

CONSUMERS' CO-OPERATIVE REFINERIES LIMITED
Regina, Saskatchewan

Letter No.	13
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Revised	<u>Mar. 22, 2000</u>
Replaces	<u>Feb. 1, 1998</u>

LETTER OF UNDERSTANDING

- A. SUBJECT** Distribution Warehouse Progression
- B. PURPOSE** The purpose of this Letter is to provide an interpretation of the Contract with regard to the normal progression by employees through the positions in the Distribution Warehouse Section.
- C. GENERAL**
1. The entire Warehouse Section will be considered one section for purposes of seniority.
 2. In filling positions which require temporary step-ups (sickness, vacation, temporarily posted position, etc) positions, will be filled from the bottom (Warehouseperson, Relief Pool).
 3. Employees may be asked to exchange positions to accommodate training, however, no reduction in an employee's basic rate of pay will occur as a result of this exchange.
 4. The name Packaging Operator I relates to the plastic bottle filling lines.
 5. The position called Packaging Operator II is only filled when the 500 millilitre, 1 litre, 5 litre and 10 litre fill line is operating and is paid to one employee only who is operating the case packer/unscrambler section of the line.
 6. The position called Shipper-Receiver II is only filled when required. The purpose of this position is to act as an assistant to the Shipper-Receiver I=s.
 7. The position called Blender II is only filled when required. The purpose of this position is to act as an assistant to the Blender I.
 8. The four positions of Warehouse Dispatcher, Blender II, Packaging Operator II, and Shipper-Receiver II, are filled by automatic step-ups as required.
 9. Senior employees in the position of Warehouseperson will receive training in one or more of the applicable areas (Warehouse Dispatching, Shipping-Receiving, Blending,

Packaging) and once qualified will be eligible for the rate of pay applicable for Warehouse Dispatcher, Shipper-Receiver II, Blender II and Packaging Operator II when filling the position as indicated previously. Experience in both Warehouse and Tank Car Loading Sections to be counted for 10 year rate. A minimum of 4 years' experience in the section where 10 year rate is to apply. The Warehouse Manager will, in consultation with the Warehouse Technician and Senior employee in the applicable area, evaluate the employee's qualifications and demonstrated ability for purposes of qualifying the employee for the above position.

10. Advancement within the Blender I progression requires the successful completion of the applicable training programs, demonstrated ability, experience, and a satisfactory rating before advancing to the next level.
11. Plantperson - Relief Pool employees do not receive step-up pay to bottom jobs in the progressions (i.e., Warehouseperson, Tank Car Loader Helper, or Maintenance Technician Start). They achieve the rate through normal advancement within their own classification.
12. An employee who is responsible for giving general direction to a group of employees on an "off-shift" will be eligible for a sub-foreman premium in accordance with Company Policy.
13. The Tank Car Loader will act as relief for the Maintenance Technician during temporary absences and will be paid his regular rate. To receive the 24 month Maintenance Technician rate, an employee must be a Tank Car Loader for a minimum of one year and be actively enrolled in the Maintenance Technician Training Program, with successful completion of Year One and Two. To receive the 36 month Maintenance Technician rate, an employee must be Tank Car Loader for a minimum of two years and be actively enrolled in the Maintenance Technician Training Program, with successful completion of Year One, Two and Three.

In the event the Tank Car Loader fills the Maintenance Technician position on a permanent basis, he will be placed into the progression at a level that is consistent with his experience and qualifications.

14. Advancement within the Maintenance Technician progression requires the successful completion of the applicable training programs, demonstrated ability, experience, and a satisfactory rating before advancing to the next level.

15. The progression chart is shown in Appendix A attached.

Consumers' Co-operative Refineries Limited

Communications, Energy & Paperworkers
Union of Canada, Local 594

Date

APPENDIX A

TANK CAR LOADING & WAREHOUSE SECTIONS
PROGRESSION CHART FOR TEMPORARY STEP-UPS

WAREHOUSE TECHNICIAN		TANK CAR LOADER	MAINT. TECH. (AFTER 48 MOS.)
WAREHOUSE DISPATCHER	SHIPPER RECEIVERS	TANK CAR LOADER (AFTER 10 YEARS' EXPERIENCE IN THE SECTION)	MAINT. TECH. (36 MOS.)
	BLENDER I (24 MOS. EXP.) BLENDER I (12 MOS. EXP.) BLENDER I (6 MOS. EXP.) BLENDER I (START)		MAINT. TECH. (24 MOS.)
	SHIPPER RECEIVER II		MAINT. TECH. (12 MOS.)
	BLENDER II PACKAGING OPERATOR II		MAINT. TECH. (START)
WAREHOUSEPERSON (AFTER 10 YEARS' EXPERIENCE IN THE SECTION)		TANK CAR LOADER HELPER	
WAREHOUSEPERSON			
PLANTPERSON - RELIEF POOL			