CONSUMERS' CO-OPERATIVE REFINERIES LIMITED
Regina, Saskatchewan

Letter No.	47
Issued	April 1977
Revised	Feb. 1, 1998
Replaces	Mar. 22, 1988

LETTER OF UNDERSTANDING

SUMMARY – PAY APPLICATION DURING A TURNAROUND

General:

The provisions of this Letter apply to the Process Department staff, who work a regular 12 hour shift schedule, in a position which is part of an established complement in a Process Section.

Detail:

1. Prior to commencing the Maintenance Turnaround Schedule, each employee is to receive one day off.

2. Upon commencement of the Maintenance Schedule, each employee will receive 8 hours premium pay (Letter No. 40) and will be considered a Maintenance employee for the duration of the shutdown period, except when required for Process Relief assignments or as otherwise noted in this or other Agreements.

3. The Company will determine the first day and last day of turnaround in each section for each classification.

4. a) For Operators who have completed their shift, and are on days off and are requested to perform turnaround activities in a maintenance capacity, all hours shall be paid at overtime rates until all Operators of the same classification in that section are deemed to be "off shift". At this point, the Operators are considered to be on the Maintenance Schedule.

   b) Once on the Maintenance Schedule, overtime hours will be calculated according to the Maintenance hours of work.

   c) The employee's straight-time Maintenance hours worked through the turnaround period will be compared to the normal hours the employee would have worked while on shift over the same period. Any straight-time maintenance hours worked, which are greater than the normal hours that would have been worked on shift, shall be paid at the overtime rate.

5. To bring the straight-time hours within less than 8 hours of that required, the following will apply:

   a) Staggering of the last Maintenance days may be required.

b) If staggering of the last Maintenance days are unable to bring the straight-time hours to within 8 hours, then additional straight-time hours will be scheduled or, alternatively, at the Company's option the premium pay hours can be increased to meet the requirement.

c) Where additional time (minimum 8⅓ or 8 hours) is scheduled, pay will be at straight-time and/or overtime rates as may be applicable, depending on the number of hours short.

6. An employee on Maintenance hours of work and requested to perform Process duties, shall be paid at overtime rates for periods of 16 hours or less. Periods of more than 16 hours worked in a process capacity will be paid at straight time and will be subject to shift change premium pay.

7. When shutdown manpower requirements are such that a majority of employees are requested to work overtime, then Process employees, who accept Process relief assignments during shutdown, will not be excluded from Maintenance on overtime assignments, providing they indicate when they will be available and that they take at least one day of rest in each calendar week.

8. At the commencement of annual turnarounds, individual calculations will be made for Process personnel who are in swing positions. These rates will be an arithmetical average of their respective swing rates and will apply for their work performed in the Mechanical Department, whether at straight time, overtime, statutory holidays, L.A.P., sickness or premium payments.

9. Premium pay as indicated under Point No. 2 is covered by Letter No. 40 Process Hours of Work.

10. If, after return to Process, (the first full Process shift worked following turnaround), an employee, who has not been scheduled to work his RDO on Maintenance and is called out, will be paid overtime.

Consumers' Co-operative Refineries Limited	Communications, Energy & Paperworkers Union of Canada, Local 594

Date