

CONSUMERS' CO-OPERATIVE REFINERIES LIMITED
Regina, Saskatchewan

Letter No.	24
Issued	-
Revised	Feb. 1, 2004
Replaces	Feb. 1, 1993

LETTER OF UNDERSTANDING

PROTECTIVE AND WORK CLOTHING

The Company agrees to provide employees with all the protective and work clothing required to perform their jobs safely and as required by the Occupational Health and Safety Act and Regulations. Each Department or Section will be responsible for maintaining an adequate supply of items such as parkas and insulated bib coveralls. The Company will provide for the laundering of employee-issued safety clothing. Clothing remains the property of the Company or property of the rental company where a rental agreement is used. The Company will provide annual allowances, which are to be followed in the administration of this letter. The revision of this letter in the 2004 negotiations was intended for housekeeping purposes only. The Co-operative agrees that there will be no erosion of the currently supplied items, and rates will be adjusted on an annual basis according to this letter.

1. Safety Footwear:

All permanent employees (with 6 months service) who require approved safety footwear will be provided with an annual allowance that will be adjusted annually by the Regina rate of inflation. Temporary and probationary employees will receive a subsidy of 50% of the cost to a maximum of 50% of the annual subsidy (Summer Help to purchase by July 1 of the year).

PDD Loaders, in addition to the allowance outlined above, may obtain an additional pair of safety shoes in place of neoprene overshoes, to a maximum of 50% of the annual subsidy, on the approval of the Loading Supervisor. Safety rubber boots will be provided on proof of requirement (100% subsidy).

Decoker boot allowance is administered on the basis of boot replacement requirements, provided the Maintenance Section Supervisor has given written authorization.

Permanent employees may carry forward the unused portion of the boot allowance (to a maximum of one year's allowance) into the following year.

The Company will select safety shoe vendors that bill the Company directly. The vendor list and the procedure for purchasing the safety footwear will be issued by Purchasing/Stores. If the employee purchases the approved safety shoes from other vendors, the bill must be

submitted for reimbursement (up to the limit of their allowance). The Company assumes no responsibility regarding quality, fitting, etc of any safety shoe.

2. Safety Eye Glass Program:

The Safety Eye Glass Program is available to and mandatory for all permanent and probationary employees. The Company will pay for the cost of the basic frame and prescription single glass lens or Krytop bi-focals, plus fitting charges. Optometrist charges are not covered.

There is no allotment per year. This allowance is provided on a proof of requirement basis. Temporary employees will receive a subsidy of 50% of this allowance.

The Company will select the optical dispensary service, and Purchasing/Stores will administer the program and issue a procedure employees will follow.

3. Replacement of Personal Property Damaged On the Job:

Specific items covered by the above are eyeglasses and safety shoes that are damaged or destroyed while on work assignments. Employee claims will not be considered where protective clothing is required and was not used.

This policy is not intended to replace items that require replacement due to normal wear and tear.

Claims should be directed to the employee's immediate supervisor for forwarding to the Department Manager or Section Superintendent for approval.

Consumers' Co-operative Refineries Limited

Communications, Energy & Paperworkers
Union of Canada, Local 594

Date