

**COLLECTIVE AGREEMENT
BETWEEN**

**UNDERWRITER LABORATORIES OF CANADA INC
Located at Metropolitan Toronto**

- AND -

**CANADIAN OFFICE AND PROFESSIONAL EMPLOYEES
UNION, LOCAL 343**

Effective Date: April 1, 2021

Expiry Date: March 31, 2025

Preamble

THIS AGREEMENT entered into this 1st day of April , 2021.

BETWEEN:

UNDERWRITERS LABORATORIES OF CANADA INC.

located at Metropolitan Toronto

(hereinafter referred to as the "Company")

- and -

CANADIAN OFFICE AND PROFESSIONAL EMPLOYEES

UNION, Local 343 -

(hereinafter referred to as the "Union")

The general purpose of this Agreement is to maintain mutually satisfactory relations between the Company and its employees, satisfactory working conditions, hours of work and wages and to provide a means for the prompt disposition of grievances for all employees of the Company who are subject to its provisions.

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Article 1 UNION RECOGNITION

1.01 The Company recognizes the Union as the sole bargaining agent for all its office, clerical, technical and plant employees at Metropolitan Toronto, save and except department managers, assistant department managers, and persons above the rank of assistant department managers; Laboratory Services Manager; Plant Superintendent; Manager, Information Services; Supervising Inspectors; Business Development Administrator; Executive Assistants; professional and graduate engineers; students employed for the school vacation period; students employed on a cooperative training basis with a university ; for a period not exceeding nine (9) months and persons hired on a temporary basis to replace employees on pregnancy and parental leave, for a period not exceeding twelve (12) months.

1.02 The word "employee" or "employees" wherever used in this Agreement shall mean respectively an employee or employees in the bargaining unit described in Article 1.01 above.

1.03 Persons excluded from the bargaining unit described in Article 1.01 may, from time to time, perform work on any job normally performed by an employee in cases of experimentation, instruction, demonstration, training, emergency, or where no qualified employee is available to do the job concerned. The performance of such work shall not result in any reduction of regular pay or seniority or in the demotion or layoff of any employee concerned.

1.04 The Company will notify the Union in writing or electronically within ten (10) days of hiring or terminating any bargaining unit employee.

1.05 Metropolitan Toronto wherever used in this Agreement shall include the city of Toronto, Scarborough, North York, York, Etobicoke and East York.

Article 2 NO DISCRIMINATION

2.01 There shall be no discrimination by the Company or its representatives or the Union or its members against any person employed by the Company because of membership or non-membership in any lawful union or any lawful association of employees, or on a basis prohibited in the Ontario Human Rights Code.

2.02 No person shall be required, as a condition of employment, to become a member of the union. All employees except temporary employees who are now members or who become members of the Union shall remain members of the Union during the lifetime of this Agreement.

2.03 In accordance with the Labour Relations Act (Ontario), no person, trade union or the Company shall attempt at the place at which an employee works to persuade the employee during working hours to become or refrain from becoming or continue to be a member of a trade union.

2.04 Except as provided for in this Agreement, there shall be no Union activity on the Company's time.

Article 3 UNION SECURITY - RAND FORMULA

3.01 During the term of this Agreement, the Company will deduct each pay period from wages owing to each employee, an amount equivalent to regular Union dues as fixed in a proper manner by the Union.

3.02 A list of employees for whom deductions have been made shall accompany the payment to the Union.

Article 4 MANAGEMENT RIGHTS

4.01 The Union agrees that the Company has the exclusive right:

(a) to generally manage the enterprise in which the Company is engaged, and without restricting the generality of the foregoing, to determine the number and location of its facilities and working places; the methods of operation, the schedules of operation; the kinds and locations of equipment, machines and materials to be used; the number and classification of employees required by the Company at any place from time to time; and to maintain order and efficiency;

(b) to hire, classify, train, transfer, promote, demote or lay-off employees; to discipline, suspend or discharge employees for just cause; and to make, alter and amend rules of conduct, safety and procedures for employees; and provided, however, that if any employee believes that the application of the foregoing rights is in conflict with the provisions of this Agreement or any statute of law or regulation the employee may have the matter dealt with under the grievance procedure.

4.02 The Company reserves any and all of its rights which have not been modified, limited, restricted, or released in this Agreement.

4.03 The Company agrees to exercise its rights in a manner consistent with the provisions of this Agreement.

Article 5 DISCIPLINE, SUSPENSION AND DISCHARGE

- 5.01
- (a) The company will, where appropriate, give an employee a verbal warning as the initial response where there is just cause to discipline the employee;
 - (b) If the particular circumstances on their own assessment warrant, or if there are further problems after a verbal warning is given to the employee, the company may issue a written warning to the employee for just cause;
 - (c) If the particular circumstances on their own assessment warrant, or if there are further problems after a written warning is given to the employee, the company may suspend the employee for just cause;
 - (d) In the case of gross misconduct (such as theft, assault, arson, vandalism, harassment, a violation of the Company's Standard's of Business Conduct or if there are further problems after an employee is suspended, the company may discharge the employee for just cause. To the extent the Standards of Business Conduct conflicts with a specific provision of the collective agreement, the language of the collective agreement prevails.

5.02 When an employee is called to a meeting for the purpose of implementing disciplinary action, the employee shall be so informed before the meeting and shall have a union representative present before the meeting commences. If the employee or a union representative is unable to attend that meeting for any reason within three (3) days, the disciplinary notice will be delivered to the employee and/or mailed to the employee's last address on file, with a copy to the union representative, and will be effective as of the date of initial notification

5.03 If requested, an employee will be given copies of all disciplinary reports and/or notices from the Company's personnel records which relate to the employee. Disciplinary action taken against such employee shall be expunged from the Company's personnel records of the employee within twenty-four (24) months of such action having been taken provided that no further disciplinary action has been taken against such employee during the twenty-four (24) month period.

Article 6 GRIEVANCE PROCEDURE

6.01 A grievance as used in this Agreement shall mean any difference arising between the company and an employee, a group of employees or the union as to the interpretation, application, administration or alleged violation of the provisions of this Agreement.

- (a) A grievance relating to an individual employee shall be presented in accordance with Article 6.03;
- (b) Grievances from two (2) or more employees which are sufficiently common in nature that they may be dealt with together, shall be presented in accordance with Article 6.04;
- (c) A Grievance which arises directly between the Union and the Company shall be presented in accordance with Article 6.04 of the collective agreement by either of the Parties to the other.

All grievances as set forth in Article 6.01 shall be presented in writing on a form setting out the nature of the grievance, stipulating the remedy required, and setting out the particular section(s) of the collective agreement that are allegedly infringed. The grievance form must also be signed and dated.

6.02 An employee should attempt to settle any complaints or disagreements with the employee's immediate supervisor first. If a decision satisfactory to the employee is not given, then a grievance shall be filed in the following manner.

INDIVIDUAL GRIEVANCES/STAGE ONE

6.03 The grievance shall be presented:

- By a Union Steward accompanied by the employee;
- To the President or designate;
- Within five (5) working days of the alleged grievance.

If a written decision satisfactory to the employee and the Union is not given within five (5) working days of the grievance being presented, then, the grievance may be referred to arbitration in accordance with Article 7 of the collective agreement:

GROUP/POLICY GRIEVANCE/STAGE TWO

- 6.04 The grievance shall be presented:
- By a Union Steward/Company designate;
 - To a Company designate/Union representative.

A meeting will be held within ten (10) working days of the presentation of the grievance.

This meeting may be attended by:

- Not more than three (3) members of the Grievance Committee;
- The employee(s) on whose behalf the grievance is presented;
- Not more than four (4) officials of the Company including the General Manager or their designated representative;
- A staff Representative of the Union.

A decision in writing will be given by the Company/Union within five (5) working days of the meeting.

In the event that the grievance is not settled by STAGE TWO, the grievance may be referred to arbitration in accordance with the provisions of Article 7 of this Agreement.

GENERAL PROVISIONS

6.06 Each step to be taken under the Grievance Procedure and reference to arbitration shall be taken within the time limits set forth in this Article or the matter shall be deemed to have been abandoned.

6.07 Any and all of the time limits fixed by this Article for the taking of action by either party or by an employee may at any time be extended by mutual agreement in writing.

6.08 The Union shall notify the Company in writing of the names of the employees appointed by the Union as Stewards and members of the Grievance Committee. Such employees shall have completed their probationary period in accordance with Article 13.01 and their number in the aggregate shall not be more than four (4).

6.09 The Company shall notify the Union of the names of the Company representatives and designated alternates appointed for purposes of the Grievance Procedure.

6.10 If it is necessary for an employee who is an officer of the Union, Steward, Grievance Committee member or grievor(s) to take time off during regular working hours to attempt to settle a grievance, permission shall not be unreasonably withheld and the employee shall not suffer any loss of regular pay or seniority. If the performance of the employee's duties necessitate the individual to be absent from a scheduled work assignment, the individual must provide their immediate supervisor with reasonable notice and obtain permission before leaving their work to perform union duties.

6.11 In order to facilitate an orderly and confidential investigation of grievances, the employer shall make available the temporary use of a meeting room on the premises during normal working hours, providing such room is available.

Article 7 ARBITRATION

7.01 In the event that any grievance concerning the interpretation, administration or alleged violation of this Agreement is not satisfactorily settled under the provisions of Article 6, the matter shall then be referred to arbitration by notice in writing by one party to the other within ten (10) days from the decision under Article 6.04.

7.02 In any case in which arbitration is required under this Agreement, the written notice, referred to in Article 7.01, shall contain the names of three (3) proposed arbitrators from the list of arbitrators approved by the Ontario Labour-Management Arbitration Commission. The recipient of such notice shall, within ten (10) days of the receipt of the notice, agree to one (1) of the above mentioned proposed arbitrators or propose the names of three (3) different arbitrators from the list of arbitrators approved by the Ontario Labour-Management Arbitration Commission. If the parties fail to agree upon an arbitrator within thirty (30) days from the date the matter was referred to arbitration under Article 7.01, the arbitrator shall be appointed by the Minister of Labour in accordance with the *Labour Relations Act* (Ontario).

7.03 Arbitrations shall be heard at Toronto, Ontario.

7.04 The issue(s) raised in the written grievance shall be presented to the arbitrator and the award shall be confined to such issue(s).

7.05 Each grievance submitted to arbitration shall be heard separately unless there is mutual agreement, in writing between the parties.

7.06 The expenses of the arbitrator shall be borne in equal shares by the Union and the Company.

7.07 The costs and allowances to be paid to witnesses shall be paid by the party calling such witnesses.

7.08 No costs of arbitration shall be awarded to or against either party.

7.09 The finding of the arbitrator as to the facts and as to the interpretation, application, administration or alleged violation of the provisions of the Agreement shall be conclusive and binding upon all parties concerned, but in no case shall the arbitrator be authorized to alter, modify or amend any part of this Agreement, or make any decision inconsistent with the terms of this Agreement.

7.10 The arbitrator shall be requested to give the award within a period of thirty (30) days after the close of the hearing.

Article 8 NO CESSATION OF WORK

8.01 The Union agrees that there shall be no strike, stoppage, slow-down, or restriction of work for the term of this Agreement and that any employee taking part in or instigating any such strike, stoppage, slow-down or restriction of work, at any time in the term of this Agreement, shall be subject to discharge or other discipline by the Company.

8.02 The Company agrees that there shall be no lockout at any time for the term of this Agreement.

Article 9 SENIORITY

9.01 The seniority of an employee means the length of continuous service with the Company since the date of last hiring except as provided herein.

9.02 A full time employee shall continue to accumulate seniority while they:

- (a) Is in the active employ of the Company
- (b) Is on pregnancy leave for up to twenty-six (26) weeks, or such longer period as may be prescribed by the Employment Standards Act;
- (c) Is on parental leave as per Article 15.05;
- (d) An employee on WSIB or LTD shall retain their seniority during the period of illness or injury to a maximum of thirty-six (36) months.

The seniority of an employee shall be completely lost and the employee's employment shall be terminated if the employee:

- (a) quits, retires or
- (b) is discharged and is not reinstated through the grievance and arbitration procedure;
or
- (c) is absent from work for three (3) or more consecutive days without notifying the Company in advance unless the employee gives a satisfactory reason to the Company for the employee's failure to so notify the Company; or an employee fails to return upon the completion of any leave except for reasons satisfactory to the Company.
- (d) is laid-off by the Company for a period in excess of twelve (12) months; or
- (e) accepts a severance package; or
- (f) is absent due to illness or injury for a period in excess of the employee's seniority at the time the illness or injury occurs or twenty-four (24) months whichever is the lesser, unless waived in writing by the Company following discussion with the Union in a particular case; or
- (g) fails to report for work upon being recalled as provided in Article 10.02;

- (h) transfers to a position outside of the bargaining for more than twelve (12) months.

9.03 Within four (4) weeks from the date of this Agreement, the Company will prepare a list of employees showing their respective seniority. The seniority list will be revised and posted once each year during the month of January and a copy will be forwarded to the President of the Union. The list shall be posted and remain for a period of two (2) weeks. At the end of this two (2) week period, the list, including any corrections that have been made, shall become final.

Article 10 REDUCTION IN FORCE

10.01

- (1) In the event of a decrease in the work force or transfer, it shall be the Company's policy to take into consideration the following three (3) major factors in determining which employee shall be displaced, laid off or recalled:

(a) The seniority of the employee;

(b) The ability, knowledge, training, skill of the employee concerned to do the work within a reasonable period of time; and

(c) The employee's Overall Numeric Performance Score on the scale established by the Company on the employee's most recent Performance Appraisal;

When two or more employees can meet the established requirements, the most senior employee with an Numeric Performance Score of "2" or better, will be given preference.

Where none of the affected employees received an Numeric Performance Score of "2" or better, the Company shall take into consideration the affected employees' skill, ability to perform the work, knowledge and qualifications. If those factors are equal, seniority will govern.

In determining which employees shall be displaced, laid-off or recalled, the Company shall exercise its judgment in good faith and in a non-arbitrary manner.

- (2) Provided an affected employee has the skills, knowledge, qualifications and ability to do the job with a four (4) week training period, the employee will be eligible to bump in accordance with the criteria set out in Article 10.01(1).

- (3) An employee laid off due to lack of work will be recalled on the basis that the last person laid off would be the first person recalled. This is provided that the employee has retained recall rights and that the employee has the skill, ability, knowledge and qualifications to fill the vacancy.
- (4) Employees are not entitled to bump into higher classifications.
- (5) An employee who bumps will be paid at the regular basic rate for the classification into which (s)he bumps in accordance with Appendix A1, A2 or A3, respectively.
- (6)
 - (i) a temporary vacancy is a vacancy not exceeding 6 months. In the event a temporary vacancy occurs after an employee has been laid off, the laid off employee has retained recall rights, and has the skill, ability, knowledge and qualifications to fill the temporary position without any additional training, then the Company will provide the laid off employee with the opportunity to be recalled to perform the work of the temporary position prior to hiring additional temporary employees.
 - (ii) The Company will notify the laid-off employee of the temporary opportunity by telephoning the employee's last recorded telephone number in the employee's personnel file.
 - (iii) Notwithstanding the language of Article 10.02, the laid-off employee must respond to the Company to confirm their acceptance of the temporary opportunity and must report to the temporary position within twenty-four (24) hours of the telephone call notifying the employee of the opportunity.
 - (iv) Any temporary recall does not change the original date of the layoff. Except as set out in Article 10.01(6)(vi) below, for all purposes under the Collective Agreement, the effective date of the employee's layoff remains the date of first layoff.

If the temporary position becomes a permanent position pursuant to Article 12, and as a result is posted; and the employee applies and is the successful candidate for the permanent position, the employee will receive additional credit for seniority from the date the employee commenced work as a temporary in the position.

While employees are entitled to grieve the Application of Article 10.01 in the event that they are displaced, laid-off or recalled, this does not entitle them to grieve with respect to the Performance Appraisal process or the Overall Numeric Performance Score.

A representative of the Company will meet with each employee at least once every three months to review and discuss the employee's performance to date.

10.02 It shall be the responsibility of the laid-off employee to keep the Company informed concerning his or her current address and telephone number. Those most recently laid-off shall be telephoned, if possible, and sent notices by priority post to their last address recorded with the Company, stating the work available and the date of recall, copies of which will be forwarded to the Union. Such persons who report ready for work shall, if they are qualified for the work available, be recalled in the inverse order in which they were laid-off. Failure to notify the Company within five (5) days and to report for work within ten (10) days of date of mailing of the notice terminates a person's preferential rights for recall at any time.

10.03 The Company shall continue to provide and pay the premium cost for health and welfare benefit plans, excluding sickness and accident weekly indemnity plans and long term disability plans, for laid-off employees for a period of six (6) months.

10.04 In the event of layoff scheduled by the Company, the Company will give the Union one (1) month's notice in advance of the layoff. This provision does not apply in the case of layoffs resulting from unexpected events.

- 10.05 (1) Employees with under fifteen (15) years of service are entitled to two weeks' severance pay and employees with over fifteen (15) years of service are entitled to three weeks' of severance pay, at their regular basic rate at the time of lay-off, for every year of service, payable in the event of termination, not less than thirty-five (35) weeks following the date of lay-off. This payment is inclusive of any entitlement to severance pay under the Ontario Employment Standards Act.
- (2) (i) Employees who are laid-off as a result of the Company's decision to contract out work normally performed by members of the bargaining unit will be entitled to three weeks severance pay at their regular basic rate at the time of lay-off, for every year of service, payable in the event of termination, not less than thirty-five (35) weeks following the date of lay-off. This payment is inclusive of any entitlement to severance pay under the Ontario Employment Standards Act.
- (ii) Employees who are laid-off as a result of the Company's decision to contract out work normally performed by members of the bargaining unit will be eligible to bump in accordance with the criteria set out in Article 10.01(1). Any employee who thereby becomes eligible to bump may elect to exercise their bumping rights or to have their employment terminated, abandon all seniority and recall rights in exchange for the severance pay.
- (3) However, with the consent of the Company, employees who are laid off may elect to be paid their severance pay forthwith instead of maintaining a right to be recalled, in which case the employees shall be deemed to have abandoned their right to be recalled and their employment shall terminate forthwith and they shall have no further rights, benefits or entitlements under this Agreement.

Article 11 TRANSFER

11.01 Nothing in this Agreement shall restrict the transfer of a person who is an employee to a position outside the bargaining unit or vice versa, provided that such transfer is consented to by the employee concerned. A bargaining unit employee who consents to accept a transfer to a position outside of the bargaining unit shall retain but not accumulate seniority for the up to twelve (12) months from date of the transfer. If the employee fails to return to a position in the bargaining unit within twelve (12) months the employee shall lose all of their seniority.

Article 12 POSTING AND PROMOTION

12.01 In selecting an employee for promotion, or filling a vacancy as defined in Article 12.04 of this Agreement, the Company shall consider the following two (2) factors in determining which employee shall be selected or promoted:

- (a) the seniority of the employee concerned; and
- (b) the ability, knowledge, training and skill of the employee concerned to do the work.

When factor (b) is to all intents and purposes relatively equal between two (2) or more employees, the employee having the most seniority shall be given the position. When judging the qualifications of employees and their ability to meet the requirements of the work, the Company will continue to exercise such judgement in a good faith and non-arbitrary manner.

12.02 The successful candidate to fill a vacancy or promotion will be subject to a three (3) month trial period to assess the employee's suitability for the position. The Company agrees to meet with the employee at least once in the three (3) month trial period to discuss the employee's performance to date.

12.03 If, during a trial period of not more than three (3) months the employee fails, in the judgement of the Company, to qualify for any reason, the employee shall return to their former position and regular basic rate without loss of seniority. Any other employee who has been promoted or transferred because of the rearrangement shall also return to their former position and regular basic rate without loss of salary.

12.04 The Company will post for a minimum of fifteen (15) days to the company intranet and at the company's discretion to the internet notice of any permanent vacancy in an existing job, or a temporary vacancy when it is likely such vacancy will exceed six (6) months. The Company reserves the right to advertise any vacancy externally at the same time as the intranet posting.

The following job posting procedure shall apply:

- (a) The job vacancy notice will contain the qualifications required and the regular basic rate applicable for the vacancy;
- (b) The Company will advise employees of a job posting by posting copies of the job posting on the Company Intranet and at the company's discretion on the internet;
- (c) An employee's application received within the fifteen (15) day of posting on the intranet/internet will be considered in accordance with Article 12.01;
- (d) All employees who apply for a posted vacancy and meet the minimum requirements of the position will be granted an interview, within forty-five (45) days of the application being received. Qualified internal candidates will be offered the opportunity to be interviewed prior to the Company making a decision as to who is the successful applicant;
- (e) Upon request, an unsuccessful candidate shall be granted a post-selection interview.

12.05 Subject to Article 12.06 below, the Company will reimburse fifty per cent (50%) minus any amount received from grants and/or scholarships of the tuition fees and approved text books and other expenses approved in advance incurred for any training or educational courses approved by the Company, related to the work of the Company, undertaken by an employee, upon presentation to the Company of the appropriate certificate of successful completion of the approved courses. In advance of registration the employee shall submit a written request for approval and the Company shall reply to the request in writing within fifteen (15) days of the request being presented, after which the employee may register. The Company shall be reimbursed on a prorated basis if the employee resigns within twelve (12) months from the completion of any training or educational courses and the cost exceeds \$1,000. This sum shall be exclusive of travel, wages and expenses. Reimbursement to the Company shall not be mandatory if the employee resigns due to extenuating circumstances (i.e. retirement,) and is at the Company discretion. Reimbursement to the Company will take the form of deductions from the employee's final pay.

12.06 If the Company requires an employee to undertake any training or educational programme, the Company will pay one hundred per cent (100%) minus any amount received

from grants and/or scholarships of the tuition fees and approved text books and other expenses approved in advance incurred for any training or educational courses approved by the Company, related to the work of the Company, undertaken by an employee, upon presentation to the Company of the appropriate certificate of successful completion of the approved courses. In advance of registration the employee shall submit a written report for approval and the Company shall reply to the request in writing with fifteen (15) days of the request being presented, after which the employee may register.

12.07 The Company will reimburse one hundred per cent (100%) of membership fees paid by the employee in connection with the employee's membership in one professional institute or association which is approved by the Company in addition to any Company required membership in a Professional Institute or Association.

Article 13 PROBATIONARY EMPLOYEES

- 13.01 (a) Notwithstanding anything to the contrary contained in this Agreement a person shall be considered to be a probationary employee and shall have no seniority until the employee has actually worked up to six (6) months of continuous service with the Company, at which time the employee shall become entitled to seniority dating from last hiring date with the Company;
- (b) The Company agrees to meet with new employees in the third or fourth month of the probationary period to discuss the employee's performance to date.

13.02 The purpose of a probationary period is to determine, the suitability of the employee for continued employment with the Company. The dismissal of an employee in the probationary period can be made at any time for any reason without notice or reasons and any such dismissal shall not be subject to the grievance and arbitration procedure.

Article 14 DISABLED EMPLOYEES

14.01 In the event an employee becomes disabled as a result of illness or injury, the Company will comply with the requirements of the Ontarians with Disabilities Act, Ontario Human Rights Code or the Workplace Safety and Insurance Act.

14.02 In the event the Company decides that it is unable to accommodate the employee without incurring undue hardship, the Company shall consult with the Union in regard to its decision before taking further action.

Article 15 ABSENCE

15.01 Subject to the Ontario Employment Standards Act and Article 9.02, a leave-of-absence without pay and without loss of seniority or benefits may be granted, at the sole discretion of the Company, upon receipt of a written request from the employee. Such request will not be unreasonably denied.

Any leaves of absence provided for under Articles 15.01, 15.03, 18.02 or 21.04 of this Agreement are deemed to be inclusive of the ten (10) days “emergency leave” provided under the *Ontario Employment Standards Act*. Further, the first ten (10) days of absence for any reason, paid or unpaid, which would come within the provisions of the “emergency leave” under the *Employment Standards Act* are considered in satisfaction of the *Employment Standards Act* requirements.

15.02 Subject to the Ontario *Employment Standards Act*, all requests for leaves-of-absence (including leaves for Union educational programmes) shall be submitted in writing by the employee to his immediate Supervisor for authorization at least twenty (20) days prior to the commencement of such leave (except in the case of emergency) and shall be responded to by the Company in writing within five (5) days of receipt of such written request.

15.03 BEREAVEMENT LEAVE

If requested, an employee will be granted a leave-of-absence, with pay at the employee’s regular basic rate, of:

- (a) seven (7) of the employee’s regularly scheduled work days in connection with the death of the employee’s spouse, mother, father or child;
- (b) three (3) of the employee’s regularly scheduled work days in connection with the death of a member of the employee’s immediate family;

(c) one (1) of the employee's regularly scheduled work days for the purpose of acting as pallbearer or key participant at a service funeral.

(d) Notwithstanding (a) or (b) above, if the day of burial is not within the allotted days, then one (1) of the allotted days may be applied at a future time on the day of burial.

The Company shall grant an employee up to five (5) additional days off, without pay, when necessary because of distance. "Immediate Family" shall include brother, sister, mother-in-law, father-in-law, grandparents, grandchildren, brothers-in-law, sister-in-law, sons-in-law and daughters-in-law of the employee.

Should an employee be on vacation at the time they become eligible for bereavement leave, as outlined above, the employee may reschedule that portion of their vacation which runs concurrently with the bereavement leave, at a time mutually agreed to with their supervisor.

15.04 JURY AND WITNESS DUTY

When an employee is required to serve as a Juror or is subpoenaed as a court witness, the Company will make up any loss in regular pay of the employee as a result of attendances at Court. The employee shall remit to the Company any monies received in connection with jury duty or court witness less travel or meal expenses as supported by an expense statement submitted to the Company.

15.05 PREGNANCY AND PARENTAL LEAVE

An employee will be entitled to leave-of-absence without pay for pregnancy and/or parental (includes adoptive) leave in accordance with the Employment Standards Act (Ontario). An employee on pregnancy or parental leave who, having provided proof of receipt of Employment Insurance Benefits (EI) shall be paid a Supplemental Unemployment Benefit (SUB) allowance in the following manner:

For the first two (2) weeks of pregnancy leave (EI waiting period) an amount equivalent to one hundred percent (100%) of the employee's weekly pay subject to applicable statutory deductions, based on the last day worked prior to commencement of the pregnancy leave.

15.06 UNION LEAVES OF ABSENCE

(1) The employer shall grant leave with pay to three (3) members of the Union Negotiating Committee for the purpose of attending three (3) days of negotiation meetings with the Company. The responsibility for payment to the members for any members more than three (3) shall lie with the Union.

(2) If the Union stewards are attending a meeting at the request of ULC, or are attending in substitution for a Union steward who would otherwise have been paid, the Union stewards are entitled to be paid by the Company if the meeting is held during working hours.

Article 16 TECHNOLOGICAL CHANGE

16.01 “Technological change” means the introduction of substantially changed equipment which results in the permanent displacement of employees who have completed their probationary period. The Company will notify the Union at least (30) days in advance before such technological changes are implemented. During the notice period, the Company will meet with Union stewards at least once to explain the technological change and discuss any effect it will have on the bargaining unit employees including retraining opportunities.

If a technologically-changed position is created as a result of the introduction of a technological change, the employee(s) displaced by such technological change will be given the opportunity to fill the position; provided that the displaced employee(s) have the skills, knowledge, qualifications and ability with a four (4) week training period to perform the position. Where two (2) or more employees have the skills, knowledge, qualifications and ability to perform a technologically-changed position with a four (4) week training period, the determination as to which employee receives the opportunity will be made in accordance with Article 10.

16.02 If an employee is permanently displaced as a result of technological change, the provisions of Article 10 will apply.

Article 17 VACATION WITH PAY

17.01 Employees who commence work after the start of the fiscal year shall have their vacation time and floater days prorated in respect of the first year of employment. Should the employee leave the employment of the Company for any reason prior to completing their full year of employment yet at the time of termination have taken more vacation days than earned, the Company will withhold and set off from any outstanding wages, vacation pay or other payments owing to the employee at the time of termination that portion of vacation pay which was taken but not been earned. This article of the collective agreement shall constitute the employee's written authorization for such withholding and offset for the purposes of the Employment Standards Act. The vacation days taken shall be at a time mutually agreed upon by the employee and his immediate manager.

17.02 An employee on active service will be entitled to a vacation with pay at his regular basic rate upon completion of the years of service as detailed below:

<u>Years of Service</u>	<u>Vacation Period</u>
1	15 days
9	20 days
18	25 days
22	30 days

Employees who are absent from work for any reason for a period in excess of sixty (60) consecutive working days in a vacation year will only be eligible to accrue 10 vacation days (.84 accrual) for the duration of the absence regardless of their completed years of service.

17.03 Vacations will be granted at such times as the Company finds most suitable considering the efficiency of its operations, the wishes of the employees and their seniority. However, an employee will be granted his vacation not later than ten (10) months after the end of a twelve (12) month period for which the vacation was given.

17.04 With the exception of an employee who is absent as described in 17.02 above, an employee may transfer up to five (5) days of earned vacation into the following calendar year, with permission of the Company.

Employees who wish to request a transfer of vacation pursuant to this Article must submit a written or e-mailed request to their supervisor indicating the amount of vacation sought to be transferred and the reasons for the requested transfer. Such arrangements must be authorized by the Company in writing prior to December 1st of the current calendar year. Such permission will not be unreasonably denied. Vacations not taken during the current calendar year must be taken during the following calendar year and cannot be carried over further. Any unused vacation will be deemed to have been forfeited. A minimum of two (2) weeks vacation must be taken each year.

Article 18 PAID HOLIDAYS

18.01 The following days are recognized as paid holidays for all employees:

New Year's Day	Labour Day
Family Day	Thanksgiving Day
Good Friday	December 24th
Victoria Day	Christmas Day
Canada Day	Boxing Day
Civic Holiday	

If any of the above holidays fall on a Saturday or Sunday, such holiday shall, at the option of the Company, be observed on the preceding Friday or the following Monday. All of the above holidays shall be scheduled and posted as early as possible but no later than February 1st

18.02 An employee shall be entitled to two (2) floating holidays to be taken at mutually agreeable times. A probationary employee is entitled to one (1) floating holiday during the employee's probationary period and not more than two (2) annually. Floating holidays will not be carried over. Any unused floater holidays will be forfeited at the end of the calendar year and upon termination for any reason.

18.03 In order to qualify for payment for the above holidays, the employee must have worked on the last scheduled full work day immediately before and the first scheduled full work day immediately following the holiday, except where an employee was absent due to a bona fide illness, as evidenced by the certificate of a legally qualified medical practitioner. The cost of the certificate, if any, shall be paid by the Company, if so requested by the Company.

18.04 An employee, who qualified for holiday pay, shall be paid in accordance with Appendix "1" at their regular basic rate for each of the above mentioned paid holidays.

18.05 If an employee is required to work on any of the above mentioned holidays, such employee shall be paid one and one-half (1-1/2) times their regular basic rate or, if the Company and the employee agree, the employee may take the equivalent time off in lieu thereof for any authorized

time worked on the holiday in addition to the employee's holiday pay. Lieu time must be taken at a mutually agreed upon time and must be used within twenty (20) days of the date earned or it will be paid out at the appropriate rate.

18.06 If any of the above mentioned holidays fall during an employee's absence on vacation, such employee shall be entitled to another day off with pay in lieu of the holiday which may be taken in conjunction with the employee's vacation.

Article 19 HOURS OF WORK AND OVERTIME

19.01 The normal work week for each employee will be forty (40) hours Monday to Friday; and eight (8) hours work at the employee's designated working place will constitute a work day. The Company does not guarantee to provide work for any employee, nor to maintain the work week or working hours at any time in effect.

19.02 Hours worked at the employee's designated working place will constitute a work day for each employee. The employee's lunch period will be one-half (1/2) hour unpaid. The employee's break periods will be fifteen (15) minutes in the morning and fifteen (15) minutes in the afternoon on the Company's time. The fifteen (15) minute period covers the total time the employee is to be absent from their place of work.

19.03 An employee shall be compensated at one and one-half (1-1/2) times his regular basic rate for any authorized time worked in excess of eight (8) hours per day or forty-two (42) hours per week.

An employee will be compensated at one and one half (1 1/2) times their regular basic rate for any authorized time worked on Saturdays and/or Sundays. If the Company and the employee agree, the employee may take the equivalent time off in lieu thereof for any authorized overtime. Lieu time must be taken at a mutually agreed upon time and must be used within thirty (30) days of the date earned or it will be paid out at the appropriate rate.

19.04 An employee who is not scheduled to work and is called out for emergency work shall be guaranteed payment for three (3) hours at the employee's regular basic rate or shall be paid for all hours actually worked including travel expenses at the applicable overtime rate, whichever is greater.

19.05 An employee who is required to be on-call, outside of normal hours, in anticipation of a possible work assignment will be paid an on-call allowance of twenty dollars (\$20.00) (per day) if there is no such work assignment.

19.06 The regular payday for all employees shall be semi-monthly (15th and the last day of every month).

19.07 In lieu of Articles 19.01, 19.02, 19.03 and 19.05, any employee who travels at the request of the Company outside of business hours will not be eligible for overtime payment for travelling, but will be compensated for each round trip, where distances travelled (one-way) from the main office Toronto meet the following criteria:

200 km to 350 km	\$50.00
351 km to 500 km	\$75.00
501 km to 1000 km	\$100.00
Greater than 1,000 km	\$150.00

The basis for distances from Toronto shall be an internet based mapping program , such as “MapQuest”.

Article 20 WAGE RATES AND CLASSIFICATIONS

20.01 The Company and the Union agree that the scale of wages, as set out in Appendices “A1”; “A2”; and “A3” – 2021 to 2025 attached hereto, shall be maintained during the life of this Agreement.

Annual increases are as follows:

- * Year 1: 2.30%
- * Year 2: 2.25%
- * Year 3: 2.25%
- * Year 4: 2.25%

20.02 Existing employee's will be assigned into the banding structure given in Appendices “A1”; “A2”; and “A3” attached hereto.

20.03 Upon recruitment of a new employee or promotion of an existing employee into a new band management has the discretion at which point in the band the new employee will be placed. This will be based upon the related / direct experience and capabilities of the employee. If no related or direct experience exists the employee will enter the beginning of the band for the classification. The promotion of an existing employee into a new band shall not result in a decrease to the employee's regular hourly rate.

20.04 Employee's will progress annually through the job band unless the following has occurred:

- (a) An employee has been suspended in the last 18 months
- (b) A final written warning has been issued in the last 12 months

20.05 When an employee is assigned to substitute for and satisfactorily performs the principal duties of an employee in a higher paying classification for a temporary period of one (1) full day or more, excluding a temporary period of work assignment for the purpose of on-the-job

training not exceeding three (3) months, the employee shall receive the regular basic rate for such classification in accordance with Appendices "A1"; "A2"; or "A3", respectively.

20.06 If a new job classification is established or if an existing job classification is substantially changed, the Company will continue its practice of consulting with the Union concerning the nature

and scope of the classification and obtaining its agreement with respect to the appropriate wage band prior to implementation by the Company.

20.07 All employee Incentive Plan (AEIP)

Each employee in the bargaining unit who is actively employed at the time of pay out shall be eligible to participate in the AEIP in accordance with the terms and conditions of the AEIP

Subject to the terms of the Plan, the amount payable to an eligible participant from the Bonus Pool shall generally be determined based on the individual's CBS reporting level (A to B inclusive), expressed as a percentage of base salary in effect during the Performance Period as follows:

- CBS Level A = up to 10%
- CBS Level B = up to 15%

Article 21 HEALTH AND WELFARE BENEFITS

The Company and the Union agree as follows:

21.01 The Company agrees to provide an overall benefits program described in appendix B to this agreement.

21.02 The Company will continue to contribute the total cost of premiums of the pension plan for eligible employees according to the terms of the pension plan.

21.03 A Pension Plan Committee comprising three (3) representatives designated by the Company and three (3) representatives designated by the Union shall meet at such mutually agreeable intervals as are necessary, but at least once per year. The Committee, which will have access to the necessary information in accordance with the *Pension Benefits Act*, will review and discuss matter of mutual interest relating to the Pension Plan including possible changes and amendments with the additional objective of promoting awareness and understanding of the Pension Plan among members. In the event that the Province of Ontario introduces a new pensions plan, employee contributions will be mandatory per a letter of understanding.

21.04 The Company will pay to an employee their regular wages for up to ten (10) days of absence due to sickness in any one (1) year with a carry-over of up to ten (10) days of unused sick leave from preceding years.

As at April 1, 2008 current employees will not lose unused sick leave accumulation.

21.05 The Company may at any time substitute another carrier for any plan referred to in this Article provided that the benefits conferred are not decreased. The Union will be given a copy of all current plans referred to in this Article and any revisions thereto.

21.06 All the plans referred to in this Article are governed by the insurance contracts and the eligibility and qualification procedures determined by the carrier. It is understood and agreed

that the benefit plans are not part of the Collective Agreement and are not subject to the grievance and arbitration procedure.

Article 22 HEALTH AND SAFETY

22.01 The Company and the Union recognize the benefits to be derived from a safe and healthy place of employment. It is agreed that the Company, the employees and the Union will cooperate fully to promote safe work practices, health conditions and the enforcement of safety minds and procedures.

22.02 A Joint Health and Safety Committee composed of three (3) employee volunteers, two (2) union employees, and one non-union employee. A minimum of one (1) union employee volunteer from each building (6 & 7 Underwriters Road) will be represented in the Joint Health and Safety Committee as selected by the Union. The three (3) representatives designated by the Company shall meet at least once every three (3) months or more frequently if requested by three (3) or more members of the Committee. The function of this Committee shall be as prescribed by the *Occupational Health and Safety Act* (Ontario) and amendments thereto.

22.03 At minimum one (1) Company representative and one (1) Union representative of the Joint Health and Safety Committee shall conduct an inspection of the work place and equipment on a monthly basis. The representatives shall report the results of such inspections to the Joint Health and Safety Committee. The representatives shall be notified immediately of any accident or injury and conduct an investigation of such accident or injury. The results of the investigation shall be reported as soon as possible to the Joint Health and Safety Committee.

22.04 Safety hats, safety glasses, heat reflective coats and gloves, respirators, safety belts and any other protective equipment and clothing considered necessary by the Joint Health and Safety Committee will be supplied and maintained by the Company. The purchase of safety boots or shoes, upon the prior establishment of the need therefore by the employee, and upon presentation of a receipted invoice, will be subsidized by ULC up to a maximum amount of two hundred and fifty (\$ 250.00) every per calendar year. Payment will be made by the Company within ten (10) days of receiving invoice. In addition, the Company will reimburse, upon

presentation of a receipted invoice, the additional cost of one (1) pair of prescription safety lenses over the cost of regular prescription glasses up to a maximum amount of three hundred dollars (\$300.00) every two (2) years.

22.05 If an employee schedules an annual medical, audiological, or ophthalmological examination under Article 22.06 during the employee's regular working hours, the Company shall grant the required time off on the Company's time, up to a total of four (4) hours annually, provided that:

- (a) the employee has submitted a request for time off in writing at least ten (10) days in advance of the proposed appointment; and
- (b) if requested, the employee provides a certificate of attendance completed by a legally qualified medical practitioner, the charges, if any, of the medical practitioner for providing such a certificate shall be borne by the Company.

Article 23 BULLETIN BOARDS

23.01 No bills, bulletins, newspapers, emails or other documents shall be posted or sent in or about the premises of the Company by the Union or any employee except provided for in Article 23.02.

23.02 The Company will provide Bulletin Boards in all work areas mutually agreed upon by the Company and the Union for the use of the Union to post notices including electronic communications of Union affairs. Any such notice shall be submitted to the Company's designated representative or alternate in person for review before being posted. Approval shall be given within one (1) working day of the Union submitting the information to the Company.

Article 24 NOTICE

24.01 Any notice in writing which either party desires to give to the other shall be addressed as follows:

To the Company:

Underwriters Laboratories of Canada Inc.7 Underwriters Road
Toronto, Ontario
M1R 3A9

To the Union:

Canadian Office and Professional Employees Union
Local 343
555 Richmond St. West
BOX 1202, Suite 1108
TORONTO, ON M5V 3B1

24.02 Any notice so mailed by priority post shall be deemed given as of the next business day after date of mailing. The registration receipt shall establish the date of mailing.

24.03 Either party may change its address for service of notices at any time by notice as above mentioned.

Article 25 EMPLOYEE INFORMATION

25.01 The Company agrees to make available on the Company Intranet a copy of this Agreement.

25.02 Up to once per calendar year an employee shall have access to examine the employee's personnel file. Such access shall be granted for up to one (1) unpaid hour at a time mutually agreed upon with the Human Resources Department. The employee shall have the right to contest in writing the accuracy of such information and have this recorded in the employee's file.

Article 26 INTERPRETATION

26.01 Unless otherwise stated, “day” or “days” wherever used herein, shall be deemed not to include Saturdays, Sundays, or paid holidays observed by the Company excluding the floating holidays.

Article 27 WORKPLACE SAFETY INSURANCE BOARD (WSIB)

27.01 The Company shall notify the members of the Health and Safety Committee within twenty-four (24) hours or as soon as reasonably practicable of a report of an employee being injured on the job.

Article 28 TERM OF AGREEMENT

28.01 This Agreement will become effective as of the date of ratification, and shall remain in effect up to and including the 31st day of March, 2025.

28.02 Either party may, during ninety (90) days prior to the expiry date of this Agreement, give notice in writing to the other party of its desire to commence negotiations with a view to renewing this Agreement.

IN WITNESS WHEREOF the parties have executed this Agreement in Toronto, Ontario on the 22 day of April, 2021.

UNDERWRITERS LABORATORIES OF CANADA INC.

per: Joe Hosey

per: Tonia Jetel

per: David Lefebvre

per: Michael Taylor

per: Jane Richardson

Canadian OFFICE AND PROFESSIONAL EMPLOYEES UNION, Local 343

per: Rick Miller

per: Luong Dang

per: James Leroux

per: Brendan Santos

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per: Jane Richardson



Canadian OFFICE AND PROFESSIONAL EMPLOYEES UNION, Local 343

per: Rick Miller



per: Luong Dang



per: James Leroux



per: Brendan Santos

A handwritten signature in blue ink, reading "Brendan Santos". The signature is written in a cursive style with a large initial 'B' and a long horizontal stroke extending to the right.

Office Band (TB) - Effective Oct 1, 2020 - March 31, 2021*																																	
CBS Role "A"																																	
Total	Compensatio Hour	AEP	NA																														
		Min	NA																														
		Role A																															
			OB1				OB2				OB3				OB4				OB5				OB6				OB7				OB8		
Annual change "X"	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	
		\$21.20	\$21.75	\$22.43	\$23.10	\$22.88	\$23.58	\$24.82	\$25.06	\$25.16	\$26.14	\$26.93	\$27.77	\$24.69	\$25.46	\$26.24	\$27.07	\$24.80	\$25.60	\$26.38	\$27.20	\$25.56	\$26.36	\$27.17	\$28.02	\$27.09	\$27.92	\$28.79	\$29.66	\$28.26	\$29.02	\$29.92	\$30.86
	Employees													M. Dudkow.																B. Morales			
2	Head count													1												1							

Total compensation		CBS Role "A"																															
		Target																															
Min		0.0%																															
Salary Increase		2.30%																															
Role A		OB1				OB2				OB3				OB4				OB5				OB6				OB7				OB8			
Annual change "X"		0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3
Hourly		\$21.69	\$22.25	\$22.95	\$23.63	\$23.41	\$24.12	\$25.39	\$25.64	\$25.74	\$26.74	\$27.55	\$28.41	\$25.26	\$26.05	\$26.84	\$27.69	\$25.37	\$26.19	\$26.99	\$27.83	\$26.15	\$26.97	\$27.79	\$28.66	\$27.71	\$28.56	\$29.45	\$30.34	\$28.91	\$29.69	\$30.61	\$31.57
Employees														M. Dudkow.												B. Morales							
Head count														1												1							

Total compensation	Target																																	0.0%						
	Min																																	0.0%						
	Salary increase																																	2.25%						
	Role A	OB1					OB2					OB3					OB4					OB5					OB6					OB7					OB8			
	Annual change "X"	0	1	2	3		0	1	2	3		0	1	2	3		0	1	2	3		0	1	2	3		0	1	2	3		0	1	2	3					
Hourly	TB-A-X - Ann 2.25	\$22.18	\$22.75	\$23.47	\$24.16	Gate	\$23.94	\$24.66	\$25.96	\$26.22	Gate	\$26.32	\$27.34	\$28.17	\$29.05	Gate	\$25.83	\$26.64	\$27.44	\$28.31	Gate	\$25.94	\$26.78	\$27.60	\$28.46	Gate	\$26.74	\$27.58	\$28.42	\$29.30	Gate	\$28.33	\$29.20	\$30.11	\$31.02	Gate	\$29.56	\$30.36	\$31.30	\$32.28
	Employees																																							
2	Head count																																							

Total compensation	Target AEP																																	0.0%						
	Min																																	0.0%						
	Salary increase																																	2.25%						
	Role A	OB1								OB2				OB3				OB4				OB5				OB6				OB7				OB8						
	Annual change "X"	0	1	2	3	0	1	2	3	0	1	2	3	B	1	2	3	B	1	2	3	B	1	2	3	B	1	2	3	B	1	2	3							
	TB-A-X - Ann 2.25	\$22.68	\$23.26	\$24.00	\$24.70	\$24.48	\$25.21	\$26.54	\$26.81	\$26.91	\$27.96	\$28.80	\$29.70	\$26.41	\$27.24	\$28.06	\$28.95	\$26.52	\$27.38	\$28.22	\$29.10	\$27.34	\$28.20	\$29.06	\$29.96	\$28.97	\$29.86	\$30.79	\$31.72	\$30.23	\$31.04	\$32.00	\$33.01							
	Employees													M. Dudkow.																B. Morales										
Head count																	1																1							

Total compensation Hourly	BS Role "A"																																						
	Target 0.0%																																						
	Min 0.0%																																						
	Salary Increase 2.25%																																						
	Role A																																						
Annual change "X"	OB1					OB2					OB3					OB4					OB5					OB6					OB7					OB8			
0	1	2	3		0	1	2	3		0	1	2	3		B	1	2	3		B	1	2	3		B	1	2	3		B	1	2	3		B	1	2	3	
TB-A-X - Ann 0%	\$23.19	\$23.78	\$24.54	\$25.26	Gate	\$25.03	\$25.78	\$27.14	\$27.41	Gate	\$27.52	\$28.59	\$29.45	\$30.37	Gate	\$27.00	\$27.85	\$28.69	\$29.60	Gate	\$27.12	\$28.00	\$28.85	\$29.75	Gate	\$27.96	\$28.83	\$29.71	\$30.63	Gate	\$29.62	\$30.53	\$31.48	\$32.43	Gate	\$30.91	\$31.74	\$32.72	\$33.75
Employees																M. Dudkow.															B. Morales								
2	Head count															1															1								

APENDIX -A2 Plant Band

Plant Band (PB) - Effective Oct 2, 2020 - March 31, 2021*																													
CBS Role "A"																													
Total compensation Hourly	Target	NA																											
	Min	NA																											
	Role A	PB1				PB2				PB3				PB4				PB5				PB6				PB8			
	Annual change "X"	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3
	TB-A-"X"	\$21.32	\$21.98	\$22.65	\$23.88	\$23.87	\$24.71	\$25.49	\$26.27	\$24.62	\$25.37	\$26.15	\$26.96	\$25.26	\$26.36	\$27.17	\$28.01	\$27.69	\$28.54	\$29.41	\$30.32	\$28.50	\$29.39	\$30.30	\$31.23	\$33.01	\$33.95	\$34.96	\$35.99
	Employees	Gate				Gate				Gate				Gate				Gate				Gate							
2	Head count																	1								1			

Effective April 1, 2021 - March 31, 2022: Dates could change due to ratification

CBS Role "A"																																			
Total compensation	AEP	0.00%																																	
	Min	0.0%																																	
	Salary Increase	2.3%																																	
	Role A	PB1				Gate	PB2				Gate	PB3				Gate	PB4				Gate	PB5				Gate	PB6				Gate	PB8			
	Annual change "X"	0	1	2	3		0	1	2	3		0	1	2	3		0	1	2	3		0	1	2	3		0	1	2	3		0	1	2	3
Hourly	TB-A-X - Ann 2.3%	\$21.81	\$22.49	\$23.17	\$24.43	Gate	\$24.42	\$25.28	\$26.08	\$26.87	Gate	\$25.19	\$25.95	\$26.75	\$27.58	Gate	\$25.84	\$26.97	\$27.79	\$28.65	Gate	\$28.33	\$29.20	\$30.09	\$31.02	Gate	\$29.16	\$30.07	\$31.00	\$31.95	Gate	\$33.77	\$34.73	\$35.76	\$36.82
	Employees					Gate					Gate					Gate					Gate	G. Shible				Gate					Gate	J. D'Souza			
2	Head count																					1					1								

Effective April 1, 2022 - March 31, 2023:

CBS Role "A"																													
Total compensation	AEP	0.0%																											
	Min	0.0%																											
	Salary Increase	2.3%																											
	Role A	PB1				PB2				PB3				PB4				PB5				PB6				PB8			
	Annual change "X"	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3
Hourly	TB-A-X - Ann 2.25%	\$22.30	\$23.00	\$23.69	\$24.98	\$24.97	\$25.85	\$26.67	\$27.47	\$25.76	\$26.53	\$27.35	\$28.20	\$26.42	\$27.58	\$28.42	\$29.29	\$28.97	\$29.86	\$30.77	\$31.72	\$29.82	\$30.75	\$31.70	\$32.67	\$34.53	\$35.51	\$36.56	\$37.65
	Employees																	G. Shible								J. D'Souza			
3	Head count																	2								1			

Effective April 1, 2023 - March 31, 2024:

CBS Role "A"																													
Total compensation	AEP	0.0%																											
	Min	0.0%																											
	Salary Increase	2.3%																											
	Role A	PB1				PB2				PB3				PB4				PB5				PB6				PB8			
	Annual change "X"	0	1	2	3	0	1	2	3	0	1	2	3	B	1	2	3	B	1	2	3	B	1	2	3	B	1	2	3
Hourly	TB-A-X - Ann 2.25%	\$22.80	\$23.52	\$24.22	\$25.54	\$25.53	\$26.43	\$27.27	\$28.09	\$26.34	\$27.13	\$27.97	\$28.83	\$27.01	\$28.20	\$29.06	\$29.95	\$29.62	\$30.53	\$31.46	\$32.43	\$30.49	\$31.44	\$32.41	\$33.41	\$35.31	\$36.31	\$37.38	\$38.50
	Employees																	G. Shible								J. D'Souza			
	Head count																	1								1			

Effective April 1, 2024 - March 31, 2025:

CBS Role "A"																												
Total compensation Hourly	AEP	0.0%																										
	Target	0.0%																										
	Min	0.0%																										
	Salary Increase	2.3%																										
	Role A	PB1				PB2				PB3				PB4				PB5				PB6				PB8		
Annual change "X"	0	1	2	3	0	1	2	3	0	1	2	3	B	1	2	3	B	1	2	3	B	1	2	3	B	1	2	3
TB-A-X - Ann 2.25%	\$23.31	\$24.05	\$24.76	\$26.11	\$26.10	\$27.02	\$27.88	\$28.72	\$26.93	\$27.74	\$28.60	\$29.48	\$27.62	\$28.83	\$29.71	\$30.62	\$30.29	\$31.22	\$32.17	\$33.16	\$31.18	\$32.15	\$33.14	\$34.16	\$36.10	\$37.13	\$38.22	\$39.37
Employees																	G. Shible								J. D'Souza			
2	Head count													1								1						

APENDIX -A3 Technician Band

Technician Band (TB) - Effective April 1, 2013 - March 31, 2014*																				
CBS Role "A"																				
Total compensation	Target	NA																		
	Min	NA																		
	Role A	TB1				TB2					TB3					TB4				
	Annual change "X"	0	1	2	3	0	1	2	3	4	0	1	2	3	4	0	1	2	3	4
Hourly	TB-A-"X"	\$24.15	\$24.85	\$25.62	\$26.38	\$27.17	\$27.99	\$28.83	\$29.69	\$30.58	\$31.51	\$32.45	\$33.42	\$34.43	\$35.43	\$36.80	\$37.88	\$39.03	\$40.20	\$41.41
		M. Dougan; I. Miles; H. T. Pham; M. M. Siddall Morales Kpodar				C. Caolan B. Santos					A. Muntean J. Leroux; G. Lin					M. Wu M. Robins; J. Li Elan., C. Finbar, L. Dang				
	Employees																			
19	Head count	2				1					1					2				
CBS Role "B"																				
Total compensation	Target	NA																		
	Min	NA																		
	Role B	TB5																		
	Annual change "X"	0	1	2	3					4										
Hourly	TB-B-"X"	\$42.65	\$43.93	\$45.25	\$46.60					\$48.00										
	Employees																			
0	Head count																			

Effective April 1, 2021 - March 31, 2022: Dates could change due to ratification

CBS Role "A"																											
Total compensation	AEIP	0.00%																									
	Min	0.0%																									
	Salary Increase	2.30%																									
	Role A	TB1					TB2					TB3					TB4										
	Hourly	Annual change "X"	0	1	2	3	0	1	2	3	4	0	1	2	3	4	0	1	2	3	4						
	TB-A-X - Ann 2.3%	\$24.71	\$25.42	\$26.21	\$26.99	\$27.79	\$28.63	\$29.49	\$30.37	\$31.28	\$32.23	\$33.20	\$34.19	\$35.22	\$36.24	\$37.65	\$38.75	\$39.93	\$41.12	\$42.36							
		I. Miles; H. Morales; M. Dougan; M. T. Pham; M. Siddall Kpodar				Gate					Gate	J. Leroux; G. Lin				Gate	M. Nag., S. Velup., E. Elan., C. Finbar, L. Dang, M. Robins, J. Li										
	Employees						C. Caolan B. Santos					A. Muntean					M. Wu										
19	Head count	4				2	1				1				1				2				1				7
CBS Role "B"																											
Total compensation	AEIP	0.00%																									
	Min	0.0%																									
	Salary Increase	2.3%																									
	Role B	TB5																									
	Hourly	Annual change "X"	0	1	2	3		4																			
	TB-A-X - Ann 2.3%	\$43.63	\$44.94	\$46.29	\$47.68		\$49.11																				
	Employees																										
0	Head count																										

Effective April 1, 2022 - March 31, 2023:

CBS Role "A"																						
Total compensation	AEP	0.0%																				
	Min	0.0%																				
	Salary Increase	2.25%																				
	Role A	TB1					TB2					TB3					TB4					
Hourly	Annual change "X"	0	1	2	3	0	1	2	3	4	0	1	2	3	4	0	1	2	3	4		
	TB-A-X - Ann 2.25	\$25.27	\$25.99	\$26.80	\$27.60	\$28.42	\$29.27	\$30.15	\$31.05	\$31.98	\$32.96	\$33.95	\$34.96	\$36.01	\$37.06	\$38.50	\$39.62	\$40.83	\$42.05	\$43.31		

			T. Pham; M. Kpodar; I. Miles; H. Morales; M. Dougan; M. Siddall	Gate		Gate		Gate		J. Leroux; G. A. Muntean	Lin		M. Wu	M. Nag., S. Velup., E. Elan., C. Finbar, L. Dang, M. Robins, J. Li
19	Employees				C. Caolan	B. Santos								
19	Head count		6		1	1				1	2		1	7

CBS Role "B"

Total compensation	AEIP	Target	0.0%				
		Min	0.0%				
		Salary Increase	2.3%				
		Role B	TB5				
	Hourly	Annual change "X"	0	1	2	3	4
	TB-A-X - Ann 2.25	\$44.61	\$45.95	\$47.33	\$48.75	\$50.21	
	Employees						
0	Head count						

Effective April 1, 2023 - March 31, 2024:

CBS Role "A"

Total compensation	AEIP	Target																	0.0%							
		Min																	0.0%							
		Salary Increase																	2.25%							
		Role A	TB1				Gate	TB2				Gate	TB3				Gate	TB4								
	Hourly	Annual change "X"	0	1	2	3		0	1	2	3		4	0	1	2		3	4	0	1	2	3	4		
	TB-A-X - Ann 2.25	\$25.84	\$26.57	\$27.40	\$28.22	\$29.06		\$29.93	\$30.83	\$31.75	\$32.70		\$33.70	\$34.71	\$35.75	\$36.82		\$37.89	\$39.37	\$40.51	\$41.75	\$43.00	\$44.28			
					T. Pham; M. Kpodar; I. Miles; H. Morales; M. Dougan; M. Siddall	Gate					Gate					Gate						M. Nag., S. Velup., E. Elan., C. Finbar, L. Dang, M. Robins, J. Li				
	Employees																									
19	Head count				6			1		1				3					1			7				

CBS Role "B"

Total compensation	AEIP	Target	0.0%					
		Min	0.0%					
		Salary Increase	2.3%					
		Role B	TB5					
	Hourly	Annual change "X"	0	1	2	3		4
	TB-A-X - Ann 2.25	\$45.61	\$46.98	\$48.39	\$49.85		\$51.34	
	Employees							
0	Head count							

Effective April 1, 2024 - March 31, 2025:

CBS Role "A"

Total compensation	AEIP	Target																	0.0%						
		Min																	0.0%						
		Salary Increase																	2.25%						
	Hour	Role A	TB1						TB2						TB3						TB4				
		Annual change "X"	0	1	2	3		0	1	2	3	4		0	1	2	3	4		0	1	2	3	4	
	TB-A-X - Ann 2.25	\$26.42	\$27.17	\$28.02	\$28.85		\$29.71	\$30.60	\$31.52	\$32.46	\$33.44		\$34.46	\$35.49	\$36.55	\$37.65	\$38.74		\$40.26	\$41.42	\$42.69	\$43.97	\$45.28		

		T. Pham; M. Kpodar; I. Miles; H. Morales; M. Dougan; M. Siddall	Gate		Gate	J. Leroux; G. Lin; A. Muntean	Gate	M. Nag., S. Velup., E. Elan., C. Finbar, L. Dang, M. Robins, J. Li; M. Wu.
19	Employees			C. Caolan	B. Santos			
	Head count	6		1	1	3		8

CBS Role "B"								
Total compensation	AEP	Target	0.0%					
		Min	0.0%					
		Salary Increase	2.3%					
		Role B	TB5					
	Hour	Annual change "X"	0	1	2	3		4
		TB-A-X - Ann 2.25	\$46.64	\$48.04	\$49.48	\$50.97		\$52.50
		Employees						
0		Head count						

APPENDIX B – Proposed Changes

Health & Welfare benefit plan Effective July 1, 2021

Medical

Benefit	Current plan	New Plan
Deductible	Nil	
Hospital—Semi-private	80%	
Prescription Drugs	80% Pay Direct Drugs plan	
Dispensing fee cap	\$9	
Ingredient mark-up cap	The lesser of 10% or \$200	
Coinsurance	100% for all other eligible health expenses; unless noted otherwise	
Paramedical Services - <i>Includes Osteopath, Podiatrist, Massage Therapist, Naturopath and Speech Therapist</i>	\$750 per practitioner per year	
Paramedical Services - <i>Includes Chiropractor, Physiotherapist and Psychologist</i> -	\$1,000 per practitioner per year	
Vision — Prescription Glasses or Lenses	100% -\$250 every 2 years	
Other Medical Services and Supplies	Covered	
Out-of-Country	100%	
Overall Maximum	\$1,000,000 Lifetime	
Employee Contribution	Nil	

APPENDIX B – Proposed Changes

Health & Welfare benefit plan
Effective July 1, 2021

Dental

Benefit	Current plan	New Plan
Deductible	Nil	
Coinsurance		
—Preventative	100%	
—Basic	80%	
—Major	50%	
—Orthodontic	50%	
Maximum		
—Preventive, Basic and Major	\$2,000 (combined)	
—Orthodontic	\$2,000 Lifetime	
Fee Guide	Current	
Recall Examination	6 months	
Orthodontic Eligibility	Adults and Children	
Employee Contribution	Nil	

APPENDIX B – Proposed Changes

Health & Welfare benefit plan
Effective July 1, 2021

Short-Term Disability

Benefit	Current plan	New Plan
Service Formula:		
Less than 3 months		None
3 months – less than 1 year		
Less than 1 year	100% first 6 weeks, 70% next 20 weeks	Delete
1 year but less than 2 years		
1 to 5 years	100% first 16 weeks, 70% next 10 weeks	Delete
2 years but less than 3 years		
3 years but less than 4 years		
4 years but less than 5 years		
More than 5 years	100% for 26 weeks	
Maximum Benefit Period	26 weeks	
Tax Status	Taxable	

APPENDIX B – Proposed Changes

Health & Welfare benefit plan
Effective July 1, 2021

Life Insurance/AD&D – Equitable Life

Employee Life Insurance

Benefit	Current plan	New Plan
Coverage	200% of annual earnings	
Maximum	\$500,000	
Employee Contribution	100%	

Dependent Life Insurance

Benefit	Current plan	New Plan
Spouse	\$10,000	
Employee Contribution	Nil	

Employee Optional Life Insurance

Benefit	Current plan	New Plan
Coverage	Units of \$10,000	
Maximum	\$1,000,000 (Combined with Basic)	
Employee Contribution	100%	
Rate basis	Gender, Age Banded, Smoker/Non-Smoker	

Employee Accidental Death and Dismemberment Insurance (AD&D)

Benefit	Current plan	New Plan
Coverage	200% of annual earnings	
Maximum	\$500,000	
Employee Contribution	Nil	

Employee Optional Accidental Death and Dismemberment Insurance (AD&D)

Benefit	Current plan	New Plan
Coverage	Units of \$10,000	
Maximum	\$500,000	
Employee Contribution	100%	

APPENDIX B – Proposed Changes

**Health & Welfare benefit plan
Effective July 1, 2021**

Long-Term Disability - Equitable Life

Benefit	Current plan	New Plan
Formula	62.5% of the first \$3,250, 55% of the next \$3,000 and 40% of the balance of monthly earnings	
Monthly Maximum	\$12,000	
Qualifying Period	26 Weeks	
Benefit Duration	Age 65 or retirement if earlier	
All-Source Maximum	75%	
Tax Status	Non-Taxable	
Employee Contribution	100%	

APPENDIX B – Proposed Changes

**Health & Welfare benefit plan
Effective July 1, 2021**

Health Care Spending Account (HCSA)

Contributions by Underwriters Laboratories to the HCSA are not considered a taxable benefit to the plan member (except in the Province of Quebec).

Benefit	Current plan	New Plan
Health Care Spending	1% of annual salary	