

Collective Agreement

SOURCE	Union		
EFF.	88	08	07
TERM.	90	08	06
No. OF EMPLOYEES	20		
NOMBRE D'EMPLOYÉS	JP		

BY AND BETWEEN

WOODWARD'S OIL LTD.

AND

**International Association of
Machinists and Aerospace Workers**

Lodge 927



AUGUST 7, 1988 to AUGUST 6, 1990

MAY 3 - 1989

0286402

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Article 1 Preamble

- 1.01 This Agreement is made and entered into this 28th day of October, 1985 by and between WOODWARD'S OIL LIMITED, hereinafter referred to as 'The Company' and INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS, hereinafter referred to as 'The Union'.
- 1.02 **PURPOSE OF THE AGREEMENT** The purpose of this Agreement is to maintain harmonious relations between the Company and its employees, to clearly define the hours of work, rates of pay and other conditions of employment, to provide an amicable method of settling grievances which may from time to time arise and to promote the mutual interest of the Company and its employees.
- 1.03 If, for any reason, any portion of this Agreement is unenforceable or contrary to law, the Parties agree that such portion is severable and separable from the remainder of the Agreement and that the Agreement in all other respects will continue in full force and effect in accordance with the terms thereof.
- 1.04 Neither the Union nor the Company, in carrying out their obligations under this Agreement, shall discriminate in matters covered by this Agreement because of race, colour, creed, national origin, age, sex or marital status.

Article 2 Recognition

- 2.01 The Company recognizes the Union as the exclusive bargaining agent for all employees of the Company occupying the following Classifications:

Refueler
Refueler-Helper
Temporary Refueler-Helper
Mechanic
Stock Clerk

Article 3 Management Rights

- 3.01 Subject to the provisions of this Agreement, the control and direction of the working forces, including the right to hire, discipline or discharge for just cause, to classify, promote or set back in classification, to re-assign, to transfer or lay-off because of lack of work or other legitimate reason, to re-call, to establish job content, is vested in the Company, provided that in the exercise of such rights, the Company does not discriminate against any employee by reason of his membership in or lawful activities on behalf of the Union.
- 3.02 The Union recognizes and agrees that except as specifically abridged, delegated, granted or modified by this Agreement, all of the rights, powers and authority which the Company had prior to the signing of this Agreement are retained solely and exclusively by the Company.
- 3.03 Employees coming under the scope of this Agreement shall also be covered by all Company rules and regulations previously or hereinafter issued by the Company that are not in conflict with the law or the terms of this Agreement.

Article 4 Union Security

- 4.01 All employees of the Company covered by this Agreement will, as a condition of employment, be required to authorize the deduction of Union dues or their equivalent, from their regular wages. The Company will inform prospective employees of this condition prior to their being hired and an Authorization Form permitting the deduction will be completed prior to the employee commencing his duties.

- 4.02 All new employees will *be* made aware of the existence of the Union and the existence of the Collective Agreement between the Company and the Union.
- 4.03 All Union dues deducted by the Company shall be forwarded to the Secretary-Treasurer of IAMAW Lodge 927 within twenty (20) days of the completion of the pay-roll period from which the deduction was made, accompanied by a list of employees *on* whose behalf the deduction was made.
- 4.04 Any change in the amount of dues to be deducted will only be made after the Company has been notified officially in writing by the Union, thirty (30) days in advance of the change.
- 4.05 The Company shall notify the Union in writing, namely the Unit Chairman, in the following matters:
- (a) All orders to an employee involving discipline, discharge, reductions in force and recalls to work;
 - (b) Seniority Lists
- 4.06 Employees elected by the Union to represent it at any Convention, Conference *or* School shall be granted leave of absence without pay provided the Company receives two (2) weeks notice of the required leave.
- (a) It is agreed that such leave of absence may be limited to two (2) calendar weeks in the case of the Unions International Convention - which is held every four years - and to three (3) working days in the case of other Conventions, Conferences or Schools and that the request will not apply to more than one employee at any one time and that the aggregate total of days of leave of absence will not exceed twelve (12) in any year.
- 4.07 Employees on authorized leave of absence to carry out Union business will be retained on basic pay by the Company during the leave period provided that the Company may invoice the Local Lodge for the lost time of the employee and such invoice may include any or all payments made on the employees behalf by the Company during the leave period. Should the Local Lodge default in honoring a proper invoice for such lost time and payments, this provision will be considered void for any future application.
- 4.08 The Company will recognize and deal with a maximum of six (6) Shop Stewards and/or Committeemen. The Union will keep the Company advised, in writing, of its authorized Representatives, Shop Stewards and Committeemen.
- 4.09 The Union *agrees to* indemnify and save harmless the Company *&* against any claim *or* liability arising out of the application of this Article where it applies to the collection of Union Dues or their equivalent.

Article 5 *Hours of Work*

- 5.01 The working day and working week for employees, with the exception of those on out-of-base assignment, will be eight (8) hours per day inclusive of a half hour meal break and forty (40) hours per week.
- 5.02 With effect from May 1st, 1980, shifts and shift schedules will become the subject of mutual agreement. Failing mutual *agree-*

ment, the Company may impose a working shift arrangement, provided that in doing so, they do not violate the principle of the eight (8) hour day or forty (40) hour week or any variation thereof as may have been approved by the Minister of Labour.

Article 6 Overtime

- 6.01 Time and one half (1½) the employees regular straight time rate will be paid under the following circumstances:
- (a) For all hours worked outside an employees regular shift
 - (b) For all hours worked in excess of eight (8) during an employees regular working day
 - (c) For all hours worked on an employees assigned rest day
 - (d) For all hours worked on a Statutory Holiday in addition to the employees regular straight time pay.
 - (e) For all hours worked prior to and continuous with the shift with a minimum guarantee of two (2) hours at time and one half.
- 6.02 Employees called-in outside their regular shift, on an assigned rest day or on a Statutory Holiday, will be paid time and one half (1½) for the hours worked with a minimum guarantee of four (4) hours pay at straight time rates.

Article 7 Out of Base Assignments

- 7.01 For the purpose of this Article. Out of Base Assignment means an assignment to Resolute Bay and the following conditions shall apply:
- (a) Such assignments will be filled, in the first instance, by volunteers
 - (b) Where no employees volunteer for the assignment, the Company may assign the junior qualified employee in which case the assignment will not exceed twelve (12) weeks.
 - (c) Subsequent assignments will be filled by volunteers or failing volunteers the next junior qualified employee on the Classification Seniority List may be assigned and so on, proceeding up the list until all employees have been assigned by rotation
 - (1) Where a junior employee is scheduled to be laid-off within two months of another employee being assigned to Resolute Bay, such junior employee may be excused from the assignment.
 - (d) Where an employee has been assigned by rotation to an out of base assignment, he may forego his right to the assignment where another employee volunteers in his place, in which case the assigned employee will be credited with the assignment for the next period.
 - (e) Employees on out of base assignment will receive monthly living allowances in lieu of board and lodging and monthly salaries in accordance with the following schedule:

	Aug.7/88	Aug.7/89	Aug.7/90
<u>Living Allowance</u>	\$550	\$550	\$550
 - (f)

<u>Monthly Salary</u>	\$3036.63	\$3097.36	\$3198.03
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Employees assigned out of base will be entitled to draw a \$200.00 cash advance Prior to leaving, with the understanding that such cash advance must be refunded - less receipts for Proper expenditures - within thirty (30) days'.

The employee will be entitled to the day off preceeding the day of departure to Resolute provided the employee is scheduled to work on said day.

- (g) It is agreed that one employee will be assigned to night shift - 7:00 p.m to 7:00 a.m - each week by rotation, who will be paid shift differential of .45¢ for each hour worked with a minimum of 2 hours credit for each flight, to a maximum of 12 hours shift differential pay per shift. Shift premiums will be credited and paid on the last payday prior to departure from Resolute Bay.
- (h) Upon completion of the assignment and immediately upon returning to Goose Bay, employees will be entitled to five (5) working days leave with pay. In addition, employees will have the option of taking any Statutory Holidays which occurred during the assignment as leave with pay at straight time or of being paid overtime at the rate of time and one half (1½) for eight (8) hours for each day.

Article 8 vacations With Pay

- 8.01 Employees will be granted paid vacations in accordance with the schedule outlined below. The Vacation Year is considered to be that period January 1st to December 31st. Vacation Pay will be based upon the appropriate percentage of the of the employees gross earnings during that period or upon his regular straight time earnings for the numbers of days to which he is entitled, whichever is greater.

vacation Schedule

<u>Service</u>	<u>Entitlement</u>	<u>Percentage</u>
Less than One year of service by January 1st	.83 days per month or major portion thereof	4%
One year of service by January 1st	10 working days	4%
Five Years of service by January 1st	15 working days	6%
Ten years of service by January 1st	20 working days	8%
Fifteen years of service by January 1st	25 working days	10%

- 8.02 Where a Statutory Holiday falls during an employees vacation period he will be granted an additional day of vacation with pay.
- 8.03 Employees who have been absent from work due to illness or compensable accident for periods of ninety (90) calendar days or less during the year will not have their vacation time or pay reduced.
- 8.04 Employees absent from work for reasons covered by Article 8.03 above will have their vacation pay and time calculated on straight time earnings and hours as though they had not been absent. Periods of absence in excess of those outlined maybe deducted pro-rata from the employees time and pay entitlement.
- 8.05 Not later than February 15th in each year, the Cpm any will post a Vacation Roster for each work group on which employees, in order of Company Seniority, will indicate their vacation period preference. The Roster will remain posted for a period of forty-five (45) days - or until March 31st - during which employees in each work group must have made their selection. Employees failing to indicate their choice during that period may be required to take their vacation at the discretion of the Company.
- 8.06 Employees will be entitled to draw vacation pay before proceeding on vacation.
- 8.07 Employees who resign or who are discharged for cause before completing the required service will be entitled to receive a pro rata cash equivalent of vacation credits earned to date.

Article 9 Statutory Holidays

9.01 The following Statutory Holidays with pay, will be granted to all employees covered by this Agreement:

New Year's Day	Labour Day
Heritage Day (when proclaimed by the Federal Government)	
Good Friday	Thanksgiving Day
Victoria Day	November 11th (Armistice Day)
Discovery Day	Christmas Day
July First	Boxing Day
Civic Day	

Provided the employee worked on his regular working day immediately preceding the Holiday and on his regular working day immediately following the holiday, unless absence was authorized.

Article 10 Compassionate Leave and Leave of Absence

10.01 The Company will grant employees three (3) days leave of absence without loss of straight time earnings in the event of a death in the employees immediate family. For the purposes of this clause, immediate family is interpreted as meaning: Spouse, Son or Daughter, Father or Mother, Sister or Brother, Father-in-law, or Mother-in-law. The term 'Spouse' will apply to common law relationships which are generally recognized as such by the community.

(1) Where a death in the employees immediate family occurs outside the Goose Bay/Happy Valley, Mid Lake or North West area, the leave of absence will be extended to four (4) days.

10.02 Where the requirements of the service will permit, employees may be granted leave of absence without pay for up to ninety (90) days, during which they will continue to accrue Seniority but shall not accrue Vacation or Sick Leave benefits. Requests for leave of absence beyond ninety (90) days must be jointly approved by the Company and the Union.

Article 11 Sick Leave

11.01 Employees will be entitled to accumulate Sick Leave with pay at the rate of one (1) day per month - or major portion thereof - to a maximum of seventy (70) days.

11.02 A Group Insurance Weekly Indemnity Plan will provide wage loss insurance equal to $66 \frac{2}{3}$ of an employees weekly earnings, payable from the first day in the event of accident or hospitalization and from the eighth day in the event of illness and continuing for twenty-six (26) weeks.

11.03 Sick Leave will be paid at the employees current straight time rate where the employee is not entitled to Weekly Indemnity Benefits and the Company may require verification by a Doctor's note of the need for sick leave before the payment of any benefits.

11.04 Employees absent from work and drawing Workers Compensation Benefits will be entitled to receive from the Company, the difference between such Compensation Benefit and their regular straight time wages. Such additional benefit will be deducted from the employees accumulated Sick Leave credits.

- 8.08 Employees who have accumulated Statutory Holidays under the provisions of Article 9, will be entitled to take one accumulated day at the beginning of their vacation and one accumulated day at the end.

Article 12 Human Rights

- 12.01 It is agreed that with the signing of this Agreement, the records of all employees with respect to reprimands, any form of discipline or other matters which might reflect upon an employee's past work performance, are removed and may not be used to the employee's detriment.
- 12.02 Upon a verbal request to the Company, each employee shall be permitted once each year, to examine and note the contents of his personal records file as compiled and held by the Company.

Article 13 Seniority

- 13.01 Seniority for each employee shall be established after a probationary period of sixty (60) days worked and if the employee is retained in the service of the Company beyond that date, he will be considered permanent and his seniority will date from the first day he was hired. Probationary employees will be entitled to all rights and privileges under this Agreement except that they may be discharged without recourse to the Grievance Procedure.
- 13.02 A Seniority List will be published and posted by the Company not later than the last day in February each year. Employees will have thirty (30) days during which to verify their respective positions on the list and corrections not brought to the Company's attention during that period will not be considered and the list will stand as correct.
- 13.03 Employees will accrue Seniority in two ways: through total continuous Company service and by Classification, which are defined as follows:
- (a) CLASSIFICATION SENIORITY is based upon the employee's length of service with the Company in a particular Classification as listed in Article 2 - RECOGNITION and which will apply in the following matters:
 - (1) Lay-offs due to reduction in force and re-calls to work
 - (2) Transfers
 - (b) COMPANY SERVICE SENIORITY is based upon the employee's length of continuous service with the Company, regardless of Classification and will apply in the following matters:
 - (1) Vacation preference and entitlement
 - (2) Leave of Absence
 - (3) Any matter not covered by Classification Seniority
- 13.04 In the event that more than one employee in a Classification has the same seniority date, the employee with the greater Company Seniority will be considered senior and in the event that both Classification and Company Seniority are equal, the older employee will be considered senior.
- 13.05 It is understood that reductions in force will be accomplished by laying-off the junior employee in Classification Seniority and that employees will retain their respective seniority rights and the right to be re-called for a period of eighteen

- (18) months. The Company agrees to re-call laid-off employees before hiring new employee and re-calls to work will be accomplished in the reverse order of a lay-off with the most senior employee in point of Classification Seniority re-called first.
- 13.06 When re-calling employees from lay-off, the Company will rely on the employees last address as shown on Company records. Re-called employees must advise of their intention to return to work within seven (7) days of being notified of a re-call and must return to work within a further seven (7) days or their names will be stricken from the Seniority List and their connections with the Company severed, except however, where a re-called employee is unable to return to work for reasons beyond his control, he will be entitled to the next re-call to work at which time he will resume his position on the Seniority List.
- 13.07 Employees laid-off who hold Seniority in more than one Classification and who wish to exercise displacement rights, may do so and must advise the Company in writing of their intention during their notice period. Notice periods of lay-off to those employees displaced by other employees will be in accordance with Article 13.08.
- 13.08 In reducing forces the Company shall notify the Union of the names of those employees affected as ^{soon} as the decision is made. Layoff notices will be given to employees as follows:
- | | |
|---|------------|
| (a) Less than one month of service | One Day |
| (b) One month of service but less than sixty (60) working days | One Week |
| (c) Sixty (60) working days of service but less than five (5) years | Two Weeks |
| (d) Five (5) years of service | Four Weeks |
- 13.09 Employee may waive their right to return to work in positions or vacancies without prejudice where the work duration in such position or vacancy is to be sixty (60) working days or less
- 13.10 Employees who accept a promotion or transfer from one Classification to another, will retain but shall not continue to accrue Seniority in their former Classification.
- 13.11 Employees transferring or accepting promotion from one Classification to another, will be on probation in their new Classification for a period of sixty (60) days worked and upon completion of which, will be shown on the Seniority List of the new Classification as of the day they entered it. Should the employee fail to qualify for the new Classification or should he decide not to accept the transfer or promotion, he may revert to his former Classification during the probationary period without loss of Seniority in the Classification from which transferred or promoted.
- 13.12 Employees accepting a transfer or promotion to a position outside the bargaining unit, will continue to hold and to accumulate seniority in the Classification from which transferred or promoted for a period of two (2) years. During this period the employee may return to his former Classification within the bargaining unit upon giving the Company two (2) weeks notice in writing.
- 13.13 A temporary employee may be hired for a maximum period of sixty (60) working days for the purpose of additional help during peak periods and/or as relief during annual vacations.

Following sixty (60) days of work, a temporary employee will be paid the Refueler I rate and if hired as a permanent employee, will have his service as a temporary, credited toward his probationary period.

Where the Temporary employee does not hold a valid Class I licence, he may be continued in the Company's employ as a Refueler-Helper at the lower rate until such time as he acquires such licence. The Company will assist the employee in preparing for the Class I licence test and will allow him time off with pay for the purpose of taking the test.

Temporary employees may not be hired while permanent employees remain on laid-off status.

Temporary employees will be exempted from out of base assignments and will be paid hourly rates in accordance with Article 18.

Article 14 RESERVED

Article 15 General

15.01 STANDARD DRESS The Company will supply items of clothing in accordance with the schedule outlined below. Clothing supplied by the Company may only be worn while on Company business.

Summer clothing will be provided by May 1 of each year.

Winter parkas to be provided by Sept.1 of the year the employee is entitled.

Parkas **One every two years or more frequently as dictated by normal 'on the job' wear and tear**

Arctic wear parkas for employees who work at Resolute.

trousers **Two pairs each year**

Shirts **Two short sleeved and two long sleeved shirts each year**

Ties **Two each year**

Jackets **Two each year**

Rainwear **One suit each year**

Coveralls **One pair Issued to employees serving their probation period**

The company will maintain a supply of coveralls in Stores for use by employees as required

Anti-Static Treatment **The Company will supply anti-static treating material for those employees who wish to supply their own arctic type trousers**

Probationary employees will be supplied only with a pair of coveralls and upon completion of their probationary period, will be outfitted with standard dress as outlined herein.

15.02 **The Company will provide space on existing Bulletin Boards for use by the Union subject to the Company's right to approve material posted by the Union.**

15.03 **There shall be no distribution or posting by the employees or the Union of pamphlets, advertising, cards, notices or any other kind of literature upon the Company's premises without the written permission of the Company.**

15.04 **Employees who are called and/or serve as Jurors will be entitled to receive from the Company for the duration of their duty, an amount equal to the difference between their regular rate and that provided by the Crown.**

- 15.05 Employees will be paid every second Thursday at noon and where reasonable possible, employees completing night shift on that day, will be paid at the termination of their shift. On occasions where Friday is a bank holiday, the bi-weekly pay day shall be advanced one (1) day to Wednesday at noon.
- 15.06 The Company will maintain a supply of snow shoes to be used by employees in guaging tanks and will provide safety flashlights and batteries to employees on a loan basis.
- 15.07 The Company shall provide a microwave oven in the lunchroom at Goose Bay.
- 15.08 There shall be a fifty (\$50) tool allowance for the Mechanic per year. In addition the Company agrees to replace broken tools.

Article 16 Safety

- 16.01 The Parties hereto recognize and agree to comply with the provisions of the Canada Labour Code Part IV (Safety Standards) as amended.

Article 17 Adjustment of Grievances

- 17.01 A 'Grievance' means any dispute concerning the alleged violation, application or misinterpretation of this Agreement and when reduced to writing must refer to the specific Article or Articles violated, misapplied or misinterpreted.
- 17.02 It is understood that the initial filing, preparation and research of a Grievance shall not be carried out during an employees on duty hours. It is agreed however, that the presentation and discussion on the matter in dispute may properly be carried out during regular working hours.
- 17.03 Where an employee feels that there has been a violation or misinterpretation of any part of this Agreement, he or the Shop Steward or any Officer of the Union on his behalf, may discuss the matter within seven (7) calendar days with the Aviation Manager who will, within two (2) working days, give his decision thereon.
- 17.04 Failing a decision from the Aviation Manager or where his decision is unsatisfactory to the employee concerned, or to the Union, the matter may be reduced to written form within a further seven (7) calendar days and the Aviation Manager will, within two (2) working days, attach his reply thereto.
- 17.05 Failing receipt of the written decision from the Aviation Manager or where his decision remains unsatisfactory to the employee concerned or to the Union, the written Grievance may be submitted to the General Manager within seven (7) Calendar days of its disposition at the previous step, who will within two (2) working days, attach his reply thereto.
- 17.06 Failing receipt of the General Manager's decision or where the decision is unsatisfactory to the employee concerned or to the Union, the matter may be referred to Arbitration in accordance with Article 17.08 below.
- 17.07 Where employees are to be suspended or discharged, a Shop Steward will be notified before the employee leaves the work area. Where the Shop Steward is unable to affect a settlement of the dispute, a written Grievance may be filed directly with the General Manager within seven (7) calendar days of when the suspension or dismissal took place, who will within two (2) working days, dispose of the matter.
- 17.08 Either Party to this Agreement may, within twenty-one (21) calendar days of when the matter was or should have been disposed of in 17.06 and 17.07 above, notify the other in writing of its decision to submit the matter to Arbitration.

- 17.09 Where notice has been given by either Party to refer a matter in dispute to Arbitration, the selection of an Arbitrator or Chairman of the Arbitration Board as the case may be, shall be made numerically from a list of persons previously agreed to by the Parties. Should the first person named on the list be unable to hear a matter within thirty (30) days of when it was referred to him the next person named on the list will be selected and so on.
- (a) The Arbitrator to hear each case will be the person whose name on the list, which is attached hereto, follows that of the person who heard the previous case.
- 17.10 It is understood that disputes arising out of the dismissal of an employee, which are referred to Arbitration, will be heard by a single Arbitrator. All other disputes processed to the Arbitration level will be heard by a three (3) member Board unless there is mutual agreement to have the matter heard by a single Arbitrator. Where a Board of Arbitration is to be convened, the Parties will appoint their respective members to it during the notice set out in 17.09 above.
- 17.11 The Arbitrator or Chairman of an Arbitration Board as the case may be, will make his award as to the matter in dispute known to the Parties within thirty (30) calendar days of the last hearing and in making such award, shall not have the power to amend the provisions of this Agreement.
- 17.12 In hearing disputes arising out of the suspension or dismissal of an employee, the Arbitrator or Arbitration Board Chairman as the case may be, where he finds such suspension or dismissal to be improper, may modify the penalty.
- 17.13 The Parties to this Agreement shall jointly share the fees and expenses of the Arbitrator or Chairman of the Arbitration Board.

Article 18 Classifications and Rates of Pay

- 18.01 The Company agrees to pay hourly straight time wages in accordance with the following schedule:

Classifications	Effective Dates		
	Aug. 7/88	Aug. 7/89	Aug. 7/90
Temporary Refueler-Helper	\$7.75	\$7.90	\$8.15
Refueler-Helper	\$8.75	\$9.00	\$9.25
Refueler I	\$10.86	\$10.86	\$10.86
Refueler II	\$12.05	\$12.30	\$12.70
Mechanic	\$13.82	\$13.97	\$14.30
Stock clerk	\$10.97	\$11.05	\$11.35

Employees assigned as Leading Hands will receive an hourly premium of forty (0.40¢) cents over the highest rate of those he is assigned lead.

A Refueler II is an employee who has completed one (1) year of service with the Company as a Refueler I and promotion from Refueler I to Refueler II will be automatic upon the completion of the necessary service,

Stock Clerks I will progress automatically to Stock Clerk II upon completion of one year of service and to Stock Clerk III upon the completion of two years of service.



The Company agrees to pay Shift Differential allowances to employee assigned to shift work in accordance with the following schedule:

	August 7/85	August 7/86
Afternoon Shift	0.30¢ per hour	0.35¢ per hour
Night Shift	0.50¢ per hour	0.55¢ per hour
'Close-Off'	0.55¢ per hour	0.60¢ per hour

With effect from August, 1988 the Company agrees to provide a housing allowance to all employees of sixty (\$60) a month, subject to the following conditions:

1. Such housing allowance will not be considered part of an employees regular wages for purposes of computing overtime or other hourly rate based benefits;
2. The housing allowance will be paid to employees who have received wages from the Company for the major portion of the month or who are drawing Sick Leave or Workers Compensation Benefits;
3. The Housing Allowance benefit will be payable on the last pay day of each calendar month.

Article 19

RESERVED

Article 20 Duration of Agreement

- 20.01 ~~The Agreement shall come into full force and effect as of the seventh (7th) day of August, 1988 and shall remain in effect for a period of eighteen months, expiring at midnight on August 6th, 1990 following which it shall renew itself from year to year unless notice is given by either Party to the other of a desire to amend or terminate the Agreement thirty (30) days prior to its expiration date in any year. In the event notice is given, the Agreement shall continue in full force and effect while negotiations are being carried on for the conclusion of a new Agreement.~~
- 20.02 In witness whereof the said Parties have affixed their signatures this _____ day of _____, 198

signed for:
WOODWARD'S OIL LIMITED

signed for:
INTERNATIONAL ASSOCIATION OF
MACHINISTS AND AEROSPACE WORKERS

LETTER OF AGREEMENT #1

This Letter of Agreement constitutes 'the list' referred to in Article 17.09 and is entered into for the purpose of identifying those persons whom the Parties have agreed are acceptable to act as Arbitrators and/or Arbitration Board Chairmen to hear and decide disputes arising out of the interpretation or application of this Agreement.

The initial contact with the Arbitrator or Arbitration Board Chairman as the case may be will be by the Party referring a matter to Arbitration and will be in the form of a telephone call or telegram for the purpose of selecting a date upon which to hear the matter. Following the initial contact, the other Party will be consulted for the purpose of mutually agreeing on the date of the Hearing within the time limits outlined in Article 17.09.

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Steady Brook
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Signed this day of
FOR THE COMPANY

, 198
FOR THE UNION

LETTER OF AGREEMENT #2

Group Insurance Plan and Pension Plan

Premiums for the Weekly Indemnity portion of the Group Insurance Plan will be paid entirely by the employees who will also pay such additional premium amount as to make up fifty(50%)percent of the total premiums for the Plan. The remaining fifty (50%)percent of the premium shall be paid for by the Company.

The Company will advertise the existance of the current shared contribution Pension Plan and will encourage employees to join.

Signed this day of 198

FOR THE COMPANY

FOR THE UNION

LETTER OF AGREEMENT #3

This Letter of Agreement is entered into for the purpose of clarifying the application of Article 4 with respect to the deduction of Union Dues or their equivalent.

It is understood that while each employee coming within the scope of the bargaining unit must authorize the deduction of Union Dues or their equivalent from their wages, there is no requirement that employees must join the Union.

With respect to when employees must pay Union Dues or their equivalent, it is understood that a full deduction will be made when the employee has received pay from the Company for the major portion of the month.

Outstanding Vacations

It is agreed that those employees owed vacation days as a result of changing the anniversary date to January 1st each year, will be entitled to take such days off with pay during the period ~~April to March 31st~~ April to March 31st in any year until such time as all days owing have been used.

Statutory Holidays (Stock Clerk)

It is agreed that the Stock Clerk will observe the same Statutory Holidays as observed by the Office Staff, subject to the minimum number of days set out herein.

Signed this day of 198

FOR THE COMPANY

FOR THE UNION

LETTER OF AGREEMENT #4

It is understood and agreed that, at such time as all three employees are rotated from Resolute Bay at the **same time, some** arrangement will be worked out, permitting the Company to grant the five (5) days leave with pay referred to in Article 7.02(h), to only one employee at a time.

Where there is no mutual agreement between the employees concerned on a **system** the most senior employee among them will have first choice as to when he wishes to take his leave, the next most senior will have second choice and so on.

Subject to Article 5.02 Hours of Work, the shift arrangement presented to the Company during negotiations and agreed to, will be the shift arrangement in effect.

Signed this day of , 198

FOR THE COMPANY

FOR THE UNION

Letter of Agreement #5

The Company agrees to effect repairs at Resolute Bay residents