any current three (3) year period will receive Fifty Dollars (\$50.00) per month in addition to their normal rate of pay. Such additional compensation will continue in effect for a period not to exceed three (3) years beyond the termination of such operation.

In addition, personnel in this category will receive compensation for writing and successfully completing their initial "Aircraft Maintenance and Inspection Certificate" (A.M.I.) and/or subsequent endorsement(s) on their own time as follows:

- a) Personnel who obtain their "initial" A.M.I. Certificate endorsed on one (1) type aircraft currently operated by the Company by writing and successfully completing same through self-study, on their own time, shall receive a two thousand dollar (\$2,000.00) payment.
- b) Personnel who obtain a second or third endorsement to their A.M.I. Certificate for a type aircraft currently operated by the Company by writing and successfully completing same through self-study, on their own time, shall receive a one thousand five hundred dollar (\$1,500.00) payment.
- c) Personnel who obtain a fourth and subsequent endorsements to their A.M.I. Certificate for a type aircraft currently operated by the Company, by writing and successfully completing same through self-study, on their own time, shall receive a one thousand dollar (\$1,000.00) payment.

Category 2 - Aircraft Avionics Inspection

Comprising those employees engaged in the inspection of aircraft electrical and electronic systems (including radio communications and radio navigational aid equipment) and related instrument systems to ensure that the aircraft condition and the materials, procedures and workmanship related to the above systems, continue to meet M.O.T. and Company standards of airworthiness.

In addition, personnel in this category will receive compensation for writing and successfully completing a subsequent endorsement(s) to their "Avionics Maintenance and Inspection Certificate" through self-study, on their own time, as follows:

- a) Personnel who obtain a second or third endorsement to their A.M.I. Certificate for a type aircraft currently operated by the Company, by writing and successfully completing same through self-study, on their own time, shall receive a one thousand five hundred dollar (\$1,500.00) payment.

- b) Personnel who obtain a fourth and subsequent endorsements to their A.M.I. Certificate for a type aircraft currently operated by the Company, by writing and successfully completing same through self-study, on their own time, shall receive a one thousand dollar (\$1,000.00) payment.

Category 3 - Non-Destructive Testing

Comprising those employees engaged in routine non-destructive testing of structures, systems, components, parts and materials by radiography, ultrasonic and eddy-current testing and the routine maintenance of associated test equipment, laboratory equipment and facilities. Personnel in this category will also be required to assist in associated development work.

Category 4 - Aircraft Inspection

Comprising those employees engaged in the inspection of aircraft to ensure the aircraft condition and the materials, procedures and workmanship used in carrying out aircraft maintenance and overhaul, continue to meet M.O.T. and Company standards of airworthiness.

In addition, Personnel in this category will receive compensation for writing and successfully completing a subsequent endorsement(r) to their "Aircraft Maintenance and Inspection Certificate" through self-study, on their own time, as follows:

- a) Personnel who obtain a second or third endorsement to their A.M.I. Certificate for a type aircraft currently operated by the Company by writing and successfully completing same through self-study, on their own time, shall receive a one thousand five hundred dollar (\$1,500.00) payment.
- b) Personnel who obtain a fourth and subsequent endorsements to their A.M.I. Certificate for a type aircraft currently operated by the Company, by writing and successfully completing same through self-study, on their own time, shall receive a one thousand dollar (\$1,000.00) payment.

Category 5 - Materials Inspection

Comprising those employees engaged in the inspection of aircraft materials, parts and components, as received by the Purchasing & Supply Branch, to ensure they are duly certificated in accordance with M.O.T. and Company Regulations and are in acceptable condition. These employees will also be responsible for such inspection of non-aircraft materials, etc., as received by the Purchasing & Supply Branch as may be required to ensure that they meet Company standards.

Category 6 - Shop Inspection

Comprising the group of employees, not covered by categories 2, 4 and 5 above, engaged in the inspection of components, parts and units to ensure that they meet M.O.T. and Company standards of airworthiness with regard to their condition, the materials and procedures used and the work performed by personnel in a particular shop category. Each such inspection group is a separate category.

Category 1 - Mechanical and Fuel System Accessories Overhaul and Repair

Comprising those employees engaged in the overhaul and assembly of aircraft mechanical and fuel system accessories and/or such shop reconditioning, repair and testing of those accessories as may be required by the Company.

Category 8 - Electrical Accessories Overhaul and Repair

Comprising those employees engaged in the overhaul and assembly of electrical accessories, equipment and harnesses, and/or such reconditioning, repair and testing of electrical accessories and equipment as may be required by the Company.

Category 9 - Avionic/Electronic Standards

Comprising those employees engaged in repairing, calibrating and certifying avionic/electronic test equipment, including the routine maintenance of test and standards room equipment, as may be required by the Company.

category 10 - Automated Test Equipment Test Development

Comprising those employees engaged in writing and/or editing line replaceable units and card test instructions for automated test equipment.

category 11 - Engine Overhaul

Comprising those employees engaged in engine overhaul (including power plant overhaul and test) and propeller overhaul.

category 12 - Unassigned**Category 13 - Upholstering, Trim Overhaul and Fabrication**

Comprising those employees engaged in the overhaul and repair of all aircraft furnishings, fabric work and fabrication of parts, etc.

category 14 - Painting

Comprising those employees engaged in performing all paint work required, relative to the aircraft, engines, propellers, instruments, accessories, buildings and ground equipment.

Category 15 - Wheel and Rubber Units, Overhaul and Repair

Comprising those employees engaged in the overhaul and repair of all aircraft wheels, brakes, tires, preservers, rafts, masks, etc.

Category 16 - Instrument Overhaul and Repair

Comprising those employees engaged in the overhaul and assembly of aircraft instruments and/or such shop reconditioning, repair and testing of those instruments, as may be required by the Company.

Category 17 - Machine and Fitting

Comprising those employees engaged in the trade of machinist, as required for and relative to aircraft maintenance and aircraft overhaul.

Category 18 - Heat Treat and Processing

Comprising those employees engaged in the heat treatment and processing of materials.

Category 19 - Sheet Metal Fabrication, Repairs and Plumbing

Comprising those employees engaged in the overhaul, repair, installation, modification and fabrication of aircraft structural components and parts and aircraft plumbing systems.

Category 20 - Unassigned**Category 21 - Welding**

Comprising those employees engaged in the welding of aircraft or engine parts or related work.

Category 22 - Radio and Electronic Overhaul and Repair

Comprising those employees engaged in the overhaul and assembly of aircraft radio and electronic equipment (including radio communications and radio navigational aid equipment) and/or such reconditioning, repair and testing of equipment as may be required by the Company.

Category 23 - Plant and Ground Equipment Maintenance (Mechanical)

Comprising those employees engaged at certain points and to the extent required by the Company, in the trade of millwright, including the repair and overhaul of ground equipment and of automotive equipment.

Category 24 - Plant Maintenance (Electrical)

Comprising those employees engaged in the installation and maintenance of service and distribution electrical systems, forming an integral part of the buildings occupied by the Company.

NOTE: In addition to the above, personnel in this category may be required, by the Company, to carry out specialized electrical functions associated with the maintenance and overhaul of ground equipment, the prime responsibility for which is assigned to Category 23 employees.

It is agreed that where an individual is in effect responsible for that plant electrical system by virtue of either:

- a) Being assigned as a Lead Mechanic to the maintenance of plant electrical systems or otherwise being considered as in charge of that function at facilities where only single shift five (5) day coverage is required, or

b) Being assigned to provide plant electrical system maintenance coverage on week-ends or shifts other than the day shift, where the Company requires such additional coverage because of the complexity of the facility,

the Company will pay Ten Dollars (\$10.00) per month, in EXCESS of the normal rate of pay, as added compensation for such additional responsibility.

Category 25 - Woodworking

Comprising those employees engaged in the trade of carpentry in all branches.

Category 26 - Unassigned

Category 27 - Unassigned

Category 28 - Unassigned

Category 29 - Engine Parts Cleaning and Blasting

Comprising those employees engaged in the operation and servicing of blasting equipment used by the Company and the cleaning of aircraft engine parts and associated equipment in the Engine Shop.

category 30 - Helping

Comprising those employees engaged as Mechanics' helpers.

Category 31 - Tool Issuing

Comprising those employees engaged in issuing tools and ensuring that such tools are maintained in good condition.

Category 32 - Unassigned

category 33 - Aircraft Cleaning

Comprising those employees engaged in the cleaning of aircraft exteriors (including furnishings) and other operational cleaning functions relative to aircraft, parts and associated equipment.

category 34 - Building & Facilities Cleaning

Comprising those employees engaged in the cleaning and care of the property and premises of the Company and any "on-mechanical manual labour tasks.

Category 35 - Unassigned

Category 36 - Heating, Power and Stationary Plant Operation

Comprising those employees engaged in the operation and maintenance of the power house/boiler room equipment and the monitoring and servicing of related systems, including running repairs and maintenance of that equipment as may be specified by the Company.

NOTE: Personnel in this category, required by the Company to direct the work of others and/or to carry out a coordinating function with respect to Heating, Power and Stationary Plant Operation, will receive Ten Dollars (\$10.00) per month, in excess of the normal rate of pay, as added compensation for the performance of such duties.

Category 37 - Plant Maintenance (Plumbing and Steamfitting)

Comprising those employees engaged in the installation and maintenance of service and distribution pipe line systems forming an integral part of the buildings occupied by the Company.

NOTE: In addition to the above, personnel in this category may be required, by the Company, to carry out specialized pipe fitting functions associated with the maintenance and overhaul of ground equipment, the prime responsibility for which is assigned to Category 23 employees.

It is agreed that where an individual is in effect responsible for the plant pipe line systems by virtue of either:

- a) Being assigned as a Lead Mechanic to the maintenance of plant pipe line systems or otherwise being considered as in charge of that function at facilities where only single shift five (5) day coverage is required, or
- b) Being assigned to provide plant pipe line systems maintenance coverage, on weekends or shifts other than the day shift, where the Company requires such additional coverage because of the complexity of the facility,

the Company will pay Ten Dollars (\$10.00) per month, in excess of the normal rate of pay, as added compensation for such additional responsibility.

Category 38 - Aircraft Avionics Maintenance

Comprising those employees engaged in the maintenance of aircraft electrical and electronic systems (including radio communications and radio navigational aid equipment) and related instrument systems. Personnel may also be required to carry out repair and testing of units in these systems.

Personnel in this category, below the rank of Certificated Avionics Technician holding an Air Canada A.M.I. Certificate endorsed for one or more types of aircraft currently operated by the Company within their Seniority Division or which have been so operated during any current three (3) year period, will receive Fifty Dollars (\$50.00) per month to their normal rate of pay. Such additional compensation will continue in effect for a period not to exceed three (3) years beyond the termination of such operation.

In addition, personnel in this category will receive compensation for writing and successfully completing their initial "Avionics Maintenance and Inspection Certificate" (A.M.I.) and/or subsequent endorsement(s) on their own time as follows:

- a) Personnel who obtain their "initial" A.M.I. Certificate endorsed on one (1) type aircraft currently operated by the Company, by writing and successfully completing same through self-study, on their own time, shall receive a Two Thousand Dollar (\$2,000.00) payment.
- b) Personnel who obtain a second or third endorsement to their A.M.I. Certificate for a type aircraft currently operated by the Company, by writing and successfully completing same through self-study, on their own time, will receive a One Thousand Five Hundred Dollar (\$1,500.00) payment.
- c) Personnel who obtain a fourth and subsequent endorsements to their A.M.I. Certificate for a type aircraft currently operated by the Company, by writing and successfully completing same through self-study, on their own time, will receive a One Thousand Dollar (\$1,000.00) payment.

4.03 CLASSIFICATIONS - TECHNICAL OPERATIONS BRANCH

The following are the employee classifications of the Technical Operations Branch within the categories enumerated in Article 4.02, covered by this Agreement.

The Company will not replace a classification within the Agreement by a management classification.

NOTE: See Memorandum No. 1, re Promotion to, Transfer and Bumping In and Retention of a Certificated Classification Technical Operations.

4.03.01 Crew Chief -

Must possess the qualifications necessary for a Certificated Aircraft Technician and the ability to direct and supervise the work of others.

4.03.02 Shift Foreman -

Must possess the qualifications of a Lead Mechanic in the Category in which he is employed and in addition, must be able to take complete charge of a shift when the Foreman is not on duty.

4.03.03 Aircraft Inspector -

Must be classified as a Certificated Aircraft Technician and be in possession of a current Air Canada "Aircraft Maintenance & Inspection Certificate" endorsed for the types of aircraft and power plants upon which he can normally be expected to be employed.

Promotion to the Aircraft Inspector Classification will normally be from the Certificated Aircraft Technician II Classification. In the event of nil qualified applicants, consideration will be given to qualified applicants from the technician I Classification

4.03.04 Shop Inspector -

Must, as a minimum, possess the qualifications of a Mechanic, in the category concerned, plus sufficient knowledge of materials, specifications and blueprint reading in order to appraise against approved standards all repaired, overhauled or fabricated parts or units in his respective field.

4.03.05 Materials Inspector -

Must, as a minimum possess the qualifications of a Mechanic, plus a knowledge of Canadian, British and U.S.A. Inspection Release Procedures, engineering drawings, material specifications and inspection procedures. Or must have been a Detail Material Inspector, with the Company, classified at the top rate of the salary scale for that classification.

4.03.06 Detail Materials Inspector -

Is employed by the Company to check incoming parts and materials against approved standards and any other inspection work, as may be assigned by Materials Inspector.

4.03.07 Certificated Aircraft Technician -

Must possess the qualifications of an aircraft Mechanic, have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union, be in possession of a current Air Canada "Aircraft Maintenance & Inspection Certificate" endorsed for the types of aircraft and power plants upon which he can normally be expected to be employed (including a Company aircraft run-up/taxi authority, as required), plus the ability to satisfactorily direct the work of others.

4.03.08 Lead Mechanic -

Must possess the qualifications of a Mechanic in the category in which he is employed, plus the ability to satisfactorily direct the work of others.

4.03.09 Mechanic -

Must have served a recognized apprenticeship or have served a minimum of four (4) years with the Company as a Learner One (1) through Junior Mechanic Four (4), or have equivalent experience at the trade at which he is employed and must possess the ability to carry out any work in his trade from blueprint or engineering drawings.

4.03.10 Junior Mechanic -

Must have served two (2) years with the Company as a Learner One (1) through Learner Four (4), or have had equivalent experience in other employment and as a condition of employment, must attend as applicable and graduate from "Trade Category Training" (Ref. Maintenance Technical Recruiting, Training and Certification Manual, Chapter 4, Section 22).

4.03.11 Learner -

Is employed by the Company to learn a trade associated with airline operations as defined under "Categories", Article 4.02 of this Agreement and as a condition of employment, must attend as applicable and graduate from "Basic and General Knowledge Training" (Ref. Maintenance Technical Recruiting, Training and Certification Manual, Chapter 4, section 21).

4.03.12 Avionic/Electronic Calibration Specialist -

Must, as a minimum possess the qualifications of a Mechanic in Category 16 or 22 and be qualified to repair, calibrate and certify avionic/electronic test equipment to Company/Regulatory standards used in the maintenance and overhaul of aircraft systems, associated units and ground equipment.

4.03.13 Unassigned

4.03.14 Avionic Specialist -

Must, as a minimum possess the qualifications of a Mechanic in Category 22 or an Avionic/Electronic Calibration Specialist in Category 9. Must be qualified in Electronic Analog and Digital Theory, including Microprocessor Theory and be knowledgeable in computer technology, including the ability to produce test instructions for automated test equipment. These employees will be required to satisfactorily perform the above functions, as well as perform other associated duties as required.

4.03.15 Helper -

Must be familiar with procedures and equipment used by tradesmen and have the ability to act as an assistant to mechanical classification as required. While performing such duties, they will not be required to accept responsibility for their workmanship, their work being solely that of an assistant.

NOTE: This Agreement covers only Helpers employed solely as such and nothing herein shall prevent the Company from requiring any qualified employee to perform work of this nature when necessary.

4.03.16 Tool Room Issuer -

Must have the ability to handle the issuance of tools, etc. and ensure that they are maintained in proper condition at all times.

NOTE 1: This Agreement covers only Tool Room Issuers employed solely as such and nothing herein shall prevent the Company from requiring any mechanically qualified employee to perform work of this nature when necessary.

NOTE 2: In cases where an employee, in this classification, is on laid-off status and a position exists for an anticipated duration of sixty (60) days or more, such employee will be recalled to fill this position.

4.03.17 Cleaner -

Is employed by the Company to clean aircraft exteriors, interiors (including furnishings), perform other operational cleaning functions relative to aircraft, parts and associated equipment.

4.03.18 Lead Cleaner -

Must know the requirements necessary to properly clean aircraft exteriors, interiors (including furnishings), other operational cleaning functions relative to aircraft, parts and associated equipment and as a working member of a group, have the ability to direct the work of others.

4.03.19 Lead Building Attendant -

Must know the requirements necessary For the proper care and cleaning of Company property and premises and have the ability to direct the work of others.

4.03.20 Building Attendant -

Is employed by the Company to clean and care For the property and premises of the Company and may be called upon to perform other non-mechanical duties.

4.03.21 Licensed Stationary Plant Operator (Third Class OR Equivalent) -

Is employed by the Company to handle the monitoring, operating and servicing of power house/boiler room equipment and related systems, including running repairs and minor maintenance of that equipment, as may be specified by the Company. Must possess a valid Third Class Certificate issued by the appropriate authorities.

4.03.22 Licensed Stationary Plant Operator (Fourth Class) -

Is employed by the Company to handle the monitoring and operating of power house/boiler room equipment and related systems, including such servicing of that equipment, as may be specified by the Company. This classification shall only apply at those locations where a license is required by law.

NOTE: Reclassification to Licensed Stationary Plant Operator (Third Class or Equivalent), will be automatic, Following completion of qualifications and receipt of a valid Third Class Certificate issued by the appropriate authorities.

4.03.23 stationary Plant operator .

Is employed by the Company to handle the monitoring, operating of power house/boiler room equipment and related systems, including such servicing of that equipment, as may be specified by the Company.

4.03.24 Facilities Cleaner -

Is employed by the Company to perform light cleaning (e.g., washrooms, lunchrooms, etc.) and other duties of a like nature.

4.03.25 Licensed Stationary Plant Operator (Second Class) -

Is employed by the Company to operate and maintain the power house/boiler room equipment. In addition, will be required to monitor, operate and service related systems, including running repairs and maintenance of that equipment, as may be specified by the Company. Must possess a valid Second Class Certificate issued by the appropriate authorities and have the ability to satisfactorily coordinate the function.

4.03.26 Lead Aircraft Inspector .

Must possess the qualifications of a" Aircraft Inspector, plus the ability to satisfactorily direct the work of others.

4.03.27 N.D.T. Operator I

Must, as a minimum possess the qualifications of a Mechanic in Categories I, II, 19, 22 or 38 and be capable of performing routine Radiography, Ultrasonic and Eddy-Current testing functions and maintenance of associated test equipment and laboratory equipment.

NOTE: In addition to the above, personnel in this classification must, within:

- (a) Three (3) months of entry into the classification, pass a Radiation Safety and Industrial Radiography examination, approved by the Atomic Energy Control Board (A.E.C.B.).
- (b) Six (6) months of entry into the classification, pass an appropriate examination, established by the Company and concurred in by the Union, to indicate the ability necessary to successfully complete the Canadian General Standards Board (C.G.S.B.) Industrial Radiographers, Level I Examinations.
- (c) Obtain a" Industrial Radiographer's Level I Certificate within twelve (12) months of entry into the classification.

An employee who does not successfully complete these examinations within this period, will be required to revert to his former classification at the point where currently employed.

4.03.28 Lead Shop Inspector -

Must possess the qualification of a Shop Inspector in a particular shop inspection group, plus the ability to direct the work of others.

4.03.29 N.D.T. Technician -

Must possess the qualifications of an N.D.T. Operator II and be in possession of a Certificate which meets the requirements of the Canadian General Standards Board (C.G.S.B.) Industrial Radiographer, Level II, in the "Aircraft Structures Category".

NOTE: In addition to the above, personnel in this classification must attend the appropriate Company provided training and obtain the necessary Level II licenses, as required, in accordance with Canadian General Standards Board (C.G.S.B.) in order to perform all phases of non-destructive testing, assist in technique development and read films, plus have the ability to satisfactorily direct the work of others.

4.03.30 Cleaner/Blaster -

Is employed by the Company to perform any cleaning functions, as applied to aircraft engine parts and associated equipment in the Power Plant Shop and be able to satisfactorily operate and service blasting equipment used by the Company.

4.03.31 Lead Cleaner (Aircraft Engine Parts)

Must be able to satisfactorily operate and service blasting equipment used by the Company, know the requirements necessary to properly perform any cleaning function, as applied to aircraft engine parts and associated equipment in the Power Plant Shop and have the ability to satisfactorily direct the work of others.

4.03.32 Certificated Avionics Technician -

Must possess the qualifications of a Category 38 Mechanic, have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union, be in possession of a current Air Canada "Avionics Maintenance and Inspection Certificate" endorsed for the types of aircraft upon which he can normally be expected to be employed, plus the ability to satisfactorily direct the work of others.

4.03.33 N.D.T. Operator II -

Must possess the qualifications of an N.D.T. Operator I and be in possession of an Industrial Radiographer Level I Certificate, as per Canadian General Standards Board (C.G.S.B.).

NOTE: In addition to the above, personnel in this classification must:

- (a) Attend the appropriate Company provided training and obtain the necessary licenses as required, in accordance with Canadian General Standards Board (C.G.S.B.) for Industrial Radiography Level II in the "Aircraft Structure Category" and Level I in Ultrasonics and Eddy Current, in order to perform duties in radiography, ultrasonic and eddy current phases of non-destructive testing.
- (b) Obtain an Ultrasonic and Eddy Current Level I Certificate within thirty-six (36) months of entry into this classification.

An employee who does not successfully complete these examinations, within this period, will be required to revert to his former classification at the point where currently employed.

NOTE: Reclassification to N.D.T. Technician will be automatic, following completion of qualifications and issuance of the Industrial Radiographer Level II Certificate for aircraft structures category and Level I Certificate for Ultrasonic and Eddy Current as per C.G.S.B. and subject to the ability to satisfactorily direct the work of others.

In the event an N.D.T. Operator II (holding a Level II Certificate) is considered ineligible for progression to N.D.T. Technician due to an inability to satisfactorily direct the work of others, he will receive Ten Dollars (\$10.00) per month, in excess of the normal rate of pay, for this N.D.T. Operator II Classification.

4.03.34 Aircraft Avionics Inspector -

Must be classified as a Certificated Avionics Technician and be in possession of a current Air Canada "Avionics Maintenance and Inspection Certificate", endorsed for the types of aircraft upon which he can normally be expected to be employed.

Promotion to the Aircraft Avionics Inspector Classification will normally be from the Certificated Avionics Technician II Classification. In the event of nil qualified applicants, consideration will be given to qualified applicants from the Technician I Classification.

4.04 GENERAL

4.04.01 The number of Certificated Aircraft Technicians, Certificated Avionics Technicians or Lead Mechanics will be established solely by the Company, consistent with manpower requirements, provided that the ratio of Mechanics, Juniors and Learners to Certificated Aircraft Technicians, Certificated Avionics Technicians or Lead Mechanics in a category, at any one point, will not exceed twelve (12) to one (1).

4.04.02 Notwithstanding the terms of the ratio as outlined above, it is further agreed that the number of Mechanics, Juniors and Learners assigned to any one (1) Certificated Aircraft Technician, Certificated Avionics Technician or Lead Mechanic shall not exceed sixteen (16).

4.04.03 Personnel in Certificated classifications of Categories 1, 2, 4 & 38 holding more than their initial active endorsement on their "Aircraft Maintenance & Inspection Certificate" (A.M.I.) for aircraft currently operated by the Company, will receive an endorsement premium of Twenty Dollars (\$20.00) per month, in addition to their normal rate of pay. This premium will be paid for each active endorsement in excess of the "initial" endorsement to a maximum of the fifth (5th) endorsement (i.e., maximum payable is 4 endorsements x \$20.00 = \$80.00 per month).

4.05 CLASSIFICATIONS - DORVAL BASE CAFETERIA

4.05.01 Chief Cook -

Employed to direct and perform the preparation and cooking of food to meal service standards, serving meals, assisting and relieving the Chef and perform other duties as assigned.

- 4.05.02 **Cook -**
Employed in the preparation and cooking of food to meal service standards and serving of meals. Direct the work of others and perform other associated duties, as assigned.
- 4.05.03 **Pastry Chef -**
Employed to direct and perform the preparation and cooking of all pastry and baking items, as assigned.
- 4.05.04 **Pastry Cook -**
Employed to perform the preparation and cooking of all pastry and baking items and perform other associated duties as assigned.
- 4.05.05 **Apprentice Cook .**
Normally employed to assist in the preparation of food, general cooking, serving of meals, short order cooking and perform other associated duties, as assigned.
- 4.05.06 **Supplies Clerk -**
Normally employed in receiving, handling, recording and issuing of supplies. Will handle flight meals, as required and other associated duties including Boutique Attendant duties, as assigned.
- 4.05.07 **Boutique Attendant -**
Normally employed in the selling, handling and recording of items sold at the Boutique, handle cash/credit card purchases, ensure safe-keeping, account for monies collected. Will also perform other associated duties, as assigned.
- 4.05.08 **Cashier -**
Normally employed to assess and charge customers for items bought, safe-keep and account for money collected and perform other associated duties, as assigned.
- 4.05.09 **Cafeteria Attendant -**
Normally employed to prepare and serve food. Will also perform other associated duties, as assigned, including Cashier duties.
- 4.05.10 **Senior Kitchen Helper -**
Must possess the qualifications of a Kitchen Helper and as a working member of a group, have the ability to satisfactorily direct the work of others and perform other associated duties, as assigned.
- 4.05.11 **Kitchen Helper**
Normally employed to perform general duties in the kitchen area, main cafeteria and dishwashing units, as assigned.

4.06 GENERAL

4.06.01 Due to the changing requirements for meal service and the resultant fluctuation in the volume of work, all classifications may be required from time to time to perform other duties.

4.06.02 An employee may be assigned temporarily to assume the duties of an employee in another classification. If the duration of this assignment is one (1) full working day or more, the relieving employee will receive the minimum rate applying to the classification of the employee whom he is replacing for the period of time in which he relieves, or the next highest rate in the event the minimum rate is the same or lower than his regular rate.

4.06.03 All paid periods of relief in a higher classification of three (3) months duration or more shall be accumulated toward the scheduled advancement in pay within that classification scale.

4.06.04 Promotional Bulletins will be addressed as follows:

- Chief Cook Addressed to Cook
- Look Addressed to Apprentice Cook
- Pastry Chef Addressed to Pastry Cook
- Pastry Look - Addressed to Apprentice Cook

4.06.05 The filling of permanent vacancies as outlined in Article 4.06.06 below and the selection of employees to fill such vacancies, will be at the sole discretion of the Company. Consideration will be given on the basis of Cafeteria seniority to employees who have indicated, in writing, that they wish to be considered for vacancies in a particular classification.

4.06.06 Vacancy Notices in accordance with the provisions of Article 4.06.05 will be addressed as follows:

Apprentice Cook Addressed to Supplies Clerk, Boutique Attendant, Cashier, Kitchen Helper, Senior Kitchen Helper and Cafeteria Attendant.

Senior Kitchen Helper Addressed to Kitchen Helper.

Boutique Attendant Addressed to Cashiers and Cafeteria Attendant.

Supplies Clerk Addressed to Senior Kitchen Helper, Kitchen Helper, Apprentice Cook and Cafeteria Attendant.

Cashier Addressed to Cafeteria Attendant.

NOTE: If the above procedure does not result in filling vacancies in any of the above classifications due to no qualified people bidding and/or no bids received, the resultant vacancy may be filled at the discretion of the Company including consideration of employees holding laid off status.

4.06.07 Employees selected to Vacancy Notices and Promotional Bulletins will be required to remain in the positions for a minimum of six (6) months.

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ARTICLE 5 - RATES OF PAY - TECHNICAL OPERATIONS; AND DORVAL BASE CAFETERIA

- 5.01 Rates of pay, as enumerated, are on a weekly basis and are established on the basis of a working week of forty (40) hours; if the scheduled working hours are reduced below forty (40) hours, the rate of pay shall be correspondingly reduced.
- 5.02 The Company may, at its discretion, pay higher rates than those established by this Agreement.
- 5.03 Scheduled advancement in pay within the salary scaler established for certain classifications, other than that of N.D.T. Operator and Mechanic shall, subject to other provisions of this Agreement, be automatic upon the first day of the pay period following completion of the requirements specified below.
- a) Twenty-six (26) weeks must have elapsed since the date of his last reclassification.
 - b) During the twenty-six (26) week period, the employee must have actually worked a minimum of 952 hours on a 5/2 type work schedule or 880 hours on a 6/3 type work schedule (or their equivalent), whichever is greater, subject to the provisions that time allowed as annual vacation shall be considered as time worked.
- 5.03.01 Effective November 9, 1985, employees hired into the classifications of Cleaner, Cleaner Blaster, Building Attendant, Facilities Cleaner, Toolroom Issuer, scheduled advancement in pay will be automatic upon the first day of the pay period, following completion of one (1) year's service in the classification for the first (1st) and second (2nd) levels of the salary scale. Advancement in pay, commencing at the third (3rd) level of the salary scale, will be automatic upon the first day of the pay period following completion of the requirements specified below.
- a) Twenty-six (26) weeks must have elapsed since the date of his last reclassification.
 - b) During the twenty-six (26) week period, the employee must have actually worked a minimum of 952 hours on a 5/2 type work schedule or 880 hours on a 6/3 type work schedule (or their equivalent), whichever is greater, subject to the provisions that time allowed as annual vacation shall be considered as time worked.
- NOTE: Employees with a Company Service Date prior to November 9, 1985, transferring into the above-mentioned classifications, will commence at the third (3rd) level of the salary scale and advancement in pay will be in accordance with Article 5.03.
- 5.04 In the case of the Mechanic classification, advancement in pay shall be automatic upon the first day of the pay period following completion (in any one category) of:
- a) One (1) year's service in the Mechanic classification (or in a higher classification);

- b) **Two (2) years' service in the Mechanic classification (or in a higher classification);**
 - c) **Three (3) years' service in the Mechanic classification (or in a higher classification).**
- 5.05 **In the case of N.D.T. Operator , classification, advancement in pay to the Operator II classification, shall be automatic upon the first day of the pay period, following successful completion of the Canadian General Standards Board (C.G.S.B.) Industrial Radiographers Level I Examinations.**
- In the case of N.D.T. Operator II classification, advancement in pay to the N.D.T. Technician classification, shall be automatic upon the first day of the pay period, following successful completion of the Canadian General Standards Board (C.G.S.B.) Industrial Radiographers Level II Examinations and Level I in Ultrasonics and Eddy Current.**
- 5.06 **In the case of Certificated Aircraft Technician I and Certificated Avionics Technician I classifications, advancement in pay to the Certificated Aircraft Technician II and Certificated Avionics Technician II classification, shall be automatic upon the first day of the pay period, following completion of two (2) years' service in the Technician I classification.**
- 5.07 **In the case of the Aircraft Inspector I and Aircraft Avionics Inspector I classifications, advancement in pay to Aircraft Inspector II and Aircraft Avionics Inspector II classifications shall be automatic upon the first day of the pay period, following completion of one (1) year's service in the Inspector I classification.**
- 5.08 **In the case of the Avionics/Electronic Calibration Specialist I classification, advancement in pay to Avionics/Electronic Calibration Specialist II shall be automatic upon the first day of the pay period, following completion of six (6) months service in the Specialist I classification.**
- 5.09 **In the case of the Avionic Specialist I classification, advancement in pay to Avionic Specialist II shall be automatic upon the first day of the pay period following completion of one (1) year's service in the Specialist I classification.**
- 5.10 **In the case of Stationary Plant Operator and Licensed Stationary Plant Operator (4th class and 3rd class) classifications, advancement in pay shall be automatic on the first day of the pay period following the completion of the requirements specified below:**
- a) **Twenty-six (26) weeks must have elapsed since the date of his last reclassification.**
 - b) **During the twenty-six (26) week period, the employee must have actually worked a minimum of 952 hours on a 5/2 type work schedule or 880 hours on a 6/3 type work schedule (or the equivalent), whichever is greater, subject to the provisions that time allowed as annual vacation shall be considered as time worked.**

NOTE: In the case of Licensed Stationary Plant Operator (4th class), advancement in pay to Licensed Stationary Plant Operator (3rd class or equivalent) shall be automatic upon the first day of the pay period following receipt of a valid Third Class Certificate by the Company.

In the case of a Licensed Stationary Plant Operator (2nd class), advancement in pay shall be automatic upon the first day of the pay period following completion of:

- a) One (1) year's service in the Licensed Stationary Plant Operator (2nd class) classification;
- b) Two (2) year's service in the Licensed Stationary Plant operator (2nd class) classification.

5.11 It is understood that the Company reserves the right to amend or delete the graduated salary scale for the Mechanic classification at the termination date of this Agreement. In the event that, at that time, overall Company policy, or the development of branch employee grading or other procedures provide for similar or identical compensation.

5.12 Qualified Tank Sealers will be paid a premium of One Hundred and Fifty dollars (\$150.00) per month.

Vacancy Notices for these positions will be issued as required in Dorval and Winnipeg Bares, soliciting volunteers from Mechanics in Category 1, Category 13, Category 19, and Category 38. Priority for selecting volunteers shall be in order of basic Seniority from Category 1. In the event there are insufficient volunteers, selection will then be made from the remaining Categories in order of basic Seniority. Volunteers will be selected for a two (2) year term.

In the event there are insufficient volunteers, employees will be assigned from Category 1 in reverse order of seniority. Employees assigned will be required to serve a one (1) year term only.

5.13 Should Cafeteria Attendants be required to perform Cook/Apprentice Cook duties for short periods during their shift on a regular basis, those required to perform such duties will receive a special allowance of ten dollars (\$10.00) per month.

5.14 When relief is required in the Chief Cook classification and such relief is provided by a Cook at the top of his classification (Cook 5), said Cook shall be paid at the Chief Cook 2 rate of pay.

5.15 Eligibility for Shift Premiums will be as follows:

Afternoon Shift - all hours worked on scheduled shifts commencing between 12:00 noon and 7:59 p.m. (inclusive).

Midnight Shift - all hours worked on scheduled shifts commencing between 8:00 p.m. and 6:59 a.m. (inclusive).

Irregular Shift (in lieu of all other Shift Premiums) - all hours worked on scheduled shifts commencing from 2:00 a.m. to 5:59 a.m. (inclusive) or terminating from 2:00 a.m. to 6:00 a.m. (inclusive).

NOTE: Employees on a non-standard schedule (40/7 formula) shall be paid Shift Premium for hours actually worked, based on the starting time (as specified above) of each individual period of duty.

5.16 Shift Premiums will be paid as follows:

Afternoon Shift	\$0.44	44	45
Midnight Shift	\$0.53	100	100
Irregular Shift	\$0.59	044	053

In addition, a Shift Premium equivalent to that applicable to the employee's preceding regular shift shall be paid for all overtime hours worked.

5.17 The following are the rates of pay for all classifications in the Technical Operations Branch covered by this Agreement.

	PERIOD ONE			PERIOD TWO			PERIOD THREE		
	JUNE 18/95 TO JUNE 15/96			JUNE 16/96 TO DEC. 14/96			DEC. 15/96 TO JUNE 14/97		
	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.
TECHNICAL OPERATIONS									
Helper 2	667.33	16.68	2,901.68	680.68	17.02	2,959.73	694.29	17.36	3,018.91
Helper 1	614.55	15.36	2,672.19	626.84	15.67	2,725.63	639.38	15.98	2,780.15
Toolroom Issuer 5	607.33	16.68	2,901.68	620.88	17.02	2,959.73	634.29	17.36	3,018.91
Toolroom Issuer 4	614.55	15.36	2,672.19	626.84	15.67	2,725.63	639.38	15.98	2,780.15
Toolroom Issuer 3	584.06	14.60	2,539.61	595.74	14.89	2,590.40	607.65	15.19	2,642.18
Toolroom Issuer 2	485.25	12.13	2,109.96	494.96	12.37	2,152.19	504.86	12.62	2,195.23
Toolroom Issuer 1	396.44	9.66	1,680.32	394.17	9.85	1,713.93	402.05	10.05	1,748.19
Lead Cleaner	655.38	16.38	2,849.72	668.49	16.71	2,906.73	681.86	17.05	2,964.86
Cleaner (4)	631.92	15.80	2,747.71	644.56	16.11	2,802.68	657.45	16.44	2,858.72
Cleaner (3)	579.21	14.48	2,518.52	590.79	14.77	2,568.87	602.61	15.07	2,620.27
Cleaner (2)	482.82	12.07	2,099.40	492.48	12.31	2,141.40	502.33	12.56	2,184.23
Cleaner (1)	386.44	9.65	1,680.32	394.17	9.85	1,713.93	402.05	10.05	1,748.19
Lead Building Attendant	643.55	16.09	2,798.28	656.42	16.41	2,854.25	669.55	16.74	2,911.34
Building Attendant 4	608.18	15.20	2,644.49	620.34	15.51	2,692.36	632.75	15.82	2,744.92
Building Attendant 3	555.63	13.89	2,415.99	566.74	14.17	2,464.30	578.07	14.45	2,513.56
Building Attendant 2	471.05	11.78	2,048.22	480.47	12.01	2,089.18	490.08	12.25	2,130.97
Building Attendant 1	386.44	9.66	1,680.32	394.17	9.85	1,713.93	402.05	10.05	1,748.19
Facilities Cleaner 4	553.10	13.83	2,404.99	564.16	14.10	2,453.08	575.44	14.39	2,502.13
Facilities Cleaner 3	500.54	12.51	2,176.45	510.55	12.76	2,219.97	520.75	13.02	2,264.37
Facilities Cleaner 2	443.49	11.09	1,928.38	452.36	11.31	1,966.95	461.41	11.54	2,006.30
Facilities Cleaner 1	386.44	9.66	1,680.32	394.17	9.85	1,713.93	402.05	10.05	1,748.19
Stationary Plant Operator (2nd Class) 3	913.02	22.83	3,969.99	931.28	23.28	4,049.39	949.91	23.75	4,130.40
Stationary Plant Operator (2nd Class) 2	859.69	21.74	3,761.59	887.08	22.18	3,857.20	904.82	22.62	3,934.34
Stationary Plant Operator (2nd Class) 1	826.38	20.66	3,593.27	842.91	21.07	3,665.14	859.77	21.49	3,738.45
Stationary Plant Operator (3rd Class) 2	783.32	19.58	3,405.03	798.99	19.97	3,474.17	814.97	20.37	3,543.65
Stationary Plant Operator (3rd Class) 1	740.28	18.51	3,218.89	755.09	18.88	3,283.28	770.19	19.25	3,348.94
Stationary Plant Operator (4th Class) 2	678.95	16.97	2,952.21	692.53	17.31	3,011.26	706.38	17.66	3,071.48
Stationary Plant Operator (4th Class) 1	625.72	15.64	2,720.76	638.23	15.96	2,775.15	650.99	16.27	2,830.03
Stationary Plant Operator (2)	616.52	15.41	2,680.75	628.85	15.72	2,734.37	641.43	16.04	2,789.07
Stationary Plant Operator (1)	575.69	14.39	2,503.22	587.20	14.68	2,553.26	598.94	14.97	2,604.31

NOTE: Employees covered by this Agreement will receive longevity pay as follows:

- After completion of ten (10) years of service: Ten Cents (\$0.10) per hour.
- After completion of fifteen (15) years of service: Fifteen Cents (\$0.15) per hour.
- After completion of twenty (20) years of service: Twenty Cents (\$0.20) per hour.

The longevity pay will become effective with the beginning of the pay period following completion of ten (10), fifteen (15) or twenty (20) years of service, as applicable, in classifications covered by the Agreement.

5.18 The following are the rates of pay for all classifications of the Dorval
Bare Cafeteria covered by this Agreement.

	PERIOD ONE			PERIOD TWO			PERIOD THREE			PERIOD FOUR		
	JULY 19/92 TO JAN 13/93			JAN 14/93 TO JUNE 15/93			JUNE 16/93 TO DEC. 14/93			DEC. 15/93 TO JUNE 14/97		
	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.
DORVAL BASE CAFETERIA												
Chief Cook 3	661.67	16.54	2,877.07	688.14	17.20	2,892.17	701.90	17.55	3,052.00	716.94	17.90	3,113.05
Chief Cook 2	582.76	14.57	2,533.96	606.07	15.15	2,635.31	618.19	15.45	2,608.01	630.55	15.76	2,741.76
Chief Cook 1	539.18	13.48	2,344.46	560.75	14.02	2,438.25	571.97	14.30	2,487.04	583.41	14.59	2,536.76
Cook 5	557.30	13.93	2,423.25	579.59	14.49	2,520.17	591.18	14.78	2,570.57	603.00	15.08	2,621.96
Cook 4	510.86	12.77	2,221.32	531.29	13.28	2,310.18	541.92	13.55	2,356.38	552.76	13.82	2,403.51
Cook 3	490.98	12.27	2,134.88	510.62	12.77	2,220.28	520.83	13.02	2,264.67	531.25	13.28	2,309.98
Cook 2	471.13	11.78	2,048.57	489.98	12.25	2,130.53	499.78	12.49	2,173.14	509.78	12.74	2,216.63
Cook 1	451.21	11.28	1,961.95	469.26	11.73	2,040.44	478.65	11.97	2,081.27	488.22	12.21	2,122.88
Pastry Chef 3	629.53	15.74	2,737.32	654.71	16.37	2,846.81	667.80	16.70	2,903.73	681.16	17.03	2,961.82
Pastry Chef 2	574.35	14.36	2,497.39	597.32	14.93	2,597.27	609.27	15.23	2,649.23	621.46	15.54	2,702.23
Pastry Chef 1	549.86	13.75	2,390.90	571.85	14.30	2,486.42	583.29	14.58	2,536.26	594.96	14.87	2,587.01
Pastry Cook 5	557.30	13.93	2,423.25	579.59	14.49	2,520.17	591.18	14.78	2,570.57	603.00	15.08	2,621.96
Pastry Cook 4	510.86	12.77	2,221.32	531.29	13.28	2,310.16	541.92	13.55	2,356.38	552.76	13.82	2,403.51
Pastry Cook 3	490.98	12.27	2,134.88	510.62	12.77	2,220.28	520.83	13.02	2,264.67	531.25	13.28	2,309.98
Pastry Cook 2	471.13	11.78	2,048.57	489.98	12.25	2,130.53	499.78	12.49	2,173.14	509.78	12.74	2,216.63
Pastry Cook 1	451.21	11.28	1,961.95	469.26	11.73	2,040.44	478.65	11.97	2,081.27	488.22	12.21	2,122.88
Apprentice Cook 5	451.21	11.28	1,961.95	469.26	11.73	2,040.44	478.65	11.97	2,081.27	488.22	12.21	2,122.88
Apprentice Cook 4	431.31	10.78	1,875.42	446.56	11.21	1,950.43	457.53	11.44	1,989.43	466.68	11.67	2,029.22
Apprentice Cook 3	410.69	10.27	1,785.76	427.12	10.68	1,857.29	435.66	10.89	1,894.34	447.37	11.11	1,932.21
Apprentice Cook 2	390.04	9.75	1,695.97	405.64	10.14	1,763.80	413.75	10.34	1,799.07	422.03	10.55	1,835.07
Apprentice Cook 1	371.68	9.29	1,616.14	386.55	9.66	1,680.80	394.28	9.86	1,714.41	402.17	10.05	1,748.72
Supply Clerk 3	471.13	11.78	2,048.57	489.98	12.25	2,130.53	499.78	12.49	2,173.14	509.78	12.74	2,216.63
Supply Clerk 2	444.35	11.11	1,932.12	462.12	11.55	2,009.39	471.36	11.78	2,049.57	480.79	12.02	2,090.57
Supply Clerk 1	423.67	10.59	1,842.20	440.62	11.02	1,915.90	449.43	11.24	1,954.21	458.42	11.46	1,993.30
Boutique Attendant 3	452.11	11.30	1,965.86	470.19	11.75	2,044.48	479.59	11.99	2,085.35	489.18	12.23	2,127.05
Boutique Attendant 2	410.69	10.27	1,785.76	427.12	10.68	1,857.29	435.66	10.89	1,894.34	444.37	11.11	1,932.21
Boutique Attendant 1	390.80	9.77	1,699.28	406.43	10.16	1,767.24	414.56	10.36	1,802.59	422.85	10.57	1,836.64

	PERIOD ONE			PERIOD TWO			PERIOD THREE			PERIOD FOUR		
	JULY 19/92 TO JUN 13/96			JAN 14/96 TO JUN 15/96			JUNE 16/96 TO DEC. 14/96			DEC. 15/96 TO JUNE 14/97		
	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.
DORVAL BASE CAFETERIA												
Cashier 2	431.24	10.78	1,875.12	448.49	11.21	1,950.12	457.46	11.44	1,989.13	466.61	11.67	2,028.91
Cashier 1	390.80	9.77	1,699.28	406.43	10.16	1,767.24	414.56	10.36	1,802.59	422.85	10.57	1,838.64
Cafeteria Attendant 5	410.89	10.27	1,785.76	427.12	10.68	1,857.20	435.66	10.89	1,894.34	444.37	11.11	1,932.21
Cafeteria Attendant 4	390.80	9.77	1,699.28	406.43	10.16	1,767.24	414.56	10.36	1,802.59	422.85	10.57	1,838.64
Cafeteria Attendant 3	370.92	9.27	1,612.83	385.76	9.64	1,677.36	393.48	9.84	1,710.93	401.35	10.03	1,745.15
Cafeteria Attendant 2	355.63	8.89	1,546.35	369.86	9.25	1,608.23	377.26	9.43	1,640.40	384.81	9.62	1,673.23
Cafeteria Attendant 1	344.15	8.60	1,496.43	357.92	8.95	1,556.31	365.08	9.13	1,587.44	372.38	9.31	1,619.18
Senior Kitchen Helper 1	430.59	10.76	1,872.29	447.81	11.20	1,947.17	456.77	11.42	1,986.13	465.91	11.65	2,025.87
Kitchen Helper 3	410.89	10.27	1,785.76	427.12	10.68	1,857.20	435.66	10.89	1,894.34	444.37	11.11	1,932.21
Kitchen Helper 2	390.80	9.77	1,699.28	406.43	10.16	1,767.24	414.56	10.36	1,802.59	422.85	10.57	1,838.64
Kitchen Helper 1	370.92	9.27	1,612.83	385.76	9.64	1,677.36	393.48	9.84	1,710.93	401.35	10.03	1,745.15

NOTE: Employees covered by this Agreement will receive longevity pay as follows:

- After completion of ten (10) years of service: Ten Cents (\$0.10) per hour.
- After completion of fifteen (15) years of service: Fifteen Cents (\$0.15) per hour.
- After completion of twenty (20) years of service: Twenty Cents (\$0.20) per hour.

The longevity pay will become effective with the beginning of the pay period following completion of ten (10), fifteen (15) or twenty (20) years of service, as applicable, in classifications covered by the Agreement.

ARTICLE 6 - SCOPE OF AGREEMENT - AIRPORT & CARGO OPERATIONS BRANCH

6.01 SENIORITY DIVISIONS

The Seniority Divisions into which the Airport & Cargo Operations Branch is divided are as follows:

EASTERN - Ottawa and stations east, including Rouyn and Val d'Or.

CENTRAL . Stations between Thunder Bay and Ottawa.

WESTERN - Thunder Bay and stations west.

6.02 CATEGORIES

All personnel of the Airport & Cargo Operations Branch within the following WORK categories and in classifications as enumerated in Article 6.03, are covered by this Agreement.

Nothing in this Agreement shall prevent the Company from requiring employees to work in another category temporarily, provided that the employee in question is competent to perform the temporary duties required and further, provided that the Union is given prior advice of such action. The intent and application of this paragraph will be in accordance with Memorandum No. 2, re Working Temporarily in Another category.

6.02.01 Flight Servicing

Comprising those employees engaged in ramp, load service, cargo, cabin and commissary functions, dispatch of flights and general Airport & Cargo Operations duties as required.

Personnel in this category (below the rank of Agent), holding Air Canada Load Dispatch Certificate endorsed for one or more types of aircraft currently operated by the Company within their Seniority Division or which have been so operated during any current three (3) year period, will receive Ten Dollars (\$10.00) per month, in excess of their normal rate of pay. Such additional compensation will continue in effect for a period not to exceed three (3) years beyond the termination of such operation.

6.02.02 cargo servicing

Comprising those employees engaged to perform cargo duties when cargo traffic volume justifies specialization.

6.02.03 Cabin Servicing & Cleaning

Comprising those employees engaged to perform cabin servicing and cleaning duties.

6.02.04 Commissary Equipment Servicing

Comprising those employees engaged to perform cabin and commissary equipment cleaning and handling functions in commissary rooms.

6.02.05 Telecommunications

Comprising those employees engaged to operate Company air/ground telecommunication and associated equipment.

6.03 CLASSIFICATIONS

The following are the employee classifications of the Airport & Cargo Operations Branch within the categories enumerated in Article 6.02 covered by this Agreement. All classifications may be called upon from time to time to perform other non-mechanical duties.

The Company will not replace a classification within the Agreement by a management classification.

NOTE: See Memorandum No. 3, RE Promotion to, Transfer and Bumping In and Retention of a Certificated Classification Airport & Cargo Operations Branch.

6.03.01 Flight Servicing

6.03.01.01 Certificated Station Agent II

Is employed by the Company to perform ramp, cargo and load service duties, communications and other general operation duties as required and also to handle the sales functions as required.

Minimum Qualifications: Must possess the qualifications of a Certificated Station Agent I and in addition, must be able to satisfactorily pass sales training requirements.

6.03.01.02 Certificated Station Agent I

Is employed by the Company to perform ramp, cargo and load service duties, communications and other general operation duties as required.

Minimum qualifications: Must possess the qualifications of a Certificated Load Agent; be in possession of the required Certificate of Proficiency in Radio and in addition, must be able to satisfactorily pass cargo training requirements.

6.03.01.03 Station Agent II

Is employed by the Company to perform ramp and cargo duties, communications and other general operation duties as required and also, to handle Sales functions as required.

Minimum Qualifications: Must possess the qualifications of a Station Agent I and in addition, must be able to satisfactorily pass Sales training requirements.

6.03.01.04 Station Agent I

Is employed by the Company to perform ramp and cargo duties, communications and other general operations duties as required.

Minimum Qualifications: Must have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union, be in possession of the required Certificate of Proficiency in Radio and in addition, must be able to satisfactorily pass baggage and cargo training requirements.

6.03.01.05 Lead Load Agent

Must possess the qualifications of a Load Agent and as a working member of a group, must have the ability to satisfactorily direct the work of others.

6.03.01.06 Certificated Load Agent

Is employed by the Company to perform load service duties, preparation of forms required for cargo traffic, dispatch of flights and to perform other associated duties as required.

Minimum Qualifications: Must have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union, be in possession of the required Certificate of Proficiency in Radio and possess a current Air Canada "Load Dispatch Certificate" endorsed for the type of aircraft upon which he can normally be expected to be employed.

6.03.01.07 Baggage Agent

Is employed by the Company to dispense baggage to passengers, perform baggage tracing, prepare records and documents, deal with passenger complaints re lost, mishandled, delayed or damaged baggage and authorize expenditures within limits, perform lost and found functions and Xpress SFX services as required, direct the work of Station Attendants assigned to baggage areas and perform other associated duties.

Minimum Requirements: Must have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union and in addition, must be able to satisfactorily pass baggage training requirements.

6.03.01.07.01 Qualifications

In order to be selected to fill Baggage Agent vacancies, Lead Station Attendants and Station Attendants must have the following qualifications.

- a) Must pass basic and general knowledge examinations established by the Company and concurred in by a committee designated by the Union.

- b) Must have pleasant personality, ability to deal with the public using tact and good judgment, general good grooming. Assessment of these qualifications will be at the discretion of the Company.
- c) Bilingual (French and English) as required.
- d) i) Must satisfactorily pass the Baggage Agent's Training Course.
- ii) Applicants for permanent Baggage Agent positions must have qualified themselves to bid on such positions by passing the basic and general knowledge examinations at least thirty (30) days prior to the issuance of a Promotional Bulletin. Individuals who do not pass the tests or who pass the tests less than thirty (30) days prior to the issuance of a Promotional Bulletin will not be considered eligible to apply.

6.03.01.07.02 Filling of Acting Baggage Agent vacancies

- a) All Acting Baggage Agent vacancies (relief assignments) will be filled on a local basis.
- b) All Lead Station Attendants and Station Attendants assigned to the Cargo Warehouse will be excluded from filling Acting Baggage Agent vacancies but, if they have the basic qualifications, will be eligible to apply for permanent vacancies in this classification.
- c) Lead Station Attendants and Station Attendants (Ramp), need only to have passed the basic and general knowledge examinations to be considered for Acting Baggage Agent positions (relief assignments). If possible, individuals selected for such assignments must attend and pass a Baggage Agent Training Course prior to performing the relief assignment. If an individual with the basic qualifications has turned down the opportunity to attend a Baggage Agent Training Course during the previous twelve (12) months, he can be bypassed in the selection of individuals for relief assignments.

6.03.01.07.03 General

- a) Uniforms All Baggage Agents will be required to wear the standard Air Canada dress uniform the cost of same to be shared equally by the Company and the employee (i.e., jacket and trousers). The Company will supply the uniform cap, buttons and badges required.
- b) Salary - Lead Station Attendants reclassified to Baggage Agents will retain their Lead Station Attendant rate of pay for the first twenty-six (26) weeks or minimum of 952 hours on a 5/2 type work schedule or 880 hours on a 6/3 type work schedule (or their equivalent), whichever is greater, in the new classification, following which they will receive the next higher rate of pay in the Baggage Agent salary scale.

6.03.01.08 Lead Station Attendant

Must possess the qualifications of a Station Attendant and as a working member of a group, must have the ability to satisfactorily direct the work of others.

Minimum Qualifications: Must have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union and in addition, must be able to satisfactorily pass Lead Station Attendant training requirements.

6.03.01.09 Station Attendant

Is employed by the Company to perform the handling of ramp service, cargo, cabin and commissary functions, the preparation of cabin and commissary equipment records and cargo handling forms such as cargo check sheets, mail transfer bills and lot labels; also to perform Cargo Warehouse functions and associated duties.

6.03.02 Cargo Servicing

6.03.02.01 Cargo Rating Unit Specialist

Is employed by the Company as a working member of a group, to select and apply rates and routings to optimize returns with minimal effect on customer service; identify new traffic patterns, trends and make recommendations regarding changes in routes, cargo, rates, interline agreements, etc.; have a good working knowledge of Cargo Accounting procedures, tariffs, publications/references and authorities and be able to perform all TOTEM transactions.

Minimum Qualifications: Must have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union and in addition, must be able to satisfactorily pass C.R.U. Specialist training requirements.

6.03.02.01.01 Qualifications

In order to be selected to fill C.R.U. Specialist vacancies, applicants must have the following qualifications.

- a) Must have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union.
- b) Must have the ability to work well with others, be capable of exercising good judgment and have general good grooming.
- c) Bilingual (French and English) as dictated by work load and shift coverage.
- d) Must satisfactorily pass the C.R.U. Specialist Training Course, including four (4) weeks practical "hands on" probationary period.

- e) Applicants for C.R.U. Specialists positions must have qualified themselves to bid on such positions by passing the appropriate examinations (reference (a) above), at least thirty (30) days prior to the date of issuance of the Promotional Bulletin.

6.03.02.02 Lead Cargo Customer Service Agent

Must possess the qualifications of a Cargo Customer Service Agent. Must possess cargo product knowledge, a working knowledge of cargo systems (e.g., TOTEM cargo acceptance, shipping procedures, cargo check-in and delivery procedures), as well as related cargo documentation processes. As a working member of the group, have the ability to satisfactorily direct the work of others. Must possess a current dangerous goods certificate as required.

Minimum Qualifications: Must be able to satisfactorily pass Lead Cargo Customer Service Agent training requirements.

6.03.02.03 Cargo Customer Service Agent

Is employed by the Company to determine rates and routings, to prepare records and to perform other duties associated with cargo traffic.

Minimum Qualifications: Must have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union and in addition, must be able to satisfactorily pass Cargo training requirements.

6.03.02.03.01 Qualifications

In order to be selected to fill Cargo Customer Service Agent vacancies, Lead Station Attendants, Station Attendants and Cargo Communications Operators must have the following qualifications.

- a) Must pass basic and general knowledge examinations established by the Company and concurred in by a committee designated by the Union.
- b) Must have pleasant personality, ability to deal with the public using tact and good judgment, general good grooming. Assessment of these qualifications will be at the discretion of the Company.
- c) Bilingual (French and English) as required.
- d)
 - i) Must satisfactorily pass the Cargo Customer Service Agent's training course.
 - ii) Applicants for permanent Cargo Customer Service Agent positions must have qualified themselves to bid on such positions by passing the basic and general knowledge examinations at least thirty (30) days prior to the issuance of a Promotional Bulletin. Individuals who do not pass the tests or who pass the tests less than thirty (30) days prior to the issuance of a Promotional Bulletin, will not be considered eligible to apply.

6.03.02.04 Cargo Communications Operator

Is employed by the Company to process routine cargo service information involving the input and retrieval of such data through utilization of standard office and communications equipment (excluding rate and routing decisions and customer contact). May also be required to perform routine clerical functions such as filing, typing, manual revisions.

Where volumes dictate the use of specialists, this classification will perform such functions as:

- Operating office and communication equipment;
- Entering and retrieving various information such as:
 - Flight numbers
 - ULD control numbers
 - Air waybills
 - Progressive load assembly forms
 - Manifests
- Processing all routine information and forms not involving rates and routing decisions;
- Perform such clerical functions as filing, typing, teletypes, prepare manifests and other documents, maintain and update manuals, etc.

6.03.03 Cabin Servicing & Cleaning

6.03.03.01 Lead Cabin Servicing & Cleaning Attendant

Must possess the qualifications of a Cabin Servicing and Cleaning Attendant and as a working member of the group, must have the ability to satisfactorily direct the work of others.

6.03.03.02 Cabin Servicing & Cleaning Attendant

Comprises all those who perform cabin servicing and interior aircraft cleaning; including equipping the aircraft cabin for flight according to specifications with equipment and cabin services supplies; cleaning interior of aircraft; stocking of vehicles used in the grooming function; stocking and cleaning of the cabin service "make-up" rooms and area; stocking and maintaining cabin services kits and other associated duties.

6.03.04 Commissary Equipment Servicing

6.03.04.01 Commissary Agent

Is employed by the Company to perform and/or direct the work of Commissary Attendants and to assist the Commissary Supervisor as directed.

Minimum Qualifications: Must have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union.

6.03.04.02 Commissary Attendant

Is employed by the Company to wash and clean cabin and commissary equipment, to assemble equipment and supplies into units and to perform other duties in the Commissary Rooms.

6.03.05 Telecommunications

6.03.05.01 Telecommunications Agent

Is employed by the Company to operate the Company air/ground telecommunications and associated equipment.

Minimum Qualifications: Must possess a Certificate of Proficiency in Radio of at least the minimum grade provided by law to operate the Company telecommunication equipment according to Government regulations or, must have submitted the necessary application forms required to obtain the certificate. Shall be familiar with the operation of telecommunications equipment, must have passed appropriate examinations established by the Company and concurred in by a committee designated by the Union and in addition, must be able to satisfactorily pass telecommunications training requirements.

6.03.05.01.01 Seniority

- a) In the event of a conversion to a Certificated Station Agent-type station, the seniority dates of permanent Certificated Lead Agents and Telecommunications Agents at the "point", be considered synonymous with the Certificated Station Agent I seniority date for the purpose of filling Certificated Station Agent I positions at the station being converted. Employees reclassified to Certificated Station Agent I will carry their previously established seniority date into that classification, provided that the seniority date established does not precede July 1, 1963.
- b) A Telecommunications Agent who does not hold sufficient seniority to obtain a Certificated Station Agent I position at the station being converted, may exercise Telecommunications Agent and/or Station Attendant Seniority and bump in accordance with Article 16.15.04 of the Agreement.
- c) A Telecommunications Agent, bumping within his classification and moving to another Sales & Service; Cargo Branches Seniority Division, will retain previously established seniority dates.
- d) The scope of seniority (i.e., point, division or system), for employees promoted to Telecommunications Agent, will be based on total service in the categories involved (reference Article 16.11.10 of the Agreement). The scope of seniority for employees hired as Telecommunications Agents will be in accordance with Article 16.10.02 of the Agreement.

- e) A surplus Certificated Station Agent holding Telecommunications Agent seniority, must exercise previously established seniority dates in the Flight Servicing Category (e.g., Station Agent I, Lead Load Agent, Certificated Lead Agent, Baggage Agent, Lead Station Attendant, Station Attendant) prior to exercising Telecommunications Agent Seniority.

6.03.05.01.02 Filling of vacancies

Telecommunications Agent Classification

Promotional Bulletins for permanent vacancies in the Telecommunications Agents Classification, will be addressed to Lead Station Attendants, Station Attendants and Baggage Agents (holding seniority in this classification as of July 1, 1973) on a system basis, in accordance with Article 16.11.10 of the Agreement. Selection will be on the basis of Station Attendant Seniority.

6.03.05.01.03 General

- a) Period of temporary relief in a higher classification will be counted for salary scale progression at the time of Certificated Station Agent I conversion, or when subsequently relieving as a Certificated Station Agent I.
- b) If the event that a surplus develops at time of conversion, personnel (all those at such a station) may elect to remain in their present classification to the extent of the number surplus. They will be transferred at the discretion of the Company and expenses paid. Any remaining surplus will be classified to Certificated Station Agent I and the personnel involved will be handled in accordance with the Certificated Station Agent program as covered in Negotiations of March, 1958.

6.04 GENERAL

6.04.01 Line of Promotion

Promotion from one classification to another shall be contingent upon a vacancy in the higher classification, in accordance with the provisions of Article 15.11 - Promotions, as follows:

Promotion to:

6.04.01.01 Lead Station Attendant

Addressed to Station Attendants. Selection will be on the basis of Station Attendant Seniority.

6.04.01.02 Baggage Agent

Addressed to Lead Station Attendants and Station Attendants. Selection will be on the basis of Station Attendant Seniority.

- 6.04.01.03 **Commissary Agent**
Addressed to Lead Station Attendants, Station Attendants and Commissary Attendants. Selection will be on the basis of seniority in the basic classification(s). Although the selection of personnel to fill such vacancies is at the discretion of the Company, preferential consideration will be given to these classifications.
- 6.04.01.04 **Cargo Customer Service Agent**
Addressed to Lead Station Attendants, Station Attendants and Cargo Communications Operators. Selection will be on the basis of seniority in the basic classification(s).
- 6.04.01.05 **Certificated Load Agent**
Addressed to Lead Station Attendants, Station Attendants, Commissary Agents, Baggage Agents, Cargo Customer Service Agents and Telecommunications Agents. Selection will be on the basis of seniority in the basic classification(s).
- 6.04.01.06 **Lead Load Agent**
Addressed to Certificated Load Agents. Selection will be on the basis of Lead Agent Seniority.
- 6.04.01.07 **Telecommunications Agent**
Addressed to Lead Station Attendants, Station Attendants and Baggage Agents (holding seniority in this classification as of July 1, 1973). Selection will be on the basis of Station Attendant Seniority.
- 6.04.01.08 **Lead Cargo Customer Service Agent**
Addressed to Cargo Customer Service Agents. Selection will be on the basis of Cargo Customer Service Agent Seniority.
- 6.04.01.09 **Station Agent I**
Addressed to Lead Station Attendants, Station Attendants, Cargo Customer Service Agents, Baggage Agents, Commissary Agents. Selection will be on the basis of seniority in the basic classification.
- 6.04.01.10 **Station Agent II**
Addressed to Station Agents I as well as Certificated Station Agents I, with a seniority date prior to January 8, 1988, Lead Station Attendants, Station Attendants, Cargo Customer Service Agents, Baggage Agents and Commissary Agents. Certificated Load Agents, Lead Load Agents and Telecommunications Agents.

Primary consideration to be given to Station Agents I. as well as Certificated Station Agents I, with a seniority date prior to January 8, 1988. Selection will be on the basis of Agent seniority. In the event there are insufficient bids from the Agent classification(s), consideration will be given to other qualified applicants on the basis of seniority in the basic classification(s).

6.04.01.11 Certificated Station Agent I

Addressed to Lead Station Attendants, Station Attendants, Cargo Customer Service Agents, Telecommunications Agents, Baggage Agents, Commissary Agents, Certificated Load Agents, Lead Load Agents and Station Agents I. Selection will be on the basis of seniority in the basic classification(s).

6.04.01.12 Certificated Station Agent II

Addressed to same classifications as Certificated Station Agent I, including Certificated Station Agent I, as well as Station Agents I and Station Agents II. Prime consideration to be given to Certificated Station Agent I and selection will be on the basis of Certificated Station Agent I Seniority. In the event there are insufficient bids from Certificated Station Agent I, the selection process, as outlined for Certificated Station Agent I, will apply.

6.04.01.13 C.R.U. Specialist

Addressed to the same classifications as for Certificated Station Agent II, including Certificated Station Agent II, as well as Cargo Communications Operator and Lead Cargo Customer Service Agents. Prime consideration will be given to qualified Cargo Customer Service Agents and Certificated Station Agents I and II, on the basis of seniority in the Agent classification(s). In the event there are insufficient successful applicants from Cargo Customer Service Agents and Certificated Station Agents I and II, consideration will be given to other qualified applicants on the basis of seniority in the basic classification(s).

6.04.01.14 Lead Cabin Servicing & Cleaning Attendant

Addressed to Cabin Servicing and Cleaning Attendants. Selection will be on the basis of Cabin Servicing and Cleaning Attendant seniority.

6.04.02 Qualifying Examinations

The Agreement requires that to be eligible to apply to Promotional Bulletins covering vacancies in above basic classifications, employees must have passed the applicable qualifying examinations at least thirty (30) days prior to the issuance of the Promotional Bulletin or Vacancy Notices as follows:

TYPES OF QUALIFICATIONS CLASSIFICATIONS	TYPING	GEOGRAPHY	MATH	PROBLEM SOLVING	RESTRICTED RADIO- TELEPHONE OPER. CERT.	LOAD DISPATCH CERTIFICATE	STATION ATTENDANT JOB KNOWLEDGE	C. R. U. QUALIFYING EXAMINATION
C. R. U. SPECIALIST								•
CERTIFICATED STATION AGENT II	•	•	•	•	•	(Re Memo 3		
CERTIFICATED STATION AGENT I	•	•	•	•	•	Qualifying		
STATION AGENT II	•	•	•		•	Steps		
STATION AGENT I	•	•	•		•	Load		
LEAD LOAD AGENT	•	•	•	•	•	Dispatch		
CERTIFICATED LOAD AGENT	•	•	•	•	•	Certificate)		
BAGGAGE AGENT	•	•	•					
LEAD CARGO CUST. SERVICE AGENT	•	•	•					
CARGO CUSTOMER SERVICE AGENT	•	•	•					
COMMISSARY AGENT	•	•	•					
TELECOMMUNICATIONS AGENT		•	•		• SEE NOTE			
LEAD STATION ATTENDANT		•					•	

NOTE: Must possess a "Certificate of Proficiency in Radio" or must have submitted the necessary application (reference Article 6.03.05.01).

6.04.02.01 Training Failures

Employees having a training failure in the following subjects:

Station Attendant Job Knowledge
Lead Station Attendant Course
Lead Dispatch Basic
Lead Certification Course

will be Ineligible to re-write these subjects for a period of six (6) months from the date of the initial re-write results form. Additionally, in cases where employees do not elect to re-write, the six (6) month ineligibility period will commence from the expiration of the specified time limit to re-write.

6.04.03 Language Requirements (English & French)

6.04.03.01 An employee promoted or transferred to public contact positions at the following locations must have Level II language capability at the time of promotion or transfer, until the station has met its numerical level of language capability for the classification.

a) These levels are:

Classification: Certificated Station Agent II

<u>Stations</u>	<u>Bilingual Requirement</u>	<u>Stations</u>	<u>Bilingual Requirement</u>
Fredericton	3	North Bay	3
Yarmouth	4	Sudbury	5
Stephenville	3	Rouyn	All
Sault Ste. Marie	4	Val d'Or	All
Timmins	4	Sept Iles	All

Classification: Certificated Station Agent I

<u>Stations</u>	<u>Bilingual Requirement</u>
Quebec City	All
Ottawa	6
Moncton	All

Classification: Cargo Customer Service Agent

<u>Stations</u>	<u>Bilingual Requirement</u>	<u>Stations</u>	<u>Bilingual Requirement</u>
Montreal Airports	All	Sept Iles	All
Quebec City	All	Moncton	3
Ottawa	6		

Classification: Baggage Agent

<u>Stations</u>	<u>Bilingual Requirement</u>
Montreal Airports	All
Ottawa	6
Toronto	8
Winnipeg	3

- b) Employees selected for promotion or transfer will be required to acquire Level III language capability within twelve (12) months of occupying such position.
- c) In cases where the employee is required to acquire the necessary language skills on Company time/expense and is unable to achieve the necessary proficiency to progress from one level to another, he will be required to revert to a lower classification at the point not requiring a knowledge of both languages or consistent with his seniority lateral transfer to a location not having a language requirement.
- d) Where the numerical level of language capability has been met, promotions and transfers will be actioned in the same manner as all other classifications.

NOTE: When Station Agents II and Station Agents I are introduced at points identified in a) above, the requirements identified in 6.04.03.01 and 6.04.03.02 will apply.

6.04.03.02 In addition to the above, an employee promoted or transferred to any above basic classification within the Airport & Cargo Operations Branch, in the Province of Quebec, must have Level II language capability at the time of promotion or transfer.

- a) The Company will continue to encourage all public contact employees to acquire a second language capability on their own time, in accordance with the Company policy.
- b) Where language capability of public contact employees at any location does not meet requirements, a language training program may be implemented to assist such employees by providing language training at Company expense, in accordance with Company policy. The details of such a training program will be discussed with the Union prior to implementation.
- c) Airport & Cargo Operations Branch Promotional Bulletin, Vacancy Notice and Transfer Procedures, will be in accordance with the understandings covered in .01 and .02 above.

6.04.04 Seniority

The establishment of seniority will be limited to the classification(s) in which an employee has been permanently assigned by means of a bulletin or permanent hiring. Seniority privileges will be limited to those classifications in which an employee holds seniority.

6.04.05 Ratios

The number of Lead Station Attendants will be established solely by the Company, consistent with manpower requirements, provided that the ratio of Station Attendants to Lead Station Attendants at any one point will not exceed twelve (12) to one (1).

Notwithstanding the terms of the ratio as outlined above, it is further agreed that the number of Station Attendants assigned to any one (1) Lead Station Attendant, shall not exceed sixteen (16).

NOTE: In the event it is necessary to split up a crew assigned to a Lead Station Attendant, to work on more than one flight at a time, the Lead will only be personally responsible for activities taking place under his direction on the particular flight on which he is working.

ARTICLE 7 . RATES OF PAY - AIRPORT & CARGO OPERATIONS BRANCH

7.01 Rates of pay, as enumerated, are on a weekly basis and are established on the basis of a working week of forty (40) hours: if the scheduled working hours are reduced below forty (40) hours, the rate of pay shall be correspondingly reduced.

7.02 The Company may, at its discretion, pay higher rates than those established by this Agreement.

7.03 Scheduled advancement in pay within the salary scales established for certain classifications shall, subject to other provisions of this Agreement, be automatic upon the first day of the pay period following completion of service of each period of twenty-six (26) weeks or minimum of 952 hours on a 5/2 type work schedule or 880 hours on a 6/3 type work schedule (or their equivalent), whichever is greater, subject to the provisions that time allowed as annual vacation shall be considered as time worked.

7.03.01 Effective November 9, 1985, employees hired into the classifications of Station Attendant, Commissary Attendant and Cargo Communications Operator, scheduled advancement in pay will be automatic upon the first day of the pay period following completion of one (1) year's service in the classification for the first (1st) and second (2nd) levels of the salary scale. Advancement in pay, commencing at the third (3rd) level of the salary scale, will be automatic upon the first day of the pay period following completion of service of each period of twenty-six (26) weeks or minimum of 952 hours on a 5/2 type work schedule or 880 hours on a 6/3 type work schedule (or their equivalent), whichever is greater, subject to the provisions that time allowed as annual vacation shall be considered as time worked.

NOTE: Employees with a Company Service Date prior to November 9, 1985 transferring into the above-mentioned classifications will commence at the third (3rd) level of the salary scale and advancement in pay will be in accordance with Article 7.03.

7.04 Eligibility for Shift Premiums will be as follows:

Afternoon Shift - All hours worked on scheduled shifts commencing between 12:00 noon and 7:59 p.m. (inclusive).

Midnight Shift - All hours worked on scheduled shifts commencing between 8:00 p.m. and 6:59 a.m. (inclusive).

Irregular Shift - (in lieu of all other shift premiums) - All hours worked on scheduled shifts commencing from 2:00 a.m. to 5:59 a.m. (inclusive) or terminating from 2:00 to 6:00 a.m. (inclusive).

NOTE: Employees on a non-standard schedule (40/7 formula), shall be paid Shift Premium for hours actually worked, based on the starting time (as specified above), of each individual period of duty.

7.05 Shift Premiums will be paid as follows:

Afternoon Shift	\$0.44
Midnight Shift	\$0.53
Irregular Shift	\$0.59

In addition, a Shift Premium equivalent to that applicable to the employee's preceding regular shift, shall be paid for all overtime hours worked.

7.06 The following are the rates of pay for all classifications in the Airport & Cargo Operations Branch covered by this Agreement.

50A

	PERIOD ONE			PERIOD TWO			PERIOD THREE		
	JUNE 18/95 TO JUNE 15/96	JUNE 15/96 TO DEC 14/96	DEC 15/96 TO JUNE 14/97	JUNE 18/95 TO JUNE 15/96	JUNE 15/96 TO DEC 14/96	DEC 15/96 TO JUNE 14/97	JUNE 18/95 TO JUNE 15/96	JUNE 15/96 TO DEC 14/96	DEC 15/96 TO JUNE 14/97
	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.
AIRPORT & CARGO OPERATIONS									
Certificated Station Agent II 2	861.41	21.54	3,745.58	878.64	21.97	3,820.50	896.21	22.41	3,896.90
Certificated Station Agent III 1	835.98	20.90	3,635.01	852.70	21.32	3,707.71	869.75	21.74	3,781.85
Certificated Station Agent I 2	825.55	20.64	3,589.66	842.06	21.05	3,661.45	858.90	21.47	3,589.61
Certificated Station Agent I 1	793.48	19.84	3,450.71	809.35	20.23	3,519.22	825.54	20.64	3,589.61
Station Agent II 2	825.55	20.64	3,589.66	842.06	21.05	3,661.45	858.90	21.47	3,734.67
Station Agent II 1	793.47	19.84	3,450.17	809.34	20.23	3,519.17	825.53	20.64	3,589.57
Station Agent I 2	805.32	20.13	3,501.69	821.43	20.54	3,571.74	837.86	20.95	3,643.18
Station Agent I 1	753.91	18.85	3,278.15	768.99	19.22	3,343.72	784.37	19.61	3,410.60
Lead Load Agent	858.05	21.45	3,730.97	875.21	21.88	3,805.59	892.71	22.32	3,881.68
Certificated Load Agent 2	825.55	20.64	3,589.66	842.06	21.05	3,661.45	858.90	21.47	3,734.67
Certificated Load Agent 1	793.48	19.84	3,450.71	809.35	20.23	3,519.22	825.54	20.64	3,589.61
Baggage Agent 2	805.32	20.13	3,501.69	821.43	20.54	3,571.74	837.86	20.95	3,643.18
Baggage Agent 1	753.91	18.85	3,278.15	768.99	19.22	3,343.72	784.37	19.61	3,410.60
Lead Station Attendant 2	791.27	19.78	3,440.60	807.10	20.18	3,509.43	823.24	20.58	3,579.61
Lead Station Attendant 1	771.11	19.28	3,352.94	786.53	19.86	3,419.99	802.26	20.06	3,488.39
Station Attendant 7	719.05	17.98	3,125.57	733.43	18.34	3,188.10	748.10	18.70	3,252.89
Station Attendant 6	645.44	16.14	2,806.50	658.35	16.46	2,862.64	671.52	16.79	2,919.90
Station Attendant 5	610.38	15.26	2,654.05	622.59	15.56	2,707.15	635.04	15.88	2,761.28
Station Attendant 4	575.69	14.39	2,503.22	587.20	14.68	2,553.26	598.94	14.97	2,604.31
Station Attendant 3	544.96	13.62	2,369.60	555.86	13.90	2,416.99	566.98	14.17	2,465.34
Station Attendant 2	465.72	11.64	2,025.04	475.03	11.88	2,065.53	484.53	12.11	2,106.83
Station Attendant 1	386.44	9.66	1,680.32	394.17	9.85	1,713.93	402.05	10.05	1,748.19
Cargo Rating Unit Specialist 3	886.81	22.17	3,856.03	904.55	22.61	3,933.16	922.64	23.07	4,011.82
Cargo Rating Unit Specialist 2	861.41	21.54	3,745.58	878.64	21.97	3,820.50	896.21	22.41	3,896.90
Cargo Rating Unit Specialist 1	797.71	19.94	3,408.60	813.66	20.34	3,537.96	829.93	20.75	3,606.70
Lead Cargo Customer Service Agent	858.05	21.45	3,730.97	875.21	21.88	3,805.59	892.71	22.32	3,881.68
Cargo Customer Service Agent 2	805.32	20.13	3,501.69	821.43	20.54	3,571.74	837.86	20.95	3,643.18
Cargo Customer Service Agent 1	753.91	18.85	3,278.15	768.99	19.22	3,343.72	784.37	19.61	3,410.60
Cargo Communications Operator 7	615.98	15.40	2,678.40	628.30	15.71	2,731.97	640.67	16.02	2,786.63
Cargo Communications Operator 6	568.60	14.22	2,472.39	579.97	14.50	2,521.83	591.57	14.79	2,572.26
Cargo Communications Operator 5	539.36	13.48	2,345.25	550.15	13.75	2,392.16	561.15	14.03	2,439.99
Cargo Communications Operator 4	501.76	12.54	2,181.75	511.90	12.80	2,225.41	522.04	13.05	2,269.93
Cargo Communications Operator 3	459.94	11.50	1,999.91	469.14	11.73	2,039.91	478.52	11.96	2,080.70
Cargo Communications Operator 2	423.22	10.58	1,840.25	431.68	10.79	1,877.03	440.31	11.01	1,914.56
Cargo Communications Operator 1	386.44	9.66	1,680.32	394.17	9.85	1,713.93	402.05	10.05	1,748.19
Lead Cabin Servicing & Cleaning Attendant	655.38	16.38	2,849.72	668.49	16.71	2,906.73	681.86	17.05	2,964.86
Cabin Servicing & Cleaning Attendant 4	631.92	15.80	2,747.71	644.56	16.11	2,802.88	657.45	16.44	2,858.72
Cabin Servicing & Cleaning Attendant 3	579.21	14.48	2,518.52	590.79	14.77	2,568.87	602.61	15.07	2,620.27
Cabin Servicing & Cleaning Attendant 2	482.82	12.07	2,099.40	492.48	12.31	2,141.40	502.33	12.56	2,184.23
Cabin Servicing & Cleaning Attendant 1	386.44	9.66	1,680.32	394.17	9.85	1,713.93	402.05	10.05	1,748.19
Commissary Agent 2	793.58	19.84	3,450.64	809.45	20.24	3,519.65	825.64	20.64	3,590.05
Commissary Agent 1	726.70	18.22	3,168.53	743.27	18.58	3,231.89	758.14	18.95	3,296.54
Commissary Attendant 4	582.69	14.57	2,533.65	594.34	14.86	2,584.31	606.23	15.16	2,636.01
Commissary Attendant 3	566.24	14.16	2,462.12	577.56	14.44	2,511.35	589.11	14.73	2,561.57
Commissary Attendant 2	476.35	11.91	2,071.27	485.88	12.15	2,117.70	495.60	12.39	2,154.97
Commissary Attendant 1	386.44	9.66	1,680.32	394.17	9.85	1,713.93	402.05	10.05	1,748.19

AIROPORT & LANGO OPERATIONS

	PERIOD ONE JUNE 1983		PERIOD TWO JUNE 1984		PERIOD THREE JUNE 1985		PERIOD FOUR JUNE 1986		PERIOD FIVE JUNE 1987	
	WEEKLY RATE	MONTHLY EQUITY	WEEKLY RATE	MONTHLY EQUITY	WEEKLY RATE	MONTHLY EQUITY	WEEKLY RATE	MONTHLY EQUITY	WEEKLY RATE	MONTHLY EQUITY
Telecommunication Agent 4	815.84	30.64	3,589.61	845.05	21.05	3,651.40	869.89	31.47	3,734.63	
Telecommunication Agent 3	733.82	18.65	3,277.76	758.90	19.22	3,341.33	784.38	19.61	3,410.21	
Telecommunication Agent 2	721.23	18.03	3,136.05	735.65	18.39	3,199.75	750.36	18.76	3,262.72	
Telecommunication Agent 1	693.82	17.35	3,016.87	707.70	17.69	3,077.22	721.85	18.05	3,138.75	

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(10), fifteen (15) or twenty (20) years of service, as applicable.

ARTICLE 8 . SCOPE OF AGREEMENT - PURCHASING & SUPPLY BRANCH

8.01 SENIORITY DIVISIONS

The Seniority Divisions into which the Purchasing & Supply Branch is divided are as follows:

EASTERN - that part of Canada lying east of Winnipeg.

WESTERN - that part of Canada lying west of and including Winnipeg.

8.02 CATEGORIES

All personnel of the Purchasing & Supply Branch, within the following work categories and in classifications as enumerated in Article 8.03, are covered by this Agreement.

Nothing in this Agreement shall prevent the Company from requiring employees to work in another category temporarily, provided that the employee in question is competent to perform the temporary duties required and further, provided that the Union is given prior advice of such action. The intent and application of this paragraph will be in accordance with Memorandum No. 2, re Working Temporarily in Another category.

8.02.01 Stock Handling

Comprising those employees engaged in the handling of stock and stock records.

8.02.02 Unassigned

8.02.03 Unassigned

8.02.04 Chauffeuring

Comprising those employees engaged to operate Company automotive vehicles.

8.03 CLASSIFICATIONS

The following are the employee classifications of the Purchasing & Supply Branch, within the categories enumerated in Article 8.02, covered by this Agreement.

The Company will not replace a classification within the Agreement by a management classification

8.03.01 Senior Lead Stockkeeper

Must have served at least one (1) year with the Company as a Lead Stockkeeper or have had equivalent experience in other employment, must possess sufficient practical knowledge of the materials stocked by the Company and of the applicable receiving, warehousing, issuing and shipping procedures and have the ability, as a working member of a group, to take complete charge of a shift in the absence of management supervision or as otherwise required and will be responsible for the quality and quantity of work assigned by him and training in applicable procedures.

8.03.02 Lead Stockkeeper

Must have served at least one (1) year with the Company as a Stockkeeper or have had equivalent experience in other employment and must possess sufficient practical knowledge of the material stocked by the Company and of the applicable receiving, warehousing, issuing and shipping procedures and have the ability to enable him as a working member of a group, to satisfactorily direct the work of Stockkeepers assigned to him and will be responsible for the quality and quantity of work assigned by him and training in applicable procedures.

8.03.03 Stockkeeper

Is employed by the Company to perform the receiving, shipping, warehousing and issuing functions. Including the operation of motorized equipment and local delivery motor vehicles and other associated duties as required.

8.03.04 Unassigned

8.03.05 Unassigned

8.03.06 Unassigned

8.03.07 Lead Chauffeur

Is employed by the Company to direct the work of other Chauffeurs, in addition to performing Chauffeur duties.

8.03.08 Chauffeur

Is employed by the Company, where the operation of Company vehicles requires practically full-time services of a Chauffeur, to operate and provide routine servicing to Company motor vehicles and to ensure proper receipt, safekeeping and delivery of material being transported in the Company vehicles.

8.04 GENERAL

8.04.01 Promotion to a higher classification in the Stock Handling and Chauffeur categories, shall be contingent upon a vacancy in the higher classifications.

- 8.04.02 The number of Lead Stockkeepers will be established solely by the Company, consistent with manpower requirements, provided that the ratio of Stockkeeper to Lead Stockkeeper at any one point will not exceed twelve (12) to one (1).

Notwithstanding the terms of the ratio as outlined above, it is further agreed that the number of Stockkeepers assigned to any one Lead Stockkeeper shall not exceed sixteen (16).

ARTICLE 9 - GATES OF PA" - PURCHASING & SUPPLY BRANCH

- 9.01 Rates of pay, as enumerated, are on a weekly basis and are established on the basis of a working week of forty (40) hours; if the scheduled working hours are reduced below forty (40) hours, the rate of pay shall be correspondingly reduced.
- 9.02 The Company may, at its discretion, pay higher rates than those established by this Agreement.
- 9.03 Scheduled advancement in pay within the salary scales established for certain classifications shall, subject to other provisions of this Agreement, be automatic upon the first day of the pay period following completion of service of each period of twenty-six (26) weeks or minimum of 952 hours on a 5/2 type work schedule or 880 hours on a 6/3 type work schedule (or their equivalent), whichever is greater, subject to the provisions that time allowed as annual vacation shall be considered as time worked.
- 9.03.01 Effective November 9, 1985, employees hired into the classifications of Stockkeeper and Chauffeur, scheduled advancement in pay will be automatic upon the first day of the pay period following completion of one (1) year's service in the classification for the first (1st) and second (2nd) levels of the salary scale. Advancement in pay commencing at the third (3rd) level of the salary scale will be automatic upon the first day of the pay period following completion of service of each period of twenty-six (26) weeks or minimum of 952 hours on a 5/2 type work schedule or 880 hours on a 6/3 type work schedule (or their equivalent), whichever is greater, subject to the provisions that time allowed as annual vacation shall be considered as time worked.

NOTE: Employees with a Company Service date prior to November 9, 1985 and transferring into the above-mentioned classifications, will commence at the third (3rd) level of the salary scale and advancement in pay will be in accordance with Article 9.03.

- 9.04 Eligibility for Shift Premiums will be as follows:

Afternoon Shift - All hours worked on scheduled shifts commencing between 12:00 noon and 7:59 p.m (inclusive).

Midnight Shift - All hours worked on scheduled shifts commencing between 8:00 p.m and 6:59 a.m (inclusive).

Irregular Shift - (in lieu of all other shift premiums) - All hours worked on scheduled shifts commencing from 2:00 a.m. to 5:59 a.m. (inclusive) or terminating from 2:00 a.m. to 6:00 a.m. (inclusive).

NOTE: Employees on a non-standard schedule (40/7 formula) shall be paid shift premium for hours actually worked, based on the starting time (as specified above) of each individual period of duty.

9.05 Shift Premiums will be paid as follows:

Afternoon Shift	\$0.44
Midnight Shift	\$0.53
Irregular Shift	\$0.59

In addition, a Shift Premium equivalent to that applicable to the employee's preceding regular shift shall be paid for all overtime hours worked.

9.06 The following are the rates of pay for all classifications in the Purchasing & Supply Branch covered by this Agreement.

PURCHASING & SUPPLY BRANCH	PERIOD ONE			PERIOD TWO			PERIOD THREE		
	JUNE 18/95 TO JUNE 15/96			JUNE 16/96 TO DEC. 14/96			DEC. 15/96 TO JUNE 14/97		
	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.	WEEKLY RATE	HOURLY EQUIV.	MONTHLY EQUIV.
Senior Lead Stockkeeper	855.64	21.39	3,720.49	872.75	21.82	3,794.89	890.21	22.26	3,870.81
Lead Stockkeeper	806.59	20.17	3,508.95	823.13	20.58	3,579.13	835.59	20.99	3,650.71
Stockkeeper 7	719.05	17.98	3,156.57	733.43	18.24	3,189.10	748.10	18.70	3,252.89
Stockkeeper 6	645.44	16.14	2,806.50	658.35	16.46	2,862.64	671.52	16.79	2,919.90
Stockkeeper 5	610.38	15.26	2,654.05	622.59	15.56	2,707.15	635.04	15.88	2,781.28
Stockkeeper 4	575.69	14.39	2,503.22	587.20	14.68	2,553.26	598.94	14.97	2,604.31
Stockkeeper 3	544.96	13.62	2,359.60	555.86	13.90	2,418.99	566.98	14.17	2,465.34
Stockkeeper 2	465.72	11.64	2,025.04	475.03	11.88	2,055.53	484.53	12.11	2,106.83
Stockkeeper 1	386.44	9.66	1,680.32	394.17	9.85	1,713.93	402.05	10.05	1,748.19
Lead Chauffeur	727.45	18.19	3,163.10	742.00	18.55	3,226.36	756.84	18.92	3,290.89
Chauffeur 3	678.53	16.97	2,952.12	692.51	17.31	3,011.17	706.36	17.66	3,071.39
Chauffeur 2	532.70	13.32	2,316.29	543.35	13.58	2,362.59	554.22	13.86	2,409.86
Chauffeur 1	386.44	9.66	1,680.32	394.17	9.85	1,713.93	402.05	10.05	1,748.19

NOTE: Employees covered by this Agreement will receive longevity pay as follows:

After completion of ten (10) years of service: Ten Cents (\$0.10) per hour.
 After completion of fifteen (15) years of service: Fifteen Cents (\$0.15) per hour.
 After completion of twenty (20) years of service: Twenty Cents (\$0.20) per hour.

The longevity pay will become effective with the beginning of the pay period following completion of ten (10), fifteen (15) or twenty (20) years of service, as applicable, in classifications covered by the Agreement.

520

ARTICLE 10 - HOURS OF WORK, WORK SCHEDULES, MEAL PERIOD, OVERTIME, TIME BANK,
SICK LEAVE, FIELD AND EMERGENCY WORK AND RELIEF DUTIES

10.01 HOURS OF WORK

10.01.01 The standard working week shall be forty (40) hours and the standard working day shall be eight (8) consecutive hours, inclusive of meal periods. Only time worked in excess of the standard day, except in the case of rotation of shifts, shall be credited as overtime, subject to the provisions of Article 12.

NOTE: For the purpose of overtime calculations, the working day shall be the twenty-four (24) hour period following the start of a regularly scheduled shift. Days off, Statutory and other authorized holidays shall be calculated on a similar basis using the starting time of the preceding regularly scheduled shift. It will be noted that the last day of a group of consecutive days off shall terminate at the start of the next regularly scheduled shift.

10.01.02 Where the standard working week and/or the standard working day are impractical due to the requirements of the service, work schedules and periods of rotation between shifts, mutually satisfactory to the Company and the Union, shall be established prior to posting. Where it is agreed that such work schedules are not the equivalent of a standard work week, time worked on scheduled work days in excess of that arrived at by multiplying the total number of calendar days in the work schedule by 40/7 shall be credited as overtime, subject to the provisions of Article 12. In addition, time worked on scheduled days off shall be credited as overtime.

NOTE 1: Compressed Work Week

See Memorandum No. 4 re Compressed Work Week

NOTE 2: 6/3 Type Work Schedule

See Memorandum No. 5 re 6/3 Type Work Schedule

10.01.03 WORK SCHEDULES

10.01.03.01 At all points, the working hours shall be posted and the beginning and quitting time for all shifts, whether permanent or temporary, shall not be changed without three (3) calendar days' notice and unless mutually satisfactory to the Company and the Union, except where the requirements of the service dictate otherwise.

10.01.03.01.01 It is recognized that there are basic requirements of work to be performed and certain limits in the time during which this work must be accomplished. With a recognition of these needs, the best possible work schedule can be achieved through a wide degree of discussion and mutual consideration of all the factors involved. Furthermore, it is not possible to establish a standard formula for work schedules which would be applicable to all branches, stations and bases.

- 10.01.03.01.02 In dealing with the question of work schedules, it is the responsibility of the Company to establish the manpower needs at various periods. It is then incumbent on both parties to jointly review all aspects of the situation to arrive at a work schedule to meet the required distribution of staff. It is most important that both parties recognize not only a continuing obligation to work out the most acceptable arrangement to cover the work requirements, but also the joint obligation to refer the matter to a higher level, where necessary, in order to assure that every effort is made to arrive at a mutually satisfactory solution. It is recognized that the maximum notice of any change in a work schedule is most desirable and every effort will be made to arrive at a schedule in time to permit the Union to process any appeal which they consider necessary.
- 10.01.03.01.03 In cases where there is a requirement of the service and insufficient time to settle the question, the employees will work the schedule pending finalization of the case. In all other cases, the employees will not be required to work the schedule until the issue has been mutually agreed to or processed to the Third Level of the Grievance Procedure and a decision rendered. In the event that the Union is not satisfied with the final decision concerning work schedules, such decision may be processed to the extent provided within the Agreement.
- 10.01.03.01.04 Work schedule changes will be posted at least three (3) days prior to implementation, unless the requirements of the service dictate otherwise. Although the changing of an employee from one established work schedule to another is not covered by this paragraph, it is agreed however, to continue the past practice of giving at least three (3) days notice, subject only to maintaining reasonable manpower distribution.
- 10.01.03.02 It is not possible to establish standard criteria covering the application of the "principle of seniority" (employees indicating their shift starting times) in conjunction with major changes in Flight Schedules. However, in the interest of efficiency and economy of operations and with a view to reducing associated unproductive costs without seriously affecting employees' working conditions and seniority privileges, it is agreed that local understandings with respect to the bidding process adhere to the following criteria:
- a) The employees be afforded an opportunity to indicate their shift preference by shift starting times up to twice a year.
 - b) An employee's ability to fill subsequent vacancies resulting from necessary adjustments in work schedules and/or manpower levels be limited to vacancies where the anticipated duration is sixty (60) calendar days or more and that consequential transfers resulting from backfilling such vacancies be limited to two (2).

c) Vacancies resulting from limiting consequential moves referenced in (b) above and/or vacancies of less than sixty (60) calendar days to be filled by reassignment of an employee(s) and/or new hiring(s).

With the exception of the foregoing, other administrative procedures may be established locally to meet any variance in conditions which may exist between locations (e.g., functional requirements, manpower distribution, size of station, etc.).

NOTE: This Article does not apply to the Technical Operations; Dorval Base Cafeteria and Purchasing & Supply Branches.

In the case of the Dorval Base Cafeteria, subject to maintaining adequate manpower and skill distribution on each shift and/or location, employees shall indicate their shift preference and will be assigned to a shift of their choice in accordance with their seniority.

10.01.04 MEAL PERIOD

10.01.04.01 The length of the meal period shall be one-half (½) hour and shall occur within one (1) hour on either side of the midpoint of the shift, unless otherwise mutually arranged locally. It is recognized that occasionally, unusual circumstances may cause the lunch period to fall outside these limits.

NOTE: Notwithstanding the foregoing, employees in classifications in the Dorval Base Cafeteria shall take their meal period at a time convenient to the requirements of the service. When normal meal times fall during such employee's working hours, he shall be provided with a meal selected from the regular bill of fare in the Cafeteria for that day.

The lunch period may be extended to one (1) hour by the Company to provide eight and one-half (8½) hours coverage per shift, in which case the employee will be paid for the extra one-half (½) hour as scheduled overtime.

The Company may extend the lunch period by five (5) minutes to provide a five (5) minute overlap between shifts, in which case no time credit will be allowed for this extension and it will not be considered as time worked.

The lunch period may be extended to one (1) hour, where possible, if requested by the employees, in which case no time credit will be allowed for this extension and it will not be considered as time worked.

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10.01.04.02 An overtime meal allowance will be credited where it is anticipated that an employee will work for a continuous period, the duration of which exceeds a complete shift by more than two (2) hours.

NOTE: In the case of classifications within the Dorval Base Cafeteria, the employees will be provided with a meal and not an overtime meal allowance.

This provision will apply even though a scheduled shift does not form part of the continuous period (for example, on a day off) and will apply irrespective of the length of notice that such extra work is required.

It should be noted that, if an employee is required to report for duty on an emergency overtime call, an overtime meal allowance will not be credited unless the time limits established above are met.

A second overtime meal allowance will be credited only when an employee is requested to work overtime following a scheduled midnight shift and the overtime worked extends beyond the termination of the scheduled meal period of the day shift.

When the above criteria has been met, the employee will be allowed one-half (1/2) hour as a meal period, which will be credited as time worked.

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The value of the overtime meal allowance credit will be Eight Dollars (\$8.00).

10.01.05 OFF DUTY PERIOD

10.01.05.01 Employees who have worked sixteen (16) consecutive hours (including time spent travelling and/or waiting, paid for under Article 10.04.03 of this Agreement) or more in any one day, will be entitled to eight (8) consecutive hours off duty prior to reporting for work without any loss in straight time earnings.

When an employee is absent for part of his regular shift without loss of straight time earnings and is required to work overtime beyond the regular hours of his scheduled shift, overtime rates will apply to all hours worked beyond the regular hours of the shift.

NOTE: If the sixteen (16) hours extend into the next day because of shift overlap, such extension will be considered as having been worked on the previous day. In the event it is necessary to reduce the "off duty" period in order to have an employee start his next regular shift, he shall be paid at double time to the extent of such reduction, commencing with the start of his regular shift.

10.01.06 YORK SCHEDULE CHANGE

10.01.06.01 When an employee is changed from one work schedule to another and is scheduled to work one or more of what would have been his days off (as provided for by his former work schedule), he will be given special compensation for such days as follows:

- a) First day worked - straight time, i.e., eight (8) hours straight time in addition to his regular day's pay.
- b) Second and subsequent consecutive days worked time and one-half or.
- c) Granted the aforementioned, previously scheduled day(s) off.

If overtime is involved on such days, time recording will be in accordance with that which applies on a scheduled work day.

10.01.07 SHORT SHIFT CHANGE

10.01.07.01 Although situations which result from the rotation of shifts are excluded from overtime provisions, under circumstances where changing an employee from one established work schedule to another results in a short shift change:

- a) Such change should be kept to a minimum and only be implemented where it is essential to maintain reasonable manpower distribution, subject to Article 10.01.03.01.04 [i.e., three (3) days notice].
- b) Under circumstances where an individual exceeds twelve (12) hours during the twenty-four (24) hour period, commencing with the start of the preceding regular shift, double time will be applicable to the remainder of the second shift.
- c) Should an individual subsequently exceed the previous number of scheduled shifts in his working week, b) above will be disregarded and the second shift will be considered as overtime and normal premium rates will apply.

10.02 OVERTIME

10.02.01 Subject to the following conditions, all overtime shall be credited on a time and one-half basis:

- a) An employee who is required to report for work on one of his regularly scheduled days off, shall be credited, on a double time basis. For those hours worked in excess of SIX (6) hours.
- b) An employee who is required to report for work on any two (2) or more days of a group of regularly scheduled consecutive days off, shall be credited, at double time, for all hours worked on the second and subsequent of such days.

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- c) An employee who is required to report for work on a Statutory Holiday, will be credited, on a double time basis, for all hours worked in excess of the regularly scheduled hours for the shift.
- d) An employee who is required to work more than ten (10) hours in a working day, shall be credited, on a double time basis, for all hours worked in excess of ten (10).
- e) Overtime credits shall not be pyramided and the maximum overtime credit, under any circumstance, shall be double time.

10.02.02 Only at those stations where the work schedule requires the application of the 40/7 formula for time recording, the Company may release employees from duty, consistent with manpower requirements.

10.02.03 At the end of each pay period, employees with overtime credits will qualify for payment of such credits on a straight time basis.

10.02.04 At the end of each pay period, employees owing the Company time, will have such time deducted from their pay on a straight time basis.

10.02.05 When an employee in the Dorval Base Cafeteria has been relieved for the day and is recalled to work, he will be paid not less than four (4) hours at the applicable overtime rate.

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NOTE: A period of duty will be subject to the minimum recall guarantee when an employee is required, after leaving work to again report for duty and commence work more than two (2) hours prior to the start of his next regularly scheduled shift.

10.02.06 In the case of a recall, a minimum overtime credit of six (6) hours shall be granted provided, however, in the event of an employee working over four (4) hours, a minimum overtime credit of twelve (12) hours shall be granted.

NOTE: A period of duty will be subject to the minimum recall guarantee where an employee is required, after leaving work, to again report for duty and commences work more than two (2) hours prior to the start of his next regularly scheduled shift.

10.02.07 No overtime shall be worked, except by the direction of the proper supervisory personnel of the Company, except when the work is necessary and prior authority cannot be obtained. All overtime will be governed on OR by a system of rotation, as outlined in the following.

10.02.07.01 Rotational overtime lists will be established at all locations for each appropriate group or formation. The purpose of these lists is to predetermine the individuals involved in overtime selection and to ASSURE a fair distribution of overtime.

- 10.02.07.02 The lists and the method of rotation will be established locally.
- 10.02.07.03 Employees required to work overtime will be advised as far in advance as possible.
- 10.02.07.04 Where the overtime requirement is in conjunction with a shift, all qualified employees on the appropriate overtime list, who are at work, will be canvassed first, unless otherwise agreed to locally. In the event the requirement is not filled by this process and the work involved is of at least two (2) hours duration, the Supervisor will endeavor to secure volunteers from the appropriate overtime list who are not on shift. In the event the requirement is not filled by this process within sufficient time prior to the termination of the shift, the Supervisor may assign the low man on the appropriate overtime list who is on shift.
- The Supervisor's determination of the time at which it is no longer reasonable to continue canvassing for volunteers will depend upon such factors as
- a) Minimum qualifications required for the job involved
 - b) The number of employees required to work the overtime
 - c) Time required to contact and give reasonable notice to the employees being assigned
 - d) The time needed for employees to get to work
- 10.02.07.05 Where the overtime requirement is not in conjunction with a shift, the Supervisor will first endeavor to canvass all qualified employees on the appropriate overtime list. In the event the requirement is not filled by this process, unless otherwise agreed to locally, the employees on the appropriate overtime list who are at work on the shift preceding the commencement of the overtime, will be required to work.
- 10.02.07.06 If assignment of an employee becomes necessary, the assignment order will be in the same sequence as in the case of normal canvassing. Should an employee be assigned to work against his wishes, he will work the overtime but may subsequently protest through the grievance procedure.
- 10.02.07.07 If an employee has been bypassed and when this bypass has been confirmed between the Company and the Union at the local level, the affected employee will be paid at the rate of time and one-half for all hours he would have worked had the bypass not occurred, except when:
- a) The employee was not qualified for the Job Involved
 - b) Job continuity was involved

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- c) The employee had not properly indicated his willingness to perform the overtime in accordance with overtime rules.
- d) There was insufficient time to permit normal canvassing.
- e) The overtime requirements, or part thereof, fell within the hours of the employee's scheduled shift.
- f) The employee could not be contacted at the time of canvassing.

NOTE: This Article does not apply to employees in the Dorval Base Cafeteria.

10.02.07.08 In order to comply with the requirements of the current Canada Labour Code, Part III, local rules governing the method and rotation of overtime for employees covered by this Agreement, must be in accordance with the following:

- a) The total number of overtime hours worked will not exceed an average of one hundred and four (104) hours in each quarter of the calendar year (i.e., 8 hours per week x 13 weeks = 104 hours), commencing January 1st, April 1st, July 1st and October 1st of each year.
- b) Overtime hours worked for this purpose does NOT include:
 - i) The hours an employee is scheduled to work on a Statutory Holiday
 - ii) The hours an employee takes training beyond his normal schedule.
- c) After working a total of one hundred and four (104) hours of overtime in any one quarter, the employee is ineligible to work overtime either "voluntarily or assigned", except as otherwise provided by the Code.

10.02.08 No employee shall be required to work overtime against his wishes, unless:

- a) No other qualified employee, whose name is on the appropriate rotational list, will work overtime on a voluntary basis and,
- b) In the opinion of the Supervisor, based on circumstances existing at the time of the decision, the work is urgently required and there is no other reasonable alternative.

The term "qualified employee" means an employee whose qualifications, in the opinion of the Supervisor, meet the minimum required for the job involved.

- 10.02.09 In the event an employee is required to work overtime against his wishes, the maximum number of hours he may be required to work shall be four (4) hours in conjunction with a regular shift and eight (8) hours on a regular day off or on a Statutory Holiday. These limitations do not apply to work assignments away from base. It may be necessary, in exceptional circumstances, to exceed the four (4) hour limit in cases involving Job continuity or limited staff.
- 10.02.10 If an employee disagrees with the decision of the Supervisor with respect to required overtime, he will work the overtime but may, subsequently, protest through the grievance procedure.
- 10.02.11 TIME BANK
- 10.02.11.01 At the end of each pay period, all time credits will be paid at the hourly rate. However, at the request of the employee, credits and debits may be accumulated in a Time Bank. 41
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- 10.02.11.02 Employees electing to participate in the Time Bank shall commence accumulating time credits on the second pay period following advice to the Company on the appropriate form
- 10.02.11.03 The use of Time Bank hours shall be subject to Supervision's prior approval, consistent with the manpower requirement of the Company and employee recognition that it may not always be possible to allow time off.
- 10.02.11.04 The Time Bank shall be limited to plus twenty-four (+24) hours and minus twenty-four (-24) hours.
- 10.02.11.05 At the end of each pay period, all time credits, in excess of twenty-four (24) hours, will be paid at the hourly rate in accordance with Article 10.02.03.
- 10.02.11.06 In the event an employee's Time Record is standing at a minus figure of more than twenty-four (-24) hours, such time will be deducted in accordance with Article 10.02.04.
- 10.02.11.07 Employees electing to utilize the Time Bank shall advise the Company in writing on the appropriate form. Once having elected to participate in the Time Bank, the arrangement shall continue until such time the employee subsequently advises the Company, in writing, of his desire to opt out of the Time Bank. If an employee opts out, he may only elect to utilize the Time Bank again at the beginning of a subsequent year.
- 10.02.11.08 Employees participating in the Time Bank will be given two (2) options relative to clearing time credits or debits as follows:

a) An employee may elect to have the Time Bank cleared annually on the last pay period of the calendar year

OR

b) An employee may elect to have the Time Bank cleared once in a calendar year. Upon written request, otherwise a clearance will not take place.

When clearance has been requested, all time credits or debits will be provided on the pay cheque no later than the second pay period following the written request.

10.02.11.09 Employees participating in the Time Bank shall have all credits/debits cleared at their rate of pay of the pay period in which the clearance occurs.

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10.03 SICK LEAVE

10.03.01 Sick Leave will be allowed in accordance with provisions in Company Regulations Manual.

10.04 FIELD AND EMERGENCY WORK

10.04.01 The method of selection of employees for these assignments will be arranged locally, in accordance with the following general principles.

10.04.01.01 The Company will determine the minimum number of employees by category, qualifications by aircraft type and as regards valid travel documents, with the maximum number being established through discussion with the Union at the local level as required. All of this will be advertised by Vacancy Notice.

10.04.01.02 Unless otherwise agreed to locally, a "Rotational List" will be established from all qualified applicants. In the event that insufficient bids are received, sufficient qualified employees will be assigned, as required, to fill the vacancies (minimum).

10.04.01.03 The selection of individuals for a specific assignment will be as follows:

a) Where there are two (2) hours or more notice of forecast departure, the requirements will be filled from employees on the "Rotation List" in effect. Employees on overtime duty are not eligible for such assignments, except for those working on their regular days off who can be released from duty by the Company without any replacement being required on an overtime basis.

b) Where there are less than two (2) hours notice of forecast departure, the selection or assignment will be limited to employees on the "Rotational List" who are on regular scheduled duty. If there are insufficient such personnel, other qualified employees on regular scheduled duty, will be canvassed and selected, or assigned, as necessary. At the Dorval Base, selection and assignment from the "Rotational Lists" will be made from all applicable hangar formations in the care of DC-8s, DC-9s, B-747s, L-1011s, B-727s and B-767s. Where personnel on these Dorval Base "Rotational Lists" who are on regular duty are insufficient, the additional requirements will be filled by selection or assignment of qualified personnel on regular duty within Aircraft Maintenance - Line. (In the case of categories not permanently assigned to that formation, from all qualified personnel on regular duty).

c) If assignment of employees from the "Rotational List" becomes necessary, the assignment order will be in the same sequence as for normal rotation of the list.

10.04.01.04 If an employee is inadvertently bypassed for an assignment, he will be given first choice to the next similar assignment, regardless of his position on the "Rotational List", subject to 10.04.01.03 a) and b) above.

10.04.02 When employees are, by order of the Company, required to engage in field work away from their base station, they shall be compensated for such work on the same basis as they were compensated at their base station.

10.04.03 Time consumed in travelling will be compensated for on the same basis as normal time worked at the base and in cases where an employee both works and travels in any one (1) day (twenty-four (24) hours, beginning at the start of his regular shift), he shall be compensated for the total of such time, provided that under no circumstances will more than eight (8) hours be allowed for travelling in any one twenty-four (24) hour period.

Where the required travel time of a particular assignment outside the existing Company route structure or as a result of Company route expansion appears to be inadequate, the Company will review the circumstances with the Union.

Time spent waiting at an airport, when the employee is unable to travel as planned, will be considered as travelling time for the purposes of this provision.

10.05 RELIEF DUTIES

10.05.01 An employee who is assigned to assume the duties of an employee in a higher classification, shall be paid at the minimum rate, subject to the NOTE below, of the classification in which relieving, provided that the duration of such relief is for a period of at least one (1) full work day or more. All paid periods of relief in a higher classification, shall be accumulated toward the scheduled advancement in pay within the classification scale.

NOTE: In the event that such employee is holding laid-off status in the classification to which assigned, or has previously served in such classification in an acting capacity, he shall be paid at the current rate for the position in the scale which he previously attained. In the event that such employee has previously served the necessary time for a higher scale rate, but did not receive the rate by reason of such service terminating before payment became effective, he shall be considered as having attained the higher rate.

10.05.02 When relief is required at regular intervals in a higher classification, on a pre-planned basis, to supply coverage in that classification not provided by the established work cycle, it shall be considered cycle relief. Cycle relief shall be paid for as of the end of each month, at the difference between the employee's regular hourly rate and the hourly rate of the classification in which relieving, times the total hours of such relief.

10.05.03 Acting/Relief Assignments - Certificated Station Agent II, Certificated Station Agent I and Certificated Lead Agent

10.05.03.01 First consideration will be given in order of seniority (basic classification) to interested Station Attendants and/or Lead Station Attendants holding a current Air Canada "Load Dispatch Certificate" endorsed for at least one type aircraft operating through the station.

10.05.03.02 Secondary consideration will be given in order of seniority (basic classification) to interested Baggage Agents, Commissary Agents, Cargo Customer Service Agents and Telecommunications Agents holding a current Air Canada "Load Dispatch Certificate" endorsed for at least one type aircraft scheduled to operate through the station.

10.05.03.03 The method of selection of employees for such assignments in these classifications will be established locally in accordance with the following general principles.

a) The Company will determine the number of employees needed to meet operational requirements.

b) qualified Lead Station Attendants and Station Attendants will be advised of the acting/relief requirements (number of temporary vacancies), by Vacancy Notice or contacted in seniority order (basic classification).

- c) As a secondary consideration and with a view to reducing forced assignments, qualified Baggage Agents, Commissary Agents, Cargo Customer Service Agents and Telecommunications Agents will be eligible for selection to the extent of the unfilled vacancies. In the event a Vacancy Notice is utilized, the "secondary consideration" aspect will also be included, otherwise qualified employees will be canvassed in seniority order (basic classification).
- d) The acting/relief requirement will be identified, coincidental with the establishment of the manpower requirements (e.g., Winter Flight Schedule).
- e) A "Rotational List" will be established in accordance with b) and c) above and qualified employees will be assigned to the extent of unfilled vacancies.
- f) Employees selected and/or assigned, will be provided with Certificated Load Agent training as required. This will include the necessary endorsements to meet operational requirements (i.e., a minimum of one (1) endorsement less than the total number of aircraft types scheduled to operate through the station), as well as A.L.P.A.C. Training.
- g) Employees successfully completing the training will have their names placed on a "Rotational List" in order of seniority (basic classification) and the duration of the assignment will be one (1) year.
- h) Acting/relief requirements will be filled from employees on the "Rotational List".
- i) If assignment of employees from the "Rotational List" becomes necessary, the assignment order will be in the same sequence as for normal rotation of the list.
- j) If an employee is inadvertently bypassed for an assignment, he will be given first choice to the next similar assignment, regardless of his position on the "Rotational List".
- 10.05.03.04 The acting/relief assignment(s) of a qualified employee on the "Rotational List", will not be terminated under circumstances where such an employee is provided with the necessary endorsements to meet operational requirements (as per Paragraph .03(f) above), unless a more senior, fully qualified employee, is prepared to fulfill the entire requirement.

Any location experiencing acting/relief assignment difficulties (i.e., insufficient volunteers to meet operational requirements), should review their situation with the appropriate General Chairman, in order to avoid the assignment of any employee who "qualified" prior to April 3, 1978.

10.05.04 Acting/Relief Assignments - Lead Station Attendant

- 10.05.04.01 The Company will determine the number of employees needed to meet operational requirements coincidental with the establishment of the manpower requirements of each flight schedule.
- 10.05.04.02 Employees will be advised of the estimated acting/relief requirements (number of Acting Lead Station Attendants required), in advance of such schedule changes (local notice).
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10.05.04.03 Consideration will be given in order of seniority to interested Station Attendants who have passed the qualifying examinations (Geography and Station Attendant Job Knowledge).
- 10.05.04.04 During the period of their acting assignment, every effort will be made to provide these employees with the Lead Station Attendant Training Course.
- 10.05.04.05 A individual with the basic qualifications who has turned down the opportunity to attend a Lead Station Attendant Training Course during the previous twelve (12) months, can be bypassed in the selection of individuals for relief assignments.
- 10.05.04.06 The acting/relief assignment of a fully qualified employee (Geography, Station Attendant Job Knowledge and Lead Station Attendant Training Course), filling such a requirement, will not be terminated unless a more senior "fully qualified" employee is prepared to fulfill the entire assignment (entire flight schedule).
- 10.05.04.07 An employee who has become "qualified" (Geography, Station Attendant Job Knowledge) will not be required to perform acting/relief assignments as a Lead Station Attendant. An employee who has become "fully qualified" (Geography, Station Attendant Job Knowledge and Lead Station Attendant Course) will be required to perform acting/relief assignments as a Lead Station Attendant during the period of one year following his becoming "fully qualified", in situations where normal staffing processes do not provide the required coverage.

10.06 TIME RECORDING

Any minutes shown to the employees:

- a) Credit for shift premium or,
- b) Credit or debit for overtime or undertime

will be subject to complete clearance each pay period.

10.07 TIME CREDITS FOR NON-PRODUCTIVE TRAINING

10.07.01 Subject to the following exceptions, attendance at all Company approved training classes, outside of scheduled working hours, shall be credited on a straight time basis.

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- a) All training taken in conjunction with a regularly scheduled shift, will result in payment at time and one-half.
 - b) All training taken on a Statutory Holiday will result in payment at time and one-half. (This is not applicable if the employee is on a work schedule which includes additional days off in lieu of Statutory Holidays).
 - c) Instructing is considered as time worked, therefore, if overtime scheduling is essential, such time will be credited at normal premium rates.
 - d) Special training of less than one (1) week, taken on regular day(s) off, will be credited at time and one-half and in any event will be subject to the following minimums.
 - i) A minimum credit of four (4) hours.
 - ii) Where the training exceeds four (4) hours, a minimum credit of eight (8) hours.

10.07.02 Where the employee takes training during the hours of his regularly scheduled shift, the training hours will be considered as time worked; therefore, if the employee is also required to work overtime on that same day, the normal premium rates will apply to such overtime work.

10.07.03 Where the employee takes training on his regular day off, the training hours will not be considered as time worked; therefore, if the employee is also required to work productively on that day, normal premium rates will apply only to such overtime work.

10.07.04 An employee's work schedule may be such that he can be assigned to a classroom training course of one (1) week, without a change in schedule. Under such circumstances, the individual will be compensated at straight time for training on regular day(s) off and travelling time credits as applicable.

10.07.05 Assignments to classroom training courses of more than one (1) week's duration involve a change in work schedule and with the exception of time spent training on regular day(r) off, which is compensated at straight time, employees will be compensated in accordance with Article 10.07.06 and travelling time credits as applicable.

10.07.06 Shift Premiums will not be paid for training time, except where training is taken during the hours of employee's regularly scheduled shift to which such premiums normally apply.

10.08 PAY CHEQUES

- 10.08.01 Underpayments in a pay cheque due to a Company administrative error, which is in excess of Fifty Dollars (\$50.00) "gross", will be reimbursed within four (4) working days of Winnipeg Payrolls receiving advice of such an underpayment.
- 10.08.02 Employee pay cheques will be deposited directly in an account designated by the employee at any recognized financial institution within the territorial limits of Canada. The pay statement will be sent via Canada Post to the address designated by the employee.

ARTICLE 11 - PROBATION

- 11.01 A new employee will not become a permanent employee until he has completed a probationary period of twenty-six (26) weeks.

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NOTE 1: Where an employee is hired for term employment under Article 16.17 and released prior to the completion of twenty-six (26) weeks and where the Company elects to rehire the same employee into the same classification within twelve (12) calendar months from the date of the termination of the former assignment, then such probationary period will be cumulative.

NOTE 2: In the case of the Dorval Base Cafeteria, a new employee will not become a permanent employee until he has completed a probationary period of not less than eighteen (18) weeks. During this eighteen (18) week period, the employee must have actually worked a minimum of six hundred eighty (680) hours subject to the provision that time allowed as annual vacation and Statutory Holidays shall be considered as time worked.

- 11.02 The Company reserves the sole right to make decisions regarding the retention, transfer and rate of pay of a new employee, at any time during the probationary period, but agrees to notify the Union of the action being taken within fourteen (14) days following completion of the probationary period.
- 11.03 A permanent employee transferring from one category to another in a position covered by this Agreement (including transfers from one Branch to another), will not become permanent in the new category until such time as he has completed a probationary period of eighteen (18) weeks.
- 11.04 In the event that an employee, referenced in Article 11.03, does not complete the probationary period, he will return to his former category/classification and point, with all previously established seniority, as referenced in Article 16.12.02. The Company will advise the Union of such a situation within fourteen (14) days following completion of the probationary period.

ARTICLE 12 - STATUTORY HOLIDAYS

12.01 The following Statutory Holidays, or overtime credit, or equivalent time off by virtue of work schedules, which include additional days off in lieu of Statutory Holidays, will be granted to all employees covered by this Agreement.

- New Year's Day
- Good Friday
- Victoria Day
- St. John the Baptist Day
- Canada Day
- August Bank Holiday
- Labour Day
- Thanksgiving Day
- Remembrance Day
- Christmas Day
- Boxing Day

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NOTE 1: New employees must be in the employ of the Company for at least thirty (30) consecutive days, prior to a Statutory Holiday, to be eligible for such benefit.

NOTE 2: Employees who have been absent from work, excluding vacation, in excess of thirty (30) consecutive days immediately prior to a Statutory Holiday, will not be eligible for such benefit. Interruption of this benefit will cease upon return to active employment.

12.02 In the event that an employee's regular scheduled day off falls on one of the above-listed Statutory Holidays, he may be assigned, in lieu of such Statutory Holiday, an additional day off on the scheduled working day either immediately preceding or following the Statutory Holiday. Under circumstances where an employee is not assigned such a day off, he will be credited with twelve (12) hours at straight time.

12.03.01 In the event that a Statutory Holiday(s) falls during an employee's first fourteen (14) days of absence due to sickness or injury, he will be assigned, in lieu of the Statutory Holiday(s), an additional day(s) off on a scheduled working day(s), before December 31st of the same year. In the event that the day(s) cannot be assigned by December 31st, the employee will be credited eight (8) hours at straight time in lieu of the holiday(s).

12.03.02 If a Statutory Holiday(s) falls during a subsequent period when an employee is absent due to long-term sickness (GDIP) or injury (Workers' Compensation/C.S.S.T.) and provided he works at least one (1) day in the calendar year within which the Statutory Holiday(s) falls, he will be assigned a scheduled working day(s) off for each of the Statutory Holiday(s) during this period which must be taken immediately following termination of GDIP or Workers Compensation/C.S.S.T. and prior to returning to work, except as provided for in Article 12.01, NOTE 2.

ARTICLE 13 - VACATIONS

13.01 Employees who have completed less than one (1) year of continuous service by December 31st of each year, will be granted vacation leave with pay in accordance with the following chart for each full month of continuous service up to December 31st.

Full Calendar Months of Continuous Service	Calendar Days of Vacation With Pay
1	1
2	2
3	4
4	5
5	6
6	7
7	8
8	9
9	11
10	12
11	13

NOTE: A full calendar month of service for vacation purposes will be credited if an employee commences Company service on the first working day of the month, provided all days of the month, before commencement of employment, are Statutory Holidays and/or regular days off in the employee's work cycle.

54

01-02 Employees who have completed one (1) year or more of continuous service by December 31st of each year, will be granted two (2) weeks [fourteen (14) calendar days] vacation with pay.

03-03 Employees who have completed three (3) years or more of continuous service by December 31st of each year, will be granted three (3) weeks [twenty-one (21) calendar days] vacation with pay.

10-04 Employees who have completed ten (10) years or more of continuous service by December 31st of each year, will be granted four (4) weeks [twenty-eight (28) calendar days] vacation with pay.

18-05 Employees who have completed eighteen (18) years or more of continuous service by December 31st of each year, will be granted five (5) weeks [thirty-five (35) calendar days] vacation with pay.

30-06 Employees who have completed thirty (30) years or more of continuous service by December 31st of each year, will be granted six (6) weeks [forty-two (42) calendar days] vacation with pay.

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28-06 Effective January 1, 1997, employees who have completed twenty-eight (28) years or more of consecutive service by December 31, 1996, will be granted six (6) weeks [forty-two (42) calendar days] vacation with pay.

NOTE: An employee exercising bumping privileges, who is out of the employ of the Company for a period of not more than thirty (30) clear calendar days from date of lay-off, will not be considered as having a break in service for purposes of calculating vacation credits.

13.02 The periods of vacation outlined in Article 13.01 will be exclusive of Statutory Holidays which may occur during the vacation period.

In the event that a Statutory Holiday(s) falls within an employee's vacation period, the employee will have the option of:

- a) Taking the day(s) in conjunction with the specific vacation period in which the Statutory Holiday(s) falls;
- b) taking the day(s) at a mutually agreed to time within the calendar year after the Statutory Holiday(s) occurs.

In the event the compensatory day(s) cannot be granted by December 31st of the calendar year, the employee will be credited with eight (8) hours at straight time.

13.03 An employee either on personal leave of absence or on laid-off status for more than thirty (30) consecutive days, will have his vacation entitlement, in the following year, reduced according to the following formula.

The twelve (12) month calendar year will be reduced by one (1) month for each complete unit of thirty (30) consecutive days of personal leave of absence or lay-off. This number will then be multiplied by the employee's annual vacation entitlement (i.e., 14/12 for two (2) weeks; 21/12 for three (3) weeks; 28/12 for four (4) weeks; 35/12 for five (5) weeks and 42/12 for six (6) weeks) to arrive at the number of calendar days vacation to be granted.

13.04 Vacations will be taken at such times as the services of the employee can be spared.

NOTE: Every effort will be made towards granting vacations in the summer months to as large a number of employees as possible, within the limits imposed by the need to maintain efficient operation of the Company. It is recognized that it is not possible to establish standard formula for vacations, which would be applicable to a whole department since, while it would still be necessary to spread vacations evenly throughout the year under some conditions, such is not the case at all bases and stations and in the latter cases, the peak work loads do not occur necessarily at the same time of the year. The only logical and equitable manner to establish vacation schedules is to discuss the matter at each point on the basis of the local conditions at that point.

- 13.05 Employees with two (2) or three (3) weeks vacation credits, may elect to split their vacation (in weekly increments) into two (2) periods. Employees with four (4) and five (5) weeks vacation credits, may elect to split their vacation into three (3) periods. Employees with six (6) weeks vacation credits, may elect to split their vacation into four (4) periods. The method of selection for the first period of vacation, will be in accordance with Article 13.06. Selection of the second period will be determined after all employees have indicated their first choice. Selection of the third period will be determined after all employees have indicated their second choice. Selection of the fourth period will be determined after all employees have indicated their third choice.

NOTE: Employees may elect to split their vacation entitlement into weekly increments, provided that the employee's work schedule has regular fixed days off and that backfill, if required, comes from a work schedule that does not require a change in regular fixed days off of the relief employee.

The determination of the number of weekly splits will occur annually, prior to vacation schedules being established.

Vacation guide charts established for various shift schedules are based upon the principle, that by granting vacation in conjunction with Regular Days Off (R.D.O.'s) and permitting employees to split their vacation entitlement into weekly increments, the total number of working days cannot exceed the number of working days involved, had the employee taken the entire vacation entitlement at one time.

- 13.06 Management shall provide lists and the employees shall be required to indicate their preference for vacation periods, in sufficient time to permit posting of approved vacation lists by December 15th of the year preceding that in which the vacation will be taken. Such preference shall be granted on the basis of the last permanent Company starting date. After vacation periods have been established, they will not be altered without mutual agreement by the Union and the Company.

NOTE: In the Dopyal Base Cafeteria, the periods available for vacation during a calendar year shall be posted at least two (2) months in advance of the first vacation period. Employees shall indicate their preference and shall be assigned vacations in order of Company service. Once established, vacation periods will not, unless due to the requirements of the service, be altered without mutual agreement by the Union and the Company.

- 13.07 Employees terminating employment with the Company for any reason, or laid-off (with the exception of those exercising bumping rights), will receive pay for accrued vacation. In the case of an employee whose continuous service qualifies him for two (2) or more weeks annual vacation entitlement, any part year vacation pay will be calculated by multiplying the number of full calendar months service in the part year by either 14/12, 21/12, 28/12, 35/12 or 42/12, for either 2, 3, 4, 5 or 6 weeks respectively, of annual entitlement, to arrive at the number of calendar days to be paid. The date of separation will not be extended beyond the date of actual termination of employment.

13.08 Under circumstances where a" employee with an outstanding vacation entitlement is placed on GDIP during a calendar year and does not return to work during that year, the employee will be given the option of either:

- a) Deferring the outstanding vacation, which must be taken, immediately following termination of GDIP and prior to returning to work. or,
- b) Being placed on "vacation" for the outstanding period prior to December 31st, in order to receive normal pay and extend the benefit period.

NOTE: For employees in the Dorval Base Cafeteria, under circumstances where an employee with an outstanding vacation entitlement is placed on GDIP or Workers' Compensation during a calendar year and does not return to work during that year, the outstanding vacation will be deferred and must be taken immediately following termination of GDIP or Workers' Compensation and prior to returning to work. Should the employee elect not to take this outstanding vacation, he will be credited with a straight time payment for the days involved.

If a" employee is absent from work, due sickness or injury, for a clear calendar year, he shall not be entitled to vacation credits he would have normally taken in that year.

Example:

Employee is injured November 1, 1989 with no outstanding vacation for the year 1989, employee returns to work February 15, 1991. Said employee will not be entitled to vacation credits for the year 1990, however he will be eligible for his normal vacation credit in 1991 based on Article 13.01.

13.09 Advance pay, when going on vacation, is available provided the following criteria is met.

- a) At least two (2) consecutive weeks vacation is being taken.
- b) Application is made in writing over the employee's signature at least two (2) weeks prior to the last authorized pay day before proceeding on vacation.

The method of entitlement, payment and recovery of the advance will be as follows:

- a) Advance payment will be made on the basis of fifty percent (50%) of the employee's basic bi-weekly/monthly gross salary for each pay day during the vacation period and will be paid on the last pay cheque that is received prior to the start of the vacation.

b) Recovery of the total amount of advance vacation pay, will be deducted from the first pay cheque received upon return from vacation or, in the case of three (3) or four (4) weeks vacation, from the next two (2) pay cheques.

13.10 The method of determining vacation entitlement under circumstances where an employee switches from a 5/2 to a 6/3 type work schedule or vice versa after approved vacation lists are posted (Article 13.06).

When an employee has not taken any vacation, the vacation entitlement will be assigned based on the number of working days provided for by the employee's work schedule (appropriate Vacation Guide Chart) in effect at the time the first vacation period commences.

When an employee has taken a portion of earned vacation on either a 5/2 or 6/3 type work schedule, the vacation entitlement will be determined as follows:

- a) Four (4) weeks vacation entitlement and employee works a standard 5/2 work schedule, the total working days vacation entitlement is twenty (20). Employee takes one (1) week of vacation and changes to a 6/3 type work schedule which results in twenty (20) working days minus five (5) working days for a total of fifteen (15) working days vacation remaining.
- b) Four (4) weeks vacation entitlement and employee works a 6/3 type work schedule, the total working days vacation entitlement is nineteen (19). Employee takes one (1) week of vacation and changes to a 5/2 work schedule which results in nineteen (19) working days minus six (6) working days for a total of thirteen (13) working days vacation remaining.

ARTICLE 14 - LEAVE OF ABSENCE

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14.01 Leave of Absence - General

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14.01.01 When a leave of absence is granted, the employee shall retain his seniority rights. However, should he engage in other employment while on his leave of absence, he shall lose his seniority rights unless special permission has first been obtained from Labour Relations and the appropriate General Chairmn.

14.01.02 The terms of the permission must be in writing, a copy of which will be given to the Union.

14.02 Leave of Absence - Personal

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14.02.01 Consistent with the manpower requirements, an employee, upon written request through his immediate Supervisor, may be granted leave of absence without pay for a period not to exceed ninety (90) days. This period may be extended by mutual consent of Labour Relations and the appropriate General Chairmn.

14.03 Leave of Absence - Maternity

Maternity Leave - A leave of absence without pay shall be granted to employees in accordance with the following.

- 14.03.01 Every employee with six (6) months of continuous service shall be granted a maternity leave in accordance with Articles 14.03.02 through 14.03.07.
- 14.03.02 The employee must request maternity leave in writing, accompanied by a medical certificate, certifying pregnancy and specifying the estimated date of her confinement, four (4) weeks in advance of the date such leave is desired. The request will also indicate the length of leave intended to be taken.
- 14.03.03 Maternity leave shall consist of a single period not exceeding nineteen (19) weeks if confinement occurs on or before the date specified in the medical certificate, or a single period of nineteen (19) weeks plus an additional period equal to the period between the date specified in the medical certificate and the actual date of confinement occurs after the date specified in the medical certificate.
- 14.03.04 Maternity leave may commence no earlier than eleven (11) weeks preceding the date specified in the medical certificate, except upon agreement between the employee and the Company, supported by a medical certificate.
- 14.03.05 Reference herein to a medical certificate shall mean a certificate signed by a qualified medical practitioner chosen by the employee.
- 14.03.06 Every employee who intends to take or is on maternity leave shall give at least four (4) weeks notice, in writing, of any change in the length of leave intended to be taken.
- 14.03.07 An employee returning from an authorized maternity leave shall be returned to her former position or to a comparable position in the same classification, subject to Article 16.

58a
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14.04 Leave of Absence - Child care Responsibilities

Child Care Leave - A leave of absence without pay shall be granted to employees in accordance with the following.

- 14.04.01 Every employee with six (6) months of continuous service, who has or will have the actual care and custody of a new-born child, shall be granted a child care leave in accordance with Articles 14.04.02 through 14.04.07.
- 14.04.02 The employee(s) must request child care leave in writing at least four (4) weeks in advance of the date such leave is desired.

58b
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14.04.03 The request must specify the desired date the leave will commence and terminate.

14.04.04 The leave will consist of a period not exceeding twenty-four (24) weeks commencing as the employee(s) elects in accordance with 14.04.04.01 and 14.04.04.02.

14.04.04.01 In the case of a female employee:

- a) On the expiration of her maternity leave,
- b) on the day the child is born, or
- c) on the day the child comes into her actual care and custody.

14.04.04.02 In the case of a male employee:

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- a) On the expiration of any leave of absence taken in respect of the child by a female employee, or
- b) on the day the child is born, or
- c) on the day the child comes into his actual care and custody.

14.04.05 Every employee who intends to take or is on child care leave, shall give at least four (4) weeks notice, in writing, of any change in the length of leave intended to be taken.

14.04.06 If two (2) employees are involved, the aggregate amount of child care leave, in respect of the birth of any one child, shall not exceed twenty-four (24) weeks.

14.04.07 An employee returning from an authorized child care leave, shall be returned to his former position or to a comparable position in the same classification, subject to Article 16.

14.05 Leave Of Absence - Adoption,

Adoption Leave A leave of absence without pay shall be granted to employees in accordance with the following.

14.05.01 Every employee with six (6) months of continuous service will be granted an adoption leave in accordance with Articles 14.05.02 through 14.05.06.

14.05.02 Upon receipt of notice as to the effective date of adoption, the employee will advise the Company, in writing, stating the desired date the leave will commence and terminate and provide a copy of documentation associated with the adoption.

61a
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14.05.03 The leave will commence on the day the child comes into the employee's care and will consist of a period not to exceed twenty-four (24) weeks.

14.05.04 Every employee who intends to take or is on adoption leave, shall give at least four (4) weeks notice, in writing, of any change in the length of leave intended to be taken.

14.05.05 If two (2) employees are involved, the aggregate amount of adoption leave, in respect of the adoption of any one child, shall not exceed twenty-four (24) weeks.

14.05.06 An employee returning from an authorized adoption leave shall be returned to his/her former position or to a comparable position in the same classification subject to Article 16.

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14.06 Leave of Absence - Bereavement

14.06.01 When a death occurs in the immediate family of an employee, the employee shall be entitled to bereavement leave of four (4) consecutive calendar days. This leave includes both working and non-working days. If the employee has completed three (3) consecutive months of employment, this leave will be with pay.

Bereavement leave will normally commence on the day immediately following the death. Subject to prior approval of the Company, this leave may be deferred to include the funeral should the funeral not take place within the four (4) days immediately following the death.

14.06.02 Definition "Immediate Family": Includes the spouse of the employee and the following relatives of either the employee or spouse (including common-law spouse): Son, daughter, parent, grandparent, grandchildren, sister, brother and including other relatives residing with the employee.

NOTE: The conditions of eligibility of a common-law spouse are the same as those which apply under the Company's Free and Reduced Rate Transportation program (refer to Publication 715, Chapter 3 for details).

14.06.03 In unusual circumstances, where the deceased is not a member of the immediate family (e.g., guardian, step-parents), bereavement leave will be at the discretion of the Company.

ARTICLE 15 - ON COMPANY SERVICE TRANSPORTATION

15.01 On Company service transportation will be allowed in accordance with provisions in the Company Regulations Manual.

ARTICLE 16 - SENIORITY

16.01 Principle

Seniority shall be based upon the principle of preference consideration for employees with long service.

16.02 Recognition

The principle of seniority will be recognized as applicable in accordance with the provisions outlined under:

- a) Work Categories
- b) Classifications
- c) Point Seniority
- d) Division Seniority
- e) system seniority

16.03 Privileges

Seniority, as governed by the provisions of this Article, shall be a factor in:

- a) Advancement or Promotion ^a
- b) Transfers ^b
- c) Reduction in forces ^c
- d) Recall after Lay-off ^d
- e) Bumping as a result of Lay-off ^e

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16.04 Categories

Seniority shall be recognized in each work category, outlined in Articles 4, 6, & 8 and shall be applicable within that category, regardless of work location or assignment, subject to the provisions of Section 16.10 of this Article. Seniority shall be non-transferable from one category to another.

16.05 Classifications

Seniority shall also be recognized and applicable in each classification, except in the Junior Mechanic and Learner Classifications. (Seniority in these classifications is outlined in Article 16.07).

16.06 seniority Dates

16.06.01 Unless otherwise provided by this Article, a seniority date, once established by the provisions of this Agreement, cannot be changed, altered or removed, except as a result of:

- a) Resignation
- b) Discharge for just cause
- c) Services dispensed with
- d) Desertion of service
- e) Retirement on pension
- f) Permanent demotion as a result of disciplinary action or lack of ability
- g) Failure to regain either permanent or term employment with the Company within five (5) or more years [sixty (60) consecutive months], while on laid-off status.
- h) Seniority list changes or corrections in accordance with this Article.
- i) Employee requested demotion
- j) Declination of recall to above basic classification at point of lay-off.

29
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16.06.02 Employees hired for term employment shall not establish seniority in the classification concerned. In cases where such employees become permanent, they shall receive full seniority for the total time employed in such classification, provided that service is unbroken in this classification.

NOTE 1: for employees in the Dorval Ease Cafeteria, no seniority credit will be given for time served as a casual employee.

NOTE 2: There shall be no seniority date granted to any permanent employee for any acting assignment. If such an acting assignment is later made permanent, the applicable seniority date will be effective only as of the date of the permanent assignment.

16.06.03 Permanent employees who accept temporary assignments to positions above and beyond the scope of this Agreement, shall continue to accrue seniority within the category and classification for a total of twenty-six (26) weeks within any calendar year. Under circumstances where an accumulation of temporary assignments exceeds twenty-six (26) weeks, no additional seniority shall be accrued during the calendar year while on such assignments.

NOTE: Non-accrual of seniority will not be applicable to Training Instructors and assignments involving introduction of new type aircraft and employees working under the provisions of Article 16.19.02

- a) Twenty-six (26) weeks within any calendar year will be administered on the basis of actual hours worked, i.e., forty (40) hours equals one (1) week, one thousand and forty (1,040) hours equals twenty-six (26) weeks.

- b) Actual hours worked includes overtime hours worked but excludes undertime, vacation, leave of absence, illness and Statutory Holiday credits.
- c) Non-accrual seniority adjustments for temporary assignments to positions above and beyond the scope of this Agreement, will be affected as a result of an accumulation of hours in excess of one thousand and forty (1,040) hours.
- d) An individual's seniority date(s) will be adjusted by one (1) calendar day for each eight (8) hours worked in EXCESS of one thousand and forty (1,040) hours.

Example

- Employee accumulates 1,095 hours
- Employee allowed 1,040 hours
- Excess hours 55 hours
- Number of non-accrual days is equal to 55 ÷ 8 = six (6) calendar days.

	Original Seniority Dates	Adjusted Seniority Dates
Station Attendant	Mr. 20, 1975	Mr. 26, 1975
Lead Station Attendant	Sept. 8, 1977	Sept. 14, 1977
Station Agent I	Nov. 13, 1981	Nov. 19, 1981
Mechanic	Apr. 27, 1965	May 3, 1965
Lead Mechanic	Feb. 13, 1975	Feb. 19, 1975
Shop Inspector	May 26, 1980	June 1, 1980

NOTE: Non-accrual seniority adjustments will be made annually in accordance with the provisions of Article 15.16.

16.06.03.01 In the event an individual, promoted to a management position above and beyond the scope of the Agreement, reverts to a classification covered by the Agreement in which he holds seniority, his seniority date(s) will be adjusted as follows.

- a) The date of promotion, plus twenty-six (26) weeks, or August 3, 1971, whichever is later, will establish the date to which seniority is accrued.
- b) The number of calendar days involved in the "non-accrual" period will be established by calculating the number of days from the date established by a) above, to the date that individual reverts to a classification covered by the Agreement.
- c) The previously established seniority dates will be adjusted to reflect the number of calendar days involved in the "non-accrual" period.
- d) The individual's name will be entered on the seniority list in accordance with the adjusted date(s).

16.06.04 In determining seniority of employees with equal seniority, the following procedures will be used and seniority position shall be established immediately. A decision can be made by the application of the following steps in the order written.

- a) Compare length of service in the category.
- b) Compare total length of service in the branch In classifications covered by this Agreement.
- c) Compare total length of service In classification covered by this Agreement.
- d) The last three (3) digits of the employee number, backwards, with the lowest number identifying the more senior employee (000 being the lowest possible number).
- e) In Cases where the above factors will not determine the position on the Seniority List, the position will be jointly determined by the Company and the General Chairmen.

NOTE 1: To determine the seniority sequence of employees with equal seniority who have previous Company service in classifications covered by the Agreement, the provisions, as outlined in a), b) and c), will be applied to such previous service.

In Cases where an employee's previous Company service was in a position not covered by the Agreement, the total length of previous service will be used.

NOTE 2: The procedure used in calculating both previous and continuous Company service in classifications covered by the Collective Agreement, in determining the sequence of employees with equal seniority, is the following:

- a) FULL-TIME SERVICE is calculated by adding the total number of days in a period of service where one day equals one day of service.
- b) PART-TIME SERVICE is calculated by adding the total number of days in a period of service and dividing the sum by two (2), for service accrued up to and including February 22, 1989. EFFECTIVE FEBRUARY 23, 1989, PART-TIME SERVICE will be calculated as in the process described in "a" above for FULL-TIME SERVICE.

EXAMPLES

	<u>SENIORITY</u>	<u>PREVIOUS SERVICE</u>	<u>TOTAL SERVICE</u>
<u>EMPLOYEE A</u>	89/01/13/01	SEPT 10/87 TO JAN 3/88 P/T JAN 4/88 TO MAY 22/88 F/T MAY 23/88 TO MAR 06/89 P/T MAR 07/89 TO DATE F/T PERM	126/2 = 63 139 276/2 = 138 + 12* ---
		TOTAL:	352 days
<u>EMPLOYEE B</u>	89/01/13/02	SEPT 10/87 TO MAR 23/88 P/T MAR 24/88 TO MAY 22/88 F/T MAY 23/88 TO MAR 06/89 P/T MAR 07/89 TO DATE F/T PERM	205/2 = 102.5 60 276/2 = 138 + 12* ---
		TOTAL:	312.5 days

* EFF FEB 23/89 A DAY FOR A DAY

16.07 Technical Operations Branch

Employees hired in or assigned to basic classifications (including Junior Mechanics or Learners hired or assigned on or after June 1, 1969) will be granted seniority on a day-for-a-day basis, the seniority date being that of permanent entry into the classification concerned. In the case of a new employee whose probationary period was satisfactory, the date will be that of hiring.

Employees hired in or assigned to classifications above that of Mechanic will, in addition, be credited with equal seniority in all lower classifications down to and including Mechanic, provided that seniority is not already established in such classifications. The seniority date established in the lower classifications, in accordance with this paragraph, shall be the date of permanent entry into the higher classification.

Employees hired as Junior Mechanics or Learners will have their name entered on the Seniority list and upon being classified as Mechanics, establish a Mechanic seniority date.

NOTE: Seniority for time served as a Learner and/or Junior Mechanic, shall be credited on the basis of two (2) days for every five (5) days served prior to June 1, 1969, the "Seniority Date" adjusted accordingly and on a day-for-a-day basis thereafter.

16.08 Airport & cargo Operations Branch

Employees hired in or assigned to classifications in the Airport & Cargo Operations Branch, will be granted seniority credit on a day-for-a-day basis, the seniority date being that of permanent entry into the classification concerned. In the case of a new employee whose probationary period was satisfactory, the seniority date will be that of hiring.

Employees hired or assigned to classifications above that of Station Attendant will, in addition, be credited with equal seniority in the basic classification provided that seniority is not already established in such classification. The seniority date established in the basic classification, in accordance with this paragraph, shall be the date of permanent entry into the higher classification.

16.09 Purchasing & Supply Branch

Employees hired in or assigned to classifications in the Purchasing & Supply Branch, will be granted seniority credit on a day-for-a-day basis, the seniority date being that of permanent entry into the classification concerned. In the case of a new employee whose probationary period was satisfactory, the seniority date will be that of hiring.

Employees hired in or assigned to classifications in Stock Handling categories above that of Stockkeeper will, in addition, be credited with equal seniority in all lower classifications down to and including Stockkeeper, provided that seniority is not already established in such classifications. The seniority date is established in the lower classifications, in accordance with this paragraph, shall be the date of permanent entry into the higher classification.

16.10 scope Of Seniority

Seniority privileges within each category and/or classification, will be governed as follows for each branch.

16.10.01 Technical Operations Branch

- a) 'Point' Seniority privileges will be recognized and applicable only at the Point where presently employed with respect to all employees for the first two (2) years service in a category and all employees in the Learner 1 to Junior Mechanic 4 (inclusive) classifications.
- b) "Division" Seniority privileges will be recognized and applicable only within that Seniority Division, as outlined in Article 4.0) and as determined by the point where presently employed, with respect to all employees upon completion of two (2) years service in a category, excluding employees in the Learner 1 to Junior Mechanic 4 (inclusive) classifications.
- c) "System" Seniority privileges will be recognized and applicable on the System with respect to all employees upon completion of five (5) years service in a category, excluding employees in the Learner 1 to Junior Mechanic 4 (inclusive) classifications.

16.10.02 Airport and Cargo Operations Branch

- a) 'Point' - Seniority privileges will be recognized and applicable only at the Point where presently employed with respect to all employees for the first two (2) years service in a category.

- b) 'Division' - Seniority privileges will be recognized and applicable only within that Seniority Division, as outlined in Article 6.01 and as determined by the point where presently employed, with respect to all employees upon completion of two (2) years service in a category.
- c) 'System' - Seniority privileges will be recognized and applicable on the System with respect to all employees upon completion of five (5) year* service in a category.

16.10.03 Purchasing & Supply Branch

- a) "Point" Seniority privileges will be recognized and applicable only at the Point where presently employed with respect to all employees for the first two (2) years service in a category.
- b) "Division" - Seniority privileges will be recognized and applicable only within that Seniority Division, as outlined in Article 8.01 and as determined by the point where presently employed, with respect to all employees upon completion of two (2) years service in a category.
- c) "System" - Seniority privileges will be recognized and applicable on the System with respect to all employees upon completion of five (5) years service in a category.

16.10.04 Dorval Base Cafeteria Seniority privileges as defined in this Agreement will be recognized and applicable within the Cafeteria, Air Canada Base, Dorval.

16.10.05 Where an employee transfers from one category to another, as a result of a successful application to a bulletin, scope of seniority (i.e., Point, Division, or System) will be based on total service in the categories involved.

16.11 Promotions

276
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- 16.11.01 Permanent promotions referenced in 16.11.10 below, shall be bulletined in accordance with the published "Promotional Bulletins and Vacancy Notices" as approved by the Union.
- 16.11.02 Copies of the bulletins and bids in reply thereto shall be supplied to the Union.
- 16.11.03 It is agreed that the Company will make promotions and fill vacancies from the ranks of permanent employees whenever practicable.
- 16.11.04 Employees working in a lower classification due to exercising bumping privileges are eligible to bid on any Promotional Bulletin addressed to that classification, provided they do not currently hold a seniority date in the position being advertised.

16.11.05 In the selection of employees for unscheduled advancement or promotion, decision shall rest with the Company provided that, in the case of employees with equal ability, the employee possessing the greater seniority shall receive the preference, such selections being made in consultation with the Union.

Under circumstances where the Company requires an understanding with respect to any special criteria in order to be considered eligible for selection to a subsequent Promotional Bulletin, the matter will first be discussed at the Headquarters Level. The objective of such a meeting is to obtain Union approval and to ensure that all employees are aware of the special criteria.

16.11.06 An employee selected for reassignment or promotion will be given a reasonable length of time in which to prove his capabilities in the new assignment.

16.11.07 Permanent employees promoted or assigned to management positions above and beyond the scope of this Agreement, on a permanent basis, shall continue to accrue seniority within the category Classification for six (6) months from date of promotion but shall not accumulate any additional seniority thereafter.

These employees will be held on a non-accrual seniority list for a period of twelve (12) months and then shall forfeit all seniority from his category(s)/classification(s).

Note: Effective (date of ratification), any employee who is already on a non-accrual list will remain for a period of thirty-six (36) months, then shall forfeit all seniority from his category(s) / classification(s).

Such seniority shall be effective only in the event the employee is assessed as unsuited for the assignment or is subsequently declared surplus to requirements. In either event, the Company may require the employee to revert to:

- a) Any above-basic classification in which seniority is established.
- or
- b) the basic classification in which the employee holds seniority.

The reversion may occur on a Point, Divisional, or System basis dependent upon the employee's length of service (reference Article 16.10).

An employee required to revert to a lower classification while holding seniority in a higher classification shall be considered on laid-off status with recall privileges to any above-basic classifications in which he holds seniority.

Within the first twelve (12) months of promotion, such employees may request to return to their former category subject to a permanent vacancy being available.

16.11.08 An employee advanced or promoted subsequent to the advancement or Promotion of a less senior employee will not, under any circumstances, become senior in new classification to employees previously advanced or promoted due to greater ability.

16.11.09 An employee who is again promoted to a classification from which he has previously been permanently demoted because of lack of ability or disciplinary action shall establish a seniority date coincidental with the date of latest permanent entry into classification.

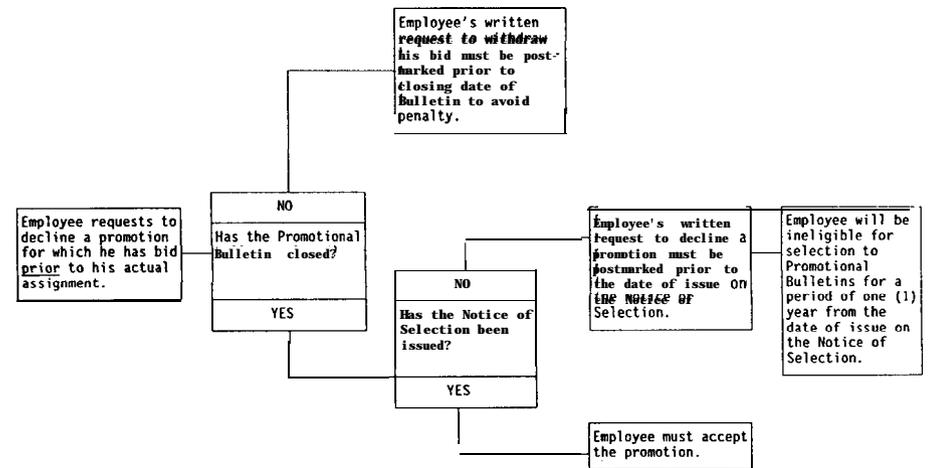
16.11.10 Promotions to above-basic classifications covered by this Agreement will be advertised on a System basis within each Branch and including those stations where employees are on assignment from a supply point within Canada. To be eligible for consideration for promotion, an employee must:

a) Within a Seniority Division - have completed two (2) years of service in the category as of the closing date of the Promotional Bulletin, and

b) On the System - have completed five (5) years of service in the category as of the closing date of the Promotional Bulletin.

NOTE: Where an employee transfers from one category to another as a result of a successful application to a bulletin, scope of seniority (i.e., Point, Division, or System) will be based on total service in the categories involved.

16.11.11 Action regarding employees who decline promotion



NOTE: If the employee withdraws, the next most senior qualified applicant will be selected

16.11.12 The finalization of Selection to Promotional Bulletins or Vacancy Notices will commence at Second Level.

16.11.13 Employees on laid-off status and not in the permanent employ of the Company are eligible to bid on Promotional Bulletins. Employees wishing to receive copies of Promotional Bulletins shall so indicate, in writing, to the Vice President of his Branch at Montreal, with a copy to his local Manager, his Union Regional Committee and District Lodge 148 at Montreal.

NOTE: Employees who are successful candidates to a Promotional Bulletin will forfeit all active recall privileges.

16.11.14 Employees on GDIP or Worker's Compensation will be eligible for selection to a Promotional Bulletin provided:

- a) The employee has indicated, in writing to the Company (copy the local Union), his desire to be advised of Promotional Bulletins or Vacancy Notices (involving promotions) during such absences.
- b) The employee has provided the Company with the appropriate address for forwarding such notices.
- c) The employee has passed the necessary qualifying exams.
- d) The employee has been declared medically fit to perform the work.
- e) The selection assists in rehabilitation and is consistent with the seniority of the individual involved.
- f) The availability of the employee.
- g) Physical limitations and effect of possible relocation, etc.

Under circumstances where an individual on Worker's Compensation, long term GDIP or Leave of Absence account illness, is considered acceptable and is immediately available to fill a position, the details will be provided to Headquarters for a decision at the Third Level of the Grievance and Discipline Appeal Procedure.

16.12 Transfers

16.12.01 Permanent employees transferring at Company request from one category to another, shall retain and continue to accrue seniority indefinitely in the category classification from which transferring, providing that such transfer is within the same Branch and further, providing that such transfer is the result of a successful application to a bulletin.

NOTE: Such seniority, as is retained in a previous category, under this provision, shall be effective only in the event that a laid-off employee is unable or does not elect to bump in his current category at another point and is unable to bump down I" that category at the point of lay-off. In such circumstances, the employee affected will be considered as being set back at the latter point to the highest classification in which he holds seniority in the previous category and the resultant staff processed in accordance with Articles 16.14 and 16.15 as necessary.

16.12.02 Except as covered in 16.12.01 above, employees permanently transferring from one category to another, in a position covered by this Agreement (including transfer from one Branch to another), shall continue to accrue seniority within the category classification from which transferred for six (6) months from date of transfer but shall not accumulate any additional seniority thereafter. Non-accrual seniority retained under this provision is limited to the category of most recent transfer.

NOTE: Seniority which is retained and accumulated as a result of laid-off status, is excluded from this provision.

Such seniority shall be effective only in the event that a" employee is unsuccessful in completing the probationary period or is subsequently laid-off and is unable to retain employment by bumping within the current category.

Employees may request to return to their former category; such transfers are subject to a permanent vacancy being available.

16.12.03 Employees permanently transferring between the Technical Operations, Airport & Cargo Operations and Purchasing & Supply Branches to management positions above and beyond the scope of this Agreement, shall continue to accrue seniority within the category classification from which transferred for six (6) months from date of transfer but shall not accumulate any additional seniority thereafter.

These employees will be held on a non-accrual seniority list for a period of thirty-six (36) months and then shall forfeit all seniority from his category(s)/classification(s).

Such seniority shall be effective only in the event the employee is assessed as unsuited for the assignment or is subsequently declared surplus to requirements. In either event, the Company may require the employee to revert to:

- a) Any above basic classification in which seniority is established, or
- b) The basic classification in which the employee holds seniority.

The reversion may occur on a Point, Divisional, or System basis dependent upon the employee's length of service (Reference Article 16.10).

An employee required to revert to a lower classification while holding seniority in a higher classification shall be considered on laid-off status with recall privileges to any above basic classifications in which he holds seniority.

Within the first twelve (12) months of the promotional transfer, such employees may request to return to their former category, subject to a permanent vacancy being available.

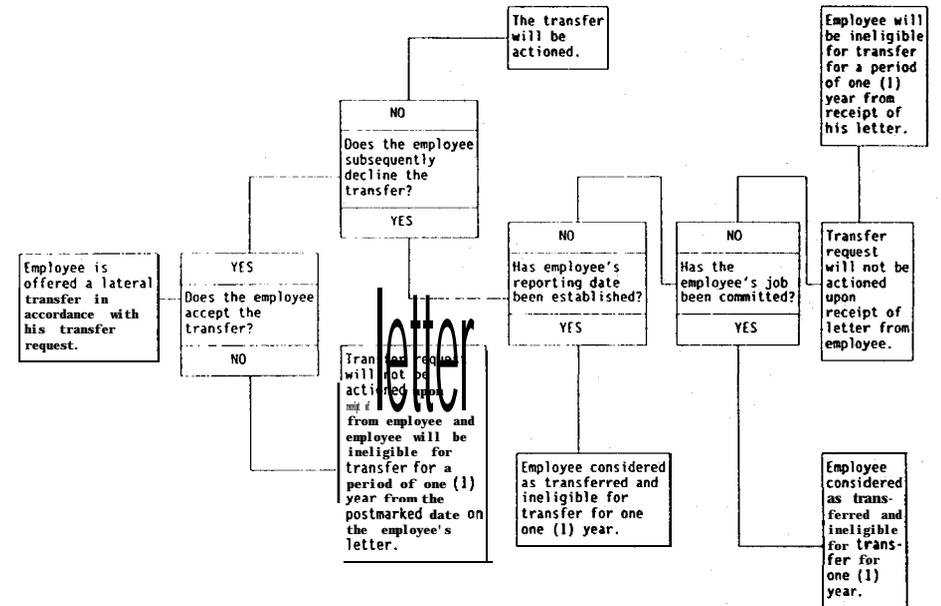
16.12.04 Employees permanently transferring between the Technical Operations, Airport & Cargo Operations and Purchasing Branches in classifications above and beyond the scope of this Agreement, will retain previously established seniority for a period not to exceed six (6) months. At the expiration of six (6) months, the employee must return to the previous category and/or classification or forfeit all seniority privileges.

Within the first six (6) months of the transfer, such employees may request to return to their former category subject to a permanent vacancy being available.

16.12.05 Employees permanently transferring from the Technical Operations, Airport & Cargo Operations or Purchasing & Supply Branches to any other Branch or to a non-management position within any of the aforementioned Branches, shall retain their seniority within the classification and category from which transferred for a period not to exceed six (6) months. At the expiration of six (6) months, the employee must return to previous category or forfeit all seniority privileges therein. The ability to return is subject to a permanent vacancy being available.

16.12.06 Permanent employees transferring on a permanent basis from either one point to another, within a Seniority Division or from one Seniority Division to another, will carry all previously established seniority dates to the new point and/or Division.

16.12.06.01 Action regarding employees who decline requested transfers



16.12.07 An employee desiring to transfer from

- a) One category to another
- b) One point and/or division to another
- c) One Branch to another

shall so indicate in writing, by use of the ACF732B, to the appropriate Labour Relations Office at Montreal with a copy to his local Manager and to his Union Regional Committee. To be eligible for consideration, the request for transfer must be postmarked at least thirty (30) days prior to the vacancy becoming available on a permanent basis. Each request for transfer, including copies, must be forwarded by Canada Post and will be considered active for a period of one (1) year following which it will be necessary for any employee, still desiring a transfer, to again submit a request in writing

NOTE 1: Employees permanently transferring under the provisions of this paragraph, will be ineligible for transfer for a period of one (1) year from date of transfer.

NOTE 2: Employees on laid-off status not in the permanent employ of the Company are eligible for transfer.

NOTE 3: Employees employed in the Company and holding laid-off status in any classification(s) are eligible for transfer in such classification(r).

NOTE 4: Employees accepting transfers will forfeit all active recall privileges.

EXCEPTION 1: If a transfer involves a change of category and the provisions of Article 11.04 are applied, the employees' recall privileges will be reinstated.

EXCEPTION 2: An employee laid off who exercises bumping rights and subsequently transfers to another point within his classification, or, who accepts laid off status at the point and subsequently transfers to another point within his classification, will retain his recall rights within his classification to his point of layoff only.

NOTE 5: All new hires into classifications with the Dorval Base Cafeteria are required to remain in a classification in the Dorval Base Cafeteria for a minimum period of eighteen (18) months before becoming eligible to transfer to other Branches or positions within the Company.

16.12.08 Under circumstances where a Classification and/or Category is to be introduced in a location where the Classification/Category is not presently being utilized OR the Company is scheduled to COMMENCE operating into a NEW Canadian city, the following will apply:

A General Information Circular (G.I.C.) will be issued notifying all employees covered by this Collective Agreement of a classification/category being introduced at a location. Eligible employees interested in such a vacancy must submit an employee requested transfer by a specified date. The anticipated reporting date will also be included.

In the event the vacancy is in an above basic classification, employee requested transfers will be considered in conjunction with eligible applicants to the Promotional Bulletin, reference Article 16.12.09.

16.12.09 Employee requested transfers in "above basic" Classification, will only be actioned if the employee's seniority in the appropriate basic classification(r) is greater than that of eligible applicants to a Promotional Bulletin. Under such circumstances, the applicable Promotional Bulletin will be cancelled and the vacancy filled by actioning the employee requested transfer.

16.12.10 Basic classification vacancies for technical aircraft maintenance categories at line stations normally filled from supply points, on a permanent basis, which are not filled by employee requested transfers, will be covered by a Vacancy Notice at the appropriate supply point(s). Under the circumstances where there are no eligible applicants to a Vacancy Notice, the Company will endeavor to hire qualified employee(s) locally, failing which, the junior qualified individual(s) at the applicable supply point(s) will be required to fill the vacancy. An employee permanently transferring from one point to another, as a result of selection or assignment to a Vacancy Notice, will be ineligible for lateral transfer for a period of two (2) years from the date of transfer. The line stations (or any new stations) will use supply points as follows:

- a) Stations in the Provinces of British Columbia, Alberta, Saskatchewan and Manitoba - Vancouver and Winnipeg.
- b) Stations in the Province of Ontario (except Ottawa) and the United States - Toronto.
- c) Stations in the Province of Quebec (including Ottawa), Europe, Asia and the Caribbean Dorval.
- d) Stations in the Provinces of Prince Edward Island, Nova Scotia, New Brunswick and Newfoundland Halifax.

NOTE: Employees on laid-off status, not in the permanent employ of the Company, will be eligible to bid on Vacancy Notices relative to supply points addressed to their permanent category and classification. Copies of such Vacancy Notices will be provided upon written request to the Vice-President, Technical Operations at Dowel. Employees who are successful candidates to a Vacancy Notice will forfeit all active recall privileges.

16.12.11 Employees who are temporarily assigned to other points or Seniority Divisions for relief duty or training, shall retain seniority in original point or seniority Division.

16.12.12 Should a reduction in staff be implemented in any category, an employee effected may be offered employment in another category if a vacancy exists, subject to evaluation of his experience in line with the work assignment to which he is proceeding. In the event of an employee accepting such a position, his seniority in his original category will be protected. It shall not be obligatory upon the employee to accept such a position, as may be available and should he elect to remain laid-off, his seniority shall be protected. Should the employee desire to transfer to the category in which he has been re-employed, he may do so, providing there is a vacancy in the permanent establishment.

16.13 SET-BACKS OR DEMOTIONS

16.13.01 An employee who is set back one or more classifications due to a change in the classification strength, or any other circumstances not resulting from lack of ability or disciplinary action, shall retain seniority in previously established classifications and shall be recalled to those classifications in accordance with his seniority therein. Employees set back, as outlined in this paragraph, shall be considered as having been laid-off and shall have bumping privileges as outlined under Article 16.15

16.13.02 An employee who is permanently demoted one or more classifications due to lack of ability or disciplinary action, shall forfeit seniority privileges in those classifications from which demoted.

16.13.03 An employee may request demotion to a classification in which he holds seniority, provided the request is in writing and is limited to the point where currently employed. However, an employee whose promotion resulted in a transfer to a new point will not be allowed to demote to another above basic classification for a period of five (5) years. Subject to a permanent vacancy being available, such requests will be processed as follows:

- a) Employee submits a written request for demotion to his Supervisor, copy to the local Union.
- b) The Supervisor will forward the request to Corporate Labour Relations.

c) The employee will be advised in writing (copy to the local Union), when his request is actioned, including a device of the applicable seniority changes and time limits relative to eligibility for promotion and transfer.

16.13.03.01 Under circumstances where the request is actioned, the employee will:

- a) Forfeit seniority in all higher classifications.
- b) Be ineligible for promotion to the classification from which demoted for a period of three (3) years from date of demotion.
- c) Be ineligible for promotion to any other higher classification for a period of one (1) year from date of demotion.
- d) Be ineligible for employee requested transfer from one point to another for a period of one (1) year from the effective date of the demotion.

16.14 STAFF REDUCTIONS

16.14.01 Staff reductions will be made strictly on the basis of seniority.

16.14.02 In the event there are surplus employees at one point in a Seniority Division coincidental with a vacancy in the same classification at another point in the same Seniority Division, the opportunity to fill the vacancies, except as provided for in Article 16.16.10, will be offered only to surplus employees prior to implementing lay-off action. The opportunity to transfer (one hundred percent (100%) of the transfer expenses to be assumed by the Company) will be offered to surplus employees in order of seniority on an optional basis. In the event the position is not filled by this process, the Company transfer obligation is terminated and the employees involved will be placed on laid-off status without bumping privileges.

NOTE 1: Should the surplus identified in Article 16.14.02 result from the centralization of job functions (e.g., Load Dispatch) and when a vacancy exists at the point where the work was relocated, surplus employee(s) who decline the opportunity to transfer and are placed on laid-off status, will be permitted to exercise bumping privileges as provided in Article 16.15.

NOTE 2: Transportation and expenses will be allowed in accordance with provisions outlined in Company Regulations Manuals 709 and 710.

16.14.03 The effect of staff reductions upon agreed quotas', will not be considered until after staff reductions have been implemented. The staff will be reduced as required and Personnel affected, notified in Writing. The remaining staff will then be adjusted, as required, to meet the agreed quotes and the personnel to be reduced in classification notified accordingly and offered the opportunity of accepting the set-back or of bumping as outlined in Article 16.15.

16.14.04 Employees shall not accumulate Company service for the period laid-off.

16.14.05 Employees, when laid-off, must file their address and telephone number with the Company and notify the local Personnel Services office of any change of address.

16.15 BUMPING

16.15.01 Bumping shall be a recognized seniority privilege of personnel on laid-off status and except as provided in Articles 16.11.06 and 16.12.02, may be exercised only by such personnel. This privilege is restricted in application to the bumping of an equal number of employees on the bottom of the Seniority Division Classification Seniority List and also, providing that the forfeiture of the bumping privilege by one or more of the laid-off employees automatically reduces the number of employees who may be bumped.

16.15.02 The actioning of the bumping process, under circumstances where employees eligible to bump have not indicated an order of preference for all of the locations where there are junior employees eligible to be bumped, will be as follows:

a) The names of all employees desiring to bump will be listed in order of seniority, together with their indicated preferences.

b) The names/locations (points) of the most junior employees (all those employees on the bottom of the Seniority Division Classification Seniority List) eligible to be bumped, will be listed in inverse order of seniority.

NOTE: This may be equivalent to, less than, but never greater than, the number of surplus employees in a) above.

c) Eliminate the names of surplus employees desiring to bump where the only point(s) designated are no longer available due to the decision of other surplus employees who decided not to exercise their bumping privilege and elected laid-off status.

d) Eliminate an equivalent number of names/locations (points) of the most senior employees who were eligible to be bumped (e.g., equivalent to the number of surplus employees in c) above).

- e) Endeavor to accommodate the surplus employees eligible to bump in seniority order in accordance with their indicated preference on a tentative basis, until such time as the bumping privileges of all surplus employees can be definitely established.
- f) In accommodating surplus employees in the bumping process, it must be ensured that no junior employee retains employment while a more senior employee is displaced (bumped).
- g) In the event all the surplus employees eligible to bump cannot be accommodated in accordance with their indicated preferences, eliminate the name(s) of surplus employees desiring to bump (place them on laid-off status) where the only points designated cannot be obtained due to the indicated preference of a more senior surplus employee or the process does not result in the displacement of the most junior employee(s).
- h) Eliminate an equivalent number of names/locations (points) of the most senior employees who were eligible to be bumped (e.g., equivalent to the number of surplus employees in g) above).

NOTE: This process will only be utilized in circumstances where the list of surplus employees desiring to bump is equal to the list of those employees eligible to be bumped.
- i) Continue to repeat the process outlined in e), f), g) and h) above, until the bumping privileges of all the surplus employees can be definitely established.

16.15.03 Bumping shall be restricted in application by:

- a) Work category.
- b) Classification of employee and the number of years of service in the category (reference Article 16.10).

16.15.04 Employees who are laid-off may, consistent with the scope of their seniority as outlined in Article 16.10, exercise such seniority and elect to:

- a) Bump within their classification in their Seniority Division or on the System if unable to retain employment in their classification within their Seniority Division. or
- b) Bump down to a lower classification at the point of lay-off, or,
- c) Bump down to a lower classification at another point in their Seniority Division, or on the System (consistent with the provisions of Article 16.15.01 above), providing that the employee concerned is unable to bump under the terms of 16.15.04a) and further, provided that either he is unable or he does not elect to bump down more than one classification where such circumstances apply under the terms of 16.15.04b).

NOTE: An employee holding seniority in another category (reference Article 16.12.02), who is unable to retain employment by bumping in the current category, may exercise seniority in the former category in accordance with these provisions.

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- 16.15.05 The employee must notify the Company of intent to bump not later than seven (7) clear calendar days prior to the termination of the period of notice, inclusive of the effective date of such NOTICE. A form will be provided for this purpose and must be completed in accordance with INSTRUCTIONS thereon. In the event of failure to so notify the Company, the employee will be considered to have elected laid-off status with recall privileges to the point only.
- 16.15.06 Finalization of the bumping process shall be consistent with an allowance to the bumped employee of fourteen (14) clear calendar days' notice from the date of such lay-off NOTICE.
- 16.15.07 laid-off employees may be allowed a period, not to exceed thirty (30) clear calendar days from date of lay-off notice, within which to report for duty at point of bumping.
- 16.15.08 Employees being laid-off must work for the full period of their notice, unless extenuating circumstances warrant other handling, mutually agreeable to the Company and Union.
- 16.15.09 In the event an employee exercising bumping privileges subsequently resigns prior to reporting, the employee who was to be displaced shall be laid-off.
- 16.15.10 Employees not on the active payroll, whose seniority is such that they would be involved in a staff reduction, will be laid-off. In the event such an employee elects to bump, the reporting date will be delayed until such time as the employee is returned to the active payroll. The employee being displaced will also be laid-off.
- 16.15.11 Failure of employees exercising bumping privileges to advise the Company of any possible delay in reporting for work at the point of bumping and on the specified date, will constitute a serious offence and will be dealt with as individual cases by the Company and District Lodge 148.
- 16.15.12 Employees who have signified intent to exercise bumping privileges and who subsequently reverse their decisions, will be considered as having deserted the service of the Company, with subsequent loss of all rights and privileges, subject to consideration by the Company and District Lodge 148 of exceptional circumstances.

16.16 RECALL

16.16.01 At the time of lay-off, an employee holding laid-off status, as referenced in Article 16.14, may, in addition to the point of lay-off, specify up to three (3) additional points to which he wishes to be recalled. A form will be provided for this purpose and must be completed in accordance with Instructions thereon.

16.16.02 Recalls to point of lay-off and additional specified points will be in order of seniority as follows:

- a) Notice of open position shall be sent, by Canada Post (Registered Mail), to senior laid-off employees involved.
- b) Notified employees must advise the Company, by Canada Post (Registered Mail) or other alternative written advice, within seventy-two (72) hours of date of notice, if they wish to be considered for recall. The senior employee of those replying within seventy-two (72) hours limit shall be recalled.
- c) In the event that the employee does not wish to be considered for the position, he must so advise the Company, by Canada Post (Registered Mail) or other alternative written advice, within fourteen (14) days from date notice was sent out.
- d) A laid-off employee not currently employed within the Company, who is notified of a permanent position in his category at the point from which laid-off, must accept, providing that in the case of an employee laid-off from a classification above that of Mechanic in the Maintenance & Engineering Branch, the position is in a classification not lower than that of Mechanic.
- e) An employee accepting a recall will not, except under very extenuating circumstances, be permitted to reverse his decision.
- f) Except for employees covered by 16.16.09, failure to comply with regulations c), d) and e) above, will result in the individual's name being removed from the seniority list and he will therefore be considered as having deserted the service of the Company, with consequent loss of all rights and privileges.
- g) Recalled employees must report for duty within fourteen (14) days from date of recall notice. This period may be lengthened under extenuating circumstances.

16.16.03 The notices or other alternative written advice of open position, shall contain the following information:

- a) Whether the position is permanent or term employment.
- b) Location of position.
- c) Effect on seniority.

16.16.04 Under circumstances where a term position becomes available in a basic classification, the procedure for filling the position will be as follows:

- a) In the event the anticipated duration of the position is more than sixty (60) calendar days, it will be offered in seniority order to all laid-off employees in the classification eligible for recall to the point.
- b) In the event the anticipated duration of the position is less than sixty (60) calendar days, it will be offered to laid-off employees at the point.
- c) Any remaining vacancies in a) or b) above to be filled by local hiring, including consideration of term employment to qualified employees in other categories.

It is important to note that it may be necessary to utilize term employment pending finalization of the process referenced in a) above.

An employee accepting term employment will not be considered eligible for term employment at another location (regardless of the duration) until the employee involved is reverted to laid-off status.

Time involved in term employment within the category from which laid-off, will only count in the establishment of scope of seniority privileges (i.e., Point, Division and System seniority) when the employee is recalled to a permanent position.

Employees working at another location due to the exercising of their bumping privileges and holding recall to the point, are ineligible for consideration for term employment.

16.16.05 Where a permanent vacancy exists in a basic classification, employees on laid-off status are given first consideration over a requested demotion to the same classification.

16.16.06 Employees offered recall in accordance with their seniority and not able to return to the active payroll, account medical reasons, will have their reporting date delayed until declared medically fit, subject to the approval of the Company Medical Officer.

16.16.07 Laid-off employees who did not accept term employment, may, provided that the work was offered in the category of such employees and provided that the duration is extended, be allowed to reconsider their decision consistent with their seniority, provided, however, that the duration must first be extended an additional ninety (90) days.

16.16.08 Should the prospective period of employment be of indefinite duration, it shall be discussed and mutually agreed between the Company and the Union as to whether the employment shall be classed as term or permanent.

- 16.16.09 a) An employee who is working at another point due to exercising bumping privileges, shall be considered as being laid-off and will be subject to lateral recall to the point of most recent lay-off, consistent with his seniority, providing that the vacancy is in the category from which laid-off and in the classification in which he bumped and further, provided that he is currently employed in such classification. If the employee does not, within seventy-two (72) hours, accept first recall, he will be considered as transferred and will not be given further recalls on this basis.

NOTE: In the event such an employee does not, within seventy-two (72) hours, accept the first recall to a higher classification in the same category at the point of most recent lay-off in the current classification, he will forfeit the above lateral recall privileges.

- b) Laid-off employees who have accepted employment in other categories or branches shall be considered as being laid-off and will be subject to recall to the category from which laid-off, consistent with their seniority. If the employee does not, within seventy-two (72) hours, accept the first recall to point of lay-off to a permanent position, he will be considered as having voluntarily transferred to present assignment as of the effective date of lay-off, subject to the provisions of Article 16.12.02 and 16.12.03. If the employee accepts recall, he will lose all rights and privileges in the category from which recalled.
- c) An employee who, after lay-off in his present category, has exercised bumping privileges in a former category to retain employment in the Company, shall be considered as being laid-off in the present category and will be subject to recall to that category, consistent with his seniority. If the employee does not, within seventy-two (72) hours, accept the first such recall to the point of lay-off, he will lose all rights and privileges in the category from which laid-off. During the period of lay-off, seniority will not accumulate in the category in which such an employee has exercised bumping privileges; however, previous established seniority in the former category will be retained upon accepting recall.
- d) An employee who has exercised bumping privileges in a lower classification, shall be considered as being laid-off in the higher classification, consistent with his seniority. If the employee does not, within seventy-two (72) hours, accept the first such recall at the point where currently employed, he will,
- i) Forfeit seniority in the higher classification;
 - ii) Be ineligible for promotion to any higher classification for a period of three (3) years from the date of the recall notice;

iii) Be ineligible for an employee requested transfer from one point to another for a period of one (1) year from the date of the recall notice.

16.16.10 Personnel, on laid-off status, shall not be recalled under circumstances where transfer of surplus personnel holding divisional seniority and who are presently employed within the Seniority Division, will meet the manpower requirements at another point unless any of the employees on laid-off status, desiring a recall, are senior to the surplus personnel who would be involved in the transfer.

16.16.11 Employees in basic classifications who are laid-off as a result of a reduction in staff, shall be recalled on the basis of greatest category seniority of the employees desiring recall to the point.

16.16.12 Employees in above basic classifications, who are laid-off as a result of a reduction in staff, shall be recalled on the basis of greatest classification seniority of the employees desiring recall to the point.

16.17 TERM EMPLOYMENT

16.17.01 Term employment may be utilized by the Company for such purposes as summer flight schedules (e.g., vacation relief), acting management assignments, leaves of absence (e.g., accident, illness), special work Programs for specified period and phase-in Phase-out (e.g., aircraft type or base).

16.17.02 Term employment will be limited to twenty-six (26) weeks. In the event such employees are retained beyond this period, they will be designated as "permanent", provided they have successfully completed the probationary period.

NOTE: In situations where a staff requirement exists that is temporary in nature, i.e., where the assignment is of a known duration (start and stop dates), or a backfill against a temporary exit (GDIP, WCB and so forth), that vacancy will normally be filled by a term hire under the provisions of this Article even though the assignment may exceed twenty-six (26) weeks.

In situations where a staff requirement exists that is permanent in nature, i.e., where the assignment is the result of an ongoing operation need where no end date or period is known, then that vacancy will be filled by the declaration of a permanent vacancy and this vacancy will be filled under other provisions of the Agreement.

16.18 SENIORITY LISTS

- 16.18.01 a) Each year, the Company shall have prepared and furnished to the Union a complete seniority list of all classifications and categories within the scope of this Agreement. Copies of an appropriate seniority list of all applicable classifications and categories will also be provided to all Company stations and bases. These lists to be furnished as of March 31st of the subsequent year.
- b) This list shall be kept open for correction for a period of thirty (30) calendar days from March 31st.
- c) All corrections shall be finalized during the thirty (30) calendar days following the termination of the Posting period and shall be published as an amendment to the seniority list. This amended seniority list shall become effective on the day following termination of the sixty (60) day period covered above.
- d) This amended seniority list shall be the approved list and shall remain in full force and effect until a new list has been published and approved in the above manner. Subject to the provisions of Paragraphs g), h) and i) following, no corrections shall be made to this approved list during the period in which it remains in force.
- e) It shall be the responsibility of each individual employee to examine the applicable portion of the list and make written request, three (3) copies, for any correction during the thirty (30) day Posting Period. An employee may file a request for correction only once, except upon his presentation of new and pertinent evidence.
- f) One copy of this request for correction must be forwarded to the Director, Labour Relations & Technical Services through the employee's supervisor. One copy will be forwarded to the appropriate General Chairman by the employee concerned. The third copy will be forwarded to the Chairman of the Local Shop Committee.
- g) In the event that it is not possible to settle a complaint in the stipulated period, the necessary correction will be made and will be effective as of the date the final correction is published.
- h) Notwithstanding the foregoing regulations, the appropriate General Chairman may request corrections to the seniority list at times other than the stipulated period. Such corrections, if mutually agreed upon, will be incorporated in the new list of the subsequent year. However, if prior to the time the new list is effective, circumstances arise such that an employee's right to:
- Continue in or regain employment in his Branch,
 - a subsequent Promotion, or,

- a subsequent transfer

is jeopardized, such correction will be published immediately and will be effective as of the date of publication.

- 1) Employees exercising seniority, retained under 16.11.06 and 16.12.02, will have their seniority dates adjusted and position on the seniority list altered to account for time during which seniority was not accumulated.
- J) Any action taken on the basis of a published Seniority List stands as final, regardless of any corrections to the list which may subsequently be made.
- k) The Part-time Station Attendant seniority list, by point, will be maintained by the Company at the Headquarters level and will be Published with the Seniority List distribution provided for in Article 16.18.01 a).

16.18.02 Each year the Company shall have prepared and furnished to the Union a complete list of all employees holding, but not accumulating, seniority. These lists will be furnished as of March 31st of the subsequent year by category and classification. In the event of any of these employees exercising seniority, as referenced in Articles 16.12.02 and 16.12.03, the active seniority list will be changed in accordance with Article 16.17.01 of this Agreement.

16.19 GENERAL

16.19.01 Employees who have given long and faithful service in the employ of the Company and who have become unable to handle heavy work to advantage, will be given preference of such light work in their line as they are able to handle: the employees will take the rate of pay of jobs to which assigned.

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16.19.02 The Company will facilitate the rehabilitation of employees returning from long-term GDIP or Workers' Compensation under the Employee Assistance Program

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Subject to mutual agreement between the Company and the Union, these employees may be given, in certain cases, shift and/or work location preference in order to facilitate their rehabilitation, which, in some cases, may require the employee to work less than the standard working week and/or standard working day. Where employees are unable to return to work in their former category/classification, they may be accommodated in a position where the job requirements are consistent with their medical/physical condition, provided they have demonstrated that they possess the aptitude to perform the job. Under such circumstances, the Company will participate in providing training assistance and following successful completion of training, salary and benefit levels will be based upon the position accepted by such employees.

- 16.19.03 In the event of a geographical relocation of work from one Seniority Division to another, the employees affected holding divisional seniority (including Learners and Junior Mechanics with at least two (2) years service in category), shall be considered as holding seniority in the division to which the work is transferred and staff adjustments will be made accordingly.
- 16.19.04 Expenses of personnel transferred as a result of staff adjustments covered in 16.19.03 above, shall be borne by the Company in accordance with Article 15.
- 16.19.05 The Company may assign personnel from other categories to cover peak periods of a temporary nature rather than re-hire laid-off employees to cover such peak periods.

ARTICLE 17 - DISCIPLINE AND GRIEVANCE PROCEDURE

17.01 DISCIPLINE AND DISCHARGE

- 17.01.01 Under circumstances where, as a result of an alleged misdemeanor, it is considered undesirable that an employee should be allowed on the Company premises and where there is doubt as to the appropriate charge and/or penalty, the employee may be held out of service pending investigation for a period not to exceed three (3) clear calendar days, exclusive of Saturdays, Sundays and Statutory Holidays. This investigation period will not incur loss of pay unless the misdemeanor results in suspension pending discharge.
- 17.01.02 Where disciplinary action short of discharge is considered necessary, the employee will be advised in writing. Such letters will be progressive in nature and will represent various levels of severity depending upon the offense and/or the employee's previous disciplinary record. The practice of the issuance of a verbal reprimand under certain circumstances will not be affected by this procedure. Depending on the nature of any incident, disciplinary action may be initiated at any one of five (5) steps as follows:

Step I

Six (6) month letter of reprimand.

Other similar incident(s)/infraction(s) while the letter is active, extends period of retention on file to one (1) year or initiates progression to step II.

Step II

A disciplinary letter or letter of temporary demotion with a duration of retention on the employee's personal file for a period of twelve (12) to twenty-four (24) months, depending upon the nature of the incident and/or the employee's previous disciplinary record.

Other similar incident(s)/infraction(s) while the letter is active, extends period of retention by six (6) months or initiates progression to Step III.

Step III

A disciplinary letter with a duration of retention on the employee's personal file for a period of thirty (30) months, and also the ability to issue a one (1), two (2) or three (3) day suspension without pay.

Other similar incident(s)/infraction(s) while this letter is active, extends period of retention by six (6) months or initiates progression to Step IV.

Step IV

A disciplinary letter with a duration of retention on the employee's personal file for a period of thirty-six (36) months, and also the ability to issue a ten (10) day suspension. The purpose of this letter is to afford the employee a final opportunity to retain employment.

17.01.03 Step V

Where the decision of the Company is to discharge for just cause, the employee shall first be notified in writing with a Step V Letter of Discipline stating that he is "suspended pending discharge". The Step V Letter shall include the specific charge or charges precipitating the action.

NOTE: As per Article 17.01.05.01, in exceptional circumstances, a twenty (20) day suspension may be substituted for discharge.

17.01.04 Letters of discipline shall be presented to the employee within a reasonable period of time of the Company's knowledge of the incident leading to discipline, and shall contain an explanation of the infraction, and the future corrective action to be expected. When presented with such letters, the employee may have a Shop Steward present as an observer, if he so requests.

17.01.05 In cases involving suspension without pay, local management will review the matter with the local Union in an effort to assure that all information and opinions are available. After a final review of the whole case, local management will render its decision.

NOTE: If requested by the Union, reasonable time will be allowed to investigate the case.

17.01.05.01 The ten (10) day suspension can only be exceeded, with Branch Head approval, in exceptional circumstances where suspension pending discharge would normally occur and only to a twenty (20) working day suspension within a thirty (30) calendar day period.

17.01.05.02 Disciplinary suspensions will normally be served in conjunction with regular days off (either before or after regular days off).

17.01.05.03 In cases where a decision to discharge is reduced but where time off the payroll is involved, the limits in 17.01.05.01 will not apply.

17.01.06 Letters relative to corrective disciplinary action and illegal work stoppages which have been placed on an employee's personal file will not be referenced and will be removed from the employee's personal file, where practicable, if the employee's record has been free of any previous corrective measures for three (3) consecutive years.

19

17.01.07 When an employee has been notified of disciplinary action, he may lodge appeals in accordance with the appropriate charts re Grievance and Discipline Appeal Levels. Each such appeal must be lodged in writing via Canada Post within five (5) clear calendar days from the date of receipt of the decision, exclusive of Saturdays, Sundays and Statutory Holidays. Hearings shall be commenced within ten (10) clear calendar days, exclusive of Saturdays, Sundays and Statutory Holidays of written request and decision rendered within fifteen (15) clear calendar days, exclusive of Saturdays, Sundays and Statutory Holidays, of the close of the appeal hearing. All decisions shall be confirmed in writing to the parties concerned and will contain a summary of the issue giving rise to the appeal.

NOTE 1: Notwithstanding the provisions of this Article, it is agreed that the respective parties will make every effort to conduct hearings within the identified time period. Where these time limits cannot be met by either party, the other party will be notified in advance.

NOTE 2: The Company undertakes to ensure that the time limits for the rendering of decisions, referenced above, will be adhered to unless exceptional circumstances surrounding the case require an extension.

NOTE 3: Subject to the exceptions set out in Notes 1 and 2 above, should the Company fail to render a decision within the time limits set out in Article 17.01.07, all discipline may be appealed to the Second Level by the Union. It is understood that subject to agreement, the parties at the Headquarters level have the ability to send a disciplinary appeal back to First Level for handling whether it involves a loss of pay or not.

17.01.08 Implementation of disciplinary action involving loss of pay (suspension without pay and temporary demotion) will normally be withheld pending a possible appeal to Second Level. No Second Level hearing will be held in disciplinary matters not involving loss of pay subject to Note 3 in Article 17.01.07.

NOTE 1: The specific details of appeal steps, as referenced in 17.01.07 to 17.01.08 inclusive, are contained in the appropriate charts re Grievance and Discipline Appeal Levels.

NOTE 2: Appeals to discharge decisions will be handled as promptly as possible and wherever practical, at the location concerned. Where it is considered desirable by the Branch concerned, appeals to discharge decisions may be handled by combining First and Second Levels.

17.01.09 If an appeal is not lodged in a discharge case, the employee may be discharged effective the day following the appeal period specified in 17.01.07. If an appeal is lodged and if the decision is to discharge and provided that no further appeal is made within the time limit specified in 17.01.07, the discharge will be effective the day following this limit.

17.01.10 The final decision of the Company shall be forwarded to the employee, the appropriate General Chairman and District Lodge 148 by double registered mail. If the Union is not satisfied with the final decision of the Company, the matter may be submitted to arbitration, subject to the provisions of Article 18 of this Agreement, provided the employee concerned has so requested the Union to do so, in writing, with a copy to:

Director, Labour Relations -
Technical Services
Air Canada Base 023
Montreal International Airport (Dowd)
P.O. Box 9000, Port St-Louis
Montreal, Quebec
H4Y 1C2

NOTE: Should the Union represent an employee at a final disciplinary appeal hearing, as provided for in 17.01.10, the time limits referenced in Article 18.03 will commence on the date the appropriate General Chairman receives the final decision.

17.01.11 Throughout this procedure, an employee shall have the right to be represented by an authorized Union Representative. In this event and if the employee appeals to the Headquarters Officers of the Branch of the Company, he shall be represented at these latter levels by the General Chairmen. Subject to the other provisions of 17.01 and Article 18 including time limits, the employee may, throughout this procedure, handle the matter on his own behalf if he so desires, including arbitration.

NOTE: Should an employee elect to handle his own final disciplinary appeal, in accordance with 17.01.10, the time limits referenced in Article 18.03 will commence on the date the employee receives the final decision.

17.01.12 Nothing in this Agreement shall be construed as preventing the Company from holding an employee out of service pending an investigation and hearing or appeal. The Company's decision in the case of such hearings or appeals may either uphold a previous Company decision, fully exonerate and reinstate the employee with pay for all time lost, or render such intermediate decision as may be considered just and equitable.

17.02 Unassigned

17.03 GRIEVANCE PROCEDURE

17.03.01 When an employee believes that he has been unjustly dealt with or that any of the provisions of this Agreement have been violated, his recourse shall be as follows, except for those matters handled in accordance with Article 17.01.

Within ten (10) clear calendar days of the occurrence or his knowledge of the incident, whichever occurs later, he shall first attempt to obtain a satisfactory adjustment by direct appeal to his Supervisor during which discussion the grievor may be accompanied by his Shop Steward if he so desires. If the grievor chooses to be thus accompanied, the Shop Steward may participate in the discussion. If the employee has handled the matter on his own and has been unable to arrange a satisfactory adjustment, he may request the Shop Steward to handle his grievance with the Supervisor. The employee may accompany the Shop Steward if he so desires.

FIRST LEVEL

17.03.02 When the conditions of Article 17.03.01 have been met and an employee remains dissatisfied with the results, he may raise a formal grievance in writing on the standard grievance form within ten (10) calendar days, exclusive of Saturdays, Sundays and Statutory Holidays, as follows:

- a) The employee will indicate the nature of the grievance, date of the incident/action, alleged violation of the Agreement (e.g., specific provision), the facts concerning the matter and the specific redress sought.
- b) Providing the employee has signed the grievance form the submission of that grievance form to his Supervisor, may be carried out by either the employee or the Union Steward.
- c) The Supervisor will respond to the Union, with a copy to the employee, in writing, on the standard grievance form within three (3) clear calendar days from the date of receipt of the written grievance form exclusive of his regular days off and Statutory Holidays.

NOTE: Grievances of a general nature may be initiated by the Union, in writing, on the standard grievance form at either the First, Second or Third Level, depending upon the scope and nature of such grievance.

Such grievances must be filed within ten (10) clear calendar days, exclusive of Saturdays, Sundays or Statutory Holidays, from when the Union has received written notice from the Company relating to an incident or when an incident actually occurs and subsequently comes to the knowledge of the Union, which the Union believes violates the provisions of the Agreement.

SECOND LEVEL

17.03.03 Failing satisfactory adjustment at first Level, the Shop Steward shall refer the grievance to the local shop Committee/General Chairman for appeal to the member of management designated by the Company.

NOTE: The Shop Steward may be added to the Grievance Committee at the Second Level of the appeal procedure.

THIRD LEVEL

17.03.04 failing satisfactory adjustment at Second Level, the grievance shall be submitted to the General Chairmen for appeal to the Director, Labour Relations . Technical Services.

17.03.04.01 The Committee of General Chairmen of District Lodge 148, will meet with the Company Headquarters Representatives at least every six (6) weeks for the purpose of dealing with all outstanding grievances which have been processed to the Headquarters Level of the Company. This work will not detract from the functioning of the recognized Regional Shop Committee.

NOTE: It is the mutual intention of the parties to confine, as far as practicable, the Third Level Appeal to questions of national importance. In furtherance of this goal, each party will advise the other, in writing, of any grievances proceeding to the Third Level which it considers do not raise any national issues. The parties will endeavor to resolve all grievances which do not raise any question of national importance prior to the Third Level appeal. Unless expressly agreed to the contrary, such resolutions will be without precedent value.

17.03.04.02 If at a Third Level Hearing, agreement is reached on the interpretation, intent or application of a provision in the Agreement, the parties agree that the issue may be raised at a subsequent Union Management Communication Meeting. Following a review of the agreement at the Union Management Communication Meeting, such agreement may, on mutual agreement of the parties, be incorporated in the Collective Agreement in the form of a Letter of Understanding.

17.03.04.03 Decisions of National Third Level grievances will be sent to the office of the President and Directing General Chairman of District Lodge 148 by Faxcom followed by Canada Post.

17.03.04.04 At the request of District Lodge 148:

a) An additional member from each affiliated Local Lodge may attend discussions with the COMPANY at the Third Level as an advisor to the Committee of General Chairmen. However, the Local Lodges in Toronto and Montreal may each have two (2) members.

- b) Such representatives who are employees shall be allowed the necessary time off, subject to manpower requirements. Payable by the Union. Necessary transportation will be provided over the lines of the Company from the point of duty to the point of meeting and return.

APPEALS

- 17.03.05 Each appeal must be lodged in writing, within ten (10) clear calendar days from the date of receipt of decision, exclusive of Saturdays, Sundays and Statutory Holidays. Hearings shall be commenced within fifteen (15) clear calendar days of written request, exclusive of Saturdays, Sundays and Statutory Holidays. Decisions shall be rendered within fifteen (15) clear calendar days of the close of the appeal hearing, exclusive of Saturdays, Sundays and Statutory Holidays. All decisions shall be confirmed in writing to the parties concerned. At the Second and Third Level, the decision will contain a summary of the issue giving rise to the grievance.

NOTE 1: Notwithstanding the provisions of this Article, it is agreed that the respective parties will make every effort to conduct hearings within the identified time period. Where these time limits cannot be met by either party, the other party will be notified in advance.

NOTE 2: The Company undertakes to ensure that the time limits for the rendering of decisions, referenced above, will be adhered to unless exceptional circumstances surrounding the case require an extension.

- 17.03.06 The specific details of appeal steps, as referenced in 17.03.01 to 17.03.04 inclusive, are contained in the appropriate charts re Grievance and Discipline Appeal Levels.

NOTE: At Dorval Base only, a Chief Steward will be involved at Stage II of the First Level and may be added to the Grievance Committee at the Second Level of the appeal procedure, in lieu of a Shop Steward.

- 17.03.07 If an agreement cannot be reached between District Lodge 148 and the Company, the matter may then be submitted to arbitration subject to the provisions of Article 18 of this Agreement.

17.04 GENERAL

- 17.04.01 The employee or the Union and the Company may have any witness present who can give relevant evidence on the matter in question.

- 17.04.02 Witnesses, who are employees of the Company, shall be given leave of absence for a time sufficient to permit them to appear as witnesses. Space available transportation will be provided over the lines of the Company from the point of duty to the point of hearing and return.

- 17.04.03 All decisions arrived at between management of the Company and the employee and/or the Union, shall be final and binding upon the Company, the employee and the Union. Decisions not appealed within the time limit prescribed, shall be final and binding upon the party or parties concerned.
- 17.04.04 All Union Regional Committee and Shop Committee activities are restricted to the point where the Committee is located.
- 17.04.05 At line stations, except Calgary, Edmonton, Ottawa, Mirabel and Halifax, grievances of a technical nature involving maintenance personnel, will be handled jointly by the appropriate local Manager and the Director Line Maintenance.
- 17.04.06 With the exception of the First Level of the grievance appeal procedure, the hearing of appeals by the management levels listed may be delegated to a deputy but, in such cases, the deputy's decision becomes the final decision for that step of the appeal procedure. However, the Union may request that a specific grievance be heard by the senior line Manager listed on the charts rather than his designate in those grievances which involve significant issues at the location.
- 17.04.07 At the request of the District Lodge 148, a member from each affiliated local lodge may attend Second Level disciplinary appeal hearings as an advisor to the General Chairmen. Attendance of such representatives is limited to the day on which disciplinary appeal hearings are scheduled to be heard, in conjunction with appeals from their respective local lodge.
- Such representatives who are employees of the Company shall be allowed the necessary time off, subject to manpower requirements, payable by the Union. Necessary transportation will be provided over the lines of the Company from the point of duty to the point of the meeting and return.
- 17.05 UNION/MANAGEMENT COMMUNICATIONS
- 17.05.01 It is recognized that meetings between the Company and the Union, at all levels, are essential to the maintenance of good employee relations and the establishment of mutual trust and respect.
- 17.05.02 The Company shall discuss, with the various Shop Committees of the Union, matters involving the employees under this Agreement. At all points where Shop Committees have been constituted, two (2) regular meetings between the designated officials of the Company and the Shop Committee shall be held each month. Such meetings will be held during regular working hours without loss of time to committee members, unless otherwise mutually agreed. Where mutually agreed by the Shop Committee and designated Company officials, the meetings may be held at less frequent intervals or as required, subject to joint agreement.

- 17.05.03 The Committee of General Chairmen of District Lodge 148 will discuss with Company Headquarters Representatives, overall matters involving policy, interpretation, etc., affecting the whole system. The Committee will meet with the Company at least once every quarter. The work of this Committee must not detract from the functioning of the recognized Regional Shop Committees.
- These meetings will also include, as required, matters of mutual concern relating to the Employee Assistance Program Employment Equity and National Health and Safety issues. District Lodge 148 Coordinators for Safety & Health, Employment Equity or Employee Assistance may be in attendance for the period of time when matters relating to their functions are addressed as an agenda item
- 17.05.04 Meetings referenced in 17.05.02 and 17.05.03 shall not be considered as being in lieu of the established grievance procedure.
- 17.05.05 The President and Directing General Chairmen of District Lodge 148, shall be the point of contact between the Union and representatives of Company Headquarters. Where such contacts are through the medium of correspondence, the letters, in all cases, will be addressed to or signed by the above-referenced General Chairmen with a copy to the other General Chairmen.
- 17.05.06 Any matter initiated by the Company at Headquarters level for discussion with the Union, shall be handled by the appropriate Company representatives with the General Chairmen. Any matter of a local nature initiated by a Company representative at a level below that of Headquarters, shall be handled by him with the appropriate Shop Committee/General Chairmen or Shop Steward.

GRIEVANCE AND DISCIPLINE APPEAL LEVELS - TECHNICAL OPERATIONS

GRIEVANCE APPEAL LEVELS	DORVAL	VANCOUVER WINNIPEG	CALGARY EDMONTON	TORONTO	OTTAWA MIRABEL HALIFAX	LINE STATIONS (EXCEPT OTTAWA, EDMONTON, CALGARY, MIRABEL & HALIFAX)	DISCIPLINE APPEAL LEVELS
THIRD LEVEL	CORPORATE LABOUR RELATIONS					GENERAL CHAIRMEN	SECOND LEVEL
SECOND LEVEL	DIRECTOR/ GENERAL MANAGER* SHOP COMMITTEE	DIRECTOR LINE MTCE./ BASE MANAGER SHOP COMMITTEE	DIRECTOR LINE MTCE. GENERAL CHAIRMAN OR SHOP COMMITTEE	DIRECTOR LINE MTCE./ GENERAL MANAGER* SHOP COMMITTEE	DIRECTOR LINE MTCE./ DIRECTOR BASE MTCE./ GENERAL MGR.* SHOP COMMITTEE	GENERAL MANAGER OR DESIGNATED REP. GENERAL CHAIRMAN OR DESIGNATED SHOP STEWARD	FIRST LEVEL
FIRST LEVEL	STAGE II GENERAL FOREMAN, MANAGER, OR CHIEF INSP. CHIEF STEWARD	STAGE II GENERAL FOREMAN OR CHIEF INSP. SHOP COMMITTEE	MAINTENANCE MANAGER SHOP STEWARD	STAGE II GENERAL FOREMAN SHOP COMMITTEE	GENERAL FOREMAN/ FOREMAN SHOP STEWARD	LOCAL MANAGER OR SUPERVISOR SHOP STEWARD	
	STAGE I FOREMAN SHOP STEWARD	STAGE I FOREMAN SHOP STEWARD		STAGE I FOREMAN SHOP STEWARD			

*Manager responsible for the applicable Division / Department.

GRRIEVANCE AND DISCIPLINE APPEAL LEVELS - AIRPORT & CARGO OPERATIONS

GRIEVANCE APPEAL LEVELS	TORONTO DORVAL MIRABEL	VANCOUVER WINNIPEG OTTAWA HALIFAX	CALGARY EDMONTON	REGINA SASKATOON QUEBEC ST-JOHN'S SAINT JOHN FREDERICTON MONCTON	THUNDER BAY LONDON CHARLOTTE- TOWN VICTORIA VAL d'OR ROUYN SEPT ILES STEPHENVILLE SYDNEY GANDER SUDBURY TIMMINS NORTH BAY WINDSOR	CARGO RATING UNIT (MARKETING & SALES CARGO) MONTREAL	DISCIPLINE APPEAL LEVELS	
THIRD LEVEL	CORPORATE LABOUR RELATIONS					GENERAL CHAIRMEN		SECOND LEVEL
SECOND LEVEL	GENERAL MANAGER OR DESIGNATED REP. SHOP COMMITTEE	GENERAL MANAGER OR DESIGNATED REP. SHOP COMMITTEE	GENERAL MANAGER OR DESIGNATED REP. GENERAL CHAIRMAN OR SHOP COMMITTEE	GENERAL MANAGER OR DESIGNATED REP. GENERAL CHAIRMAN OR DESIGNATED SHOP STEWARD	GENERAL MANAGER OR DESIGNATED REP. GENERAL CHAIRMAN OR DESIGNATED SHOP STEWARD	MANAGER GENERAL CHAIRMAN OR DESIGNATED SHOP STEWARD	FIRST LEVEL	
FIRST LEVEL	SUPERVISOR/ MANAGER SHOP STEWARD	SUPERVISOR/ MANAGER SHOP STEWARD	SUPERVISOR/ MANAGER SHOP STEWARD	SUPERVISOR/ LOCAL MGR. SHOP STEWARD	DESIGNATED SUPERVISOR/ MANAGER SHOP STEWARD	SUPERVISOR/ MANAGER SHOP STEWARD		

GRIEVANCE AND DISCIPLINE APPEAL LEVELS - PURCHASING & SUPPLY

GRIEVANCE APPEAL LEVELS	DORVAL	MIRABEL	TORONTO	VANCOUVER WINNIPEG	DISCIPLINE APPEAL LEVELS
THIRD LEVEL	<p style="text-align: center;">CORPORATE LABOUR RELATIONS</p> <p style="text-align: center;">GENERAL CHAIRMEN</p>				SECOND LEVEL
SECOND LEVEL	<p style="text-align: center;">DIRECTOR PURCHASING & SUPPLY</p> <p style="text-align: center;">SHOP COMMITTEE</p>	<p style="text-align: center;">DIRECTOR PURCHASING & SUPPLY</p> <p style="text-align: center;">SHOP COMMITTEE</p>	<p style="text-align: center;">DIRECTOR PURCHASING & SUPPLY</p> <p style="text-align: center;">SHOP COMMITTEE</p>	<p style="text-align: center;">DIRECTOR PURCHASING & SUPPLY</p> <p style="text-align: center;">SHOP COMMITTEE</p>	FIRST LEVEL
FIRST LEVEL	<p style="text-align: center;">STAGE II MANAGER</p> <p style="text-align: center;">CHIEF STEWARD</p> <p style="text-align: center;">STAGE I DUTY MANAGER</p> <p style="text-align: center;">SHOP STEWARD</p>	<p style="text-align: center;">MANAGER</p> <p style="text-align: center;">SHOP STEWARD</p>	<p style="text-align: center;">STAGE II MANAGER</p> <p style="text-align: center;">SHOP COMMITTEE</p> <p style="text-align: center;">STAGE I DUTY MANAGER</p> <p style="text-align: center;">SHOP STEWARD</p>	<p style="text-align: center;">STAGE II MANAGER</p> <p style="text-align: center;">SHOP COMMITTEE</p> <p style="text-align: center;">STAGE I MANAGER</p> <p style="text-align: center;">SHOP STEWARD</p>	

ARTICLE 18 - ARBITRATION

- 18.01 Disputes other than specific employee grievances or disciplinary or discharge appeals, may be submitted to arbitration by either the Company or District Lodge 148 provided the issue in question concerns the interpretation or alleged violation of any provision of this Agreement. The question as to whether or not any such issue is arbitrable may also be submitted to arbitration.
- 18.02 Should the Company and District Lodge 148 fail to reach an agreement upon a specific employee grievance dealt with under Article 17.03 and provided the grievance involves the interpretation or the alleged violation of any provision of this Agreement, or should District Lodge 148 be dissatisfied with the final decision of the Company rendered under Article 17.01, District Lodge 148 shall be entitled to submit the case to arbitration. The question as to whether or not any such issue is arbitrable may also be submitted to arbitration.
- No dispute involving a specific employee grievance or disciplinary appeal shall be submitted to arbitration until it shall first have been handled through the preceding steps of the appropriate appeal procedure.
- 18.03 The party contemplating arbitration shall notify the other party in writing within thirty (30) clear calendar days after receipt of the decision or the action of their intent to arbitrate.
- All such written notifications shall be forwarded by FAXCOM
- 18.04 Any decision not submitted to arbitration within the time limits referenced in Article 18.03, shall be final and binding upon the Company, the employee and the Union.
- 18.05 Within five (5) clear calendar days of the receipt of this notice, the parties shall confer and endeavor to name the person chosen to act as the single arbitrator.
- NOTE: At the written request of either party, any matter may be submitted to an arbitration board for determination in accordance with the provisions of this Article. In this event, the formation of the board will be in accordance with Article 18.12, Arbitration Boards.
- 18.06 Should the parties fail, within ten (10) clear calendar days, to agree on a single arbitrator, the Minister of Labour for Canada shall be requested by the parties, acting jointly, or by either party acting separately, to appoint an arbitrator.
- 18.07 The arbitrator shall convene a meeting of the parties, take relevant evidence and make every effort to complete the hearing of the case within thirty (30) days of his appointment and to issue a written decision to the parties, within fifteen (15) days of the hearing.
- 18.08 The decision of the arbitrator shall be final and binding upon the Company, the employees and the Union.

- 18.09 The fees and expenses of the arbitrator shall be borne equally by each party.
- 18.10 The arbitrator shall not, in the case of a grievance appeal, make any decision inconsistent with the provisions of this Agreement, nor shall he alter, modify, or amend any part of this Agreement, but he shall have the authority to determine, except as limited by the Agreement, the compensation to which an aggrieved employee may be entitled.
- 18.11 In the case of disciplinary or discharge appeals, the arbitrator may either uphold the Company's final decision, fully exonerate and reinstate the employee with pay for all time lost, or render such intermediate decision as he considers just and equitable.
- 18.12 ARBITRATION BOARDS
- 18.12.01 The party electing an arbitration board in accordance with Article 18.04, shall notify the other party in writing, within thirty (30) clear calendar days after receipt of the decision or the action, indicating the name of the person chosen to act as its member of the arbitration board.
- 18.12.02 Within five (5) clear calendar days of the receipt of this notice, the other party shall name the person chosen to act as its member of the arbitration board.
- 18.12.03 As soon as possible, but not more than ten (10) clear calendar days thereafter, the two representatives shall meet and endeavor to reach agreement on the identity of the third member who shall act as Chairman of the arbitration board.
- 18.12.04 Should the representatives fail, within ten (10) clear calendar days, to agree on a Chairman, the Minister of Labour for Canada shall be requested by the two members, acting jointly, or by either party acting separately, to appoint a person who shall act as Chairman.
- 18.12.05 The arbitration board shall meet, take relevant evidence and make every effort to complete the hearing of the case within thirty (30) days of the appointment of the Chairman and to issue a written decision to the parties, within fifteen (15) days of the hearing.
- 18.12.06 The decision of the majority is the decision of the arbitration board but, if there is no majority, the decision of the Chairman governs and in either case, the decision shall be final and binding upon the Company, the employees and the Union.
- 18.12.07 The fees and expenses of the Chairman shall be borne by the party requesting the arbitration board. Each party shall pay for the fees and expenses of its appointee.

- 18.12.08 The arbitration board shall not, in the case of a grievance appeal, make any decision inconsistent with the provisions of this Agreement nor shall it alter, modify or amend any part of this Agreement, but shall have the authority to determine, except as limited by the Agreement, the compensation to which an aggrieved employee may be entitled.
- 18.12.09 In the case of disciplinary or discharge appeals, the arbitration board may either uphold the Company's final decision, fully exonerate and reinstate the employee with pay, for all time lost or render such intermediate decisions as it considers just and equitable.

ARTICLE 19 - UNION ACTIVITIES

19.01 Time clearance requests for Shop Stewards, Chief Stewards, Regional Shop Committees, Shop Committee duties; Union time clearance for Local or District Lodge activities will not be unreasonably withheld.

19.02 SHOP STEWARDS - SYSTEM

- 1) It is essential that all time consumed by Union Shop Stewards be recorded and charged to the appropriate Work Order Number. Therefore, Shop Stewards must obtain clearance from their Supervisor before performing Union activities within their respective work areas. Under circumstances where the activity is outside their own work areas, they will obtain clearance from the Supervisor in the other work area before commencing such activities.
- 2) Shop Stewards must give a general description of the reason for their absence.
- 3) There must be a reasonable relationship between time spent on a grievance investigation and grievance presentation. Any unreasonable ratio will be challenged and the Steward(s) will be expected to account for his time within reason.

19.03 CHIEF STEWARDS - DORVAL BASE

A Chief Steward will be assigned to each of the areas of jurisdiction as follows

Section 1 - Ground Equipment and facilities Maintenance, Base Maintenance, Power Plant Maintenance, Power House Maintenance and Ramp Equipment Maintenance.

Section 2 - Aircraft Maintenance ('C' and 'D' Check Programs), Quality Aircraft, Non-destructive Test.

Section 3 - Unit Shops - Hydraulic, Pneumatic, Electrical, Fuel, Instrument, Avionics, Wheel & Brake, applicable Shop Inspectors, Avionics/Electronics Standards and Automated Test Equipment Test Development.

- section 4 . Aircraft Metal & Plumbing Shop, Paint Shop, Finishing Shop and applicable Shop Inspectors.
- section 5 . Line Maintenance.
- Section 6 - Power Plant Shops, Power Plant and Aircraft Machine & Fitting Shop, Power Plant Metal & Welding Shop, Process Shop (including Paint) and Quality Power Plant.
- section 7 . Purchasing & Supply - Main Stores (including Materials Inspection) Commissary Stores, Flight Support Equipment Stores, Power Plant Stores & Advertising Stores.
- Section 8 - Dorval Base Cafeteria.

The time consumed in Chief Steward Grievance Investigation will be borne by the Company to the extent of the following maximum monthly hour limitations:

Technical Operations	- Section 1-6 inclusive	130 hours
Purchasing & Supply	- Section 7	22 hours
Cafeteria	- Section 8	22 hours
TOTAL:		174 hours max.

and is chargeable to Job Order 913151. Stewards in excess of the maximum hourly limitations will be borne by the Union and is chargeable to Work Order Number 913112.

The time consumed in Chief Steward Grievance presentation will be borne by the Company and is chargeable to Work Order Number 913152.

There must be a reasonable relationship between time spent on grievance investigation and grievance presentation. Any unreasonable ratio will be challenged and the Chief Steward(s) will be expected to account for his time within reason.

In addition to normal duties, Stewards will be authorized to participate in Shop Committee meetings. Stewards will be authorized to be being discussed at first level and second level involves the section? Time consumed by Chief Stewards while acting as an additional member of the Shop Committee as outlined in this item, will also be borne by the Company and is chargeable to Work Order Number 913112.

Before performing their function in their own work area, Stewards will obtain clearance from their supervisor. In cases where their activity is outside their own work area, they will obtain permission from their supervisor before leaving the job. They will indicate the anticipated duration of their absence and advise the supervisor in the other work area before commencing their activities.

A Chief steward may only use Work Order Numbers 913151 or 913152 when lost time is being paid for by the Company with the exception of time spent acting as an additional member of the Shop Committee which is charged to Work Order Number 913112.

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Section 4 - Aircraft Metal & Plumbing Shop, Paint Shop, Finishing Shop and applicable Shop Inspectors.

Section 5 - Line Maintenance.

Section 6 - Power Plant Shops, Power Plant and Aircraft Machine & Fitting Shop, Power Plant Metal & Welding Shop, Process Shop (including Paint) and Quality Power Plant.

Section 7 - Purchasing & Supply - Main Stores (including Materials Inspection) Commissary Stores, Flight Support Equipment Stores, Power Plant Stores & Advertising Stores.

Section 8 - Dorval Base Cafeteria.

The time consumed in Chief Steward Grievance Investigation will be borne by the Company to the extent of the following maximum monthly hour limitations:

Technical Operations - Section 1-6 inclusive	130 hours
Purchasing & Supply - Section 7	22 hours
Cafeteria - Section 8	22 hours
TOTAL:	174 hours max.

and is chargeable to Job Order 913151. The time consumed by Chief Stewards in EXCESS of the maximum hourly limitations will be borne by the Union and is chargeable to Work Order Number 91321751.

The time consumed in Chief Steward Grievance presentation will be borne by the Company and is chargeable to Work Order Number 913152.

There must be a reasonable relationship between time spent on grievance investigation and grievance presentation. Any unreasonable ratio will be challenged and the Chief Steward(s) will be expected to account for his time within reason.

In addition to normal duties, Chief Stewards will be authorized to participate in Shop Committee meetings with management when the issue being discussed at First Level and Second Level involves their section. Time consumed by Chief Stewards while acting as an additional member of the Shop Committee, as outlined in this item will also be borne by the Company and is chargeable to Work Order Number 913112.

Before performing their function within their own work area, Chief Stewards will obtain clearance from their Supervisor. In cases where the activity is outside their own work area, they will obtain permission from their Supervisor before leaving the job, will indicate the anticipated duration of their absence and advise the Supervisor in the other work area before commencing their activities.

A Chief Steward may only use Work Order Numbers 913151 or 913152 when lost time is being paid for by the Company with the exception of time spent acting as an additional member of the Shop Committee which is charged to Work Order Number 913112.

Although every effort will be made, it may not always be possible to release the Chief Steward at the precise time requested.

19.04 UNION REGIONAL SHOP COMMITTEES

Union Regional Shop Committees are established at Dorval, Toronto, Winnipeg and Vancouver as follows:

- a) Technical Operations, Dorval Base Cafeteria, and Purchasing & Supply - Dorval Base
 - 1) The Committee will be comprised of one (1) Chairman and two (2) additional employees, all full-time.
- b) Airport & Cargo Operations - Dorval
 - 1) The Committee will be comprised of a Chairman and one (1) additional employee, both full-time.
- c) Technical Operations and Purchasing & Supply - Toronto
 - 1) The Committee will be comprised of a Chairman and one (1) additional employee, both full-time.
- d) Airport & Cargo Operations - Toronto
 - 1) The Committee will be comprised of a Chairman and one (1) additional employee, both full-time.
- e) Technical Operations and Purchasing & Supply and Airport & Cargo Operations - Winnipeg
 - 1) The Committee will be comprised of three (3) employees.
 - 2) The Chairman and one (1) additional employee, both full-time.
 - 3) One (1) additional employee to participate, as required, to a maximum of twenty (20) hours investigation per week, with no set daily limit.
 - 4) Grievance presentation as required.
- f) Technical Operations and Purchasing & Supply and Airport & Cargo Operations - Vancouver
 - 1) The Committee will be comprised of three (3) employees.
 - 2) The Chairman will be full-time.

NOTE: In the absence of the Chairman due to illness, vacation or other official Union business with Air Canada, the Company will ensure his position is backfilled, on a full-time basis, for the duration of such an absence by one of the two (2) elected members.

3) Two (2) employees to participate, as required, to a maximum of twenty (20) hours investigation per week, with no net daily limit.

4) Grievance presentation as required.

NOTE: The above understanding is dependent upon the Chairman and Committee Members providing the Company with a bi-weekly distribution of Committee functions by Work Order Number (i.e., 913111 - Grievance Investigation and 913112 - Grievance Presentation) and is subject to maintaining a reasonable relationship between the time spent on Grievance Investigation and Presentation. Any ratio considered unreasonable will be reviewed with the Committee and processed as required.

19.05 UNION SHOP COMMITTEES

Union Shop Committees are established at Ottawa, Calgary, Edmonton, Mirabel and Halifax as follows:

Shop Committees - Ottawa, Calgary, Edmonton, Mirabel, Halifax

- 1) These Committees will be comprised of two (2) employees.
- 2) Due to the limited size of the operation at these locations, the Shop Committees will follow their regular shift and act on the Committee as required.
- 3) Time, as required, does not have to be for an entire shift. When part of a shift has been scheduled, such time clearance will be for a continuous period.
- 4) Every effort will be made to advise the Company, in advance, of the time needed to perform Union activities.
- 5) Every effort will be made by the Company to schedule employees time off to perform Union duties.
- 6) Such requests will not be unreasonably denied.

NOTE: The above understanding is dependent upon the Chairman and Committee Members providing the Company with a bi-weekly distribution of Committee functions by Work Order Number (i.e., 913111 - Grievance Investigation and 913112 - Grievance Presentation) and is subject to maintaining a reasonable relationship between the time spent on Grievance Investigation and Presentation. Any ratio considered unreasonable will be reviewed with the Committee and processed as required.

19.06 SHOP COMMITTEE ACTIVITIES

All Union Regional Shop Committee and Shop Committee activities are restricted to the point where the Committee is located.

In addition to carrying out the responsibilities of a Shop Committee, the Union Regional Shop Committee is the contact point for Closing Promotional Bulletins and Vacancy Notices and they handle Second Level Grievance and First Level Discipline Appeal cases.

19.07 CLEARANCE OF UNION TIME - LOCAL OR DISTRICT LODGE ACTIVITIES

The Company does not want to restrict in any way the legitimate functions of Union Representatives; therefore to ensure an orderly approach to clearance of time for Union activities, the following procedures will apply:

- a) All clearance of time for Union activities must be in writing, at least seven (7) calendar days prior to the time required. However, the Company recognizes that it may not always be possible to give seven (7) calendar days notice due to unusual circumstances and is prepared, within reason, to give consideration to such cases.
- b) Any changes to the original clearance must be received in writing at least three (3) working days prior to the time required.
- c) Every effort will be made to release Union Representative(s) on the date(s) requested. The Company will endeavor to advise the employee(s) of their decision as soon as possible. However, it may not always be possible to release an employee for Union activities. Under circumstances where it is not possible to release Union Representative(s) on the date(s) requested, the employee(s) involved, the appropriate Local/District Lodge and Labour Relations Manager will be verbally advised of the reason Production Supervision are unable to comply with the request.

Upon receipt of written request from the appropriate Local/District Lodge, the Labour Relations Manager will confirm the reason in writing.

Where the Company has agreed to release employee(s) for Union activities, such decisions will not be rescinded (within the forty-eight hour period immediately preceding the agreed-to time off), except under extenuating circumstances.

- d) All authorization for time clearances from the Local Lodges must be coordinated by the President or his designated representative.
- e) All authorization for time clearances from the District Lodge, must be coordinated by the President and Directing General Chairman.
- f) With respect to the replacement of R.D.O.'s lost while on Union activities, the Company will continue to make every effort to grant compensatory time off, regardless of whether the time off is chargeable to the Company or the Union. HOWEVER, where the time off is chargeable to the Company and it is not possible to release such employee(s), the Company has no other reasonable alternative but to exercise the option of a straight time credit.

g) Time consumed on Union activities which are chargeable to District Lodge 148, will be charged to Work Order Number 9132148.

h) Time consumed on Union activities which are chargeable to the Local Lodge, will be charged to the following Work Order Numbers.

Local Lodge	714	-	W.O.	9132714
Local Lodge	1751	-	W.O.	91321751
Local Lodge	2323	-	W.O.	91322323
Local Lodge	2324	-	W.O.	91322324

19.08 UNION BUSINESS - GENERAL

The Union will pay for all time dedicated solely to Union business, such as executive committee meetings, stewards meetings, election of stewards or any other activity previously allowed, on the basis of individual approval.

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19.09 NEGOTIATING COMMITTEE

The Company will pay the salary of five (5) members of the Union Negotiating Committee during direct negotiations. Time consumed during Union Pre Negotiations and periods not in direct negotiations will be charged to the applicable Local/District Lodge Work Order Numbers which will be provided to the Company with the respective time clearances.

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19.10 TRAVEL CREDITS

Under circumstances where an employee is required to travel from and to his Home Base while on Union business, one extra day account travel will be allowed in each direction in cases where the scheduled flight leg(s) is more than two (2) hours duration.

An employee will be expected to travel on his own time, where the scheduled flight leg(s) is two (2) hours or less. However, under extenuating circumstances (e.g., combination of employee's scheduled shift and meeting times) reasonable time will be allowed. In the event of any difficulties, the matter will be resolved with the appropriate General Chairman/Local Lodge President or the Committee of General Chairmen.

19.11 R.D.O./VACATION INTERRUPTION - SPECIAL COMMITTEES/NEGOTIATIONS

Under circumstances where the Company assumes the cost of the time involved for special committees and/or negotiations and vacation is interrupted, the number of days involved will be considered as vacation earned but not taken. Such vacation will be re-scheduled at a time mutually agreeable between the Company and the employee. It also was agreed that in cases where such employees meet with the Company or travel on an R.D.O., they will be given compensatory time off or, at the discretion of the Company, be credited with eight (8) hours at straight time.

19.12 WORK ORDER NUMBERS - TIME CONSUMED IN UNION ACTIVITIES

The applicable Work Order Numbers for all time consumed in Union business are as follows:

913111 Union Activities - Shop Committee Functions - Chargeable to the Company - Investigation

Includes all "Productive" time lost by Chairmen and members of Shop Committees while carrying out the functions of their offices that are considered as acceptable charges to the Company, such as the investigation of grievances.

913112 Union Activities - Shop Committee Functions . Chargeable to the Company . Presentation

Includes all "Productive" time lost by Chairmen and members of Shop Committees while carrying out the functions of their officer, such as the presentation of grievances in official discussions with Management representatives.

913113 Union Activities - Joint Training & Licensing Committee - Chargeable to the Company

Includes: a) All "Productive" time lost by the Chairman and members of the Joint Training & Licensing Committee while carrying out the functions of their office.

b) All "Productive" time lost by the Chairman of the Joint Training & Licensing Committee, or his designated representative participating at the Second Level of the Appeal Procedure.

913121 Union Activities - Shop Steward Functions - Chargeable to the Company . Grievance Investigation

Includes all "Productive" time lost by the Steward while carrying out the functions of his office that are considered as acceptable charges to the Company, such as the investigation of grievances through discussions with the aggrieved party, Chief Steward or Shop Committee and in some cases, with the immediate Supervisor.

NOTE: Management has requested and the Union has agreed, that the time charged to this phase will be kept to a minimum

913122 Union Activities - Shop Steward Functions - Chargeable to the Company - Grievance Presentation

Includes all "Productive" time lost by the Steward while carrying out the functions of his office, such as the Presentation of grievances, while in official discussions with the immediate Supervisor.

91314 Union Activities - Negotiations - Chargeable to the Company

Includes all "Productive" time lost by designated members of the Union Negotiation Committee for which the Company accepts the responsibility salary-wise for the time spent in negotiations with the Company. Also included, is all "Productive" time lost by designated members of "Special Committees" (arising out of Negotiations) and for which the Company accepts responsibility salary-wise for the time spent in discussions with the Company.

Time charged to this Work Order Number, must be limited to absence previously authorized by the Office of the Director, Labour Relations - Technical Services and approved by the Headquarters Office of the Branch concerned.

913151 Union Activities - Chief Steward Functions - Chargeable to the Company - Grievance Investigation

Includes all "Productive" time lost by the Chief Steward while carrying out the functions of his office that are considered as acceptable charges to the Company, such as the Investigation of grievances through discussions with the Shop Steward or Shop Committees and in some cases, with appropriate Supervision.

NOTE: Management has requested and the Union has agreed that time charged to this phase, will be kept to a minimum. It has been further agreed that time charged to this Work Order Number in excess of the monthly Branch limitations provided for, will be allocated to Work Order Number 91321751 and as such, will be chargeable to the Union.

913152 Union Activities - Chief Steward Functions - Chargeable to the Company - Grievance Presentation

Includes all "Productive" time lost by the Chief Steward while carrying out the functions of his office, such as the presentation of grievances, while in official discussions with Management representatives at First Level, Stage II.

9132 + Union Activities - General - Chargeable to the Union
Local (Appropriate Local Lodge)
Lodge

Number Includes all "Productive" time lost to recognized Union
(e.g., activities for which the appropriate Local Lodge accepts
91321751) complete responsibility, such as Union Conventions, Election
of Stewards and Chief Stewards and meetings called by the Union
to discuss and/or perform Internal Union business. Examples
of the latter are Steward and Chief Steward meetings, Executive
Committee meetings, pre-negotiations, audits, tellers, Union-
requested witness, additional representatives at Third Level
Appeals, etc. Also included is all "Productive" time lost by
designated members of the Union Negotiating Committee for which
the Union accepts complete responsibility for time spent in
negotiations with the Company.

Exceptions: Where Steward elections are carried out, only
the time consumed by the Union official(s)
conducting the election is chargeable to this
Work Order Number.

9132148 Union Activities - General - Chargeable to the Union District
Lodge 148

Includes all "Productive" time lost due to recognized Union
activities for which District Lodge 148 accepts complete
responsibility, such as attendance at District Lodge Executive
Board meeting, performance of specific District Lodge functions,
etc.

NOTE: The Union has agreed that requests for time off to
perform District Lodge functions will be clearly
identified as such to ensure that all "Productive" time
lost as a result will be correctly charged to Work Order
Number 9132148.

19.13 POSTING OF UNION NOTICES

The Union shall have the right of posting Union notices of direct
interest to the employees at all locations at which Union members are
employed.

The Union undertakes to supervise the material posted so that offensive
matters will not be posted.

19.14 GENERAL CHAIRMEN

The General Chairmen, provided they are employees on leave of absence
from the Company, will be furnished necessary space available
transportation over the Company System within Canada, during their terms
of office for use in connection with their work to the extent permitted
by law.

ARTICLE LO - GENERAL PROVISIONS

20.01 CLEANING ALLOWANCE

A cleaning allowance of fifteen Dollars (\$15.00) per month will be paid to those employees required to wear dress uniforms and deal with the public, i.e.,

Certificated Station Agents I and II
Station Agents I and II
Cargo Customer Service Agents
Baggage Agents
Certificated Lord Agents
Lead Cargo Customer Service Agents

In the case of employees in the Dorval Base Cafeteria, the Company will supply and launder uniforms and other wearing apparel required by the Company. Uniforms and wearing apparel remain Company property.

20.02 MEDICAL ATTENTION

Employees injured while at work shall be given medical attention at the earliest possible moment and employees shall be permitted to return to work when approved by the Company Doctor, without signing any release of liability pending the disposition or settlement of any claim for damage or compensation.

20.03 ORDERS IN WRITING

20.03.01 All orders to a permanent employee involving a change in location or assignment, promotion, demotion, dismissal, lay-off, disciplinary action and leave of absence shall be stated in writing, copy of such orders being supplied to the local Shop Committee.

20.03.02 Employees whose period of term employment is terminated, will be given orders, in writing, covering such termination and a copy of such orders will be supplied to the local Shop Committee.

20.04 WORKING IN INCLEMENT WEATHER

Except as may be required by the operation, employees shall not be required to work on aircraft outside of hangars during inclement weather.

20.05 SAVING CLAUSE

20.05.01 Should any part or provision of this Agreement be rendered invalid by reason of any existing or subsequently enacted legislation, such invalidation of any part or provision of this Agreement shall not invalidate the remaining portions thereof and they shall remain in full force and effect.

20.05.02 Where the provisions of this Agreement are in variance with the Company Regulations, the former shall take precedence.

20.06 CHECK-OFF OF UNION DUES

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20.06.01 Effective January 1, 1954, the Company shall deduct, on the payroll for the first pay period of each month, from wages due and payable to each employee coming within the scope of this Collective Agreement, an amount equivalent to the monthly union dues of the Union, subject to the conditions set forth hereunder.

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20.06.02 The amount to be deducted shall be equivalent to the regular dues payment of the Union and shall not include initiation fees or special assessments. The amount to be deducted shall not be changed during the term of Agreement, except to conform with a change in the amount of regular dues of the Union in accordance with its constitutional provisions.

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20.06.03 Membership in the Union shall be available to any employee eligible under the constitution of the Union on payment of the initiation or reinstatement fees uniformly required of all other such applicants by the local lodge. Membership shall not be denied for reasons of race, national origin, colour or religion.

20.06.04 Deductions shall commence on payroll for the first pay period of the calendar month, following completion of thirty (30) calendar days, after date of employment in a position covered by this Agreement, but in no case shall deduction, commence earlier than the payroll for the first pay period of the calendar month following completion of thirty (30) days after date of last entry into the Company.

20.06.05 If the wages of an employee, payable on the payroll for the first pay period of any month, are insufficient to permit the deduction of a full amount of dues, no such deduction shall be made from the wages of such employee by the Company in such month. The Company shall not, because the employee did not have sufficient wages payable to him on the designated payroll, carry forward and deduct from any subsequent wages, the dues not deducted in an earlier month.

20.06.06 Only payroll deductions, now or hereafter required by law, deduction of monies due or owing the Company, pension deductions and deductions for provident funds shall be made from wages prior to the deduction of dues.

20.06.07 The amount of dues deducted from wages accompanied by a statement of deductions from individuals, shall be remitted by the Company to the Union. It may be mutually agreed by the Union and the Company not later than thirty (30) calendar days following the pay period in which the deductions are made.

- 20.06.08 The Company shall not be responsible financially or otherwise either to the Union or to any employee, for any failure to make deduction or for making improper or inaccurate deductions or remittance. However, in any instances in which an error occurs in the amount of any deduction of dues from an employee's wages, the Company shall adjust it directly with the employee. In the event of any mistake by the Company in the amount of its remittance to the Union, the Company shall adjust the amount in a subsequent remittance. The Company's liability for any and all amounts deducted, pursuant to the provisions of this Article, shall terminate at the time it remits the amounts payable to the Union.
- 20.06.09 The question of what compensation, if any, shall be paid the Company by the Union in recognition of services performed under 20.06, shall be left in abeyance, subject to reconsideration at the request of either party on fifteen (15) days notice in writing.
- 20.06.10 In the event of any action at law against the parties hereto resulting from any deduction or deductions from payrolls, or to be made by the Company pursuant to 20.06 of this Agreement, both parties shall cooperate fully in the defence of such action. Each party shall bear its own costs of such defence except that if, at the request of the Union, counsel fees are incurred, these shall be borne by the Union. Save as aforesaid, the Union shall indemnify and save harmless the Company from any losses, damages, costs, liability or expense suffered or sustained by the Company as a result of any such deduction or deductions from payrolls.
- 20.07 SUB-CONTRACTING
- The Company agrees to advise the Union, in writing, in those cases where it has decided to sub-contract work. This advice will be handled as follows.
- 20.07.01 Under circumstances where a sub-contract involves a base or station, the Supervisor responsible for the function will advise the Shop Committee at a base or the Steward at a station, as applicable.
- 20.07.02 Under circumstances where a sub-contract involves more than one base or station, the appropriate Branch/Region will advise the Committee of General Chairmen.
- 20.07.03 Although it is recognized that as much prior advice as possible is desirable, the changing requirements of the airline do not permit any guarantee of a minimum time between deciding to sub-contract and its actual commencement. Prior advice is essential to enable the Union to query the necessity of any sub-contract, therefore every effort will be made to provide two (2) weeks advice prior to actual sub-contract. This advice will contain such information as the number of units or services involved, anticipated duration, reasons for the sub-contract, as applicable.

20.07.04 As a result of past experience, a general statement of present policy is that sub-contracting will only be resorted to in situations such as the following.

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- a) To finalize development of a proprietary unit.
 - b) Where the nature or volume of the work is such that it does not justify the capital or operating expenditure involved.
 - c) Where the nature or volume of the work is such that undesirable fluctuations in employment would automatically result.
 - d) To meet an emergency condition.

The Shop Committee at a base or the appropriate General Chairman at a station, may request a review of any existing sub-contract in accordance with the above criteria with a view to assessing the practicability of performing the work within the Company.

20.07.05 The above situations refer to normal airline operational functions only and do not refer to items which are normally obtained from manufacturers or suppliers.

20.07.06 The Company further agrees that, prior to any layoff, District Lodge 148 may request a review of any existing "sub-contracting" with a view to reassessment of the practicability of performing the work within the Company.

20.07.07 The leasing of equipment associated with normal airline operational functions will be handled in accordance with the policy outlined in this Article.

20.07.08 The Company agrees that the sub-contracting of work normally performed by classifications in categories covered by this Collective Agreement will not result in staff reduction of those permanent employees affected by the sub-contract.

20.08 SAFETY AND HEALTH COMMITTEES

20.08.01 While the question of safety is of paramount importance to all personnel, Supervisors are specifically charged with the duty of initiating and monitoring all practices necessary to ensure the safety and health of employees, as well as ensuring the safety of all equipment.

20.08.02 Supervisors must be especially vigilant regarding both unsafe work habits of employees and work conditions and are required to act on any report by an employee of an unsafe work habit or condition.

20.08.03 An employee who observes an unsafe condition or act that he cannot personally correct, shall notify his Supervisor or refer it to his Steward who will advise the Supervisor. Where the employee or the Steward is not satisfied that the Supervisor has, in a reasonable period of time, effectively dealt with the situation, the matter shall be referred to the appropriate Safety and Health Committee.

20.08.04 Where the Company has, in accordance with the Code, authorized the establishment of a Committee, it shall consist of a number of employees who exercise managerial functions and a number who do not; at least half of the members must be employees who do not exercise managerial functions and have been selected by the Union.

NOTE: Where a Committee has not been authorized any safety and health items should be promptly dealt with on a local basis by a designated employee who exercises managerial functions and one who does not.

20.08.05 The number of Committee members will be determined at each location, but the number should be large enough to permit productive interaction while small enough to keep the committee manageable. The number of committee members should not in any case be less than four (4) nor more than twelve (12).

20.08.06 The committee member's term of office shall be two (2) years, but any member may be reappointed; the employee representatives on the committee shall be appointed by the Union.

20.08.07 A committee shall have two Co-Chairmen of equal standing chosen from the members of the committee; one being an employee representative selected by the employee representatives on the committee and the other being a managerial representative selected by the managerial representatives on the committee.

20.08.08 The Company will post the names and work locations of all the members of any committee it has established in a conspicuous place or places where they are likely to come to the attention of the employees the committee represents.

20.08.09 The powers and functions of the committee(s) are:

- a) Shall receive, consider and expeditiously dispose of complaints relating to the safety and health of the employees represented by the committee;
- b) Shall maintain records pertaining to the disposition of complaints relating to the safety and health of the employees represented by the committee;
- c) Shall cooperate with any occupational health service established to serve the work place;
- d) May establish and promote safety and health programs for the education of the employees represented by the committee;
- e) Shall participate in all inquiries and investigations pertaining to occupational safety and health including such consultations as may be necessary with persons who are professionally or technically qualified to advise the committee on those matters;

- f) May develop, establish and maintain programs, measures and procedures for the protection or improvement of the safety and health of employees;
- g) Shall regularly monitor programs, measures and procedures related to the safety and health of employees;
- h) Shall ensure that adequate records are kept on work accidents, injuries and health hazards and shall regularly monitor data relating to those accidents, injuries and hazards;
- i) Shall cooperate with safety officers;

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- j) May request from an employer such information as the committee considers necessary to identify existing or potential hazards with respect to materials, processes or equipment in the work place; and
- k) Shall have full access to all government and employer reports relating to the safety and health of the employees represented by the Committee but shall not have access to the medical records of any person except with the consent of that person.

Information received by such committees shall be treated as privileged information for the specific use of the committee for the item being discussed. Full access to such information will be provided to safety officers of Labour Canada.

- 20.08.10 Minutes of committee meetings shall be prepared in a format acceptable to the Regional Director of Labour Canada. The minutes must be approved and signed by the Co-Chairmen before they are released for distribution and posting.
- 20.08.11 The Co-Chairman selected by the managerial representative on the committee shall ensure that a copy of the minutes of each committee meeting is:
 - a) Posted at all work places within the area for which the committee is established; and
 - b) Is given to the Company, District Lodge 148 and the appropriate General Chairman & Local Shop Committee for the area for which the committee is established.
- 20.08.12 The Company shall send a copy of the minutes of each committee meeting to the appropriate Regional Director of Labour Canada.
- 20.08.13 A committee will meet at least monthly during regular working hours or on an urgent basis, as a result of an emergency or other special circumstance. All meetings of the committee shall be called by the committee Co-Chairmen. A majority of the members of a committee, at least half of whom are employees who do not exercise managerial functions, shall constitute a quorum

20.08.14 A member of a committee will be granted such time from his work as is necessary to attend meetings or to carry out any other functions assigned by the committee Co-Chairmen. Any time spent attending a meeting or carrying out any approved functions as a member of the committee shall be considered as time worked and covered by existing time recording procedures and the provisions of the Agreement.

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NOTE: In the event that neither of the Co-Chairmen are available, a Safety and Health Committee Member may discuss the circumstances surrounding a safety issue which he believes requires immediate attention, with the Supervisor involved.

20.08.15 No member of a committee is personally liable for anything done by him in good faith while carrying out his role as a member of a Safety and Health Committee.

20.08.16 Subject to the foregoing, a committee may establish its own procedures, rules and regulations. Committees may not, however, change work rules or procedures, allocate or commit Company funds or personnel without express approval of the appropriate management authority.

20.08.17 Matters not resolved by the Committee, may be referred to the Safety Officer of Labour Canada.

20.08.18 The committee(s) will function within the spirit and intent of Part II of the Canada Labour Code, and consistent with the Corporate Guidelines, Safety & Health Committees, containing the terms of reference, structure, and operating principles agreed to between the Company and the Union for the operation and administration of Safety and Health Committee(s).

20.08.19 Supervisor's Accident Report

An employee involved in an accident will be provided with a completed copy of the Supervisor's Accident Report (ACF32), if he so requests.

20.09 REORGANIZATION OF CORPORATE STRUCTURE

In the event that the Company changes ownership, merges with another Company or in any way changes its corporate identity, this Agreement will remain in full force and effect and the certificate issued by the Canada Labour Relations Board then in effect shall not be affected in any way, except as otherwise governed or directed by the Board. The Company further agrees to enter into negotiations with the Union relative to the protection of employee seniority and other conditions of this Agreement. Failing settlement, the Canada Labour Code, Part V will apply.

20.09.01 The parties agree that in the event of a merger, amalgamation or acquisition involving an intermingling of employees, the joint position of the parties in any proceeding(s) involving the resolution of competing claims to seniority will be that preferential seniority provisions in any relevant collective agreement should be of no effect in establishing a merged seniority list.

20.10 SEVERANCE PAY

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20.10.01 A permanent employee covered by this Agreement who has completed one (1) year of continuous service under this Agreement immediately prior to being laid-off, through no fault or action of his own, including lay-off resulting from merger or geographical relocation, shall receive severance pay as provided in 20.10.02, subject to the limitations and conditions set forth herein, but he shall receive no severance pay if any one or more of the following conditions exist.

- a) He exercises his seniority in order to remain in the employ of the Company or accepts transfer.
- b) He accepts any other employment with the Company or refuses to accept a job in his own or comparable work classification under this Agreement.
- c) He fails to exercise his seniority which would enable him to remain in the employ of the Company.
- d) The lay-off caused by an Act of God, a national war emergency, revocation of the Company's operating certificates or certificate, or grounding of a substantial number of Company aircraft for reasons beyond the Company's control.
- e) The off-duty status results from a strike, lockout or picketing of the Company's premises.
- f) He is on leave of absence on the effective date of lay-off. In the case of an employee on leave of absence due to illness on the date of lay-off, these provisions will become effective on the date that he is able and reports for work following termination of such leave of absence.
- g) His service is terminated as a result of discipline, retirement, medical reasons or resignation other than as a direct result of or during a lay-off.

20.10.02 The amount of severance pay due under this Article shall be based on the length of actual straight time continuous service with the Company under this Agreement and shall be computed on the basis of the employee's regular straight time weekly rate at time of lay-off, as follows:

See page 165

If employee has completed	Severance Allowance
1 to 3 years	2 weeks
3 years but less than 4 years of service	3 weeks
4 years but less than 5 years of service	4 weeks
5 years but less than 6 years of service	5 weeks
6 years but less than 7 years of service	6 weeks
7 years but less than 8 years of service	7 weeks
8 years but less than 9 years of service	8 weeks
9 years but less than 10 years of service	9 weeks
10 years but less than 11 years of service	10 weeks
11 years but less than 12 years of service	11 weeks
12 years but less than 13 years of service	12 weeks
13 years but less than 14 years of service	13 weeks
14 years but less than 15 years of service	14 weeks
15 years but less than 16 years of service	15 weeks
16 years but less than 17 years of service	16 weeks
17 years but less than 18 years of service	17 weeks
18 years but less than 19 years of service	18 weeks
19 years but less than 20 years of service	19 weeks
20 years and thereafter	20 weeks

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20.10.03 The employee eligible for severance pay shall receive such pay starting at the time of lay-off and payments for the amount due shall be at regular pay periods and continue until all severance pay credit is used, except that in no event shall any such pay be due after the effective date of recall or acceptance of other employment in the Company.

20.10.04 In the event that a laid-off employee is recalled or obtains other employment with the Company without having used all his severance pay, the unused time will be credited to his account; however, service for additional severance pay credits will only be accumulated from his date of recall to the position from which he was laid-off.

20.11 EXPENSES

Expenses payable to personnel for field work, regional relief and training assignments, away from home base, as specified herein for personnel covered by this Agreement.

20.11.01: En route to and from Assignment

Hotel and applicable per diem limousine or taxi fare may also be claimed on the basis of actual and reasonable costs involved, including arrival and departure at the point of assignment as well as at home base.

20.11.02 At point of Assignment

Hotel, plus personal expenses - fifty dollars (\$50.00) per day, all inclusive, for personal expenses, which include meals, gratuities, laundry, valet service, etc.

(a) FULL DAY - when flight departure is before 4:00 p.m. or when return arrival at base is after 4:00 p.m. - fifty dollars (\$50.00)

(b) HALF DAY - when flight departure is after 4:00 p.m. or when return arrival at base is before 4:00 p.m. - twenty-five dollars (\$25.00)

NOTE: For purposes of this allowance, a day is said to begin and end at 4:00 a.m. The flight number on which the employee travelled must be recorded on Employee Expense Claim ACF151, showing the actual departure time and on the day of return, the actual arrival time of the flight.

20.11.03 Where overnight accommodation is not involved, employees will claim reasonable and necessary out-of-pocket expense only.

20.11.04 Providing the nature of the assignment permits, an employee electing to reside with relatives or friends will be entitled to claim Ten Dollars (\$10.00) per calendar day in lieu of the cost of a hotel room.

20.11.05 The Company will provide travel insurance for the travel days only in the amount of One Hundred Thousand Dollars (\$100,000.00) for the employee so assigned.

20.11.06 The per diem is primarily applicable within Canada and the Company will continue to establish an appropriate rate for outside Canada as required. In any event, the amount will not be less than the Canadian per diem. For field work, regional relief and training assignments in the United States, the per diem specified in 20.11.02 will be claimed in U.S. funds.

20.11.07 Single room accommodation, in hotels designated by the Company, will be made available for field work, regional relief and training assignments away from base. Where no accommodation can be found in designated hotels, employee is confined to comparable rates in other hotels.

20.11.08 Where employees are on training assignments away from their base for more than one (1) week, they will be allowed downtown hotel accommodation with Company provided transportation.

20.11.09 Daily transportation is not claimable unless special authorization is first obtained locally. However, any transportation or allowance provided regularly for local employees, will be made available.

20.11.10 Detailed expense accounts will be submitted.

20.12 UNASSIGNED

20.13 EMPLOYEE PERSONAL FILE

Although an employee's personal file is Company property, should employees be concerned with the contents, they may, in the presence of a management representative, review any area of the personal file. Such reviews must:

- a) Be arranged through the employee's immediate Supervisor,
- b) Be scheduled for a mutually convenient time and time involved in such reviews must also be reasonable.

The employees will, upon request, be provided with a copy of specific document(s) contained in the file which they have reason to believe are in error.

The above-referenced reviews may also be arranged with Personnel Services supervision under circumstances where an employee is on a Regular Day Off (R.D.O.).

20.14 LANGUAGE OF AGREEMENT

Collective Agreements are to be published and preferably executed, simultaneously in English and French, but may be distributed in either language when the employee's preference has been previously determined; in the event there is a difference between the English and French versions of the Collective Agreement, preference is to be given to the version thereof that best corresponds to its true spirit, intent and meaning as originally negotiated and best ensures the attainment of its objectives as agreed upon between the parties.

20.15 OFF-DUTY STATUS

20.15.01 The Union acknowledges the Company's right to place employees on "off-duty status without pay" under circumstances where the Company discontinues its revenue operations due to an Act of God, national war emergency, revocation of the Company's operation certificates or certificate, strike, lockout or picketing of the Company's premises, grounding of a substantial number of Company aircraft or other circumstances over which the Company has no control.

20.15.02 The General Chairmen will be informed of the Company's intention to place employees on "off-duty status without pay" and the general handling of employees covered by the Agreement will be reviewed. At each point where employees are affected, local Union representatives will be advised of detailed handling.

20.15.03 Employees will be given a minimum of twenty-four (24) hours notice of intended action before being placed on "off-duty status without pay". Where such notice is verbal, it will be subsequently confirmed in writing. In any event, "off-duty status without pay" will not commence until twenty-four (24) hours after cessation of service.

- 20.15.04 Where employees are retained or returned to duty to perform required work, senior qualified employees shall be assigned on the basis of classification seniority in the category at the point. However, employees in above basic classification may exercise their seniority in the basic classification in the category in which currently employed at the point. Exceptions may be made where special skills or job continuity is required. In cases where it is decided to carry on scheduled training programs, those employees already involved shall be retained.
- 20.15.05 The Company will not discriminate against Union members with respect to clerical employees working in close relationship to employees covered by the Collective Agreement. This provision has no application to managerial, supervisory or confidential personnel in matters relating to labour relations.
- 20.15.06 Where employees covered by the IAMAW Agreement are placed on "off-duty status without pay", other employees will not perform work that is normally done by employees of the bargaining unit.
- 20.15.07 No overtime will be worked in a classification/category at the point while employees are on "off-duty status" in that classification/category.
- 20.15.08 An employee on leave of absence without pay will retain his current status until the scheduled termination of such leave at which time the employee is placed on "off-duty status".
- 20.15.09 Employees who are on vacation at the time, will continue on such vacation with pay for the dates of the actual vacation only.
- Employees whose vacations are scheduled to start after or during "off-duty status" will take such vacation with pay as scheduled. Such vacations will not be postponed or re-scheduled.
- 20.15.10 Company sick leave benefits will not be granted to an employee on "off-duty status". However, any illness during the period of "off-duty status" may be reviewed at the Company Headquarters Level upon request of the Committee of General Chairmen. However, those employees who are in receipt of GDIP benefits will continue to receive same until their disability ceases, at which time they are placed on "off-duty status - without pay".
- 20.15.11 Deductions for insurance premiums will continue to be made on any "full" or "part" pay cheques issued. However, when pay has ceased, the Company will arrange to have coverage continued. The premiums will be deducted from pay cheques after return to work.

20.16 TECHNICAL OPERATIONS PERSONNEL ASSIGNED TO THE AIRPORT & CARGO OPERATIONS BRANCH

Technical Operations personnel at line stations are employed by the Technical Operations Branch and responsible to the appropriate General Foreman/Maintenance Manager for all technical requirements. They are, however, assigned to and under the jurisdiction of the appropriate Airport Manager for the purpose of delegation of duties, administration and discipline.

At Calgary, Edmonton, Ottawa and Mirabel, however, delegation of duties and discipline will be handled by Technical Operations Management assigned to these locations. The Airport & Cargo Operations Branch will continue to provide the administration services in these stations.

The technical requirements with respect to any one flight, however, are dependent upon such factors as the type of aircraft, its condition and whether or not snags are reported, together with the regulations as laid down in the appropriate Maintenance Instruction Manual. In the absence of technical requirements (the prime responsibility of Technical Operations personnel), these individuals will be called upon to perform Airport & Cargo Operations functions associated with the ground handling of flights. In the allocation of such Airport & Cargo Operations functions to a Mechanic, it is recognized that the normal practice is to attempt to assign duties of a semi-technical nature which may be involved.

With the above in mind, the extent to which such Technical Operations personnel will be called upon to perform Airport & Cargo Operations functions associated with the ground handling of flights, will be established in advance, between the appropriate Airport Manager and the General Foreman/Maintenance Manager for each flight schedule and type aircraft.

20.17 PENSION PLAN

20.17.01 Notwithstanding Rule 16 of the provisions of the Air Canada Pension Plan, no termination, modification or amendment shall be made to the provisions of the Plan which would increase the contributions required to be made by any employee covered by the Collective Agreement or would reduce or adversely affect any of the benefits, rights, privileges or options under the Air Canada Pension Plan of any such employee, or of any former employee or pensioner who, at the time of his termination of employment or retirement from the Company, was in a classification covered by the Collective Agreement or a predecessor thereto, or of any dependent, beneficiary or estate of such an employee, former employee or pensioner, while the Collective Agreement is in force between the Company and the Union without the consent of the Union. In the absence of such consent, either the Company's or the Union's desire to effect a termination of that Plan or the modification or amendment in whole or in part of any or all of its provisions upon or after the renewal, extension or replacement of the Collective Agreement by a successor thereto shall be subject to the same notice and negotiating conditions that are required for modifications or amendments to the Collective Agreement itself.

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20.17.02 The Company will provide, on a System (Canada) basis, pre-retirement seminars to assist employees in preparing themselves for retirement. It is also agreed that the Company will review with the Union the program content prior to any change being implemented.

20.17.03 The Company will actuarially determine the assets and liabilities of the Air Canada Pension Plan - Canada with respect to Plan members in classifications covered by this Agreement.

The apportionment process used by the Company's actuaries will be similar to that process followed in determining the Plan's assets and liabilities attributable to other employee groups. The Union and the Union's actuaries shall have access to all pertinent information involved in finalizing this process.

It is understood that the members' share of the assets of the fund will remain in the fund for investment purposes and that costs normally borne by the fund will be charged to the members' share of the assets on a proportionate basis.

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Effective January 1, 1983, in addition to the foregoing, separate ongoing accounting will be kept of member and Company contributions to the fund and disbursements made from the fund with respect to the Plan members covered by this Agreement.

For the purpose of this understanding, "member" and "member of the Union" shall include:

- a) Employees who are in classifications covered by this Collective Agreement between the Company and the Union;
- b) Former employees and pensioners who, at the time of their termination of employment or retirement from the Company, were in classifications covered by the above Collective Agreement or any predecessor thereto;
- c) Dependents, beneficiaries and estates of the employees, former employees and pensioners referred to in a) and b) above.

The provisions of the Air Canada Pension Plan Canada applicable to members of the Plan shall be administered by a committee comprised of four (4) Union representatives who are members of the Plan and four (4) Company appointees.

20.18 DISCRIMINATION AND HARASSMENT

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20.18.01 General: Employees are entitled to work in an environment free of discrimination and harassment. Harassment is prohibited under the Canadian Human Rights Act and sexual harassment is prohibited under the Canada Labour Code. Discrimination and harassment deprive employees of dignity and respect, and are detrimental to a healthy work environment.

20.18.02 Definitions:

Discrimination and Harassment: any conduct, comment or gesture, either overt or subtle, that is likely to be offensive to an individual and can be related to any of the ten (10) grounds of discrimination prohibited by the Canadian Human Rights Act: race, religion, sex, national or ethnic origin, marital status, family status, colour, age, disability, or a pardoned conviction.

Sexual Harassment: means any conduct, comment, gesture, contact of a sexual nature:

- a) that is likely to cause offense or humiliation to any employee; or
- b) that might, on reasonable grounds, be perceived by that employee as placing a condition of a sexual nature on employment or on any opportunity for training or promotion.

20.18.03 Right of Employee . Every employee is entitled to employment free of discrimination and harassment.

20.18.04 Responsibility of the Company:

- a) The Company shall make every reasonable effort to ensure that no employee is subjected to discrimination and/or harassment.
- b) The Company will take appropriate disciplinary action in respect of an employee who subjects any other employee to discrimination and/or harassment.

20.18.05 Complaints of Sexual Harassment

- a) An individual who believes he/she has been sexually harassed may initiate a grievance at any of the steps of the grievance procedure. Alternatively, the grievance may be raised directly with the Manager, Human Rights and Equity Programs without foregoing the right to ultimately grieve under Article 17.03.

Grievances submitted pursuant to this Article, shall be treated with the utmost expediency and in the strictest confidence.

NOTE: Manager, Human Rights and Equity Programs
Air Canada Centre
Montreal International Airport (Dorval)
P.O. BOX 14000
Postal Station St-Laurent
Montréal, Quebec
Canada H4Y 1H4

- b) The Company will not disclose the name of a complainant or the circumstances related to the complaint to any person except where disclosure is necessary for the purposes of investigating the complaint or taking disciplinary measures in relation thereto.

20.19 EMPLOYEE ASSISTANCE PROGRAM

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20.19.01 The Company and the Union, as stated in the Joint Declaration between Air Canada and the Unions/Associations, fully support the intent and purpose of the Air Canada Employee Assistance Program as outlined in Publication 717, Chapter J. This program provides employees with a confidential referral service, to professional community resources dealing with a wide range of medical or social problems. The organizational structure of the Employee Assistance Program (E.A.P.) recognizes employee representatives from all employee groups.

20.19.02 In consideration of the size of the IAMAW membership and the unique aspects of the work environment, it is agreed to establish a special committee to deal with the various concerns of this group, consistent with the basic philosophy of the Employee Assistance Program

20.19.03 The Committee will be comprised of:
Two (2) IAMAW EAP Coordinators
One (1) Management Representative
One (1) Representative from Medical Services

20.20 TECHNOLOGICAL CHANGE

Where a technological change impacts on the job security and conditions of employment of employees, the Company is committed to employment security within the Collective Agreement for all employees who may be so affected.

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20.20.01 In the event of a technological change, the Company will, as far in advance of the change as possible, enter into discussions with the Union at the Headquarters Level for the purpose of providing:

- a) A detailed description of the nature of the proposed technological change;
- b) The names of the employees who will, likely be affected by the proposed technological change;
- c) The rationale for the change and the impact it will have on the Company's efficiency and economy of operations; and
- d) The Company's plan to minimize the impact of the technological change on the employees affected.

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20.20.02 As a result of discussions outlined in 20.20.01 and where the scope of the technological change necessitates it, a committee will be established by the Union and the Company at the Headquarters Level. The committee will be composed of General Chairmen, management representatives and an appropriate number of employees of the Branch in the classification(s) affected by the technological change.



The Company shall provide the members of the committee with materials pertaining to technological change which may be required to ensure that the fullest discussion on such matters as w-training, change of work methods, reorganization of work, change to the method of organization, etc., will take place in an effort to implement change with the least possible disruption and with the maximum possible benefits to the Company and employees.

20.20.03 Notwithstanding the provisions of 20.20.01 and consistent with the provisions of the Canada Labour Code, the Company will provide the Union with written notice at least one hundred and twenty (120) days prior to the implementation date of the technological change, outlining:

- a) The nature of the technological change;
- b) The date on which the Company proposes to effect the technological change;
- c) The approximate number and type of employees likely to be affected by the technological change, and
- d) The effect that the technological change is likely to have on the terms and conditions or security of employment of the employees affected.

20.21 EMPLOYMENT SECURITY

Employees declared surplus as a result of the loss of a ground handling contract covering Air Nova, Air Alliance, Air Ontario, Air BC, N.W.T. or future connector carriers where Air Canada has a majority interest, will not be subject to lay-off.

ARTICLE 21 - DURATION OF AGREEMENT

21.01 This Agreement effective June 18, 1995 except as otherwise provided herein and shall continue in full force and effect until June 14, 1997 and shall be subject to variation by mutual agreement between the parties. This Agreement shall remain binding from year to year thereafter, unless notification in writing to amend, modify or change the Agreement is served by either of the parties hereto on the other; such notification to be served not later than sixty (60) days prior to the expiration date in any year. In the event that notice is given of intended amendments, modifications or changes, this Agreement shall remain in force and effect while negotiations are being carried out for the arrangement of a new Agreement.

21.02 Letters of Understanding Nos. 1, 2, 5, 6 and 7 will remain effective at the date of signing of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement this 19th day of June, 1995.

FOR AIR CANADA

K.M. KELLY
P.E. COOLEY
T.W. RABY
D. McADAM
L. COPP

FOR INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

L. GIULIANI
J. BIALOWAS
G. BROSSEAU
J. COLLIER
D. CURRIE
R.L. FONTAINE
G. HARDY
T. HODGE
L. HUTCHISON
J. MICHAUD
J.P. ROGERS
W. SHIPMAN
J. WRIGHTSON

LETTER OF UNDERSTANDING NO. 1

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L1.01 Group Life Insurance - (Publication 711, Chapter 4)

The Company will pay the full cost of the Group Life Insurance premiums up to a maximum coverage of Fifty Thousand Dollars (\$50,000). Coverage in excess of Fifty Thousand Dollars (\$50,000) will be shared on a 50/50 basis. The level of coverage will be two and one-half times the basic annual salary up to a maximum of Sixty Thousand Dollars (\$60,000). The maximum level of coverage upon retirement will continue to be one-quarter of the amount of coverage being paid for by the Company up to a maximum of Ten Thousand Dollars (\$10,000).

L1.02 Group Disability Income Plan - (Publication 711, Chapter 6)

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The Company will pay the full cost of the Group Disability Income Plan Premiums.

Effective June 25, 1990 for disabilities commencing on or after that date, the maximum "Basic Monthly Pay" covered by the plan is forty-eight hundred dollars (\$4,800.00).

Should employees be unable to return to work from a long term illness (GDIP) due to an inability to meet Company medical standards, the Company doctor involved will:

- a) Fill out the required GDIP application form stating the reasons that the employee is unable to return to work.
- b) Provide the employee with the completed application for his further handling with the Personnel Services office.

L1.03 Supplementary Health Insurance - (Publication 711, Chapter 9)

The Company will pay the full cost of the Supplementary Health Insurance Premiums (Plan II).

Effective June 29, 1987, employees are covered for Hyperbaric Oxygen Therapy and Hyperbaric Chamber Treatment.

Effective August 1, 1995, employees are covered for psychologists' services, fifteen dollars (\$15.00) maximum payable per visit to a maximum of three hundred dollars (\$300.00) per year.

Effective August 1, 1995, employees are eligible members of the International SOS Assistance Access Program

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L1.04 Group Dental Insurance - (Publication 711, Chapter 8)

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The Company will pay the full cost of the Group Dental Insurance Premiums.

Effective August 1, 1995, the maximum of covered dental expenses is fifteen hundred dollars (\$1,500.00) per calendar year per person; that is, fifteen hundred dollars (\$1,500.00) for the employee member and fifteen hundred dollars (\$1,500.00) for each eligible dependent.

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Effective August 1, 1995, the maximum lifetime benefit for Orthodontic services, for dependent children under twenty-one (21) years of age, is two thousand dollars (\$2,000.00).

L1.05 Vision Care Insurance - (Publication 711, Chapter 9)

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The Company will pay the full cost of the Vision Care Insurance Premiums.

Effective June 25, 1990, the maximum benefit level for eligible Vision Care expenses is one hundred and twenty-five dollars (\$125.00).

L1.06 The Company shall be the sole policy holder and administrator of the above-mentioned insurance plans.

L1.07 The benefit level of the above-mentioned insurance plans (L1.01 to L1.05) will be maintained for the duration of this Agreement.

Signed this 19th day of June 1995.

FOR AIR CANADA

K.M. KELLY

FOR INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

L. GIULIANI

LETTER OF UNDERSTANDING NO. 2

- L2.01 The Company will continue to staff its operations with "Full-Time" employees whenever a reasonable degree of employee utilization can be achieved.
- To enable the Company to competitively bid on ground handling contracts and provide for future growth, it is recognized that the Company may utilize both full-time and part-time employment in the Station Attendant classification in order to provide the Company with the ability to:
- (a) Bid on and successfully acquire new ground-handling contracts;
 - (b) Be successful in retaining and/or renewing existing ground-handling contracts;
 - (c) Achieve effective manpower utilization for current ground-handling contracts where attrition provides such opportunities;
 - (d) Achieve better economics in the ground-handling of connector carriers and the "Purolator" operation.
- L2.02 Although the conditions of L2.01 forms the basic requirement for both Full-time and Part-time employment, such employees may also perform other Station Attendant functions during their scheduled working hours.
- L2.03 In establishing the requirements for Full-time and Part-time employees in accordance with L2.01, the Company will determine the requirement at each point and the situation will be discussed with the Union at the local level in order to ensure that there is an understanding of the need.
- L2.04 Permanent Full-time and permanent Part-time Station Attendants hired prior to June 25, 1990, will not be laid-off or placed on laid-off status at the point while permanent Full-time or permanent Part-time Station Attendants covered by this Letter of Understanding are actively employed.
- L2.05 The total number of employees working under the scope of this Letter of Understanding shall not exceed ten percent (10%) of the total number of employees in the bargaining unit. 77
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- L2.06 The total number of Part-time employees working under the scope of this Letter of Understanding shall not exceed fifty percent (50%) of the number established in L2.05.
- L2.07 The Company shall advise District Lodge 148 of the number of Part-time employees on the payroll at the end of each quarter.

L2.08 RATES OF PAY - All Station Attendants hired prior to June 25, 1990 will continue to be paid in accordance with the rates of pay established in Article 7.06.

Station Attendants hired under this Letter of Understanding, who subsequently obtain a Station Attendant vacancy not covered by this Letter of Understanding, shall be paid at the next highest pay rate on the appropriate scale pursuant to Article 7.06. Additionally, their scheduled advancement will be determined by the provisions of Article 7.03.

for the purpose of pay progression for Part-time employees, two (2) weeks of part-time service will equal a credit of one (1) week.

Rates of pay for employees covered by this Letter of Understanding

	June 18, 1995 <u>Hourly Rate</u>	June 16, 1996 <u>Hourly Rate</u>	December 15, 1996 <u>Hourly Rate</u>
start	\$ 9.66	\$ 9.85	\$10.05
12 months	\$10.66	\$10.87	\$11.09
24 months	\$11.65	\$11.88	\$12.12

L2.09 HOURS OF WORK - With the exception of training, each part-time employee may be scheduled up to four (4) consecutive hours per day and a total of twenty (20) hours per week.

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Where more than one part-time employee covers a period, the total combined coverage may be staggered to provide not more than four and one-half (4½) hours of continuous coverage.

Where more than one part-time period coverage is required, the minimum spread between scheduled periods must not be less than four (4) hours. In any event, the number of periods in a calendar day will be limited to two (2), except that a third period may be utilized subject to local agreement between the Company and the Union.

Hours of work for full-time employees shall be as set out in Article 10.

Overtime will be offered to full-time employees hired prior to June 25, 1990 prior to employees covered this Letter of Understanding.

Recall for overtime will be offered to full-time employees hired prior to June 25, 1990, prior to those employees covered by this Letter of Understanding.

In cases where full-time employees, hired prior to June 25, 1990, do not wish or are not available to provide necessary overtime requirements, full-time or part-time employees covered by this Letter of Understanding may be used.

L2.10 PROBATION . For part-time employees will consist of a period of thirty-six (36) weeks.

L2.11 STATUTORY HOLIDAYS FOR PART-TIME EMPLOYEES

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Article 12.01 . The overtime credit will be six (6) hours at straight time.

Article 12.02 - The credit will be six (6) hours at straight time.

Article 12.03.01 - The credit will be four (4) hours at straight time in lieu of the holiday(s).

L2.12 VACATIONS - For part-time employees, application will be amongst the part-time employees only.

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Article 13.02 - The credit will be four (4) hours at straight time.

L2.13 SENIORITY

- Employees covered by this Letter of Understanding shall be on separate seniority lists from those employees not covered by this Letter of Understanding.

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- Full-time and part-time employees covered by this Letter of Understanding shall be on separate seniority lists with seniority limited to promotion, lay-off and recall at the point.

- All employees covered by this Letter of Understanding shall be eligible to bid on Promotional Bulletins and Vacancy Notices addressed to the Station Attendant classification at the point.

- Either full-time OR part-time employees covered by this Letter of Understanding may be laid-off in the event of a staff reduction, depending upon operational requirements.

L2.14 LETTER OF UNDERSTANDING NO. 1

- Group Life Insurance - Part-Time Employees

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The level of coverage will be two and one-half (2½) times the basic annual earnings up to a maximum of Twenty Five Thousand Dollars (\$25,000.00).

- Group Disability Income Plan

Not available to part-time employees.

- Supplementary Health Insurance - Part-Time Employees

The Company will pay the full cost of Plan II. The maximum aggregate under the Supplementary Health Plan will be Ten Thousand Dollars (\$10,000.00).

Group Dental Insurance

Not available to part-time employees.

12.15 CHANGE OF STATUS/PART-TIME - TERM EMPLOYMENT - A part-time employee desiring to be considered for term employment under the provisions of Article 16.17, shall submit a request in writing to the local Manager, copy to the local Union. Requests for a change of status from part-time to term employment shall be limited to the point where currently employed and within his work location (i.e., Aircraft Services/Commissary or Cargo) at those stations where the Cargo Branch is operating a cargo terminal.

NOTE 1: Part-time employees with two (2) or more years of service will be eligible to request term employment in either work location (i.e., Aircraft Services/Commissary or Cargo) at the point.

NOTE 2: Such two (2) year service requirement may be waived by agreement between the Company and the Union at the local level, subject to the ability to discontinue at the request of either party.

To be eligible for consideration, the request for term employment must be forwarded by Canada Post and postmarked prior to the approval date for hiring. Change of status from part-time to term employment, under this provision and vice versa, shall be actioned on the basis of the part-time seniority list at the point.

A part-time employee offered term employment must advise his local Manager of his decision verbally within twenty-four (24) hours, followed in writing within seventy-two (72) hours of the date of such offer. Failure to advise the Manager will be considered a declination of the offer.

A part-time employee declining an offer of term employment shall have his request cancelled and be ineligible to submit a new request for a period of sixty (60) days from date of declination.

A part-time employee accepting term employment shall continue to accrue seniority as a part-time employee and at the end of the assignment, if less than twenty-six (26) weeks, revert to part-time and have his original request for term employment reinstated. In the event a staff reduction is necessary due to surplus part-time, it will be actioned on the basis of the part-time seniority list at the point.

If the assignment exceeds twenty-six (26) weeks, Article 16.17.02 shall apply and the employee's status shall be changed accordingly. In such a case, the employee will carry all part-time seniority to establish his new sequence and his name shall be removed from the previous list.

Term employees not holding part-time seniority, dispensed with under the provisions of Article 16.17, will be permitted to revert to part-time employment at that point provided that:

- a) A more junior part-time employee, within his work location (i.e. Aircraft Services/Commissary or Cargo) is employed at that point, in which case that junior part-time employee may be dispensed with or;
- b) A part-time vacancy exists at that point.

In such a case where the term employee changes status, his part-time seniority date will be established from his entry date of the term assignment from which he was released and provided the employment is continuous. Where the entry date of a term employee is identical to the seniority date of a part-time employee within his work location (i.e., Aircraft Services/Commissary or Cargo), then the principles of Article 16.06.04 shall be utilized for determining the junior employee in a) above.

Time served in either status shall be accrued on a pro-rated basis towards scheduled advancement in pay.

Time served in either status shall be accrued on a pro-rated basis towards completion of the probationary period.

Statutory holiday credits earned in either status will be cleared in cash prior to the change in status.

Changes of status from part-time to full-time term or from full-time term to part-time, will result in proration of vacation pay for vacation periods affected by any such changes, based on the employment status in which the vacation was earned. Examples are provided in Appendix I.

NOTE: If any portion of a month is worked in full-time status that month shall be credited as a full-time month.

Employees who, as a result of a change of status from part-time to term employment, become eligible for GOIP benefits, shall maintain such benefits irrespective of any future change of status and provided that employment is continuous.

An employee covered by this Letter of Understanding, working in term employment, shall not be included under the provisions of L2.05 and L2.06.

L2.16 In situations where there is an opportunity to obtain additional third party contract work in the Airport & Cargo Operations Branch, the Company and the Union may discuss and agree on site specific terms and conditions and/or alternatives that will provide the necessary flexibility to ensure successful bidding on such contracts.

Signed this 19th day of June 1995.

FOR AIR CANADA

K.M. KELLY

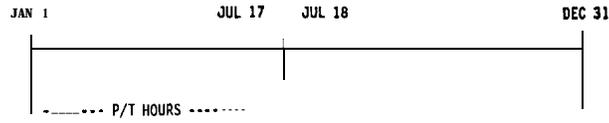
FOR INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

L. GIULIANI

EXAMPLE #2

SVC DATE: APRIL 15, 1987
VAC ENT: 14 CAL DAYS

P/T - JANUARY 1, 1988 - JULY 17, 1988
F/T - JULY 18, 1988 - DECEMBER 31, 1988



IF ANY PORTION OF A MONTH IS WORKED IN FULL-TIME STATUS, IT IS CREDITED AS A FULL-TIME MONTH

P/T HOURS = JANUARY 1 - JUNE 30 = 480

F/T EQUIVALENT MONTHS = $\frac{P/T \text{ HOURS}}{174} = \frac{480}{174} = 2.76$

F/T MONTHS = 6 (JULY - DECEMBER)

TOTAL F/T EQUIVALENT MONTHS = 2.76 = 3

F/T MONTHS = 6

TOTAL F/T MONTHS = 9

F/T DAYS W/P

= VACATION ENT x	<u>FT MONTHS</u>
= 14 x 9/12	12
= 11 F/T CAL DAYS U/P	

BALANCE OF 3 CALENDAR DAYS OF VACATION ENTITLEMENT CAN BE TAKEN WITHOUT PAY AT EMPLOYEE'S OPTION TO BE INDICATED AT THE TIME OF CONVERSION.

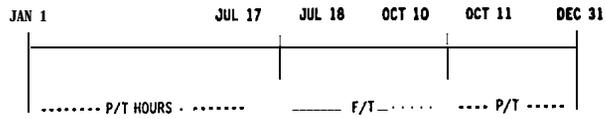
NOTE 1: ROUNDING = <.5 - DOWN
 = >.5 - UP

NOTE 2: 174 HOURS = 1 FULL-TIME MONTH

EXAMPLE #3

SVC DATE: APRIL 15, 1987
VAC ENT: 14 CAL DAYS

P/1 - JANUARY 1, 1988 - JULY 17, 1988
F/T - JULY 18, 1988 - OCTOBER 10, 1988
P/1 - OCTOBER 11, 1988 - DECEMBER 31, 1988

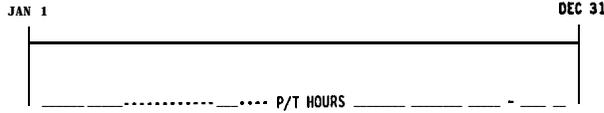


IN THIS EXAMPLE, IT IS ASSUMING THE EMPLOYEE WORKED 20 HOURS PER WEEK AS A PART-TIMER AND THE 1989 VACATION WASTAKEN IN THE PART-TIME STATUS. THE TOTAL VACATION ENTITLEMENT OF 14 DAYS WOULD BE WITH PAY AND AN ADJUSTMENT WOULD BE HANDLED THROUGH THE VACATION CREDIT ADJUSTMENT PROCESS AS PROVIDED FOR IN THE CANADA LABOUR CODE.

EXAMPLE #4

SVC DATE: APRIL 15, 1987
VAC ENT: 14 CAL DAYS

P/T - JANUARY 1, 1988 - DECEMBER 31, 1988 (8 HRS/WEEK)
VACATION TAKEN IN 1989 AS P/T (20 HRS/WEEK)



P/T HOURS = 8 HRS/WK x 52 WEEKS = 416
 F/T EQUIVALENT MONTHS = $\frac{P/T \text{ HOURS}}{174} = \frac{416}{174} = 2.39$
 TOTAL F/T EQUIVALENT MONTHS = 2.39 = 2
 F/T DAYS W/P

. VACATION ENT X $\frac{FT \text{ MONTHS}}{12}$
 . 14 x 2/12
 = 2 F/T CAL DAYS U/P

TWO (2) FULL-TIME CALENDAR DAYS WITH PAY . 16 F/T CALENDAR HRS U/P

SINCE THE SHIFT DURATION. 4 HRS, THE EMPLOYEE IS ENTITLED TO FOUR (4) PART-TIME CALENDAR DAYS WITH PAY.

BALANCE OF 10 CALENDAR DAYS OF VACATION ENTITLEMENT CAN BE TAKEN WITHOUT PAY AT EMPLOYEE'S OPTION TO BE INDICATED AT THE TIME OF CONVERSION.

NOTE 1: ROUNDING = <.5 - DOWN
 = >.5 - UP

NOTE 2: 174 HOURS = 1 FULL-TIME MONTH

LETTER OF UNDERSTANDING NO. 3

TOTEM Implementation Committee - cargo

In accordance with Article 20.20, it is agreed that the following committee will be established for the duration of the implementation phase of TOTEM.

Mandate

The committee will identify, review and recommend resolutions of issues which will have an impact on the classifications working in cargo, covered by the Collective Agreement. Every effort will be made to minimize the impact on personnel affected by the required changes. The committee will make recommendations to senior management and/or the Committee of General Chairmen relating to matters discussed.

Committee Composition

The committee will be comprised of the following:

- General Chairmen
- Management representatives
- Four (4) employees representing the classifications employed in cargo selected by the Union.

Minutes of Meetings

Minutes of meetings of this Committee will be provided to each committee member with a copy to the Director, Labour Relations - Technical Services and District Lodge 148.

This committee will be established within thirty (30) days following advice of ratification.

TOTEM Implementation

Should the implementation of TOTEM result in employees being declared surplus, affected employees will be provided with employment security. Employees in above basic classifications who are declared surplus at implementation date of TOTEM may, on a point basis only:

- (a) Be set back to an above basic classification, provided that a vacancy exists and that the employee holds seniority in the classification and
- (b) Failing any vacancy in an above basic classification, be set back to the basic classification at the point.

Employees set back will not be allowed to exercise bumping privileges as outlined in Article 16.15.

Those who are SO affected shall be recalled to those classifications at the point in accordance with their seniority and have their rate of pay and progression protected at the applicable rate of their former classification for a period not to exceed three (3) years, effective with the date of implementation. Those employers who decline to accept above basic permanent assignments and temporary relief assignments at their point for which they are eligible [Paragraph (a)] shall have their salary protection adjusted, equivalent to the differential between their current status and the salary of the classification SO declined. In addition, employees who are set back to the basic classification and who fail to bid on any above basic vacancies at their point, during the protection period, shall have their salary protection adjusted if it is determined they would have been the successful bidder.

Surplus employees in the basic classification may be required to work in another category temporarily, provided that the employee in question is competent to perform the temporary duties required (ref. Article 6.02).

The declared surplus will be eliminated through either growth or attrition in the classifications affected.

Signed this 26th day of June 1990.

FOR AIR CANADA

B. CORBETT

FOR INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

R.L. FONTAINE

LETTER OF UNDERSTANDING NO. 4

MOVE BASIC SELECTION PROCESS

The Company and the Union agree to the following formal selection process in support of the provisions contained in Article 16.11.05, for all above-basic classifications except Lead Station Attendant, Lead Cabin Servicing & Cleaning Attendant, Baggage Agent, Cargo Customer Service Agent, Station Agent I, Station Agent II, Certificated Station Agent I, C.R.U. Specialist, and Aircraft Inspector.

- L4.01 Employees must have passed a qualifying examination at least thirty (30) days prior to the issuance of the Promotional Bulletin or Vacancy Notice. Successful completion of this qualifying exam will be valid for a period of four (4) years at which time the employee must re-qualify in accordance with the foregoing.
- L4.02 In the event an employee fails to achieve the 80% passing mark on the qualifying examination, one (1) rewrite within Sixty (60) days of the effective date of the initial results will be permitted. If unsuccessful, the employee will be ineligible to attempt to qualify again for a period of one (1) year.
- L4.03 Each eligible candidate will be given a structured interview conducted by a trained panel of one (1) Human Resources representative, one (1) Branch Manager, and one (1) Union representative. The candidate must achieve a 70% score assessed by the panel through a structured, established, point system. In the event the candidate fails to achieve the passing score, he may be re-interviewed in conjunction with a Promotional Bulletin for the same classification following six (6) months from his last interview. Passing interview scores for interviews for the same classification will be valid for a period of two (2) years from the effective date of the results of the interview.
- L4.04 Qualifying examinations and the structured interview guide will be jointly developed and agreed to by the Company and the Union.
- L4.05 Results of the Qualifying Examination and Structured Interview shall remain as a permanent record on the employee's personal file.
- L4.06 Candidates who successfully complete the Qualifying Examination and Structured Interview will be deemed as having equal ability for the purpose of the provisions of Article 16.11.05, and accordingly the employee(s) possessing the greater seniority shall be awarded the position(s).

Note: In the case of a Mechanic, Category 1 or Category 38, requesting to write his initial A.M.I., he will first be required to successfully complete the Structured Interview provided for in 4.03. In this case the ability to be re-interviewed will not be related to the issuance of a Promotional Bulletin.

Signed this 19th day of June 1995

FOR AIR CANADA

FOR THE INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

K.M. KELLY

L. GIULIANI

June 8, 1995

Mr. L. Giuliani
President & Directing General Chairman
District Lodge 148, IAMAW
3767 Thimens Boulevard
suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Giuliani

Subject: Application of the Letter of Understanding on Selection to Above Basic Classifications

This will confirm the Company's agreement as follows relative to the application of Letter of Understanding No. 4, Above Basic Selection Process:

1. Eligible employees attending an interview in response to a Promotional Bulletin shall not lose any time. In addition, the Company will bear the cost of any necessary time off and travel expenses where the interview is conducted at other than the employee's current Point.
2. The Company will bear the cost for time off and expenses for necessary travel for any Union representative participating as a member of a Structured Interview Panel.
3. Time off for representatives appointed by the Union who participate in the joint development of Qualifying Examinations and Structured Interview Guides will be borne by the Company and charged to York Order 91314.
4. Promotional Bulletins for affected above basic classifications will not be issued following the date of ratification pending introduction of the revised selection process.

Yours truly,

K.M. Kelly
Director Labour Relations -
Technical Services

LETTER OF UNDERSTANDING NO. 6

- L5.01 At stations where the Cargo Branch is operating a cargo terminal, Lead Station Attendants and Stations Attendants in Aircraft Services/Commissary, who desire to transfer into the cargo terminal, shall so indicate in writing to their Manager with a copy to the local Union. Lead Station Attendants and Station Attendants in the cargo terminal who desire to transfer to Aircraft Services/Commissary, shall so indicate in writing to their Manager with a copy to the local Union. Transfer requests will be considered when a permanent vacancy is declared.
- L5.02 To be eligible for consideration, the request for transfer must be postmarked at least thirty (30) days prior to the vacancy becoming available on a permanent basis. Each request for transfer, including copter, must be forwarded by Canada Post and will be considered active for a period of one (1) year.
- L5.03 Lead Station Attendants and Station Attendants who have been unable to transfer within one (1) year from the date of submitting their transfer request, will then be placed on the bumping list and be eligible to exercise bumping privileges providing there are permanent employees with less seniority in their own classification.
- L5.04 Transfers of employees exercising 'bumping privileges' will be activated once in a calendar year. Normally, these transfers will be coincidental with the introduction of the Summer Flight Schedule (end of April) however, this date may be adjusted to meet local training and operational requirements.
- Bumping to/from Cargo and/or Aircraft Services/Commissary will be 7% of the total permanent staff by classification within the Cargo terminal but restricted to a maximum of 17 people within each classification.
- At stations where the above would not apply, a minimum of one (1) Lead Station Attendant and two (2) Station Attendants would be permitted to bump.
- L5.05 Selection of employees for transfer who are exercising 'bumping privileges' to/from Cargo or Aircraft Services/Commissary, will be in accordance with L5.02, L5.03 and L5.04.
- L5.06 Employees offered the opportunity to transfer must advise their Manager of their decision in writing within twenty-four (24) hours of the date of such offer. Failure to advise the Manager will be considered a declination of the transfer.

NOTE: Once a" employee has confirmed 'acceptance' in writing, the transfer must be accepted and he will not be eligible to transfer back for a period of one (1) year from date of transfer.

15.07 This Letter of Understanding cancels and supersedes Item 6 of the 1966 Biller Agreement (Filling of permanent Station Attendant vacancies - Cargo warehouse and ramp). The remainder of the Biller Agreement will remain in full force and effect.

NOTE: Implementation of this Letter of Understanding will be April 1988 (Summer Flight Schedule).

Signed this 15th day of December 1987.

FOR AIR CANADA

S.L. BELDING

FOR INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

R.L. FONTAINE

LETTER OF UNDERSTANDING NO. 6

The inclusion of some Minutes of Negotiation and Minutes of UMHQ meetings into the body of the Main Agreement is not intended to change the meaning and application of those minutes, nor is it intended to make them any more or less important than the minutes which have not been included. They are included only for ease of reference.

Signed this 17th day of October 1985.

FOR AIR CANADA

G.C.B. SMITH

FOR INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

R.L. FONTAINE

LETTER OF UNDERSTANDING NO. 7

L7.01 In the event of a station closure or portion thereof, resulting from the withdrawal of service due to Company alliances or purchases, the Company is committed to the employment security of those employees affected by these changes. Furthermore, the Company will notify District Lodge 148 as soon as practicable of these changes.

To that end and should the aforementioned events result in permanent employees being declared surplus, the following will apply.

L7.02 OPTION 1 - TRANSFER

a) Permanent employees will be transferred to vacancies in their current classification.

b) Employees in above basic classifications will be transferred to vacancies in lower classifications in which they hold seniority in the event that:

1. No vacancies exist in their current classification.

2. Their current classification is not currently active.

NOTE 1: Should 2. above be the prevailing condition, affected employees shall have the ability to select a new point of lay-off for the classification affected in which they hold seniority as well as up to three (3) other points of recall.

NOTE 2: Employees failing to designate a new point of lay-off for a classification shall be considered as having forfeited recall privileges in that classification and Article 16.16.09 (d) will apply.

c) Above basic employees, who have accepted a transfer who are working in a lower classification, shall have their rate of pay and progression protected at the applicable rate of their former classification for a period not to exceed three (3) years, effective from date of transfer. Employees who decline recall to point of lay-off, shall have their salary protection adjusted, equivalent to the differential between their current status and the salary of the classification declined. In addition, employees who fail to bid on any above basic vacancies at their point during the protection period and it is determined they would have been the successful bidder, as well as declining to accept temporary relief assignments for which they are eligible, shall have their salary protection adjusted.

d) Transfers will be at Company expense, in accordance with Company regulations.

e) The aforementioned transfers shall not result in consequential lay-offs at the new point.

L7.03 OPTION 2 - VOLUNTARY SEVERANCE ✓

33
52
33
2
18
2

Permanent surplus employees electing for voluntary severance will be provided with a termination award of two (2) weeks pay per year of Company service, to a maximum of fifty-two (52) weeks pay.

Such termination award may be converted as follows:

1. Lump sum cash payment
2. Time on payroll at full salary
3. Time on payroll at half salary (maximum 24 months)
4. Any combination of options 1, 2 or 3 above.

NOTE: Time on payroll under options 2, 3 or 4 above: Employees will receive service credits for pension purposes and will continue to be covered for the attained level of benefits and pass privileges with the exception of Group Disability Income Plan. Service would continue to accrue for pension and pass purposes but not for vacation entitlement.

L7.04 OPTION 3 - LAY-OFF

Employees who decline to select either Option 1 or Option 2 shall be placed on laid-off status and be permitted to exercise bumping privileges as provided in Article 16.15.

Signed this 19th day of June 1995.

FOR AIR CANADA

K.M. KELLY

FOR INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

L. GIULIANI

LETTER OF UNDERSTANDING NO. B
EXPEDITED ARBITRATION

It is agreed that for the life of the current Collective Agreement, notwithstanding Article 18, it may be of mutual benefit to expedite the arbitration of appropriate grievances / disciplinary appeals on a type-trial basis in the Eastern and Central Seniority Divisions.

Recognizing the primary objectives of expedited arbitration to provide a timely, informal, and relatively inexpensive procedure for resolving grievances and disciplinary appeals, the parties agree to conform to the following guidelines:

- LB.01 Dates for expedited arbitration, and the selection of a sole arbitrator, shall be identified and mutually agreed in advance. Where the date cannot be utilized it will be made available for regular arbitrations in accordance with Article 18. If the date still cannot be utilized it will be made available for cases involving Air Canada and its other Unions. Fees and expenses for expedited arbitration shall be in accordance with Article 18.09, and similarly if dates cannot be utilized in the foregoing manner, the cost of the cancellation shall be divided equally between the parties;
- LB.02 Cases selected for expedited arbitration shall be subject to mutual agreement between Labour Relations and the Union. Following written notification from the Union of its desire to proceed with expedited arbitration, the Company shall confirm its agreement, or otherwise, not less than sixty (60) days prior to the desired date of hearing. Time permitting, multiple cases may be scheduled on the same date;
- LB.03 Cases agreed to for expedited arbitration shall be those where there are no preliminary objections and where there is prior agreement on the facts of the case, unless otherwise agreed by the parties in advance. The need for witness testimony and cross examination will be informal, if at all. All documents, statements, etc., to be submitted as evidence at the hearing shall be subject to prior disclosure between the parties. Submission of any new evidence at the hearing stage shall be subject to mutual agreement. Only the employee and line management representative involved shall attend the arbitration in addition to the Union / Labour Relations representatives. Witnesses and/or observers may attend subject to prior notification to either party;
- LB.04 It will be the parties' intent at expedited arbitration to keep the process as informal as possible, avoiding procedural delays and a overly legalistic approach;
- LB.05 Opening comments and argument will be concise and limited to brief statements of relevant facts and rationale for the respective positions. Jurisprudence will be limited to that which is deemed to support the respective positions of the parties, with copies prepared and provided 1" advance of the hearing;

- LB.06** Bench or oral awards will be permitted with the consent of both parties, subject to later confirmation in writing. In any event, decisions rendered in expedited arbitration will be without precedent or prejudice to any other matters arising between the parties and will not be relied upon as jurisprudence;
- LB.07** Where deemed appropriate, based upon the parties' experience with the process of expedited arbitration, the foregoing guidelines may be altered subject to mutual agreement.

Signed this 19th day of June 1995.

FOR AIR CANADA

FOR INTERNATIONAL ASSOCIATION OF MACHINISTS
& AEROSPACE WORKERS

K.M. KELLY

L. GIULIANI

LETTER OF UNDERSTANDING NO. 9
JOINT TRAINING AND LICENSING COMMITTEE

PURPOSE

The purpose of this Joint Committee is to discuss and resolve issues, thereby enhancing the overall effectiveness and quality of technical training. The Joint Training and Licensing Committee will also determine the contents of the Training Control Manual (Publication 103, Volume II, Chapter 2). Revisions shall be agreed to by the Joint Training and Licensing Committee unless required by a Government Regulatory authority.

MANDATE

This Joint Committee will:

1. maintain all agreements, policies and procedures related to the relevant sections of the Training Control Manual;
2. review and recommend changes to a course syllabus for technical training courses within the jurisdiction of the Technical Operations Branch;
3. review and resolve workplace issues related to training and licensing;
4. act as a resource body to provide meaningful input to issues related to training and licensing.

COMPOSITION OF THE JOINT COMMITTEE

This Joint Committee will be comprised of the following:

- Four (4) representatives appointed by the Union.
- Management representatives (not to exceed four (4) in number).

In addition, the Joint Training and Licensing Committee may establish sub-committees to assist in the carrying out of its mandate.

GENERAL

In the event the Joint Training and Licensing Committee is unable to reach consensus on any issue within their mandate, the matter will be referred to the Director, Quality, Planning and Administration. Failing resolution the matter will be reviewed by the Parties at the U.M.C.M. level. Failing agreement at U.M.C.M., the matter may be referred to third party mediation. Pending resolution of any disputes provided for in this paragraph, the status quo shall prevail.

Members of the Joint Training and Licensing Committee shall be provided with a Terms of Reference, agreed to between the Company and the Union, for the operation of the Joint Committee.

Meetings of the Joint Training and Licensing Committee may be called as necessary by either the Union or the Company.

Signed this 19th day of June 1995.

FOR AIR CANADA

**FOR THE INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS**

K.M. KELLY

L. GIULIANI

June 1, 1995

Mr. L. Giuliani
President & Directing General Chairman
District Lodge 148, I.A.M.A.W.
3767 Thimens Boulevard
suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Giuliani,

Subject: Endorsement Course Seat Allocation

It was agreed following discussion during the 1995 Collective Agreement negotiations that the following would be incorporated into the Training and Licensing publication, Manual 103, Volume II, Chapter 2.

The number of CATs and CAVTs will be allocated for each endorsement course by work formation.

For each formation where three (3) or MORE seats are offered, 20% will be posted as a course vacancy notice. A guaranteed minimum of at least one (1) seat will be allocated on this basis.

Remaining seats will be allocated on the basis of the current formula of 1-2, 2-3.

EXAMPLE:

Course seat allocation to any given work formation:

1 seat	- allocation on basis of 1-2, 2-3.
2 seats	- allocation on basis of 1-2, 2-3.
3 seats	- 1 course vacancy notice to senior bidder; - 2 allocated on basis of 1-2, 2-3.
4 seats	- 1 course vacancy notice to senior bidder; - 3 allocated on basis of 1-2, 2-3.
5 seats	- 1 course vacancy notice to senior bidder; - 4 allocated on basis of 1-2, 2-3.
6 seats	- 1 COURSE Vacancy notice to senior bidder; - 5 allocated on basis of 1-2, 2-3.
7 seats	- 1 course VACANCY notice to senior bidder; - 6 allocated on basis of 1-2, 2-3.
8 seats	- 2 course vacancy notice to senior bidder; - 6 allocated on basis of 1-2, 2-3.
etc.	

NOTE: If after three (3) consecutive endorsement courses for a formation, no seat selection was made available for a senior bidder consistent with the foregoing provisions, and the next course offered provided less than three (3) seats to the formation, one (1) seat will be offered on the basis of a vacancy notice.

EXCEPTIONS:

1. CATs and CAVTs would be ineligible to bid on course vacancy notices if they are already in possession of five (5) or more endorsements on their AM for aircraft currently operated by the Company.
2. CATs and CAVTs successfully bidding on a course vacancy notice would be required to repay the training costs to the Company on a prorated basis over two (2) years if they retire or voluntarily leave the company within two (2) years of completion of the training.
3. CATs and CAVTs successfully bidding on a course vacancy notice must remain in the applicable work formation for a minimum of twelve (12) months after endorsement course completion. This will not interfere with an employee's rights under the Collective Agreement and is intended solely for local application.
4. Consistent with the provisions of Publication 831, Chapter 4, Page 11, an employee will be considered eligible, if at least twelve (12) months has elapsed since he last successfully completed a previous endorsement course.

Yours truly,

K. M. Kelly
Director Labour Relations -
Technical Services

LETTER OF UNDERSTANDING NO. 10

SUB-CONTRACTING

- L10.01 The Company agrees that it will not enter into a sub-contract that results in the effective elimination of a category/classification during the term of this Collective Agreement.
- L10.02 The parties agree to establish a joint committee for the purpose of reviewing all future significant sub-contracts prior to any decision being made to contract out. The Company agrees to share with the Union the cost-benefit analysis done in connection with any such potential sub-contract and to provide the Union with the opportunity to present submissions in support of retaining the work within the bargaining unit.
- L10.03 The parties further agree that at the Union's request, the joint committee shall review any existing sub-contract.
- L10.04 The parties further agree that should the Union decide to grieve an alleged violation of the Collective Agreement in respect of any future sub-contract, such grievance may be filed at the third step and processed to arbitration in an "expedited" fashion.

Signed this 19th day of June 1995.

FOR AIR CANADA

K.M. KELLY

FOR INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

L. GIULIANI

LETTER OF UNDERSTANDING NO. 11

ARTICLES 16.15 AND 16.16 (BUMPING & RECALL)
JOINT RESTRUCTURING COMMITTEE

PURPOSE

The purpose of this Joint Committee is to create more user-friendly Articles within the Collective Agreement, and is **NOT** to change any of the agreed to processes contained in Article 16.15 and Article 16.16.

MANDATE

This Joint Committee has the mandate to review, with the intent to incorporate the agreed to U.M.H.Q. and U.M.C.M. minutes and Memorandums as identified by the Negotiating Committees during the 1995 round of negotiations, into Article 16.15 and Article 16.16 as applicable.

COMPOSITION OF THE JOINT COMMITTEE

This Joint Committee will be comprised of the following:

- One (1) representative from each Local Lodge.
- General Chairmen.
- Management representatives.

The final document developed by this Joint Committee will be referred back to the Committee of General Chairmen for their approval.

This Joint Committee will be established by the Parties within ninety (90) days of ratification and will complete their mandate within six (6) months of formation.

Signed this 19th day of June 1995.

FOR AIR CANADA

FOR THE INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

K.M. KELLY

L. GIULIANI

LETTER OF UNDERSTANDING NO. 12

AMALGAMATION OF DORVAL EASE CAFETERIA COLLECTIVE AGREEMENT

- L12.01 After discussion, all of the Articles in the 1992-1995 Master Air Canada/I.A.M.A.W. Collective Agreement are considered the same as the Articles in the 1990-1992 Cafeteria Air Canada/I.A.M.A.W. Collective Agreement with the following exceptions.
- L12.02 The duration of the Collective Agreement for wages and overtime, will be three (3) years, six (6) months (forty-two (42) months), effective July 19, 1992 until January 13, 1996. Wages will be frozen for the period July 19, 1992 to January 13, 1996.
- L12.03 Effective with the first pay period following ratification and notwithstanding the provisions of Article 10.02.01, all overtime will be compensated at time and one-half of the applicable rate. The modification is not a permanent change to the Collective Agreement and will expire on January 13, 1996.
- L12.04 The Articles referenced below from the 1990-1992 Cafeteria Collective Agreement reflect the application/ environment of the Air Canada Centre Cafeteria:
- L12.04.01 It is understood and agreed that Supervisory staff will assist in any capacity when the need arises.
- L12.04.02 Vacancies created by periods of vacations and of illness of five (5) working days or less will, if required, be covered by overtime. Commencing with the sixth (6th) working day the Company, at its discretion, will fill the vacancy by the use of casual employees.

Should there be a reluctance on the part of the employees in the same classification to accept such overtime, we will attempt to replace with casual employees. Failing availability of casuals, the overtime assignment with the same classification will be in the same sequence as normal canvassing.

NOTE: An exception to the above would be in the area of Time Bank or personal short-term leave of absences. Where time off is granted, and as replacement deemed essential, we would intend to replace the individual through a casual hiring.

Permanent employees will not be laid off while casual employees are employed.

Permanent employees on laid off status will be the first to be offered casual employment.

When utilizing casual employees, care will be taken to avoid deterioration of the shift schedules of permanent employees.

L12.04.03 Safety & Health Complaint/Concern Process

<p>Employee reports complaint/concern to either: A (A) Food Services Supervisor or (B) Safety & Health Member (See Note I & III)</p>	RESOLVED	EMPLOYEE ADVISED
NOT RESOLVED		
<p>Employee submits complaint/concern to Safety & Health Member B Safety & Health Member investigates and meets with Cafeteria Manager</p>	RESOLVED	
NOT RESOLVED		
<p>Safety & Health Committee reviews complaint/concern and submits a report(s) within ten (10) days outlining the subject and investigation results to the Manager, Personnel Services C Management have ten (10) work days to reply. Copy of the report(s) and reply to be forwarded to Corporate Employee Safety</p>	RESOLVED	
NOT RESOLVED		
<p>D Labour Canada is asked to review the case (See Note II).</p>	RESOLVED	

NOTE 1: Does not preclude employer/employee from notifying Labour Canada when a situation requires an immediate investigation. See Part II, Section 86(1).

NOTE 2: A Labour Canada Safety Officer's decision may be referred to the Canada Labour Relations Board. See Part II.

NOTE 3: Definitions:

* Member - The employee's designated committee member or representative.

L12.04.04 Seniority - Dorval Base Cafeteria

Seniority shall be administered in accordance with the provisions of Article 16, except as follows:

- Employees will be granted seniority on a day-for-a-day basis for only those classifications into which they are actually hired or assigned, the seniority date being that of permanent entry into the classifications concerned.
- Employees permanently promoted from one classification to another within the Dorval Base Cafeteria will continue to accrue seniority in their former classification(s) in which they hold seniority.

L12.05 The merging of the Cafeteria Collective Agreement to the Master Collective Agreement entailed considerable thought. In the event that an administrative application or interpretation matter arises, it will be referred to the Headquarters Level of the Company and District Lodge 148 for resolution.

FOR AIR CANADA

K.M. KELLY

FOR INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE WORKERS

L. GIULIANI

MEMORANDUM NO. 1

PROMOTION TO, TRANSFER AND BUMPING IN AND RETENTION OF A CERTIFICATED CLASSIFICATION - TECHNICAL OPERATIONS

The following excerpt from Maintenance Technical Recruiting, Training and Certification Manual, dealing with the effect of these regulations on the seniority of certificated classifications, is quoted below for the information of personnel covered by this Agreement.

Eligibility - Promotions, Transfers and Bumping

The Union Agreement requires that an employee in a certificated classification possess a current Air Canada "Aircraft Maintenance and Inspection Certificate" or "Avionics Maintenance and Inspection Certificate" endorsed for the type of aircraft and/or power plants upon which he can normally be expected to be employed. Under current circumstances, the qualifications outlined under Promotions, Transfers and Bumping shall be interpreted as meeting this requirement.

1. Promotion to a Certificated Classification

To be eligible for consideration for promotion to a certificated classification, an employee must meet the following minimum requirements.

- (a) Pass appropriate examinations established by the Company and concurred in by the Union.

NOTE: In the event an employee holding a valid Air Canada 'Aircraft Maintenance and Inspection Certificate' or 'Avionics Maintenance and Inspection Certificate', terminates employment with the Company and is subsequently re-employed, he will be required to pass any Basic and General Knowledge Sections of the Certificate Examination (AMI) not previously written and passed. In addition, the following re-examination policy will apply.

- 1. Where the period of absence from the Company has been eighteen (18) months or less, no re-examination will be required.
 - 2. Where the period of absence from the Company has been more than eighteen (18) but less than thirty (30) months, re-examination on specific aircraft types will be required.
 - 3. In all other cases, complete re-examination will be required.
- (b) Possess a valid Air Canada 'Aircraft Maintenance and Inspection Certificate' or 'Avionics Maintenance and Inspection Certificate' endorsed in accordance with the following:

1. Crew Chiefs, Certificated Aircraft Technicians and Certificated Avionics Technicians - endorsement on at least one (1) aircraft type scheduled to operate through the station where the vacancy exists.
2. Lead Aircraft Inspectors, Aircraft Inspectors and Aircraft Avionics Inspectors - endorsement on at least one (1) aircraft type scheduled to receive, at that location, either:
 - 1) Major checks or,
 - 1) Maintenance Operations Checks (under circumstances such that Aircraft Inspectors and/or Aircraft Avionics Inspectors are required for this purpose) where no major checks are scheduled.

2. Transfers in a Certificated Classification

- (a) To be eligible for consideration for transfer from one point to another (e.g., Toronto to Winnipeg), in a certificated classification, an employee must as a minimum meet the requirements outlined under 'Promotion to a Certificated Classification' (Paragraph (b) and 2 above). In accordance with Article 16.12.08, transfers in the 'above basic' classifications can only be actioned if the employee's seniority in the appropriate basic classification is greater than the eligible applicants to a Promotional Bulletin.

In the event there are no eligible applicants to the Promotional Bulletin and/or transfers on file, the following shall apply:

1. In the case of Crew Chiefs, Certificated Aircraft Technicians and Certificated Avionics Technicians, the junior employee in the appropriate classification holding an endorsement on at least one (1) type aircraft applicable to the point, shall be assigned from the following locations:
 - a) Stations in the Provinces of British Columbia, Alberta, Saskatchewan and Manitoba - Vancouver and Winnipeg.
 - b) Stations in the Province of Ontario (except Ottawa) - Toronto.
 - c) Stations in the Province of Quebec (as well as Ottawa) - Dorval.
 - d) Stations in the Provinces of Prince Edward Island, Nova Scotia, New Brunswick and Newfoundland - Halifax.
 2. In the case of Lead Aircraft Inspectors, Aircraft Inspectors and Aircraft Avionics Inspectors, the Junior employee, in the appropriate classification holding an endorsement on at least one (1) type aircraft scheduled to receive major checks or maintenance operation checks at the point, shall be assigned.
- (b) To be eligible for consideration for transfer from one work location to another within a base, an employee must:

1. Where the work location handles one (1) type aircraft, hold an endorsement on that specific type aircraft.
2. Where the work location handles two (2) types of aircraft, hold endorsements on at least one (1) specific type aircraft.
3. Where the work location handles more than two (2) types of aircraft, hold endorsements on one (1) of the types involved, the specific type being determined each time a vacancy occurs with a view to maintaining balanced endorsement coverage. As an example, the Line Maintenance Hangar at Dorval handles all types of aircraft in the hangar and/or on the ramp. Under these circumstances, certificated staff must be established and maintained on such a basis that the endorsements held collectively by these employees provide the proper distribution of endorsements on each shift in light of the work requirements generated by each type aircraft. This will have to be reviewed each time a vacancy occurs in order to determine the one (1) specific endorsement needed at that particular time to maintain balanced endorsement coverage. The various factors involved in making this determination are to be discussed with the Union prior to processing the steps necessary to fill the vacancy.

3. Bumping in a Certificated Classification

To be eligible to bump into another point in a certificated classification consistent with his seniority, an employee must:

- (a) In the case of Crew Chiefs, Certificated Aircraft Technicians and Certificated Avionics Technicians, hold at least one (1) endorsement applicable to the point to which electing to bump.
- (b) In the case of Lead Aircraft Inspectors, Aircraft Inspectors and Aircraft Avionics Inspectors holding an endorsement on at least one (1) type aircraft scheduled to receive major checks or maintenance operation checks at the point to which electing to bump.

4. Retention of Certificated Classification Status

1. An employee must, under normal circumstances, be qualified to meet the basic requirements outlined under "Promotion to a Certificated Classification" (Paragraph (b) 1 and 2).
2. An employee who, through failure of AMI Certificate Endorsement Examinations, holds endorsements for only the minimum type aircraft, will be permitted to retain certificated classification status, providing a sufficient number of other personnel in the classification obtain the particular endorsement to fulfill the Company operational requirements.

3. An employee who falls below the minimum qualifications for promotion by virtue of discontinuance of type aircraft, will retain certificated classification status pending assignment to an endorsement course. Retention of such status is dependent upon successful completion of the endorsement course. In the event of a failure, certificated classification status will be retained for a maximum of ninety (90) days following completion of the endorsement course.

MEMORANDUM NO. 2

WORKING TEMPORARILY IN ANOTHER CATEGORY

The purpose of this Memorandum is to establish the intent and application of Articles 4.02, 6.02 and 8.02. The requirement to work temporarily in another category falls into two (2) broad areas, as follows.

- (a) Taking care of varying work loads and providing additional personnel from groups where work loads are decreasing or where the work has a lower priority and clearing up backlogs of work when certain groups are not fully employed in their own trade. While it is difficult to cover all the situations which may arise, the objectives are to avoid the alternatives of temporary lay-offs of permanent employees or the hiring of employees for term employment, both of which are recognized as undesirable practices and in many cases, not satisfactory to meet the demands of the operation.
- (b) The almost day-to-day assignment of various categories to various jobs for periods of short duration, particularly in hangars during the preparation for commencement of and "buttoning-up" on completion of check work.

With regard to giving prior advice to the Union, it will be considered sufficient to advise the Steward of the group concerned and in cases where no Union official representative is on duty, advice may be withheld until one is on duty. This will allow the Union to study the handlings under this provision so that they may discuss them with the Company if they so desire. It should be noted that such advice does not apply to the type of assignments referenced in Paragraph (b) above because they are considered, by all concerned, to be a regular part of the normal day-to-day operation and as such, require no special advice. On the other hand, the Company hereby provides the following prior standing advice to all concerned relative to such assignments.

The almost day-to-day assignment of various categories to various jobs for periods of short duration, particularly in hangars during the preparation for commencement of and "buttoning-up" on completion of check work, is considered to be the only practical method of handling the situation and will therefore continued as and when required.

MEMORANDUM NO. 3

PROMOTION TO, TRANSFER AND BUMPING IN AND RETENTION OF CERTIFICATED
CLASSIFICATION - AIRPORT & CARGO OPERATIONS BRANCH

The following excerpt from Publication 160, Aircraft Load Planning, dealing with the effect of these regulations on the seniority of certificated classifications, is quoted below for the information of personnel covered by this Agreement.

Eligibility - Promotions, Transfer & Bumping

The Agreement requires that employees in certificated classifications (i.e., Load Agents, Certificated Station Agents I, Certificated Station Agents II), possess a current Load Dispatch Certificate endorsed for the types of aircraft upon which they can normally be expected to be employed. Under current circumstances, the qualifications outlined under Promotions, Transfers and Bumping, shall be interpreted as meeting this requirement.

I. Promotion to a Certificated Classification

(a) **Certificated Load Agent:** To be eligible for consideration for promotion to a Certificated Load Agent, employees must meet the following minimum requirements.

- Pass appropriate examinations established by the Company and concurred in by the Union.
- Possess a valid Air Canada Load Dispatch Certificate endorsed on at least one (1) aircraft type scheduled to operate through the station where the vacancy exists.

NOTE: If an employee holding a valid Load Dispatch Certificate terminates employment with the Company and is subsequently re-employed, he will be required to pass any qualifying and basic examinations not previously written and passed. In addition, the following re-examination policy will apply.

1. Where the period of absence from the Company has been twelve (12) months or less, no re-examination will be required.
2. Where the period of absence from the Company has been more than twelve (12) months, but less than twenty-four (24) months, a repeat of the G-I - B-4 Examinations will be required before reissuance of his Load Dispatch Certificate.
3. In all other such cases, complete re-examination will be required.

- (b) **Certificated Station Agent I:** To be eligible for consideration for promotion to a Certificated Station Agent I, employees must possess the qualifications of a Certificated Load Agent and hold an endorsement on at least one (1) aircraft type scheduled to operate through the station where the vacancy exists.
- (c) **Certificated Station Agent II:** To be eligible for consideration for promotion to a Certificated Station Agent II, employees must possess the qualifications of a Certificated Station Agent I and hold an endorsement on at least one (1) aircraft type scheduled to operate through the station where the vacancy exists and be able to satisfactorily pass sales training requirements.

2. Transfers in a Certificated Classification

To be eligible for consideration for transfer from one (1) point to another in a certificated classification, employees must, as a minimum, meet the requirements outlined for Promotion to Certificated Classification above.

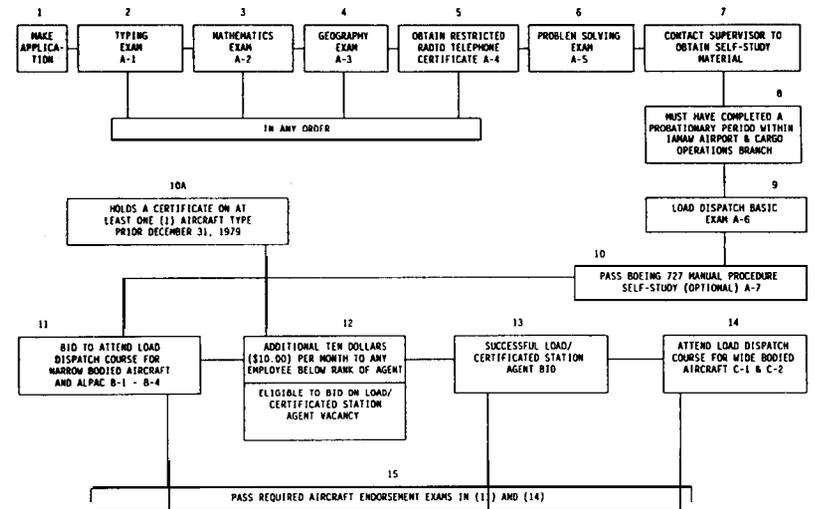
3. Bumping in a Certificated Classification

To be eligible to bump into another point in a certificated classification consistent with seniority, employees must hold one (1) endorsement applicable to the point to which they are electing to bump.

4. Retention of Certificated Classification Status

- (a) Under normal circumstances, employees must be qualified to meet the basic requirements outlined under Promotion to a Certificated Classification.
- (b) Employees who, through failure of Load Dispatch Certificate Endorsement Examination, hold endorsements for only the minimum type aircraft (i.e., one (1) endorsement less than the total number of aircraft types scheduled to operate through the station), will be permitted to retain certificated classification status, providing a sufficient number of other personnel in the classification obtain the necessary endorsements to fulfill the Company's operational requirements.
- (c) Employees who fall below the minimum qualifications for promotion, by virtue of discontinuance of aircraft type, will retain certificated classification status pending assignment to an endorsement course. Retention of such status is dependent upon successful completion of the endorsement course. In the event of failure, certificated classification status will be retained for a maximum of sixty (60) days following completion of the endorsement course.

STEPS REQUIRED FOR LOAD DISPATCH CERTIFICATION PROGRAM
(EFFECTIVE JANUARY 1, 1980)



The administrative detail and criteria for Implementation of a compressed work week is as follows.

Full introduction of a compressed workweek appears to be very limited due to the difficulty in productively utilizing shift overlap.

However, three (3) variations of a compressed work week have been identified for possible partial implementation as follows.

1. 4/4 . ten (10) hour forty (40) minute day (10.66 hours), equivalent to a 6/3 type work schedule.
2. 4/3 . nine (9) hour twenty (20) minute day (9.33 hours), equivalent to a 6/3 type work schedule.
3. 4/3 - ten (10) hour day, equivalent to a 5/2 type work schedule.

The criteria covering possible implementation of such schedules will be as follows.

- (a) No additional manpower which is not offset by an equivalent reduction in costs;
- (b) No increase in costs which is not offset by an equivalent savings in manpower;
- (c) Subject to local agreement (employees, Union and local management);
- (d) Agreement at a subsequent Second Level meeting;
- (e) Approval of Corporate Labour Relations and District Lodge 148;
- (f) Ability to discontinue at the request of either party;
- (g) Prior commitment by the Company and Union to make a joint submission to Labour Canada to request withdrawal of the Permit in the event either party wishes to discontinue a compressed work week;
- (h) Subject to (d), (e) and (g) above, the Company and the Union, to make a joint submission to Labour Canada for the issuance of a Permit at which time the approved schedule may be implemented.

352
1

AGREEMENT REFERENCE IF ANY	4/4 WORK SCHEDULE (EQUIVALENT TO 6/3 TYPE SCHEDULE)	4/3 WORK SCHEDULE (EQUIVALENT TO 6/3 TYPE SCHEDULE)	4/3 WORK SCHEDULE (EQUIVALENT TO 5/2 TYPE SCHEDULE)
10.01.01	<p>a) Scheduled hours must be 1,946 hours per annum.</p> <p>The standard working day shall be 10.66 consecutive hours [ten (10) hours forty (40) minutes], inclusive of meal periods. Only time worked in excess of the standard day, except in the case of rotation of shifts, shall be credited as overtime, subject to the provisions of Article 12.</p> <p>NOTE: For the purpose of overtime calculations, the working day shall be the twenty-four (24) hour period following the start of a regularly scheduled shift. Days off, Statutory and other authorized holidays shall be calculated on a similar basis using the starting time of the preceding regularly scheduled shift. It will be noted that the last day of a group of consecutive days off shall terminate at the start of the next regularly scheduled shift.</p>	<p>1,946 hours per annum</p> <p>9.33 consecutive hours [nine (9) hours twenty (20) minutes]</p> <p>Same</p>	<p>2,080 hours per annum</p> <p>Ten (10) consecutive hours</p> <p>Same</p>
10.01.05	<p>b) The sixteen (16) consecutive hours shall be 21.33 consecutive hours [twenty-one (21) hours twenty (20) minutes].</p> <p>NOTE 1: Due to the length of the day, double shifts will be prohibited.</p> <p>NOTE 2: Under circumstances where employees on 5/2 or 6/3 type work schedules work overtime on a compressed work week schedule, the application of 10.01.05 will be based upon 18.66 consecutive hours [eighteen (18) hours forty (40) minutes].</p>	<p>18.66 consecutive hours [eighteen (18) hours forty (40) minutes]</p> <p>Same</p> <p>17.33 consecutive hours [seventeen (17) hours twenty (20) minutes]</p>	<p>Twenty (20) consecutive hours</p> <p>Same</p> <p>Eighteen (18) consecutive hours</p>
10.01.06	<p>c) Although not applicable to employee requests on commencement or termination, the principle of Article 10.01.06 will apply to changes from one cycle to another within a compressed work week schedule (i.e., 4/4, 4/3) and to 5/2 - 6/3 type work schedule employees providing relief. Under these circumstances, time worked will be credited at straight time for the first two (2) days; time and one-half for third and consecutive days.</p>	<p>Same</p>	<p>Same</p>
10.02.01	<p>d) <u>Overtime/Undertime</u></p> <p><u>Overtime</u></p> <ul style="list-style-type: none"> - First day off - time and one-half for first eight (8) hours forty (40) minutes and double time thereafter. - Second and subsequent days off - double time. - Working day - time and one-half for first two (2) hours and double time thereafter. <p>NOTE: Due to the length of the day, double shifts will be prohibited.</p>	<p>Seven (7) hours twenty (20) minutes</p> <p>Same</p> <p>Same</p> <p>Same</p> <p>Same</p>	<p>Eight (8) hours</p> <p>Same</p> <p>Same</p> <p>Same</p> <p>Same</p>

AGREEMENT REFERENCE IF ANY	4/4 WORK SCHEDULE (EQUIVALENT TO 6/3 TYPE SCHEDULE)	4/3 WORK SCHEDULE (EQUIVALENT TO 6/3 TYPE SCHEDULE)	4/3 WORK SCHEDULE (EQUIVALENT TO 5/2 TYPE SCHEDULE)
10.02.06	- Recall credits will be limited to the minimums outlined.	Same	Same
10.02.09	- Overtime limitations will be five (5) hours twenty (20) minutes and ten (10) hours forty (40) minutes respectively.	Four (4) hours forty (40) minutes and nine (9) hours twenty (20) minutes	Five (5) hours and ten (10) hours
	<u>Undertime</u>		
	- All undertime to be deducted at ten (10) hours forty (40) minutes for each working day lost in the pay period (e.g., absence , sick , time off for union business , off-duty status , on strike/lockout) multiplied by the hourly equivalent. Where the total amount to be debited exceeds an employee's bi-weekly pay, the "excess" will be carried forward to the next pay period and debited accordingly.	Nine (9) hours twenty (20) minutes	Ten (10) hours
	- An employee either going on to or returning from "Leave of Absence Without Pay Account (DIP)" will have his bi-weekly pay reduced by the number of scheduled hours not worked within a pay period by the shift duration (i.e., ten (10) hours forty (40) minutes) multiplied by the hourly equivalent.	Nine (9) hours twenty (20) minutes	Ten (10) hours
	<u>Disciplinary Suspensions Without Pay</u>		
	Deducted for each work day lost in the pay period on the basis of the scheduled daily hours (i.e., ten (10) hours forty (40) minutes) multiplied by the hourly equivalent. However, the number of hours involved in such a suspension will be adjusted in an effort to maintain an equitable relationship with suspensions on a 5/2 type work schedule.	Nine (9) hours twenty (20) minutes	Ten (10) hours
	<u>Example:</u> Hours involved in a three (3) day Suspension Without Pay for an employee working a 5/2 type work schedule is:	Same	Same
	3 days @ 8 hours = 24 hours		
	Therefore, the number of hours involved in an equivalent suspension of an employee working a 4/4 compressed work week (equivalent to 6/3) will be accomplished as follows:		
	The 24 hour suspension without pay will be applied over two (2) working days, i.e., first two (2) days @ ten (10) hours forty (40) minutes per day with the remaining two (2) hours forty (40) minutes being applied on the third working day. Therefore, the employee will be required to work eight (8) hours on that day.	Two (2) days Five (5) hours and twenty (20) minutes Four (4) hours	Two (2) days Four (4) hours Six (6) hours
	SEE CALCULATION CHART FOR ASSISTANCE IN CALCULATING DURATION OF DISCIPLINARY SUSPENSIONS.		

AGREEMENT REFERENCE IF ANY	4/4 WORK SCHEDULE (EQUIVALENT TO 6/3 TYPE SCHEDULE)	4/3 WORK SCHEDULE (EQUIVALENT TO 6/3 TYPE SCHEDULE)	4/3 WORK SCHEDULE (EQUIVALENT TO 5/2 TYPE SCHEDULE)
	e) Probationers (either term or permanent) excluded from a compressed work week except where an entire classification in a work location is working a compressed work week.	Same	Same
12.01	<p>f) <u>Statutory Holidays</u></p> <p>With the exception of the Floating Statutory Holiday, Statutory Holidays will not apply. An employee may either lose or gain a Statutory Holiday when transferring between a 5/2 and 4/4 work schedule and vice versa.</p> <p>NOTE: Refer to Memorandum No. 5 6/3 Type Work Schedule for Administration of Floating Statutory Holidays.</p>	Same as 6/3 type	As per Agreement
12.02	Not applicable.	Not applicable	<p>As per Agreement</p> <p>- No re-assignment twelve (12) hour credit</p> <p>- Reassigned, no credit</p> <p>- Reassigned/works reassigned day, credited at time and one-half (1½) for time worked during regularly scheduled hours of shift.</p>
13.01	<p>g) <u>Vacations Entitlements</u></p> <p>1 week = 4 working days 2 weeks = 8 working days 3 weeks = 12 working days 4 weeks = 16 working days 5 weeks = 19 working days 6 weeks = 22 working days</p>	<p>1 week = 4 working days 2 weeks = 8 working days 3 weeks = 12 working days 4 weeks = 16 working days 5 weeks = 20 working days 6 weeks = 24 working days</p>	Same as 4/3 (6/3 type)

AGREEMENT REFERENCE IF ANY	4/4 WORK SCHEDULE (EQUIVALENT TO 6/3 TYPE SCHEDULE)	4/3 WORK SCHEDULE (EQUIVALENT TO 6/3 TYPE SCHEDULE)	4/3 WORK SCHEDULE (EQUIVALENT TO 5/2 TYPE SCHEDULE)
13.04	<p>Split Vacations</p> <p>See Article 13.10 for establishing applicable vacation entitlement under circumstances where</p> <ul style="list-style-type: none"> - Part taken on 5/2 or 6/3 type work schedule and assigned to compressed work week schedule. - Part taken on compressed work week schedule and employee assigned to 5/2 or 6/3 type work schedule. 	Same	Same as 4/3 (6/3 type)
5.13-5.14 7.04-7.05 9.04-9.05	h) Shift premiums will be in accordance with the Collective Agreement with the exception that irregular shift premium will be limited to eight (8) hours for each working day.	Same	Same
	i) Where a compressed work week is implemented, employees on a 5/2 or 6/3 type work schedule will be required to provide relief (e.g., vacation, illness, time off for Union business) and vice versa. This will apply to basic and above basic classifications.	Same	Same
	j) In the event shift overlap is involved a compressed work week can only be implemented where in the opinion of the Company productive use can be made of the shift overlap. The Company may change the shift overlap to any time which will meet operational requirements.	Same	Same
10.07	<p>k) Training</p> <ul style="list-style-type: none"> - No training in conjunction with a shift. - Training on a regular day off will not exceed ten (10) hours forty (40) minutes. 	Same	Same
10.07.01 (d)	- Special training taken on RDO's - minimums of four (4) and eight (8) hours will be five (5) hours twenty (20) minutes and ten (10) hours forty (40) minutes respectively.	Four (4) hours forty (40) minutes and nine (9) hours twenty (20) minutes	Five (5) hours and ten (10) hours
	l) Shift trades - only applicable on an R.D.O. and limited to one shift per day and no more than two (2) of a group of days off.	Same	Same

**COMPRESSED WORK WEEK
CALCULATION CHART - DISCIPLINARY SUSPENSION DURATION**

<u>5/2 WORK SCHEDULE</u>				<u>4/4 WORK SCHEDULE (EQUIV. TO 6/3)</u>			<u>4/3 WORK SCHEDULE (EQUIV. TO 6/3)</u>			<u>4/3 WORK SCHEDULE (EQUIV. TO 5/2)</u>			
<u>SUSPENSION</u>	<u>HOURS</u>			<u>SUSPENSION</u>	<u>HOURS</u>		<u>SUSPENSION</u>	<u>HOURS</u>		<u>SUSPENSION</u>	<u>HOURS</u>		
<u>DEDUCTED</u>	<u>T</u>	<u>O</u>	<u>T A L</u>	<u>DAYS</u>	<u>DEDUCTED</u>	<u>TOTAL</u>	<u>T</u>	<u>DAYS</u>	<u>DEDUCTED</u>	<u>L</u>	<u>D A Y S</u>	<u>DEDUCTED</u>	<u>TOTAL</u>
ONE	8.00		8.00	ONE	10.40	10.40	ONE	9.20	9.20	ONE	10.00	10.00	
TWO	8.00		16.00	TWO	10.40	21.20	TWO	9.29	18.40	TWO	10.00	20.00	
THREE	8.00		24.00	THREE	10.40	32.00	THREE	9.20	28.00	THREE	10.00	30.00	
FOUR	8.00		32.00	FOUR	10.40	42.40	FOUR	9.20	37.20	FOUR	10.00	40.00	
FIVE	8.00		40.00	FIVE	10.40	53.20	FIVE	9.20	46.40	FIVE	10.00	50.00	
SIX	8.00		48.00	SIX	10.40	64.00	SIX	9.20	56.00	SIX	10.00	60.00	
SEVEN	8.00		56.00	SEVEN	10.40	74.40	SEVEN	9.20	65.20	SEVEN	10.00	70.00	
EIGHT	8.00		64.00	EIGHT	10.40	85.20	EIGHT	9.20	74.40	EIGHT	10.00	80.00	
NINE	8.00		72.00	NINE	10.40	96.00	NINE	9.20	84.00	NINE	10.00	90.00	
TEN	8.00		80.00	TEN	10.40	106.40	TEN	9.20	93.20	TEN	10.00	100.00	
ELEVEN	8.00		88.00	ELEVEN	10.40	117.20	ELEVEN	9.20	102.40	ELEVEN	10.00	110.00	
TWELVE	8.00		96.00	TWELVE	10.40	128.00	TWELVE	9.20	112.00	TWELVE	10.00	120.00	
THIRTEEN	8.00		104.00	THIRTEEN	10.40	138.40	THIRTEEN	9.20	121.20	THIRTEEN	10.00	130.00	
FOURTEEN	8.00		112.00	FOURTEEN	10.40	149.20	FOURTEEN	9.20	130.40	FOURTEEN	10.00	140.00	
FIFTEEN	8.00		120.00	FIFTEEN	10.40	160.00	FIFTEEN	9.20	140.00	FIFTEEN	10.00	150.00	
SIXTEEN	8.00		128.00	SIXTEEN	10.40	170.40	SIXTEEN	9.20	149.20	SIXTEEN	10.00	160.00	
SEVENTEEN	8.00		136.00	SEVENTEEN	10.40	181.20	SEVENTEEN	9.20	158.40	SEVENTEEN	10.00	170.00	
EIGHTEEN	8.00		144.00	EIGHTEEN	10.40	192.00	EIGHTEEN	9.20	168.00	EIGHTEEN	10.00	180.00	
NINETEEN	8.00		152.00	NINETEEN	10.40	202.40	NINETEEN	9.20	177.20	NINETEEN	10.00	190.00	
TWENTY	8.00		160.00	TWENTY	10.40	213.20	TWENTY	9.20	186.40	TWENTY	10.00	200.00	

VACATION ENTITLEMENT DETERMINATION - STANDARD WORK WEEK AND COMPRESSED WORK WEEK AND VICE VERSA

The method of determining vacation entitlement under circumstances where an employee:

- (a) Earns a vacation entitlement on a 5/2 or 6/3 type work schedule and transfers to a compressed work week (i.e., 4/4 or 4/3 cycle) and has not taken any vacation entitlement, or vice versa,
- (b) Takes a portion of earned vacation in both the compressed work week and 5/2 or 6/3 type work schedule.

With respect to (a) above, employees on a 5/2 or 6/3 type schedule transferring to a compressed work week (4/4 or 4/3 cycle) or vice versa, will be assigned vacations in accordance with the appropriate Vacation Guide Chart.

With respect to (b) above, an employee's vacation entitlement will be determined as follows:

Example 1

An employee with a four (4) week vacation entitlement takes one (1) week vacation on a 6/3 type work schedule and transfers to a 4/4 cycle.

NOTE: Total working day vacation entitlement = 19 days

- (a) - Convert total vacation entitlement into hours (i.e., 19×8 (scheduled hours) = 152 hours).
- (b) - Convert the number of working days of the initial Vacation Period taken into hours (i.e., $6 \times 8 = 48$ hours).
- (c) - Subtract (b) above from (a) above (i.e., $152 - 48 = 104$ hours remaining).
- (d) - Convert remaining vacation hours into working days (i.e., $104 \div 10.66$ (scheduled hours on 4/4 Cycle) = 9.8* Working Days).

*NOTE: If .5 or more round up, less than .5 round down.

Example 2

An employee with a four (4) week entitlement takes one (1) week vacation on a 4/4 type work schedule and transfers to a 6/3 type work schedule.

NOTE: Total Working Day Vacation Entitlement = 16 days

- (a) - Convert total Vacation Entitlement into hours (i.e., 16×10.66 (Scheduled Hours) = 170.6 hours).
- (b) - Convert the number of working days of the initial vacation period taken into hours (i.e., $4 \times 10.66 = 42.6$ hours).

- (c) - Subtract (b) above from (a) above (i.e., $170.6 - 42.6 = 128.9$ hours remaining).
- (d) - Convert remaining vacation hours into working day (i.e., $128.9 \div 8$ (scheduled hours on 6/3 Cycle) = 16.0* working days).

*NOTE: If .5 or more round up, less than .5 round down.

4/3 (COMPRESSED WORK WEEK) VACATION CHART

	ONE WEEK														TWO WEEKS							THREE WEEKS							FOUR WEEKS							FIVE WEEKS							SIX WEEKS					
CALENDAR DAYS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42						
WORKING DAYS	1	2	3	4	X	X	X	5	6	7	8	X	X	X	9	10	11	12	X	X	X	13	14	15	16	X	X	X	17	18	19	20	X	X	X	21	22	23	24	X	X	X						

EXAMPLES OF ENTITLEMENTS WHEN VACATIONS ARE SPLIT

- | | | | |
|--|---|--|--|
| <p>1. <u>Two weeks (Split 1-1 week)</u>
 First week - 4 working days
 Last period - 4 working days
 TOTAL - 8 working days</p> | <p>5. <u>Four weeks (Split 1-2-1 weeks)</u>
 One week - 4 working days
 Two weeks - 8 working days
 Last period - 4 working days
 TOTAL - 16 working days</p> | <p>9. <u>Four weeks (Split 3-1 week)</u>
 Three weeks - 12 working days
 Last period - 4 working days
 TOTAL - 16 working days</p> | <p>13. <u>Five weeks (Split 1-1-3 weeks)</u>
 One week - 4 working days
 One week - 4 working days
 Last period - 12 working days
 TOTAL - 20 working days</p> |
| <p>2. <u>Three weeks (Split 2-1 week)</u>
 Two weeks - 8 working days
 Last period - 4 working days
 TOTAL - 12 working days</p> | <p>6. <u>Four weeks (Split 2-1-1 week)</u>
 Two weeks - 8 working days
 One week - 4 working days
 Last period - 4 working days
 TOTAL - 16 working days</p> | <p>10. <u>Five weeks (Split 1-2-2 weeks)</u>
 One week - 4 working days
 Two weeks - 8 working days
 Last period - 8 working days
 TOTAL - 20 working days</p> | <p>14. <u>Five weeks (Split 3-1-1 week)</u>
 Three weeks - 12 working days
 One week - 4 working days
 Last period - 4 working days
 TOTAL - 20 working days</p> |
| <p>3. <u>Three weeks (Split 1-2 weeks)</u>
 One week - 4 working days
 Last period - 8 working days
 TOTAL - 12 working days</p> | <p>7. <u>Four weeks (Split 2-2 weeks)</u>
 Two weeks - 8 working days
 Last period - 8 working days
 TOTAL - 16 working days</p> | <p>11. <u>Five weeks (Split 2-1-2 weeks)</u>
 Two weeks - 8 working days
 One week - 4 working days
 Last period - 8 working days
 TOTAL - 20 working days</p> | <p>15. <u>Five weeks (Split 2-3 weeks)</u>
 Two weeks - 8 working days
 Last period - 12 working days
 TOTAL - 20 working days</p> |
| <p>4. <u>Four weeks (Split 1-1-2 weeks)</u>
 One week - 4 working days
 One week - 4 working days
 Last period - 8 working days
 TOTAL - 16 working days</p> | <p>8. <u>Four weeks (Split 1-3 weeks)</u>
 One week - 4 working days
 Last period - 12 working days
 TOTAL - 16 working days</p> | <p>12. <u>Five weeks (Split 2-2-1 week)</u>
 Two weeks - 8 working days
 Two weeks - 8 working days
 Last period - 4 working days
 TOTAL - 20 working days</p> | <p>16. <u>Five weeks (Split 3-2 weeks)</u>
 Three weeks - 12 working days
 Last period - 8 working days
 TOTAL - 20 working days</p> |

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17. Five weeks (Split 1-4 weeks) One week - 4 working days Last period - 16 working days TOTAL - 20 working days	22. Six weeks (Split 1-2-3 weeks) One week - 4 working days Two weeks - 8 working days Last period - 12 working days TOTAL - 24 working days	27. Six weeks (Split 3-2-1 weeks) Three weeks - 12 working days Two weeks - 8 working days Last period - 4 working days TOTAL - 24 working days	32. Six weeks (Split 5-1 weeks) Five weeks - 20 working days Last period - 4 working days TOTAL - 24 working days
18. Five weeks (Split 4-1 weeks) Four weeks - 16 working days Last period - 8 working days TOTAL - 24 working days	23. Six weeks (Split 1-3-2 weeks) One week - 4 working days Two weeks - 8 working days Last period - 16 working days TOTAL - 24 working days	28. Six weeks (Split 3-1-2 weeks) Three weeks - 12 working days One week - 4 working days Last period - 8 working days TOTAL - 24 working days	33. Six weeks (Split 4-2 weeks) Four weeks - 16 working days Last period - 8 working days TOTAL - 24 working days
19. Six weeks (Split 1-1-4 weeks) One week - 4 working days One week - 4 working days Last period - 16 working days TOTAL - 24 working days	24. Six weeks (Split 2-1-3 weeks) Two weeks - 8 working days One week - 4 working days Last period - 12 working days TOTAL - 24 working days	29. Six weeks (Split 1-5 weeks) One week - 4 working days Last period - 20 working days TOTAL - 24 working days	34. Six weeks (Split 3-1-1-1 weeks) Three weeks - 12 working days One week - 4 working days Last period - 4 working days TOTAL - 24 working days
20. Six weeks (Split 2-1-1 weeks) One week - 4 working days Four weeks - 16 working days Last period - 4 working days TOTAL - 24 working days	25. Six weeks (Split 2-3-1 weeks) Two weeks - 8 working days Three weeks - 12 working days Last period - 4 working days TOTAL - 24 working days	30. Six weeks (Split 2-4 weeks) Two weeks - 8 working days Last period - 16 working days TOTAL - 24 working days	35. Six weeks (Split 1-3-1-1 weeks) One week - 4 working days Three weeks - 12 working days Last period - 4 working days TOTAL - 24 working days
21. Six weeks (Split 4-1-1 weeks) Four weeks - 16 working days One week - 4 working days Last period - 4 working days TOTAL - 24 working days	26. Six weeks (Split 2-2-2 weeks) Two weeks - 8 working days Two weeks - 8 working days Last period - 8 working days TOTAL - 24 working days	31. Six weeks (Split 3-3 weeks) Three weeks - 12 working days Last period - 12 working days TOTAL - 24 working days	36. Six weeks (Split 1-1-3-1 weeks) One week - 4 working days One week - 4 working days Last period - 16 working days TOTAL - 24 working days

4.2 COMPRESSED WORK WEEKS VACATION CHART

37. Six weeks (Split 1-1-1-3 wks)	41. Six weeks (Split 2-1-2-1 wks)
One week - 4 working days	Two weeks - 8 working days
One week - 4 working days	One week - 4 working days
One week - 4 working days	Two weeks - 8 working days
Last period - 12 working days	Last period - 8 working days
TOTAL - 24 working days	TOTAL - 24 working days
38. Six weeks (Split 1-2-1-1 wks)	42. Six weeks (Split 2-1-1-2 wks)
One week - 4 working days	Two weeks - 8 working days
Two weeks - 8 working days	One week - 4 working days
One week - 4 working days	Two weeks - 8 working days
Last period - 8 working days	One week - 4 working days
TOTAL - 24 working days	Last period - 8 working days
39. Six weeks (Split 1-2-2-1 wks)	TOTAL - 24 working days
One week - 4 working days	43. Six weeks (Split 1-1-2-2 wks)
Two weeks - 8 working days	One week - 4 working days
Two weeks - 8 working days	Two weeks - 8 working days
Last period - 4 working days	One week - 4 working days
TOTAL - 24 working days	Last period - 8 working days
40. Six weeks (Split 2-2-1-1 wks)	TOTAL - 24 working days
Two weeks - 8 working days	Two weeks - 8 working days
Two weeks - 8 working days	One week - 4 working days
One week - 4 working days	Two weeks - 8 working days
Last period - 4 working days	Last period - 8 working days
TOTAL - 24 working days	TOTAL - 24 working days

4/4 (COMPRESSED WORK WEEK) VACATION CHART

	ONE WEEK							TWO WEEKS							THREE WEEKS							FOUR WEEKS							FIVE WEEKS							SIX WEEKS						
CALENDAR DAYS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42
WORKING DAYS	1	2	3	4	X	X	X	X	5	6	7	8	X	X	X	9	10	11	12	X	X	X	13	14	15	16	X	X	X	X	17	18	19	20	X	X	X	X	21	22		

EXAMPLES OF ENTITLEMENTS WHEN VACATIONS ARE SPLIT

- | | | | |
|--|---|---|---|
| <p>1. <u>Two weeks (Split 1-1 week)</u></p> <p>One week - 4 working days
 Last period - 4 working days
 TOTAL - 8 working days</p> | <p>5. <u>Four weeks (Split 1-2-1 weeks)</u></p> <p>One week - 4 working days
 Two weeks - 8 working days
 Last period - 4 working days
 TOTAL - 16 working days</p> | <p>9. <u>Four weeks (Split 3-1 weeks)</u></p> <p>Three weeks - 12 working days
 Last period - 4 working days
 TOTAL - 16 working days</p> | <p>13. <u>Five weeks (Split 1-1-3 weeks)</u></p> <p>One week - 4 working days
 One week - 4 working days
 Last period - 11 working days
 TOTAL - 19 working days</p> |
| <p>2. <u>Three weeks (Split 2-1 weeks)</u></p> <p>Two weeks - 8 working days
 Last period - 4 working days
 TOTAL - 12 working days</p> | <p>6. <u>Four weeks (Split 2-1-1 weeks)</u></p> <p>Two weeks - 8 working days
 One week - 4 working days
 Last period - 4 working days
 TOTAL - 16 working days</p> | <p>10. <u>Five weeks (Split 1-2-2 weeks)</u></p> <p>One week - 4 working days
 Two weeks - 8 working days
 Last period - 7 working days
 TOTAL - 19 working days</p> | <p>14. <u>Five weeks (Split 3-1-1 weeks)</u></p> <p>Three weeks - 12 working days
 One week - 4 working days
 Last period - 3 working days
 TOTAL - 19 working days</p> |
| <p>3. <u>Three weeks (Split 1-2 weeks)</u></p> <p>One week - 4 working days
 Last period - 8 working days
 TOTAL - 12 working days</p> | <p>7. <u>Four weeks (Split 2-2 weeks)</u></p> <p>Two weeks - 8 working days
 Last period - 8 working days
 TOTAL - 16 working days</p> | <p>11. <u>Five weeks (Split 2-1-2 weeks)</u></p> <p>Two weeks - 8 working days
 One week - 4 working days
 Last period - 7 working days
 TOTAL - 19 working days</p> | <p>15. <u>Five weeks (Split 2-3 weeks)</u></p> <p>Two weeks - 8 working days
 Last period - 11 working days
 TOTAL - 19 working days</p> |
| <p>4. <u>Four weeks (Split 1-1-2 weeks)</u></p> <p>One week - 4 working days
 One week - 4 working days
 Last period - 8 working days
 TOTAL - 16 working days</p> | <p>8. <u>Four weeks (Split 1-3 weeks)</u></p> <p>One week - 4 working days
 Last period - 12 working days
 TOTAL - 16 working days</p> | <p>12. <u>Five weeks (Split 2-2-1 weeks)</u></p> <p>Two weeks - 8 working days
 Two weeks - 8 working days
 Last period - 3 working days
 TOTAL - 19 working days</p> | <p>16. <u>Five weeks (Split 3-2 weeks)</u></p> <p>Three weeks - 12 working days
 Last period - 7 working days
 TOTAL - 19 working days</p> |

4/4 (COMPRESSED WORK WEEK) VACATION CHART

<p>17. <u>Five weeks (Split 1-4 weeks)</u> One week - 4 working days Last period - 15 working days TOTAL - 19 working days</p>	<p>22. <u>Six weeks (Split 1-2-3 weeks)</u> One week - 4 working days Two weeks - 8 working days Last period - 10 working days TOTAL - 22 working days</p>	<p>27. <u>Six weeks (Split 3-2-1 weeks)</u> Three weeks - 12 working days Two weeks - 8 working days Last period - 2 working days TOTAL - 22 working days</p>	<p>32. <u>Six weeks (Split 5-1 weeks)</u> Five weeks - 20 working days Last period - 2 working days TOTAL - 22 working days</p>
<p>18. <u>Five weeks (Split 4-1 weeks)</u> Four weeks - 16 working days Last period - 3 working days TOTAL - 19 working days</p>	<p>23. <u>Six weeks (Split 1-3-2 weeks)</u> One week - 4 working days Three weeks - 12 working days Last period - 6 working days TOTAL - 22 working days</p>	<p>28. <u>Six weeks (Split 3-1-2 weeks)</u> Three weeks - 12 working days One week - 4 working days Last period - 6 working days TOTAL - 22 working days</p>	<p>33. <u>Six weeks (Split 4-2 weeks)</u> Four weeks - 16 working days Last period - 6 working days TOTAL - 22 working days</p>
<p>19. <u>Six weeks (Split 1-1-4 weeks)</u> One week - 4 working days One week - 4 working days Last period - 14 working days TOTAL - 22 working days</p>	<p>24. <u>Six weeks (Split 2-1-3 weeks)</u> Two weeks - 8 working days One week - 4 working days Last period - 10 working days TOTAL - 22 working days</p>	<p>29. <u>Six weeks (Split 1-5 weeks)</u> One week - 4 working days Last period - 18 working days TOTAL - 22 working days</p>	<p>34. <u>Six weeks (Split 1-1-3 wks)</u> One week - 4 working days One week - 4 working days Last period - 10 working days TOTAL - 22 working days</p>
<p>20. <u>Six weeks (Split 1-4-1 weeks)</u> One week - 4 working days Four weeks - 16 working days Last period - 2 working days TOTAL - 22 working days</p>	<p>25. <u>Six weeks (Split 2-3-1 weeks)</u> Two weeks - 8 working days Three weeks - 12 working days Last period - 2 working days TOTAL - 22 working days</p>	<p>30. <u>Six weeks (Split 2-4 weeks)</u> Two weeks - 8 working days Last period - 14 working days TOTAL - 22 working days</p>	<p>35. <u>Six weeks (Split 3-1-1-1 wks)</u> Three weeks - 12 working days One week - 4 working days One week - 4 working days Last period - 2 working days TOTAL - 22 working days</p>
<p>21. <u>Six weeks (Split 4-1-1 weeks)</u> Four weeks - 16 working days One week - 4 working days Last period - 2 working days TOTAL - 22 working days</p>	<p>26. <u>Six weeks (Split 2-2-2 weeks)</u> Two weeks - 8 working days Two weeks - 8 working days Last period - 6 working days TOTAL - 22 working days</p>	<p>31. <u>Six weeks (Split 3-3 weeks)</u> Three weeks - 12 working days Last period - 10 working days TOTAL - 22 working days</p>	<p>36. <u>Six weeks (Split 1-3-1-1 wks)</u> One week - 4 working days Three weeks - 12 working days One week - 4 working days Last period - 2 working days TOTAL - 22 working days</p>

4/4 (COMPRESSED WORK WEEK) VACATION CHART

37. Six weeks (Split 1-1-3-1 wks)

One week - 4 working days
One week - 4 working days
Three weeks - 12 working days
Last period - 2 working days
TOTAL - 22 working days

38. Six weeks (Split 2-1-1-2 wks)

Two weeks - 8 working days
One week - 4 working days
One week - 4 working days
Last period - 6 working days
TOTAL - 22 working days

39. Six weeks (Split 1-2-1-2 wks)

One week - 4 working days
Two weeks - 8 working days
One week - 4 working days
Last period - 6 working days
TOTAL - 22 working days

40. Six weeks (Split 1-1-2-2 wks)

One week - 4 working days
One week - 4 working days
Two weeks - 8 working days
Last period - 6 working days
TOTAL - 22 working days

41. Six weeks (Split 1-2-2-1 wks)

One week - 4 working days
Two weeks - 8 working days
Two weeks - 8 working days
Last period - 2 working days
TOTAL - 22 working days

42. Six weeks (Split 2-2-1-1 wks)

Two weeks - 8 working days
Two weeks - 8 working days
One week - 4 working days
Last period - 2 working days
TOTAL - 22 working days

43. Six weeks (Split 2-1-2-1 wks)

Two weeks - 8 working days
One week - 4 working days
Two weeks - 8 working days
Last period - 2 working days
TOTAL - 22 working days

MEMORANDUM NO. 5

6/3 TYPE WORK SCHEDULE

A 6/3 type work schedule, which includes additional days off in lieu of Statutory Holidays is a work schedule which can be implemented in accordance with Article 10.01.02 at locations for employees providing seven (7) days per week coverage at the request of the Union. Where a work schedule of six (6) days worked and three (3) days off is too stringent to meet the coverage required, equivalent variations thereof (e.g., 4/2, 5/3, 5/2, etc.) are acceptable to the Union.

A 6/3 type schedule will be implemented upon request and as soon as additional personnel can be hired and trained.

Once a 6/3 type work schedule has been implemented, it will remain in effect for a minimum of one (1) year in order to avoid fluctuations in employment, high cost of recruiting and training staff and to provide consistent working conditions for a reasonable period of time. Within the Airport & Cargo Operations Branch, such changes may only be made in conjunction with the introduction of a flight schedule.

1. Determination of an Appropriate Employee Group

It is not the intent that the implementation of a 6/3 type work schedule be contingent upon it applying to all employees at a location. In the interest of an efficient utilization of manpower, it is essential that the Company retain the responsibility for the establishment of an appropriate employee group when implementing work schedules. In making such a determination, it is then incumbent on both parties to jointly review all aspects of the situation to arrive at the most acceptable work schedule which will meet the required distribution of staff and cover the work requirements. Although a 6/3 type work schedule may be implemented for the majority of employees at a location, some employees may be required to work a fixed 5/2 work schedule in order to specialize in a particular work function, provide additional coverage on a shift, meet an uneven weekly work requirement, etc.

2. Assignments between 5/2 and 6/3 Type Work Schedules

(a) Short Term

Where Statutory Holidays fall during a short term assignment (e.g., less than thirty (30) days) and an employee is assigned from a standard 5/2 shift or equivalent to a shift having built-in Statutory Holidays (e.g., 6/3 type, etc.), the individual will be credited with eight (8) hours special compensation unless scheduled to receive at least one (1) additional regular day off as a result of such assignment. Where Statutory Holidays fell during a short term assignment (e.g., less than thirty (30) days) and an employee is assigned from a shift having

built-in Statutory Holidays (e.g., 6/3 type) to a standard 5/2 shift or equivalent, the provisions of the Agreement relative to Statutory Holidays will not apply. However, if all employees in a work location in which such an individual is employed are allowed a Statutory Holiday off, the individual will receive the day off and the time record will not be debited.

(b) Permanent Assignment

Employees permanently transferring between work schedules will have their Statutory Holidays credited in accordance with the schedule to which they are transferring effective the date of the transfer to the new schedule.

3. Floating Statutory Holiday

Employees working a 6/3 type work schedule, including equivalent compressed work week, which includes additional days off in lieu of Statutory Holidays are granted one (1) floating Statutory Holiday per calendar year.

The day on which the holiday will fall will be determined by mutual agreement between the Company and employee. In the event the day cannot be granted by December 31st of the calendar year, the employee will be credited eight (8) hours straight time in lieu of the holiday.

To be eligible for this additional day off or eight (8) hours straight time credit in lieu, an employee will be required to:

(a) Be working a 6/3 type work schedule which includes additional days off in lieu of Statutory Holidays, and/or

(b) Be in position to have accumulated at least six (6) months on a 6/3 type work schedule in any calendar year starting January 1st.

Should an employee revert to a 5/2 type work schedule during the calendar year prior to having worked six (6) months on a 6/3 and he had been granted the additional day off, the time record will be debited eight (8) hours in December of that calendar year.

An employee will not be eligible for the additional day off if he commences working a 6/3 work schedule after July 1st, after having worked a 5/2 type schedule for the first six (6) months. On the other hand, an employee who has worked the first four (4) months of a year on a 6/3 type schedule reverts to a 5/2 type schedule until October and then returns to a 6/3 type schedule for two (2) months (November, December), such employee will be considered eligible for the additional holiday effective with his return to a 6/3 type schedule in November.

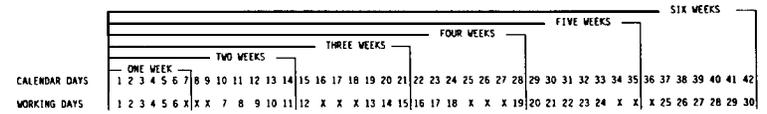
4. Statutory Holiday Overtime Credits

Since employees working a 6/3 shift schedule are granted additional days off in lieu of Statutory Holidays identified in Article 12.01, any employee required to work overtime beyond the regularly scheduled hours of the shift on such a day will be credited on a time and one-half basis for the first two (2) hours and double time thereafter (reference Article 10.02.01[d]).

5. Vacation Entitlements 6/3 Type Work Schedules

Vacation entitlements for employees on a 6/3 shift cycle who commence vacation after a regular day off will be in accordance with the following chart.

VACATION ENTITLEMENTS - FTR 6/3 CYCLE COMMENCING AFTER AN RDD



EXAMPLES OF ENTITLEMENTS WHEN VACATIONS ARE SPLIT

- | | | | |
|--|--|---|--|
| <p>1. <u>Two weeks (Split 1-1 weeks)</u></p> <p>First week - 6 working days
Last period - 5 working days
TOTAL - 11 working days</p> | <p>4. <u>Four weeks (Split 1-1-2 weeks)</u></p> <p>One week - 6 working days
One week - 6 working days
Last period - 7 working days
TOTAL - 19 working days</p> | <p>7. <u>Four weeks (Split 2-2 weeks)</u></p> <p>Two weeks - 12 working days
Last period - 7 working days
TOTAL - 19 working days</p> | <p>10. <u>Five weeks (Split 1-3-1 weeks)</u>
<u>Five weeks (Split 1-2-2 weeks)</u></p> <p>One week - 6 working days
Two weeks - 12 working days
Last period - 6 working days
TOTAL - 24 working days</p> |
| <p>2. <u>Three weeks (Split 2-1 weeks)</u></p> <p>Two weeks - 12 working days
Last period - 3 working days
TOTAL - 15 working days</p> | <p>5. <u>Four weeks (Split 1-2-1 weeks)</u></p> <p>One week - 6 working days
Two weeks - 12 working days
Last period - 1 working day
TOTAL - 19 working days</p> | <p>8. <u>Four weeks (Split 1-3 weeks)</u></p> <p>One week - 6 working days
Last period - 13 working days
TOTAL - 19 working days</p> | <p>11. <u>Five weeks (Split 2-1-2 weeks)</u>
<u>Five weeks (Split 3-1-1 weeks)</u></p> <p>Two weeks - 12 working days
One week - 6 working days
Last period - 6 working days
TOTAL - 24 working days</p> |
| <p>3. <u>Three weeks (Split 1-2 weeks)</u></p> <p>One week - 6 working days
Last period - 9 working days
TOTAL - 15 working days</p> | <p>6. <u>Four weeks (Split 2-1-1 weeks)</u></p> <p>Two weeks - 12 working days
One week - 6 working days
Last period - 1 working day
TOTAL - 19 working days</p> | <p>9. <u>Four weeks (Split 3-1 weeks)</u></p> <p>Three weeks - 15 working days
Last period - 4 working days
TOTAL - 19 working days</p> | <p>12. <u>Five weeks (Split 2-2-1 weeks)</u></p> <p>Two weeks - 12 working days
Two weeks - 12 working days
Last period - 1 working day
TOTAL - 24 working days</p> |

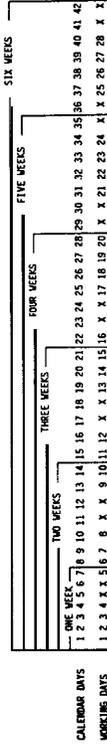
VACATION ENTITLEMENTS - FOR 5/3 CYCLE COMMENCING AFTER AN ROO

<p>13. <u>Five weeks (Split 1-1-3 weeks)</u></p> <p>One week - 6 working days One week - 6 working days Last period - 12 working days TOTAL - 24 working days</p>	<p>17. <u>Six weeks (Split 1-1-4 weeks)</u></p> <p>One week - 6 working days One week - 6 working days Last period - 18 working days TOTAL - 30 working days</p>	<p>21. <u>Six weeks (Split 2-1-3 weeks)</u></p> <p>Two weeks - 12 working days One week - 6 working days Last period - 12 working days TOTAL - 30 working days</p>	<p>25. <u>Six weeks (Split 4-2 weeks)</u> <u>Six weeks (Split 3-3 weeks)</u></p> <p>Three weeks - 18 working days Last period - 12 working days TOTAL - 30 working days</p>
<p>14. <u>Five weeks (Split 2-3 weeks)</u> <u>Five weeks (Split 3-2 weeks)</u></p> <p>Two weeks - 12 working days Last period - 12 working days TOTAL - 24 working days</p>	<p>18. <u>Six weeks (Split 1-4-1 weeks)</u></p> <p>One week - 6 working days Four weeks - 18 working days Last period - 6 working days TOTAL - 30 working days</p>	<p>22. <u>Six weeks (Split 2-2-2 weeks)</u> <u>Six weeks (Split 3-2-1 weeks)</u> <u>Six weeks (Split 2-3-1 weeks)</u></p> <p>Two weeks - 12 working days Three weeks - 12 working days Last period - 6 working days TOTAL - 30 working days</p>	<p>26. <u>Six weeks (Split 5-1 weeks)</u></p> <p>Five weeks - 24 working days Last period - 6 working days TOTAL - 30 working days</p>
<p>15. <u>Five weeks (Split 1-4 weeks)</u></p> <p>One week - 6 working days Last period - 18 working days TOTAL - 24 working days</p>	<p>19. <u>Six weeks (Split 3-1-2 weeks)</u> <u>Six weeks (Split 4-1-1 weeks)</u></p> <p>Four weeks - 18 working days One week - 6 working days Last period - 6 working days TOTAL - 30 working days</p>	<p>23. <u>Six weeks (Split 1-5 weeks)</u></p> <p>One week - 6 working days Last period - 24 working days TOTAL - 30 working days</p>	<p>27. <u>Six weeks (Split 3-1-1-1 wks)</u> <u>Six weeks (Split 2-2-1-1 wks)</u> <u>Six weeks (Split 2-1-1-2 wks)</u></p> <p>Three weeks - 12 working days One week - 6 working days One week - 6 working days Last period - 6 working days TOTAL - 30 working days</p>
<p>16. <u>Five weeks (Split 4-1 weeks)</u></p> <p>Four weeks - 18 working days Last period - 6 working days TOTAL - 24 working days</p>	<p>20. <u>Six weeks (Split 1-3-2 weeks)</u> <u>Six weeks (Split 1-2-3 weeks)</u></p> <p>One week - 6 working days Two weeks - 12 working days Last period - 12 working days TOTAL - 30 working days</p>	<p>24. <u>Six weeks (Split 2-4 weeks)</u></p> <p>Two weeks - 12 working days Last period - 18 working days TOTAL - 30 working days</p>	<p>28. <u>Six weeks (Split 1-1-3-1 wks)</u> <u>Six weeks (Split 2-1-2-1 wks)</u></p> <p>One week - 6 working days One week - 6 working days Three weeks - 12 working days Last period - 6 working days TOTAL - 30 working days</p>

VACATION ENTITLEMENTS - FOR 6/3 CYCLE COMMENCING AFTER AN RDD

29. Six weeks (Split 1-3-1 wks)
Six weeks (Split 1-2-1 wks)
Six weeks (Split 1-2-2-1 wks)
- One week - 6 working days
Three weeks - 12 working days
One week - 6 working days
Last period - 6 working days
TOTAL - 30 working days
30. Six weeks (Split 1-1-3 wks)
Six weeks (Split 1-1-2-2 wks)
- One week - 6 working days
One week - 6 working days
One week - 6 working days
Last period - 12 working days
TOTAL - 30 working days

VACATION ENTITLEMENTS - FOR 1/2 CYCLE COMMENCING AFTER JANUARY (EQUIVALENT TO 6/3 CYCLE)



CALENDAR DAYS
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42

WORKING DAYS
1 2 3 4 X 5 6 7 8 X 9 10 11 12 X 13 14 15 16 X 17 18 19 20 X 21 22 23 24 X 25 26 27 28 X 29

EXAMPLES OF ENTITLEMENTS WHEN VACATIONS ARE SPLIT

1. Two weeks (Split 1-1 week)
 One week - 4 working days
 Last period - 4 working days
 TOTAL - 8 working days
2. Three weeks (Split 2-1 weeks)
 Two weeks - 11 working days
 One week - 4 working days
 Last period - 4 working days
 TOTAL - 19 working days
3. Three weeks (Split 1-2 weeks)
 One week - 4 working days
 Last period - 11 working days
 TOTAL - 15 working days
4. Four weeks (Split 1-1-2 weeks)
 One week - 4 working days
 One week - 4 working days
 Last period - 12 working days
 TOTAL - 20 working days
5. Four weeks (Split 1-2-1 weeks)
 One week - 4 working days
 One week - 12 working days
 Last period - 4 working days
 TOTAL - 20 working days
6. Four weeks (Split 2-1-1 weeks)
 Two weeks - 12 working days
 One week - 4 working days
 Last period - 4 working days
 TOTAL - 20 working days
7. Four weeks (Split 2-1-1 weeks)
 Two weeks - 8 working days
 Two weeks - 8 working days
 Last period - 4 working days
 TOTAL - 20 working days
8. Four weeks (Split 2-2 weeks)
 Two weeks - 12 working days
 Two weeks - 8 working days
 Last period - 4 working days
 TOTAL - 24 working days
9. Four weeks (Split 1-3 weeks)
 One week - 4 working days
 Last period - 16 working days
 TOTAL - 20 working days
10. Four weeks (Split 3-1 weeks)
 Three weeks - 16 working days
 Last period - 4 working days
 TOTAL - 20 working days
11. Five weeks (Split 1-2-2 weeks)
 One week - 4 working days
 Two weeks - 12 working days
 Last period - 8 working days
 TOTAL - 24 working days
12. Five weeks (Split 1-3-1 weeks)
 One week - 4 working days
 Two weeks - 8 working days
 Last period - 4 working days
 TOTAL - 24 working days
13. Five weeks (Split 2-1-2 weeks)
 Two weeks - 12 working days
 One week - 4 working days
 Last period - 8 working days
 TOTAL - 24 working days
14. Five weeks (Split 3-1-1 weeks)
 Three weeks - 16 working days
 One week - 4 working days
 Last period - 4 working days
 TOTAL - 24 working days
15. Five weeks (Split 1-2-2 weeks)
 Two weeks - 12 working days
 Two weeks - 8 working days
 Last period - 4 working days
 TOTAL - 24 working days
16. Five weeks (Split 2-2-1 weeks)
 Two weeks - 8 working days
 Two weeks - 8 working days
 Last period - 8 working days
 TOTAL - 24 working days

VACATION ENTITLEMENTS - FOR 4/2 CYCLE COMMENCING AFTER AN R00 (EQUIVALENT TO R/3 CYCLE)

<p><u>17. Five weeks (Split 1-1-3 weeks)</u></p> <p>One week - 4 working days One week - 4 working days Last period - 16 working days TOTAL - 24 working days</p>	<p><u>21. Five weeks (Split 4-1 weeks)</u></p> <p>Four weeks - 20 working days Last period - 4 working days TOTAL - 24 working days</p>	<p><u>25. Six weeks (Split 3-1-2 weeks)</u></p> <p>Three weeks - 16 working days One week - 4 working days Last period - 8 working days TOTAL - 28 working days</p>	<p><u>29. Six weeks (Split 2-3-1 weeks)</u></p> <p>Two weeks - 8 working days Three weeks - 16 working days Last period - 4 working days TOTAL - 28 working days</p>
<p><u>18. Five weeks (Split 2-3 weeks)</u></p> <p>Two weeks - 8 working days Last period - 16 working days TOTAL - 24 working days</p>	<p><u>22. Six weeks (Split 1-1-4 weeks)</u></p> <p>One week - 4 working days One week - 4 working days Last period - 20 working days TOTAL - 28 working days</p>	<p><u>26. Six weeks (Split 1-3-2 weeks)</u></p> <p>One week - 4 working days Three weeks - 16 working days Last period - 8 working days TOTAL - 28 working days</p>	<p><u>30. Six weeks (Split 2-2-2 weeks)</u></p> <p>Two weeks - 12 working days Two weeks - 8 working days Last period - 8 working days TOTAL - 28 working days</p>
<p><u>19. Five weeks (Split 3-2 weeks)</u></p> <p>Three weeks - 16 working days Last period - 8 working days TOTAL - 24 working days</p>	<p><u>23. Six weeks (Split 1-4-1 weeks)</u></p> <p>One week - 4 working days Four weeks - 20 working days Last period - 4 working days TOTAL - 28 working days</p>	<p><u>27. Six weeks (Split 1-2-3 weeks)</u></p> <p>One week - 4 working days Two weeks - 8 working days Last period - 16 working days TOTAL - 28 working days</p>	<p><u>31. Six weeks (Split 3-2-1 weeks)</u></p> <p>Three weeks - 16 working days Two weeks - 8 working days Last period - 4 working days TOTAL - 28 working days</p>
<p><u>20. Five weeks (Split 1-4 weeks)</u></p> <p>One week - 4 working days Last period - 20 working days TOTAL - 24 working days</p>	<p><u>24. Six weeks (Split 4-1-1 weeks)</u></p> <p>Four weeks - 20 working days One week - 4 working days Last period - 4 working days TOTAL - 28 working days</p>	<p><u>28. Six weeks (Split 2-1-3 weeks)</u></p> <p>Two weeks - 8 working days One week - 4 working days Last period - 16 working days TOTAL - 28 working days</p>	<p><u>32. Six weeks (Split 1-5 weeks)</u></p> <p>One week - 4 working days Last period - 24 working days TOTAL - 28 working days</p>

VACATION ENTITLEMENTS - FOR 4/2 CYCLE COMMENCING AFTER AN ROO (EQUIVALENT TO 6/3 CYCLE)

<p><u>33. Six weeks (Split 2-4 weeks)</u> Two weeks - 8 working days Last period - 20 working days TOTAL - 28 working days</p>	<p><u>37. Six weeks (Split 3-1-1-1 wks)</u> Three weeks - 16 working days One week - 4 working days One week - 4 working days Last period - 4 working days TOTAL - 28 working days</p>	<p><u>41. Six weeks (Split 2-1-2-1 wks)</u> Two weeks - 12 working days One week - 4 working days Two weeks - 8 working days Last period - 4 working days TOTAL - 28 working days</p>	<p><u>45. Six weeks (Split 1-1-1-3 wks)</u> One week - 4 working days One week - 4 working days One week - 4 working days Last period - 16 working days TOTAL - 28 working days</p>
<p><u>34. Six weeks (Split 3-3 weeks)</u> Three weeks - 16 working days Last period - 12 working days TOTAL - 28 working days</p>	<p><u>38. Six weeks (Split 2-2-1-1 wks)</u> Two weeks - 12 working days Two weeks - 8 working days One week - 4 working days Last period - 4 working days TOTAL - 28 working days</p>	<p><u>42. Six weeks (Split 1-3-1-1 wks)</u> One week - 4 working days Three weeks - 16 working days One week - 4 working days Last period - 4 working days TOTAL - 28 working days</p>	<p><u>46. Six weeks (Split 1-1-2-2 wks)</u> One week - 4 working days One week - 4 working days Two weeks - 12 working days Last period - 8 working days TOTAL - 28 working days</p>
<p><u>35. Six weeks (Split 4-2 weeks)</u> Four weeks - 20 working days Last period - 8 working days TOTAL - 28 working days</p>	<p><u>39. Six weeks (Split 2-1-1-2 wks)</u> Two weeks - 12 working days One week - 4 working days One week - 4 working days Last period - 8 working days TOTAL - 28 working days</p>	<p><u>43. Six weeks (Split 1-2-1-2 wks)</u> One week - 4 working days Two weeks - 12 working days One week - 4 working days Last period - 8 working days TOTAL - 28 working days</p>	
<p><u>36. Six weeks (Split 5-1 weeks)</u> Five weeks - 24 working days Last period - 4 working days TOTAL - 28 working days</p>	<p><u>40. Six weeks (Split 1-1-3-1 wks)</u> One week - 4 working days One week - 4 working days Three weeks - 16 working days Last period - 4 working days TOTAL - 28 working days</p>	<p><u>44. Six weeks (Split 1-2-2-1 wks)</u> One week - 4 working days Two weeks - 12 working days Two weeks - 8 working days Last period - 4 working days TOTAL - 28 working days</p>	

MEMORANDUM NO. 6

STAFF REDUCTIONS

During the 1995 contract negotiations, It was agreed that should a staff reduction become necessary during the life of this Agreement, the Company agrees to make the Deferred Payment Leave Plan and Long Term Leave of Absence Program in effect from previous staff reductions available to mitigate the lay-off.

The Company also agrees to meet with the Union for the purpose of discussing voluntary SEVERANCE options, or other means mutually agreeable to the parties in an effort to further mitigate the lay-off.

APPENDIX I

January 8, 1988

Mr. V. Blais
President 6 Directing General Chairman
IAMAW - District Lodge 148
3767 Thimens Boulevard
Suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Blais:

Subject: Sick Leave

Discussions during this round of negotiations have resulted in agreement that employees covered by this Collective Agreement will be exempt from that portion of the Company Sick Leave Plan dealing with "eligibility for recommendation of sick leave" outlined in point .01 of Publication 707, Chapter 5, Page 6, subsection 2.

Yours very truly,

S.L. Belding
A/Director, Labour Relations
Technical Personnel

APPENDIX II

June 18, 1995

Mr. L. Giuliani
President & Directing General Chairman
District Lodge 148, IAMAW
3767 Thimens Boulevard
Suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Giuliani,

Subject: Application of Article 10.01.06 and U.M.H.O. 218 - U.181-CS

During the 1995 contract negotiations, the Company and the Union agreed to the following application of Article 10.01.06 and U.M.H.O. 218 - U.181-CS as related to the scheduling of employees assigned to relief duties:

- . normally the "relief" period will be for the duration of a flight schedule (ie. April - October / November - March).
- . when employees MOVE from one agreed to relief schedule to another agreed to relief schedule within the identified period, this will not result in the application of Article 10.01.06.
- the Committee of General Chairmen and Labour Relations will review and mitigate any disputes over agreed to relief schedules at any location.

Yours truly,

K. M. Kelly
Director Labour Relations -
Technical Services

APPENDIX III

January 8, 1988

Mr. V. Blais
President & Directing General Chairmn
IAMAW - District Lodge 148
3767 Thimens Boulevard
suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Blais:

Subject: Introduction of Non-Certificated Station Agents I and
N C on-t e r i f i c a t e d S t a t i o n A g e n t s I I

Discussions during this round of negotiations have concluded in agreement that the introduction of non-certificated Station Agents I and non-certificated Station Agents II will have no impact on the seniority privileges of Station Agents I and Station Agents II having a seniority date prior to January 8, 1988.

Furthermore, Station Agents I and Station Agents II holding these grandfather rights will, when transferring or bumping or recalling, etc., into the non-certificated agent classifications, retain their original status (i.e., wages, benefits, etc.)

Additionally, current Station Agents I and Station Agents II will remain on their original seniority list(s) as well as a corresponding non-certificated agent list(s). The seniority date(s) to be used on this non-certificated agent list(s) will be the seniority date(s) on the original list(s).

Finally, non-certificated Station Agents I and non-certificated Station Agents II will not be introduced at a point while the weight and balance function is being performed at that point.

Yours very truly,

S.L. Belding
A/Director, Labour Relations
Technical Personnel

APPENDIX IV

January 8, 1988

Mr. V. Blair
President & Directing General Chairmn
IAMAW - District Lodge 148
3767 Thimens Boulevard
Suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Blair:

Subject: Pension Plan (Publication 712)

Discussions during this round of negotiations have resulted in an agreement for those employees covered by this Collective Agreement that the effective date of the Canadian Pension Reform as described in the Pension Benefit Standards Act, 1985 and Regulations will be January 1, 1987 rather than June 28, 1987 for all active members who are in classifications covered by this Collective Agreement as of June 28, 1987. The terms "active members" includes employees under any leave of absence but excludes individuals who have terminated, died or retired prior to June 28, 1987.

Yours very truly,

S.L. Belding
A/Director, Labour Relations
Technical Personnel

APPENDIX V

May 14, 1995

Mr. L. Giuliani
President & Directing General Chairman
District Lodge 148, IAMAW
3767 Thimens Boulevard
suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Giuliani:

Subject: Letters of Confirmation for M.O.T. Structure License S33 & S34

This will confirm that Air Canada will provide the necessary correspondence to Category 19 employees, upon request, which will allow them to apply to write their M.O.T. Structure Licenses (S33 and/or S34).

Administration of this item will be coordinated by the office of the Director Quality, Planning & Administration and confirmed to District Lodge 148 following ratification of the 1995 Collective Agreement.

Yours truly,

K. M. Kelly
Director Labour Relations -
Technical Services

APPENDIX VI

Mr. L. Giuliani
President & Directing General Chairman
IAMAW - District Lodge 148
3767 Thimens Boulevard
Suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Giuliani:

Subject: Pension Plan Rules

In accordance with Item U.21(J) April 1982 Minutes of Negotiations, Rule 3 of the Air Canada Pension Plan - Canada was amended on October 5, 1983 as follows:

RULE 3 - THE COMMITTEES

1. (a) The provisions of the Pension Plan applicable to pilots shall be administered by a Committee of six (6) members, of whom three (3) shall be appointed by the Directors and three (3) shall be elected by the pilots.
 - (b) The provisions of the Pension Plan applicable to employees of the Technical Operations, Airport & Cargo Operations and Purchasing & Supply Branches of Air Canada represented by the International Association of Machinists & Aerospace Workers (IAMAW) shall be administered by a committee of eight (8) members of whom four (4) shall be appointed by the Directors and four (4) shall be elected by the IAMAW.
 - (c) The provisions of the Pension Plan applicable to employees other than those referred to in Parts 1 (a) and (b) of this Rule, shall be administered by a Committee of eight (8) members, of whom four (4) shall be appointed annually by the Directors; three (3) shall be elected by the employees from among their number in accordance with regulations made from time to time by the Committee and approved by the Directors and one (1) shall be elected from among retired employees chosen in accordance with regulations and through an association of retired employees acceptable to this Committee and approved by the Directors.
2. A majority of the members shall constitute a quorum

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3. A Chairman of each Committee shall be appointed by the Directors from among the MEMBERS nominated by them
4. Members elected by the employees and the approved association of retired employees shall be appointed for a term of two (2) YEARS and may be re-elected.
5. The Committees shall have power:
 - (a) To make and enforce rules for the efficient operation of the Pension Plan for the government of their own proceedings;
 - (b) to receive and act upon applications for pensions and supplemental annuities;
 - (c) to approve and authorize refunds.
6. The Committees shall, from time to time, report on their decisions to the Directors who may approve, alter or rescind such decisions if these decisions exceed the terms of reference of the Committees.
7. The Trustee shall furnish a statement monthly to the Committees showing the financial position of the Fund and the Committees shall report annually thereon to the employees.
8. The Chairman of each COMMITTEE shall appoint a secretary for each Committee who shall be charged respectively with the supervision of the ruler relative to pilots, those relative to employees of the Technical Operations, Airport & Cargo Operations and Purchasing & Supply Branches represented by the IAMAW and those relative to employees other than pilots and the aforementioned IAMAW members and each secretary shall report to their respective Chairman on all administrative matters.
9. Each Committee shall meet at the call of its respective Chairman and at least once quarterly.
10. The Company will provide each employee with a written explanation of the terms and conditions of these rules and any amendments thereto which are applicable to him and of his rights and duties with respect to benefits available to him under the terms of these rules, including such other information as may be required by the Act.

The Company agrees to include Rule 3 in Air Canada Publication 712, Chapter 3 no later than three (3) months from advice of ratification.

The Company further agrees to amend the following Pension Plan Rules in the manner described, no later than six (6) months following advice of ratification.

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RULE 27(D) - INJURY ON DUTY

1. A" eligible or participating employee who is absent from the service on account of temporary total disability for which he is eligible to receive Workers' Compensation under the Workers' Compensation Act of any province of Canada (or its equivalent in any other area) and is not a member of an approved Group Disability Income Plan, may apply in the prescribed form to have any full calendar month of such absence counted as allowable service, provided he assumes an obligation to pay for each such month a contribution equal to the applicable percentage rate of employee's contributions under Rule 19 or 28 of his average monthly compensation during the last six (6) full calendar months preceding such absence.
2. An eligible or participating employee who is a member of an approved Group Disability Income Plan and who is absent from the service on account of temporary total disability, as described in Clause 1 of this Rule, will have any such full calendar month or such absence counted as allowable service.

RULE 30 - EARLY RETIREMENT

Reference to Clause 5 under Clause 2 of this Rule shall be deleted.

RULE 34 - DEATH IN SERVICE

Clause 4 shall be amended to read as follows:

4. Effective with the month in which a pension becomes payable under a government pension plan, the annual amount of the pension computed and paid under Clause 2 shall be reduced to an annual amount computed as provided for in Clause 1 and Clause 4 of Rule 29, provided however that, should the annual amount of pension payable under a government pension plan and the reduced pension payable under this clause be less than an annual pension computed under Clause 3 of this Rule, the participating employee's surviving spouse shall be paid the difference.

RULE 30.02 shall be amended to read as follows:

- 30.2 a) With respect to participating employees of the Technical Operations, Airport & Cargo Operations and Purchasing & Supply Branches represented by the International Association of Machinists and Aerospace Workers District Lodge 148 who elect for early retirement between November 9, 1985 and June 27, 1987, Pension benefits under this rule shall be calculated on the basis stipulated in Rule 29 and the amount thus calculated shall be reduced by multiplying it by a fraction, the numerator of which shall be a figure representing the number of MONTHS OF ALLOWABLE SERVICE and the denominator a figure representing the number of MONTHS OF ALLOWABLE SERVICE PLUS THE NUMBER

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OF MONTHS BY WHICH THE PARTICIPATING EMPLOYEE'S AGE IS BELOW 58. On the death of the participating employee, the provisions of Clause 4 of Rule 29 regarding survivor benefits shall apply to this reduced pension.

30.2 b) With respect to participating employees of the Technical Operations, Airport & Cargo Operations and Purchasing & Supply Branches represented by the International Association of Machinists and Aerospace Workers District Lodge 148 who elect for early retirement on June 28, 1987 or later, Pension benefits under this rule shall be calculated on the basis stipulated in Rule 29 and the amount thus calculated shall be reduced by multiplying it by a fraction, the numerator of which shall be a figure representing the number of MONTHS OF ALLOWABLE SERVICE and the denominator a figure representing the number of MONTHS OF ALLOWABLE SERVICE PLUS THE NUMBER OF MONTHS BY WHICH THE PARTICIPATING EMPLOYEE'S AGE IS BELOW 57. On the death of the participating employee, the provisions of Clause 4 of Rule 29 regarding survivor benefits shall apply to this reduced pension.

30.2 c) With respect to participating employees electing for early retirement other than those covered by clause 2 a) and 2 b) of Rule 30, Pension benefits under this rule shall be calculated on the basis stipulated in Rule 29 and the amount thus calculated shall be reduced by multiplying it by a fraction, the numerator of which shall be a figure representing the number of MONTHS OF ALLOWABLE SERVICE and the denominator a figure representing the number of MONTHS OF ALLOWABLE SERVICE PLUS THE NUMBER OF MONTHS BY WHICH THE PARTICIPATING EMPLOYEE'S AGE IS BELOW 60. On the death of the participating employee, the provisions of Clause 4 of Rule 29 regarding survivor benefits shall apply to this reduced pension.

The Company further agrees to Include In Publication 712, Chapter 3, all Rule revisions made up to advice of ratification no later than three (3) months following such advice.

Yours very truly,

K.M. Kelly
Director, Labour Relations -
Technical Services

APPENDIX -vii

Mr. L. Giuliani
President & Directing General Chairman
IAMAW - District Lodge 148
3767 Thimens Boulevard
suite 205
St. Laurent. Quebec
H4R 1W4

Dear Mr. Giuliani:

Subject: Sick Leave Plan
(Publication 707, Chapter 5)

Recent negotiations have resulted in changes to the Sick Leave Plan applicable to IAMAW District Lodge 148 members covered by the Collective Agreement.

This is to inform you that publication 707, Chapter 5, will be revised within ninety (90) days following ratification, to include the following.

Specific exceptions to waiting period:

c) Personnel of the Technical Operations, Airport & Cargo Operations and Purchasing & Supply Branches represented by District Lodge 148.

The waiting period is waived whenever the employee has served three (3) months since the last date for which sick leave was granted.

Yours very truly,

K.M. Kelly
Director, Labour Relations -
Technical Services

APPENDIX VIII

may 10, 1995

Mr. L. Giuliani
President & Directing General Chairman
District Lodge 148, IAMAW
3767 Thimens Boulevard
Suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Giuliani:

Subject: Promotional Bulletins- Cabin Servicing & Cleaning Classifications

This letter will confirm the agreement between the Company and the Union that the Lead Cabin Servicing & Cleaning Attendant and Cabin Servicing & Cleaning Attendant classifications will be included in Promotional Bulletins for:

the following active classifications:

Station Agent II
Certificated Station Agent I
Station Agent I
Cargo Customer Service Agent
Baggage Agent
C.R.U. Specialist

and the following inactive classifications:

Commissary Agent
Telecommunications Agent
Certificated Lord Agent
Certificated Station Agent II.

This agreement is subject to, and will be superseded by, any agreement reached in further discussions during this round of negotiations with respect to categories / classifications in the Airport & Cargo Operations Branch (Agenda Items M6 and U191).

Yours truly,

K.M. Kelly
Director Labour Relations -
Technical Services

APPENDIX IX

January 8, 1988

Mr. V. Blais
President & Directing General Chairman
IAMAW - District Lodge 148
3767 Thimens Boulevard
suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Blair:

Subject: WCB/CSST Claims

Discussions during this round of negotiations have resulted in agreement that employees covered by this Collective Agreement will be advised, in writing should WCB/CSST claims made by them be contested by the Company.

Yours very truly,

S.L. Gelding
A/Director, Labour Relations
Technical Personnel

APPENDIX X

June 10, 1993

Mr. M. Cyr
President & Directing General Chairman
District Lodge 148, IAMAW
3767 Thimons Boulevard
Suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Cyr:

Subject: Pension Plan - Income Protection

During the 1992 round of negotiations, the Company and the Union agreed to provide income protection for eligible retirees as outlined below:

1. DEFINITIONS

CPI - The Consumer Price Index for Canada as calculated periodically by Statistics Canada.

Duration - from January 1, 1992 until December 31, 1998

Adjustment Dates:

January 1, 1992	January 1, 1996
January 1, 1993	January 1, 1997
January 1, 1994	January 1, 1998
January 1, 1995	January 1, 1999

Eligible Beneficiaries - Include eligible pensioners and eligible survivors.

Eligible Pensioner - Any disability pensioner who was a member of the IAMAW at time of retirement or any other pensioner who, on the adjustment date, has reached age sixty (60) and who at retirement time was a member of the IAMAW.

Eligible Survivor - Either the spouse of a deceased employee who was a member of the IAMAW at time of death or the spouse of a pensioner who was a member of the IAMAW at time of retirement and who is in receipt of a survivor income from the Air Canada Pension Plan.

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2. PENSION INDEX

The Pension Index for a given year is calculated as the average for the twelve (12) month period ending October 31st in the preceding year of the CPI for each month in that twelve (12) month period.

3. PERCENTAGE ADJUSTMENT

The percentage adjustment for a given year shall be determined as follows:

- (i) Calculate the percentage increase in the Pension Index of the current year over the Pension Index of the immediate preceding year subject to a maximum increase to eight percent (8%) and
- (ii) multiply the percentage increase obtained in (i) by fifty percent (50%).

4. PENSION ADJUSTMENT

Monthly pensions otherwise payable to eligible beneficiaries as of an adjustment date are increased by a percentage called the Pension Adjustment Factor determined as follows:

- (i) for eligible pensioners who retire in the twelve (12) month period prior to the adjustment date, except for disability pensioners, the Pension Adjustment Factor is 1/12 of the pension adjustment for each full month prior to the adjustment date.
- (ii) for all other eligible pensioners and for all survivors the Pension Adjustment Factor is equal to the applicable percentage adjustment.

While the parties have agreed that these negotiated pension adjustments for members of IAMAW District Lodge 148 extend up to December 31, 1998 which is beyond the term of the Agreement, the parties further agree that this does not prevent the Union from re-negotiating this pension agreement at the termination of Collective Agreement as set out in Article 21.

Yours very truly,

K.M. Kelly
Director, Labour Relations
- Technical Services

APPENDIX XI

Mr. M. Cyr
President & Directing General Chairman
District Lodge 148, IAMAW
3767 Thimens Boulevard
Suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Cyr:

Subject: Pension Plan

This letter will confirm that during 1990 negotiations, the Company agreed to amend the Rules of the Air Canada Pension Plan - Canada to reduce from sixty (60) to thirty-six (36) the number of months used to determine an IAMAW employee's average annual compensation for benefits commencing on or after July 1, 1990 for members on the active payroll on or after June 30, 1990.

Yours truly,

B.R. Corbett
Director, Labour Relations
- Technical Services

APPENDIX XII

Hr. M. Cyr
President & Directing General Chairman
District Lodge 148, IAMAW
3767 Thimens Boulevard
Suite 205
St. Laurent, Quebec
H4R 1W4

Dear Hr. Cyr:

Subject: Centralization Load Dispatch - Salary Protection

Discussions at a U.M.C.M. have resulted in an agreement that Certificated Station Agents declared surplus as a result of the centralization of the Load Dispatch function, who are working in a lower classification due to exercising bumping privileges, shall have their rate of pay and progression protected at the applicable rate of their former classification for a period not to exceed three (3) years effective from date of layoff. Employees who decline recall to point of layoff, shall have their salary protection adjusted equivalent to the differential between their current status and the salary of the classification declined. In addition, employees who fail to bid on any above basic vacancies at their point during the protection period and it is determined they would have been the successful bidder, as well as declining to accept temporary relief assignments for which they are eligible, shall have their salary protection adjusted.

Yours truly,

B.R. Corbett
Director, Labour Relations
- Technical Services

Mr. M. Cyr
President & Directing General Chairman
District Lodge 148, IAMAW
3767 Thimens Boulevard
Suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Cyr:

Subject: Promotional Bulletins.

This letter will confirm the agreement between the Company and the Union covering any station closure or the centralization of the Load Dispatch function.

Where an employee has received a notice of lay-off, he shall, for the purpose of this letter, be deemed to hold laid-off status.

Accordingly, he will be eligible to bid for Promotional Bulletins addressing classifications in which he does not hold a seniority date and which we lower paying than his active classification prior to the effective date of lay-off.

Yours truly,

B.R. Corbett
Director, Labour Relations
- Technical Services

APPENDIX XIV

Mr. M. Cyr
President & Directing General Chairman
District Lodge 148, IAMAW
3767 Thimens Boulevard
Suite 205
St. Laurent, Quebec
H4R 1W4

Dear Mr. Cyr:

Subject: Introduction of the Cabin Servicing and Cleaning
Category and Classifications at Toronto

During 1990 contract negotiations, the Company and the Union agreed to provide each employee covered by the provisions of the Company's July 14, 1989 letter to the Union with a one time option to revert to Category 33 in the Maintenance & Engineering Branch. This option is subject to a permanent vacancy being available and must be exercised consistent with the employee's seniority.

Employees who revert to Category 33 in Maintenance & Engineering will re-establish their original Category 33 seniority date.

In addition, Category 33 Lead Cleaner and Cleaner classifications utilized in the Sales and Service Branch at Toronto shall be converted to new Cabin Servicing Cleaning Category with lead Cabin Servicing and Cleaning Attendants and Cabin Servicing and Cleaning Attendant classifications.

Yours truly,

B.R. Corbett
Director, Labour Relations
Technical Services

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/APPENDIX	PAGE
ARBITRATION		
	Article 18	115
Arbitration Boards	Article 18.12	116
Expedited Arbitration	Letter of Understanding no. 8	166
Regular Arbitration	Article 18	115
BUMPING		
	Article 16.15	93
Airport & Cargo Operations	Memorandum no. 3 - Point 3	183
Cargo - Aircraft Services	Letter of Understanding no. 5	161
Technical Operations	Memorandum no. 1 - Point 3	179
Joint Restructuring Committee	Letter of Understanding no. 11	173
CATEGORIES		
Airport & Cargo Operations	Article 6.02	27
Cabin Servicing and Cleaning, Toronto (Introduction of Category)	Appendix XIV	226
Purchasing & Supply	Article 8.02	45
Technical Operations	Article 4.02	2
CLASSIFICATIONS		
Airport & Cargo Operations	Article 6.03	28
Non-certificated Station Agents I and II	Appendix III	211
Dorval Base Cafeteria	Article 4.05	15
Purchasing & Supply	Article 8.03	45
Technical Operations	Article 4.03	9

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/APPENDIX	PAGE
COLLECTIVE AGREEMENT		
Amalgamation of Dorval Base Cafeteria Collective Agreement	Letter of Understanding no. 12	174
Definition of Terms Used		1
Duration	Article 21.01	142
Language of Agreement	Article 20.14	126
Purpose	Article 1.02	1
Saving Clause	Article 20.05	126
Signatories	Article 21.02	143
COMPANY SERVICE TRANSPORTATION		
	Article 15.01	74
DISCIPLINARY MEASURES		
Advisors at Hearings	Article 17.04.07	109
Appeal upon receipt of Disciplinary Letter	Article 17.01.07	104
Appeal Levels - Airport & Cargo Operations	Chart	112
Appeal Levels - Dorval Base Cafeteria	Chart	114
Appeal Levels - Purchasing & Supply	Chart	113
Appeal Levels - Technical Operations	Chart	111
Discharge	Article 17.01	102
Disciplinary Progression	Article 17.01.02	102
Witnesses at Hearing	Article 17.04.01	108
DISCRIMINATION AND HARASSMENT		
	Article 20.18	139
EMPLOYEE ASSISTANCE PROGRAM		
	Article 20.19	141
Employee Rehabilitation	Article 16.19.01 Article 16.19.02	101
EMPLOYEE PERSONAL FILE		
	Article 20.13	126

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/ APPENDIX	PAGE
EMPLOYMENT SECURITY		
Loss of Ground Handling Contract - Connector Carriers	Article 20.21	142
Staff Reductions	Memorandum no. 6	208
Station Closure	Letter of Understanding no. 7	164
Sub-contracting	Article 20.07.08	129
Technological Change	Article 20.20	141
EXAMINATIONS		
Above Basic Selection Process	Letter of Understanding no. 4	158
Certificated Classification Status - Load Dispatch - Steps	Memorandum no. 3 - Point 4	183
	Chart	184
Certificated Classification Status - Technical Operations	Memorandum no. 1 - Point 4	179
Qualifying Examinations - Airport & Cargo Operations	Article 6.04.02	38
Training Failures - Airport & Cargo Operations	Article 6.04.02.01	39
FIELD AND EMERGENCY WORK		
Expenses Payable to Personnel - At Point of Assignment	Article 20.11.02	135
Expenses Payable to Personnel - En Route to and from Assignment	Article 20.11.01	134
Principles	Article 10.04	59
Travel Insurance	Article 20.11.05	135

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/APPENDIX	PAGE
GRIEVANCES		
Appeals	Article 17.03.05	108
Appeal Levels - Airport & Cargo Operations	Chart	112
Appeal Levels - Dorval Base Cafeteria	Chart	114
Appeal Levels - Purchasing & Supply	Chart	113
Appeal Levels - Technical Operations	Chart	111
Grievance Procedure	Article 17.03	106
Level I	Article 17.03.02	106
Level II	Article 17.03.03	107
Level III	Article 17.03.04	107
HOURS OF WORK		
	Article 10.01	50
INSURANCE		
Dental Insurance	Letter of Understanding no. 1 - L1.04	145
Disability Income Insurance	Letter of Understanding no. 1 - L1.02	144
Health Insurance (Supplementary), · Hyperbaric Treatment · Psychologists Services · S.O.S. Assistance Access Program	Letter of Understanding no. 1 - L1.03	144
Life Insurance	Letter of Understanding no. 1 - L1.01	144
Vision Care Insurance	Letter of Understanding no. 1 - L1.05	145
LANGUAGE REQUIREMENTS		
Airport & Cargo Operations	Article 6.04.03	39

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/APPENDIX	PAGE
LEAVES OF ABSENCE	Article 14	71
Adoption	Article 14.05	73
Bereavement	Article 14.06	74
Child Care	Article 14.04	72
Maternity	Article 14.03	72
Personal	Article 14.02	71
Seniority Rights	Article 14.01.01	71
MEAL PERIOD	Article 10.01.04	52
MEAL ALLOWANCE	Article 10.01.04.02	53
MEDICAL ATTENTION	Article 20.02	126
MINUTES - NEGOTIATIONS & UMHQ MEETINGS - LEGAL STATUS	Letter of Understanding no. 6	163
OCCUPATIONAL INJURY		
Supervisor's Accident Report	Article 20.08.19	132
WCB/CSST Claims	Appendix IX	220
OFF-DUTY STATUS	Article 20.15	136
ORDERS IN WRITING	Article 20.03	126

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/ APPENDIX	PAGE
OVERTIME	Article 10.02	54
Bypass	Article 10.02.07.07	56
Off Duty Hours After 16 Hours of Work	Article 10.01.05.01	53
Recall	Article 10.02.06	55
Short Shift Change	Article 10.01.07	54
Work Schedule Change	Article 10.01.06 Appendix II	54 210
PART-TIME EMPLOYMENT	LOU #2	146
PENSION PLAN	Article 20.17	138
Calculation of Benefits - Best 36 months	Appendix XI	223
Effective Date of Reform	Appendix IV	212
Pension Index	Appendix X	221
Pension Plan Rules - Rule no. 3, no. 17D, no. 30, no. 34	Appendix VI	214
Pre-retirement Seminars	Article 20.17.02	139
PREAMBLE	Article 1	1

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/ APPENDIX	PAGE
PREMIUMS		
Cafeteria Attendants performing Cook Duties	Article 5.13	20
Endorsement Premium - Categories 1, 2, 4 and 38	Article 4.02 Article 4.04.03	3 15
Holder of Load Dispatch Certificate	Article 6.02.01	27
Longevity Pay - Airport & Cargo Operations	Article 7.06 - Chart (note)	44
Longevity Pay - Dorval Base Cafeteria	Article 5.18 - Chart (note)	26
Longevity Pay - Purchasing & Supply	Article 9.06 - Chart (note)	49
Longevity Pay - Technical Operations	Article 5.17 - Chart (note)	23
Shift Premium - Airport & Cargo Operations	Article 7.04 Article 7.05	42
Shift Premium - Purchasing & Supply	Article 9.04 Article 9.05	47 48
Shift Premium - Technical Operations: and Dorval Base Cafeteria	Article 5.15 Article 5.16	20 21
Tank Sealers	Article 5.12	20
PROBATION	Article 11	65

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/ APPENDIX	PAGE
PROMOTIONS	Article 16.11	81
Above Basic Selection Process	Letter of Understanding no. 4	158
Cabin Servicing & Cleaning Classifications / Promotional Bulletins	Appendix VIII	219
Declining Promotion	Article 16.11.11	84
Laid-off Employees / Promotional Bulletins	Article 16.11.13	85
Promotion to a Certificated Classification - Technical Operations	Memorandum no. 1 - Point 1	177
Promotion to a Higher Classification - Airport & Cargo Operations Branch	Article 6.04.01 Memorandum no. 3 - Point 1	35 182
Promotion to a Higher Classification - Cafeteria	Article 4.06.04 Article 4.06.05 Article 4.06.06 Article 4.06.07	17
Promotion to a Higher Classification - Purchasing & Supply	Article 8.04.01	46
Sick or Injured Employees / Promotional Bulletins	Article 16.11.14	85
Stations Closures and Load Dispatch Centralization / Promotional Bulletins	Appendix XIII	225
RATIOS		
Lead Station Attendants	Article 6.04.05	41
Lead Stockkeepers	Article 8.04.02	47
Technicians and Lead Mechanics	Article 4.04.01 Article 4.04.02	15
RECALL	Article 16.16	96
Joint Restructuring Committee	Letter of Understanding no. 11	171
Term Employment	Article 16.16.04	97

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/ APPENDIX	PAGE
RELIEF DUTIES	Article 10.05	61
Baggage Agents	Article 6.03.01.07.02	30
Cafeteria	Article 4.06.02 Article 4.06.03	17
Lead Station Attendants	Article 10.05.06	63
Station Agents	Article 10.05.03	61
REORGANIZATION OF CORPORATE STRUCTURE	Article 20.09	132
Merger, Amalgamation, Acquisition	Article 20.09.01	132
RESERVATIONS OF MANAGEMENT	Article 3	2
SAFETY AND HEALTH COMMITTEES	Article 20.08	129
SALARY		
Airport & Cargo Operations	Article 7	41
Dorval Base Cafeteria	Article 5.18	25
Load Dispatch - Centralization - Salary Protection	Appendix XII	224
Pay Cheques	Article 10.08	65
Purchasing & Supply	Article 9	47
Technical Operations	Article 5.17	18

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/APPENDIX	PAGE
SENIORITY	Article 16	75
Categories	Article 16.04	75
Classifications	Article 16.05	75
Establishment of Seniority Date	Article 16.06	76
Principle	Article 16.01	75
Privileges	Article 16.03	75
Recognition	Article 16.02	75
Scope of Agreement - Airport & Cargo Operations	Article 6.01 Article 16.10.02	27 80
Scope of Agreement - Dorval Base Cafeteria	Article 4.05 Article 16.10.04	15 81
Scope of Agreement - Purchasing & Supply	Article 8.01 Article 16.10.03	45 81
Scope of Agreement - Technical Operations	Article 4.01 Article 16.10.01	2 80
Seniority - Airport & Cargo Operations	Article 6.04.04 Article 16.08	40 79
Seniority - Dorval Base Cafeteria	Letter of Understanding No. 12	176
Seniority List	Article 16.18.01	100
Seniority - Purchasing & Supply	Article 16.09	80
Seniority - Technical Operations	Article 16.07	79
SET-BACKS OR DEMOTIONS	Article 16.13	91
SEVERANCE PAY	Article 20.10	133
SICK LEAVE	Article 10.03 Appendix I	59 209
Waiting Period	Appendix VII	218
STAFF REDUCTIONS	Article 16.14 Article 16.19.03 Article 16.19.04	92 102 102

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/APPENDIX	PAGE
STATUTORY HOLIDAYS	Article 12.01	66
Absence due to Sickness or Injury	Article 12.03.01 Article 12.03.02	66
Additional Days Off/Time Credit	Article 12.02	66
STRUCTURE LICENSES 833 AND 834	Appendix V	213
SUB-CONTRACTING	Article 20.07 Letter of Understanding no. 10	128 172
TECHNOLOGICAL CHANGE	Article 20.20	141
TERM EMPLOYMENT	Article 16.17	99
TIME BANK	Article 10.02.11	58
TIME RECORDING	Article 10.06	63
TOTEM IMPLEMENTATION COMMITTEE	Letter of Understanding no. 3	156
TRAINING	Article 10.07	64
Endorsement Course Seat Allocation	Letter of Understanding no. 9 - Appendix	170
Joint Training and Licensing Committee	Letter of Understanding no. 9	168
TRANSFERS	Article 16.12	85
Declining Transfers	Article 16.12.06.01	88
From Cargo to Aircraft Services	Letter of Understanding no. 5	161
To Certificated Classification - Airport & Cargo Operations	Memorandum no. 3 - Point 2	183

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/APPENDIX	PAGE
Cabin Servicing Reverting to Category 33 - Toronto	Appendix XIV	226
To Certificated Classification - Technical Operations	Memorandum no. 1 - Point 2	178
UNIFORMS		
Baggage Agents	Article 6.03.01.07.03	30
Cleaning Allowance	Article 20.01	126
UNION ACTIVITIES		
Chief Stewards - Dorval Base	Article 19.03	117
Compensatory Time Off	Article 19.11	122
General Chairmen	Article 19.14	125
Location of Union Shop Committees.	Article 19.05	120
Negotiating Committee	Article 19.09	122
Posting of Union Notices	Article 19.13	125
Shop Committee Activities	Article 17.04.04 Article 19.06	109 120
Shop Stewards - System	Article 19.02	117
Time Charges	Article 17.04.07 Article 19.08	109 122
Time for Union Activities	Article 19.01	117
Time for Union Activities - Local or District Lodge	Article 17.04.07 Article 19.07	109 121
Travel Credits	Article 19.10	122
Union Dues	Article 20.06	127
Union/Management Communications	Article 17.05	109
Union Recognition	Article 2	1
Union Regional Shop Committees	Article 19.04	119
Work Order Numbers	Article 19.12	123

TITLE	ARTICLE/LETTER OF UNDERSTANDING/MEMORANDUM/APPENDIX	PAGE
VACATIONS		
Annual:	Article 13	67
. 6/3 Type Work Schedule	Memorandum no. 5 - Point 5	201
. Sickness or Injury	Article 13.08	70
Standard Work Week and Compressed Work Week: Vacation Entitlement	Memorandum no. 4	191
WORKING IN ANOTHER CATEGORY		
	Article 16.19.05	102
	Memorandum no. 2	181
WORKING IN INCLEMENT WEATHER		
	Article 20.04	126
WORK SCHEDULES		
	Article 10.01.03	50
6/3 Type Work Schedule	Memorandum no. 5	199
Compressed Work Week	Memorandum no. 4	185
Compressed Work Week - Annual Vacations	Memorandum no. 4	188
Compressed Work Week - Length of Disciplinary Suspensions	Memorandum no. 4	190
Compressed Work Week - Overtime/Undertime Hours	Memorandum no. 4	186

1995

JANUARY

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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

