

COLECTIVE BARGAINING AGREEMENT

**Between**

VECTRUS SYSTEMS CORPORATION

MAXWELL INFRASTRUCTURE SUPPORT

**And**

UNITED STEEL, PAPER AND FORESTRY, RUBBER,  
MANUFACTURING, ENERGY, ALLIED INDUSTRIAL AND  
SERVICE WORKERS INTERNATIONAL UNION

AFL-CIO-CLC LOCAL

UNION 13350

Effective August 1, 2021 to July 31,

2024

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## **PREAMBLE**

This AGREEMENT is entered into as of this 1st day of August, 1, 2021 by and between, Vectrus Systems Corporation, Maxwell Infrastructure Support, hereinafter referred to as the "Company", and the UNITED STEEL, PAPER AND FORESTRY, RUBBER, MANUFACTURING, ENERGY, ALLIED INDUSTRIAL AND SERVICE WORKERS

INTERNATIONAL UNION, AFL-CIO-CLC, on behalf of Local Union 13350, hereinafter referred to as the "Union", as representatives of its employees who are engaged in the performance of services relating to the Companies contract with the Department of the Air Force for vehicle operations and vehicle maintenance services at Maxwell-Gunter Air Force Base, Alabama; and, in the mutual interest of the employees and the Company to promote and further efficiency and economy of operations, to provide orderly collective bargaining relations between Company and its employees and a method for prompt and equitable disposition of grievances, and a method for the establishment of fair wages, hours, and working conditions for the employees covered hereunder. In making this Agreement, it is recognized to be the duty of the Union and the employees to cooperate fully with the Company, both individually and collectively, for the advancement of the purpose of this Agreement.

Anytime the masculine gender is used in this Agreement, the provision shall also apply to the female gender. All provisions of this Agreement shall apply equally to male and female employees alike.

## ARTICLE ONE - UNION RECOGNITION

### SECTION A.

The Company hereby recognizes the Union as the sole bargaining agent for its employees employed in the Motor Pool Operation and Vehicle Maintenance at Maxwell-Gunter Air Force Base, Alabama. The Company recognizes the Union as the sole and exclusive collective bargaining agent in regard to wages, hours, and other terms and conditions for employment, for the employees in the employer's motor pool operations and vehicle maintenance at Maxwell-Gunter Air Force Base, Montgomery, Alabama. The Company and the Union will negotiate wage rates, fringe benefits and/or terms and conditions for any new job that might be established.

### SECTION B.

This Agreement shall be binding upon the successors and assignees of the parties hereto and shall not be affected by any change in the regular status, ownership or management of either party hereto. The Union expressly acknowledges and agrees that the Company is performing its transportation services at Maxwell-Gunter Air Force Base, Alabama, under contract with the United States Air Force, and that in the event the Company's contractual relationship with the United States Air Force at said bases should terminate, the Company shall be relieved of all other obligations under said Agreement.

### SECTION C.

The Company will allow at least one employee working on the evening shift to attend union meetings at Maxwell in a non-pay status, provided that the employee carries a hand-held radio to the meeting and promptly responds to any requirements directed by the dispatcher. Such responses to the Company's business, if any, will be in a pay status.

Each Steward shall charge their time to handle union business to a special Activity Code set up in our time keeping system. This time will continue to be paid by the Company

SECTION D.

All present and future job classifications covered by the terms of this Agreement shall be performed only by employees within the bargaining unit except in cases where reasonably necessary for efficient operations or in case of emergency or military exercises, management will be allowed to perform duties if time does not permit the call-in of additional qualified employees to fulfill the Company's obligation to the Air Force.

SECTION E.

The employer shall provide new hires with an orientation of the Company's procedures and policies to enable the employee to perform their duties. The Local Union President shall have the right to meet with new hires at the conclusion of their orientation to discuss the collective bargaining unit agreement. All such time spent meeting with new employees during orientation shall be unpaid by the Company. The Company will notify the local union when new hire orientation is complete.

**ARTICLE TWO - UNION MEMBERSHIP - CHECKOFF**

The Company will deduct from the pay of each employee covered by this Agreement, the Union initiation fee of Ten Dollars (\$10.00), and regular monthly dues as prescribed by the International Secretary-Treasurer of the Union. Such deductions, accompanied by an itemized statement showing the name of each such employee who is employed on the date such deductions are made and the amount of initiation fee dues, and/or lawful assessments deducted from each, shall be remitted by the Company to the International Treasurer, United Steelworkers, AFL-CIO-CLC, Five Gateway Center, Pittsburgh, Pennsylvania, 15222, within ten (10) days after the month in which such deductions are made. A copy of the itemized statement shall be forwarded to the assigned Staff Representative at 1413 Thompson Circle, 1st Floor, and P.O. Box 1105, Gardendale, AL 35071. The Union will identify and provide employee authorizations for each deduction required by this agreement. The Union hereby indemnifies the Company and agrees to hold harmless and free from any loss and/or liability arising at any time by virtue of the making of any deduction in accordance herewith.

SECTION A.

All employees, not members of the Union, (including part-time employees who average working more than 32 hours per month) receiving benefits under this Agreement shall pay to the Union, commencing thirty (30) days after employment and continuing during the terms of this Agreement, and so long as they remain non-members, as a condition of employment, a service charge as a contribution toward the cost of administration of the Agreement and the representative of such employees. The amount of this service charge shall be equivalent to the amount required to be paid as Union initiation fees and dues by those employees who become members of the Union.

SECTION B.

The provisions of this Article, Section A, shall be deemed to be of no force and effect in any state whose law governs this Agreement to the extent to which the making or enforcement of such provisions is contrary to statutes, constitutional amendment, or law is declared by the Court of last resort having jurisdiction of such questions to be invalid, the provisions of Section A above shall immediately thereupon be deemed to cover the bargaining unit of employees of directly affected by such declaration of invalidity.

**ARTICLE THREE - MANAGEMENT RIGHTS**

The Company shall remain vested with all management functions, including the full and exclusive control, direction but not limited to the right to hire, suspend, or discharge for just cause, to assign to jobs, to increase and decrease work force, to determine services to be performed, and the schedule of work, and the methods, processes of means of performing the services, to promote, demote, or transfer, to maintain discipline of employees and to make reasonable rules and regulations for the purpose of maintaining efficiency and discipline which do not conflict with the terms of this Agreement and the contract with the Government. The Company further shall have the right to establish reasonable standards relating to the performance of the job functions and to be the judge of an employee's ability to perform work according to the standards so set. Should an employee be unable to perform work according to the

Company's standards, the Company shall have the right to terminate and discharge that individual from employment, subject to the provisions of this Agreement. In the event of a conflict in interpretation by any arbitrator or court of competent jurisdiction as against any other provision of this Agreement, this section shall prevail.

#### **ARTICLE FOUR - VISITATION**

Authorized representatives of the International Union shall be permitted to visit the operations to the Company at Maxwell-Gunter Air Force Base, Alabama, during working hours for the purpose related to the administration of this Agreement, provided further that such visit shall not interfere with the normal business operations of the Company or of the work of its employees.

#### **ARTICLE FIVE - BULLETIN BOARDS**

The Company shall permit the posting of official Union Notices, which shall be submitted to the Company in advance for approval before posting. This article is subject to the rules and regulations of Maxwell-Gunter Air Force Base, Alabama, regarding the posting of notices.

#### **ARTICLE SIX - WAGES**

##### **SECTION A.**

The schedule of effective hourly wage rates for employees are set forth in the Appendix A attached. All fringe and other pay is set forth in this Article VI. Job descriptions will be furnished to the Steward upon request. All wages and fringe benefit payments, including increases, are subject to approval of the contracting officer and incorporation of the collective bargaining wages and fringe terms into a wage determination applicable to the Company's contract with the Department of the Air Force at Maxwell-Gunter Air Force Base for vehicle operations and maintenance services. Unless otherwise specified, all economic improvements are effective October 1, of each calendar year.



SECTION B.

All employees of this contract will be paid bi-weekly, every other Thursday.

SECTION C.

Temporary Assignment - Employees temporarily assigned to job classifications paying a higher rate of pay than their regular rate, shall receive the higher rate while performing work in such classifications for a continuous period of thirty (30) minutes or more. Employees temporarily assigned to a job classification paying a lower rate of pay than their regular rate, shall retain their regular rate of pay. When there is insufficient work for an employee in his/her regular job classification, the Company may offer the employee work in another classification.

SECTION D.

A tool allowance as listed below per hour shall be paid for hours worked by mechanics who are required as a condition of employment to provide their own tools.

10-1-21	\$0.85
10-1-22	\$0.95
10-1-23	\$1.00

SECTION E.

Any employee who works any hours between 1700 hours to 0559 hours shall be paid a differential pay of fifty cents (\$.50) per hour shift premium for such hours, in addition to the employee's regular rate of pay.

SECTION F.

An environmental payment of eighty cents (.80) per hour shall be paid for hours worked by employees working in the hazardous material areas of the Automotive Body and Paint Shop, Refueling Maintenance Facility, Welding Shop, Wrecker service and Tire Shop; when handling hazardous material on the flight line; or when transporting hazardous material in addition to the employee's regular rate of pay.

SECTION G.

Should an employee be required by the Company to stay overnight at a location more than 50 miles from the Company's offices at Maxwell-Gunter AFB, then the

employee will receive a per diem payment for meals and lodging in accordance with the most recent per diem schedule applicable to Federal Employees as set forth in the Joint Travel Regulations.

#### SECTION H.

The Company will reimburse the fee to renew or update a Commercial Driver License and Commercial Motor Vehicle Medical Examination, for those employees required by the Company to possess such license. Commercial Motor Vehicle medical examinations must be performed by a Department of Transportation (DOT) Certified Physician.

#### SECTION I.

The Company shall provide a differential of one dollar (\$1.00) per hour to employees who conduct any training as the trainer when specifically assigned to such training by management. Such differential shall be paid only for those hours worked performing the assigned training duties and must be approved by management. Such differential shall also be provided to employees who are specifically assigned by management to perform weekend training (Unit Training Assembly, or UTA) supporting the 908th Airlift Wing. Such differential shall be paid only for those hours worked performing the assigned duties and must be approved by management.

#### SECTION J.

The company may establish a 2nd shift for vehicle operators. Once a start time is established, the employee must receive a one (1) week notice of any change to his/her start time.

#### Section K.

Effective October 1, 2021 each employee covered by this Collective Bargaining Agreement shall receive a wage increase of three percent (3%) of their base rate of pay.

Effective October 1, 2022 each employee covered by this Collective Bargaining Agreement shall receive a wage increase of two- and one-half percent (2.5%) of their base rate of pay.

Effective October 1, 2023 each employee covered by this Collective Bargaining Agreement shall receive a wage increase of two percent (2.0%) of their base rate of pay.

#### Section L

When a Vehicle Operator- Forklift and a Vehicle Operator Wrecker are tasked to provide an assignment that requires their additional certification they will receive an additional one dollar (\$1.00 ) per hour for each hour they work utilizing the certification.

### **ARTICLE SEVEN - HOURS OF WORK AND OVERTIME**

#### SECTION A.

The normal work day shall consist of eight (8) hours, excluding meal periods, and the normal work week shall consist of forty (40) hours; provided, the Company shall have the right to schedule such shifts and hours as are necessary or advisable in the conduct of its business. Without compromising this right, the regular shift schedule is from 7:00 a.m. until 4:00 p.m. daily, during the workweek.

#### SECTION B.

Employees shall be paid One and One-Half (1.5) times their regular rate for all hours worked in excess of forty (40) hours per week; provided, there shall be no duplication of overtime hereunder, and employee's work day shall be the twenty-four (24) work shift, and the work week shall be the seven day period beginning at 00:01 a.m. on Saturday and ending at 12:00 Midnight on Friday.

#### SECTION C.

Nothing in this Agreement shall be construed or considered as a guarantee by the Company to provide employees with any number of hours of work during their employment.

#### SECTION D.

Overtime, as between qualified employees, shall be distributed as equally as practicable. A qualified employee shall mean an employee that has the ability, skills, experience, physical fitness and/or required license(s) to perform the required job. If the employees' qualifications are equal, the most senior qualified employee will be offered the overtime work first.

SECTION E.

Qualified full-time employees of this Company will be afforded the opportunity to work forty (40) hours in a workweek before part-time employees are used. All employees of the Company covered by this Agreement shall be classified as either full- time employees or part-time employees.

SECTION F.

The Company shall not schedule a full-time employee time off to avoid paying overtime, except where such scheduling is required to meet surges in workload, recall, emergency or disaster. However, this should not be misconstrued to suggest that the Company does not have the right to plan and manage its operations to accomplish the objectives of the Government and of the Company or abrogate any management function.

**ARTICLE EIGHT - JURY DUTY**

The Company will pay to a full-time employee summoned to perform jury duty, requiring absence from the regular scheduled work, the employee's regular rate of pay during such absence. It will be the employee's responsibility to present the summons and the certificate of jury service to the Company.

**ARTICLE NINE - UNIFORMS**

When employees are required to wear uniforms such as trousers, shirts, ties, badges, caps and blazers in the performance of their duties, the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) is an expense which may not be borne by an employee where such costs reduces the hourly rate below that required by the wages set forth herein. The Company will furnish each employee who is required to wear a uniform a basic issue of eleven sets of shirts and trousers. When an employee is required to wear, as a condition of his/her employment, any specific shoes, the Company will bear the cost of one hundred and seventy-five

(\$175.00) per pair for said shoes per calendar year. Required footwear damaged due to a catastrophic event as determined by the Company, such as a fuel spill, will be replaced not to exceed the cost of one hundred and seventy-five (\$175.00)

The Company is required to furnish all employees with an adequate number of uniforms without costs or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, the Company shall reimburse employees for such cleaning and maintenance at a rate of \$4.25 per week (or \$.85 per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for maintenance costs.

The employee will notify the uniform coordinator of any misplaced, damaged or lost uniforms. In the event the employee's work status is terminated the employee must return all uniforms prior to receiving his/her final paycheck. The employee will not be responsible for any misplaced, lost or damaged uniforms reported to the uniform coordinator due to a vendor error prior to his/her termination. If the employee cannot produce all the uniforms furnished, the employee will be responsible for the cost of the items not returned. The cost will be deducted from the employee's last paycheck.

When an employee is required to wear, as a condition of his/her employment, any specific safety glasses, and the employee's vision is impaired and a doctor prescribes glasses in order to correct the employee's vision to 20/20, the Company will reimburse the employee for those prescription glasses not to exceed \$ two hundred dollars (\$200.00) per calendar year. The employee must produce a receipt for the prescription glasses purchased to be eligible for reimbursement. A calendar year is 1 January through 31 December. Required eyewear damaged due to a catastrophic event as determined by the Company, will be replaced not to exceed the cost of \$ two hundred dollars (\$200.00)

## **ARTICLE TEN - PROBATIONARY PERIOD**

### **SECTION A.**

Every new employee subject to CAC requirements to perform their job duties and responsibilities shall be on probation until all training and security IT access qualifications are met or one hundred and twenty days (120 days) or whichever is the last to occur for only those employees. This 120 day extension of the probationary period is only for those employee required to obtain a CAC card to complete their job duties. If the employees has not received their CAC card after 120 days, the probationary period ends. All other employees not subject to CAC requirements remain at ninety (90) days probation.

Every rehired employee shall be on probation for the first sixty (60) days of re-employment. A part-time employee who has worked on a part-time basis shall serve a sixty (60) day probationary period if hired in a full-time position, provided the employee has worked part-time for a minimum period of ninety (90) days.

### **SECTION B.**

At any time during the ninety (90) day, or sixty (60) day probationary period specified above, any employee may be discharged for any bona fide reason, and any such employee so discharged shall not have the right to file or have other recourse to the grievance procedure.

## **ARTICLE ELEVEN - SPLIT AND IRREGULAR SHIFTS**

When the work schedule requires split shifts or irregular working hours, the Company will endeavor to man the period with available qualified part time employees. If the scheduling of full-time employees is required to meet the Company's manning requirements, reasonable efforts will be made to schedule the least senior qualified employees before scheduling more senior qualified employees.

## **ARTICLE TWELVE - HOLIDAYS**

### **SECTION A.**

All full-time employees shall receive holiday pay of eight (8) hours at

their straight-time hourly wage rate for each of the following designated holidays:

- 1) New Year's Day
- 2) Martin Luther King's Birthday
- 3) President's Day
- 4) Memorial Day
- 5) Juneteenth Day
- 6) Independence Day
- 7) Labor Day
- 8) Columbus Day
- 9) Veteran's Day
- 10) Thanksgiving
- 11) Christmas

The Company may substitute for any of the main holidays another day off with pay in accordance with a plan communicated to the employee(s) involved.

#### SECTION B.

If one of the holidays shall occur during an employee's vacation period, that day will be recognized as a paid holiday and will not be charged as vacation.

#### SECTION C.

When the work schedule requires work on weekends or holidays, the Company will endeavor to staff the holiday or weekend period with available qualified part-time

Employees. If the scheduling of full-time employees is required to meet the Company's staffing requirements, the Company will first ask for volunteers by seniority. If there are not enough volunteers to satisfy the staffing requirements, then the least senior full-time employee(s) will be required to work.

#### SECTION D.

All holidays shall be celebrated on the day designated by Maxwell-Gunter Air Force Base as outlined in Section A above.

Any holiday or any day off declared by the President of the United States, or Congress will be observed by the contract personnel and will be paid at the regular

rate of pay, providing the holiday falls on a work day and the Government pays the contractor for that day's work.

#### SECTION E.

On a rotating seniority basis, full-time employees will be given preference twenty- four (24) hours in advance in scheduling on holidays and weekends to make a full work week (40 hours) if the reasons caused by the Company or the Air Force that the full-time employee could not otherwise get a full regular forty (40) hours.

#### SECTION F.

To be eligible for holiday pay, an employee must work his/her regularly scheduled shift both the day before the holiday and the day after the holiday or provide proof of a bona fide reason acceptable to management. Pre-approved vacation approved sick leave, as well as approved Leave With-out Pay (LWOP), are considered the same as working a regularly scheduled shift for purposes of eligibility for holiday pay.

#### SECTION G.

Part time personnel will receive six hours (6) of holiday pay for holidays worked in lieu of time off with pay. The employee must work at least five hours during the work week in which the holiday occurs to receive the holiday pay.

### **ARTICLE THIRTEEN - CALL IN – REPORTING**

Any fulltime employee who reports for work at his/her regular starting time and who has not been given at least six (6) hours previous notice not to report shall receive a minimum of four (4) hours straight time pay. A minimum of four (4) hours will be paid to each fulltime employee when called in to work when not scheduled. All employees that are required, in writing, to standby in cases of emergency, on the weekdays and weekends will be paid fifteen dollars (\$15) per day, plus time required to perform work, however, not less than a minimum of four (4) hours. All employees that are required, in writing, to stand by in cases of emergency on holidays will be paid twenty (\$20.00) per day, plus time required to perform work, however, not less than a minimum of four (4) hours. When employees are required



to stand by in writing and no employee volunteers, then the most junior qualified employee will be required to stand by.

#### **ARTICLE FOURTEEN -NONDISCRIMINATION**

The parties to this Agreement agree not to discriminate against any employee or applicant for employment with the Company, any member of the Union, or applicant for membership in the Union, because of race, creed, color, sex, age, national origin, disability, or veteran status and in particular, to comply with the applicable provisions of Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, the American's with Disabilities Act, and/or the Veteran's Re-Adjustment Act.

The parties to this contract agree not to discriminate based on sexual orientation.

#### **ARTICLE FIFTEEN - AIR FORCE REGULATIONS**

The union acknowledges that the operations of the Company are subject to the rules and regulation of Maxwell-Gunter Air Force Base and the United States Air Force. Any action taken by the Company to comply with such rules and regulations shall not be construed as a violation this Agreement.

#### **ARTICLE SIXTEEN - SENIORITY**

##### **SECTION A.**

Seniority of employees shall mean the length of continuous, uninterrupted service of any employee. Seniority shall be established by the date of hire/re-hire with the current contractor or predecessor contractor, whichever is earlier, provided that the employee shall have first completed his/her probationary period. If two or more individuals have the same date of hire, seniority shall be determined by the earliest date of birth in the calendar year hired, beginning with the month of January through December not the year of birth. A seniority list shall be established and shall be revised at least annually with a copy furnished to the Steward of the local union. This list shall be posted. A seniority list will be kept for employee's desiring

to work the available overtime.

#### SECTION B.

Promotions and assignments for job openings shall be made by the Company based on qualification, ability, physical fitness, job performance, and seniority. All other factors being equal, seniority shall govern. Layoffs and recalls of employees shall be made by the Company based on seniority subject to the right of the Company to maintain a qualified work force. The Company will keep all bargaining unit employees trained, as required by the contract performance work statement (PWS), or as new equipment is introduced. Any employee selected by the company for training will be paid his/her normal wage rate during such training and will be reimbursed any travel expenses in accordance with Company policy and the DOD Joint Travel Regulation. Any employee who wishes to attend a particular training course will advise the Company of his/her desires. Selection of employees for training when offered by the Company shall be made by the Company based on qualifications, ability, physical fitness and job performance

#### SECTION C.

The Company retains the right to assign available work to employees, and to transfer qualified workers to and among jobs where need for such work arises within the same contract. In the event there is a question of shift assignments and other factors such as qualifications, ability, physical fitness, and job performance being equal, seniority shall prevail.

#### SECTION D.

In the event of a job opening, the Company will post on the bulletin board said job for bid for a period of ten (10) working days excluding weekends, and holidays. If no then-qualified employee bids on said job, the Company may hire an outsider. The requirement of being "then-qualified" may be waived in all instances by the Company without establishing a precedent or requirement that the Company waive the "then-qualified" provision in the future.

#### SECTION E.

An employee will lose his/her seniority standing if he/she, (1) resigns, (2) is discharged for cause, (3) is laid off for twelve (12) consecutive months,

(4) is absent due to illness certified by a physician for twelve (12) consecutive months,

(5) fails to return from written leave of absence at the end of such leave, and (6) is absent for three (3) consecutive working days without a bona-fide excuse.

#### SECTION F.

Notice of recall from layoff shall be by telegram or certified mail, to the employee's last known address filed with the Company. The employee has three (3) days to notify the Company that he/she will return to work and he/she must return to work within seven (7) days from date of mailing. An employee failing to abide by these conditions shall forfeit his/her seniority rights.

#### SECTION G.

Any reprimand shall be in writing and a copy shall be provided to the Local Union President. Reprimands more than 12 months old may not be used for future progressive disciplinary purposes. Any reprimand is subject to grievance procedures.

#### SECTION H.

In the event of a job position which is created by the Company and not listed in the Wage Determination of this Agreement, the Company will negotiate for a minimum hourly wage rate for this job classification within fifteen (15) days from the date such position is created.

#### SECTION I.

An employee who successfully bids on a position within the bargaining unit or out of the bargaining unit will be granted a thirty (30) day probationary period. If the

employee does not, or cannot perform his/her job adequately, he/she will be allowed to return to the previous position with no loss in seniority. Any person who bid or filled the position during the 30-day period will also return to his/her former position.

#### SECTION J.

Any person who has bid or filled the injured person's position will return to his/her previous position, or if hired to fill a vacancy, will be laid off.

SECTION K.

The Company will provide the Union with the name, position, and date of hire of any new employees subject to the Collective Bargaining Agreement within one week after hire. The Company shall provide the Union a timely notice of employee status change, such as: position, part-time to full-time, resignations, terminations, etc.

SECTION L.

Selection of employees for training, when offered by the Company, shall be made by the Company based on qualification, ability, physical fitness, job performance, and seniority. All other factors being equal, seniority shall govern.

SECTION M.

Any employee has the right to bump up or down to a different position or classification when the employee's position is eliminated or the employee is laid off, based on seniority and ability to perform the position.

**ARTICLE SEVENTEEN INTERRUPTION OF WORK**

During the terms of this Agreement, or any extension thereof, no employee shall engage in a strike, slow down, refusal to work, or any other disruption of work, nor shall the Union or its representatives or members cause, authorize, pay, condone, or participate in any strike, stoppage of work, boycott, or other work interruption or interference with the Company's operation. Should any employee engage in any of the above listed activities he/she shall be subject to discharge or other disciplinary action as may be determined by the Company. There shall be no lockout by the Company. The provisions of this Article shall not come within the grievance and the arbitration

procedures for the purpose of assessing damages or securing specific performance of the terms hereof, such matters shall be solely determined in the appropriate Court.

When the Company and/or the Union fails to abide by the grievance and the arbitration procedures of this contract, the 'Union and/or the Company has the right to appeal to the appropriate Court.

Should there be an interruption of work by the base or the Company on a scheduled work day or weekend, employee, full or part time, should be compensated for that scheduled work day and should not require and should not be required to use vacation time or sick leave.

## **ARTICLE EIGHTEEN - GRIEVANCE PROCEDURE AND ARBITRATION**

Should differences arise between the Company and the Union as to the meaning and application of this Agreement, or should differences arise about matters directly connected with this Agreement, there shall be no suspension of work or slow down by the employee, nor any lockout by the Company, but such differences shall be settled in the following manner:

**Step 1** The Step I meeting will be between the employee, Steward, Local Union President, or in lieu of the Steward or Local Union President, one member of the Grievance Committee , the Human Resource Manager and the Supervisor of the section involved. All such matters must be presented within three (3) workdays after the occurrence giving rise to the grievance, otherwise, the grievance will be waived. Should the grievance not be resolved within 3 workdays the union may advance the grievance to the next step of the grievance procedure.

**Step 2** The Step 2 meeting will be between the aggrieved employee, Local Union President, or in lieu Local Union President one member of the Grievance Committee , the Logistics Manager and Human Resources Manager. The union will be provided with a written Step 2 in response to the Union's written and verbal arguments presented at the Step 2 meeting within five (5) workdays. The matter must be appealed to the Manager Human Resources within ten (10) workdays after receipt of the Step 2 answer: otherwise the grievance will be waived.

**Step 3** The Step 3 meeting will be between the Representative of the International

Union, the Local Union President, Vice President or in lieu of a Representative of the Union, the Local Union Vice- President or President, one member of the Grievance Committee , and representatives of the Company who may include the Program Manager/Designee and Human Resource Manager. The Step 3 meeting will be scheduled within ten (10) workdays after receipt of the Step 2 appeal. After the Step 3 Meeting the Human Resource Manager shall provide the Local Union President with a written reply within 10 workdays.

**Step 4,** In the event the matter shall not have been satisfactorily settled by the foregoing procedure, either party may submit it to arbitration by serving written notice of the desire to arbitrate upon the other party within the five (5) working days after the conclusion of the third stage hereunder. Service of such notice within such period shall be a condition precedent to arbitration. The time herein may be extended by expressed mutual agreement of the parties.

The party appealing the grievance to arbitration will submit a list of arbitrators from which the other party may select within fifteen (15) working days from notification to the other party the grievance has been appealed to arbitration . If the parties are unable to select an arbitrator from this list, the parties will request a second panel of seven (7) arbitrators from the Federal Mediation and Conciliation Service. Upon receipt of the approved panel, the parties shall alternately strike a name from the list until one (1) name remains and this person shall be the arbitrator.

A date for Arbitration will be set within forty-five (45) days from the date an Arbitrator has been chosen.

twice and the remaining panel member shall be appointed as an impartial arbitrator.

The fee and expense of the arbitrator shall be borne equally by the Union and the Company. The arbitrator's decision shall be final and binding upon both parties. The arbitrator shall be bound by the exact terms of this Agreement and shall have no power to amend, vary, add to, or subtract from the provisions thereof.

**Step 5.** Grievances involving discharge or suspension shall begin by the aggrieved employee filing a written notice on management within forty-eight (48) hours of the discharge or suspension, said notice stating the grievance. If said written

notice is filed, management shall, within five (5) working days, set up a review hearing with said hearing being held before a representative of management, the Local Union President and the aggrieved employee. Should the employee and the Union be aggrieved following this hearing, said matter shall be immediately referred to the third step of the grievance procedure. This will be the exclusive remedy in the event of suspension and/or discharge cases.

The parties hereto expressly agree that neither party shall bring or cause to be brought any Court or other legal or administrative action against the other until the dispute, claim, or grievance shall have been brought to the attention of the party against whom it shall be made and after said party has had a reasonable time to correct the

cause or circumstances giving rise to such dispute, claim or grievance, provided that where Article XVIII is violated, the Company shall have the right to go directly into Court for appropriate relief.

#### **ARTICLE NINETEEN - EMPLOYEE ADDRESS AND TELEPHONE**

Every employee shall report and assure that his or her personnel records are updated with their most recent home address, mailing address and home telephone number within fifteen (15) working days (excluding weekends and holidays) of any such change. In the event the employee does not have a home telephone number, the employee is required to provide a telephone number where a message can be left for the purposes of recall, call in and reporting pay, or emergency. The employee must notify the Company within fifteen (15) working days (excluding weekends and holidays) of any such change of their new home telephone number and mailing address.

#### **ARTICLE TWENTY - LEAVES OF ABSENCE**

A leave of absence without pay will be granted an employee when such leave will not impair the normal operations. Application for leaves of absence of less than one

(1) week shall be made to the Logistics Manager. Applications for leaves of

absence for extended periods of definite duration shall be made in writing to Human Resources. Leaves may be granted for or extended to a maximum of not more than ninety (90) days and approval will not be arbitrarily withheld. Any employee absent on leave, who engages in other gainful employment, shall lose his/her status as an employee of the Company unless special permission is obtained in advance.

Any employee on leave of absence without pay is subject to pay those insurance premiums which are regularly paid by the Company; provided, that the Company will pay up to one hundred eighty (180) days of the employee's insurance premiums if the employee is absent due to his/her own injury or illness.

Any employee who appears to be physically or mentally incapable of performing his/her assigned duties may be required by the Company to have a physical examination or to present a statement from a doctor to his/her supervisor stating that he/she is able to continue to perform his/her assigned duties.

Any person, regardless of medical release, who is found to be unable to perform his/her assigned duties, or otherwise be unable to perform to the standards of the Company due to any medical condition, will be placed on disability leave without pay. The period of leave shall be such as is reasonable for rehabilitation, but in no event longer than twelve (12) months from the date of the commencement of the leave. During the period of leave, the employee's seniority will not be affected. In the absence of a reasonable medical basis for disability leave, the Company will not be obligated to reinstate the employee. Where practical and reasonable, the Company will modify the position or reassign the individual to an alternate position.

An employee suffering injury arising out of and in the course of his/her employment who is required to leave the job will be paid from the time of the injury to the end of the normal shift on the day of such injury. Payment will be at the employee's regular rate of pay. Employee's on leave because of injury on or off the job, or because of illness, shall accrue seniority while on leave for a period not to exceed twelve (12) months for injuries occurring on the job and not to exceed twelve (12) months for injuries occurring off the job; and shall be reinstated to his/her



former position upon his/her return to work, provided the position is still in existence., if hired to fill a vacancy, will be laid off.

The Company will not provide or cause general knowledge of reasons why any employee is absent from work nor his / her pay status / type except to the Local Union President. Management will use their office to discipline or discuss matters that might compromise employee's privacy. Upon employee request, scheduling and other issues will be discussed in private settings or Management office.

### ARTICLE TWENTY- ONE- VACATION

All full-time employees who are employed at Maxwell-Gunter Air Force Base, Alabama with the present Company, or its predecessor or successor will begin accruing with the first paycheck after hire, vacation (by pay period) per the following schedule provided the employee is in active status at the time the vacation is earned.

Years of Service	Accrual Rate	Maximum Amount
0-2 years	3.08 hours	80 hours
3-6 years	4.62 hours	120 hours
7-15 years	6.16	160 hours
16-20 years	7.70	200 hours
21+ years	8.00	208 hours

One (1) week of vacation pay, when earned, may be paid in lieu of time off, provided the Company is notified at least two weeks in advance. Employees may have two times their annual allotment banked at one time.

Vacation will, in-so-far as possible, be granted at a time most desired by the employee's, however advance vacation scheduling is required to insure a normal operation. Workload permitting, vacation may be taken: a day at a time (providing that advance notice is given at least two (2) working days prior to vacation); or one week at a time. Vacation time taken may not exceed ten (10) days over a twelve

(12) month period after two years, and fifteen (15) days over a twelve (12) month period after three (3) years, and twenty (20) days over a twelve (12) month period after ten (10) years.

Vacation pay for part-time personnel will be pro-rated based on the number of hours the employee works during the anniversary year divided by 2,080 hours.

No

vacation pay will be granted until the employee completes one year of continuous service.

Any employee who is terminated, resigns, or loses his/her job due to the expiration of this agreement or government contract during a payroll period and does not work through the last day of the payroll period in which they are terminated, resigned or losses his/her job will not receive pro-rated vacation pay for which he/she is entitled through the last day of employment for their last pay period only.

Emergency vacations, minimums of four (4) hours, will be approved - however, the employee may be required to show proof of the emergency.

## **ARTICLE TWENTY-TWO - SICK LEAVE**

### **SECTION A.**

An employee shall be entitled to sick leave with pay following one (1) month of service.

Full-time employees and full-time Flex Employees(those regularly scheduled 32-40 hours) r will accrue 3.75 hours of paid sick leave per bi-weekly pay period.

Part time employee will accrue paid sick leave at 2.06 hours per bi-weekly pay period in which the employee works or receive pay from the Company.

An employee shall not be paid for unused sick leave; however, sick leave may be carried over from year to year, provided that no employee shall be allowed to accumulate more than two hundred and forty (240) hours of sick leave.

SECTION B.

If any employee is absent for two (2) days or more due to illness, the employer may require a doctor's certificate. The employer may require a medical certification of illness for one (1) day of absence if the employee is absent on a Monday or Friday. Employees may also use their sick leave for their spouses or child(ren)'s illness on the same terms and conditions of an employee's use of sick leave for his/her own illness.

SECTION C.

In order to receive payment of sick leave benefits, it is the employee's responsibility to do the following: (1) Specifically request payment of sick leave from immediate supervisor; (2) Comply with the reporting procedures set forth in Section D below.

SECTION D.

It shall be employee's responsibility to notify the employer if he/she will be absent. Employees that will be absent shall have the responsibility of giving management notification at least two (2) hours before the shift they are scheduled to work.


SECTION E.

If the employer has reasonable grounds to believe that an employee is abusing sick leave, the employer may require a doctor's certificate from the employee.


**ARTICLE TWENTY-THREE - BEREAVEMENT LEAVE**

A full-time employee who has completed the probationary period and has a death in their immediate family shall be given three (3) workdays off with pay at their regularly straight-time hourly rate. For purpose of this Article, "immediate family" shall mean legal spouse, brother, sister, child, parents, parents-in-law, grandchildren, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandparents-in-law, step children, aunt, uncle and/or grandparents. Upon request, the Company shall be furnished proof of such death.

A part-time employee who has completed the probationary period and has a death in

their immediate family shall be given (1) workday off with pay at their regular straight-time hourly rate. For purpose of this Article, "immediate family" shall mean legal spouses, parents, stepparents, father-in-law, mother-in-law, son-in-law, daughter-in-law, child, step-children, brother, sister, brother-in-law, sister-in-law, grandparents and grandparents-in-law and grandchildren, step- parents, aunts, and uncles. 

#### **ARTICLE TWENTY-FOUR - UNION OFFICIALS**

Upon a two-week notice employee elected or appointed as officers or representatives of the Union, local or International, may be granted leave of absence without pay for official Union business at any time and shall retain and accumulate seniority while on leave. They shall be reinstated to their former positions. Any leave subject to this section shall be of short duration, temporary in nature, and shall not exceed six weeks in any federal fiscal year. The senior Union representative employed by the Company shall have seniority over all other employees in cases of layoffs and/or cutbacks of personnel. It shall be the duty of the Union to give the Company a notice of any proposed leave of absence for official Union business as soon as is practical after determining that said leave will be necessary; preferable, at least two (2) weeks in advance of the proposed leave; and said leave will be granted upon proper notice. The Company shall provide a locked office for the Local  Union.

#### **ARTICLE TWENTY-FIVE - EMPLOYEE BENEFITS**

The Company reserves the right to modify or replace the following benefit plans. However, should such action be planned, the Company will notify the Union in advance and meet with the Union as soon as possible after such notification to negotiate modifications to Sections A, B and C below.

##### **SECTION A.**

The Company will provide group insurance plans for each full-time

employee under the Company's Benefits Program A full-time employee is one who was not hired as a part-time employee and whose average weekly hours worked and/or paid is at least thirty- two (32) hours. Under this program, the Company will provide each covered full-time employee with Flexible Benefits Credits in the amount shown below each bi-weekly pay period in which the employees work or receive paid time off. Employees may use these credits to purchase any available coverage for themselves and eligible dependents from group insurance plans offered under the Benefits Program. The Company Benefits Program may include Medical, Dental, Vision, Short- and Long-Term Disability, Supplemental Life Insurance and Flexible Spending Accounts. Pre-tax credits may not be used to purchase Dependent Life Insurance Coverage which is offered with after-tax payroll deductions. Any coverage costs more than the Company provided credits will be paid by the employees via pre-tax payroll deductions. Any excess credits will be paid to the employee as additional taxable income each pay period. In addition to the aforementioned benefits, the Company will provide each employee with Basic Life Insurance, Accidental Death and Dismemberment Insurance, and Short-Term Disability Insurance at no cost to the employee.

**Flexible Benefits Credits**

Effective	Bi-weekly Credits
1-1-22	\$605.00
1-1-23	\$610.00
1-1-24	\$615.00


**Part-time Employee:**

Part-time employees will receive the amounts below per hour worked to a maximum of forty (40) hours per week in lieu of the above benefits program effective:

Effective	Per Hour Worked
-----------	-----------------

1-1-22	\$4.65
1-1-23	\$4.70
1-1-24	\$4.75 

**SECTION B.**

 The Center for Medicare and Medicaid Services (CMS) does not allow Medicare-eligible employees to decline company medical coverage if the employees receive any financial (or other incentive) for opting out of the company health plan.


This means that beginning on January 1, 2022 all Medicare-eligible employees who are not enrolled in another medical plan that is primary to Medicare will be automatically enrolled in the Vectrus HDHP 4500 medical plan, unless you select one of the other medical plans offered by Vectrus; or can provide proof that you are enrolled in another medical plan that is primary to Medicare. The Vectrus medical plan will become primary over any of your other medical plans. This is for medical only; you are not required to take dental or vision coverage.

Should you be automatically enrolled in the company medical plan, the Flexible Benefit Credits that Vectrus provides you to put towards medical coverage will be used to offset the cost of the plan.

Any amounts left over after payment of the monthly insurance premium will be paid to you as cash minus all applicable taxes and withholdings.

**SECTION C.**

All eligible employees in the bargaining unit may participate in the Vectrus Systems 401(K) Plan. Participation began on July 1, 2009 for employees hired from the predecessor contractor. The provisions of this program are as stated in the Summary Plan Description to be provided to all eligible employees.

Effective July 1, 2009, the Company began making matching contributions as outlined  below.

**Eligibility**

New employees will be eligible the first of the month after completing 30 days of employment.

### **Employee Contributions**

Employees may save from 1% to 25%, or other limits set by the IRS, of pretax base salary For employees turning age 50 (or older) by December 31st of each calendar year of the agreement, age 50 catch-up contributions are allowed in accordance with the limits set by the IRS.

### **Fund Options**

Fund options are outlined in the current Summary Plan Description or can be found on-line at the 401 (K) provider's web site. Fund Options are subject to change at any time.

### **Vectrus Systems Corporation Contributions**

The company will contribute a match of fifty (50) cents on the dollar up to three percent (3%) of the employee's base wages to the employee's 401k account.

### **Vesting**

Vesting means that you have rights to all or portion of the money in your account. These rights cannot be forfeited or otherwise taken away. You are always 100% vested in the value of your account. Predecessor contract service counts towards vesting. The employee is 100% vested in employer contributions immediately. There is no vesting schedule.

### **SECTIONC.**

The company will offer a Roth 401 (k) after tax option to all employees. Employees may elect to make contributions through payroll deductions to this plan in accordance with all applicable IRS rules and regulations.

### **SECTIOND.**

The company promotes and encourages education and training as a means of increasing employee productivity and expanding career potential. Employees under this agreement are eligible for these benefits. Contact the Human Resources office for further information.

## **ARTICLE TWENTY-SIX- SEVERANCE PAY**

SECTION A.

Any employee covered by this Agreement who loses his/her job because the position is eliminated or who otherwise loses his or her job by reason of a reduction in the work force caused by the Company or by reason of changes in the contract requirements caused by the Government, shall receive severance pay in accordance with Section B and/or Section C of this Article.

SECTION B. (Full Time Employees)

Severance pay, under Section A of this Article, shall be based at the rate of one and one half (1.5%) percent of the full-time employee's gross hourly rate times actual hours worked. The minimum severance will be based on 32 hours per week and the maximum will be 40 hours per week to a maximum of 2080 hours per each year of continuous service in the bargaining unit, (i.e., 4 years of service at \$5.00 per hour shall be compensated at the rate of  $.015 \times \$5.00 \times 2080 \times 4$ ; or if hours worked were 32 hours per week for 52 weeks;  $.015 \times \$5.00 \times 1664$ ).

SECTION C. (Part Time Employees)

Part time employees' severance pay under Section A of this Article shall be based at the rate of one and one half (1.5%) of actual hours worked in last anniversary year of employment.

Employees who at any time have held "full time positions" will receive severance pay computed under Section B of this Article. (This applies only to a full time employee whose status changes to part time or a part time employee whose status changes to full time and back again to part time ... but not, for example, to a part time employee, recently hired, who may have been a full time employee in with a previous contractor.)

Employees who have held "part time positions"<sup>11</sup> only, will receive severance pay computed in accordance with Section C of this Article.

SECTION D.

Employees will not be eligible for severance pay under this Article in the event the Company's contract with the U.S. Air Force is terminated in full or in part, and the employee, within thirty (30) days after termination of his/her employment



is employed by, or accepts employment, or enters into an agreement for employment with a successor contractor under a follow-on contract with the Government in a position requiring the same, similar or greater responsibility or skill.

#### **ARTICLE TWENTY-SEVEN - SEPARABILITY**

In the event that any provision of this Agreement shall at any time be declared invalid by any State or Federal Court of competent jurisdiction; said decision shall not invalidate the entire Agreement, it being the express intentions of the parties that all other provisions shall remain in full force and effect

#### **ARTICLE TWENTY-EIGHT- TRAFFIC VIOLATIONS**

All traffic violations received while operating a Government vehicle must be reported to the employee's supervisor and to the Company's Human Resources Manager. The violation will remain in the employee's file for a period of three (3) years from the date of the violation. In addition, any employee required to maintain a valid driver's license must report any loss or restriction of driving privileges to the Company. Failure to report a driver's license suspension or revocation will normally result in termination of employment. The Company understands there may be mitigating circumstances and will consider an employee's explanation prior to any appropriate disciplinary action. Please reference CFR 383.31.

#### **ARTICLE TWENTY-NINE- DRUG AND ALCOHOL TESTING**

The parties agree to comply with the Drug Free Workplace Act and incorporate by reference Vectrus Systems Corporation's policies titled Drug Abuse and Controlled substances (HR 2.6) and Use of Alcohol (HR 3.16) into this contract. Any employee who is required to comply with the Department of Transportation Regulations with regard to substance abuse, because of the nature of his/her job responsibilities will also be subject to all the applicable Department of Transportation regulations and be held to the higher of the two standards if any variations exist.

#### **ARTICLE THIRTY-SCHEDULING PART-TIME VEHICLE OPERATORS**

The parties hereby agree to the following procedures:

- **Seniority:** The Seniority List will be used to schedule part-time vehicle operators to fill daily work requirements (the most senior vehicle operator will have first opportunity to work available hours).
- **Hours:** Part-time vehicle operators will be offered the opportunity to work up to 32 hours per week when/if sufficient work exists, however, employees are not guaranteed any number of hours (CBA, Article VII, and Section C). Vehicle operators will be able to exceed 32 hours per pay week only when the shift prior to reaching the 32- hour threshold will cause the vehicle operator to exceed 32 hours per pay week. For example, a vehicle operator was offered the opportunity to work 29 hours in a pay week. The company will offer, when/if sufficient work exists, a shift that will allow the vehicle operator to reach or exceed 32 hours.
  - o Once the most senior vehicle operator has worked or has been offered the opportunity to work a shift that will reach or exceed 32 hours during a pay week, the vehicle operator will not be offered additional hours until all other part-time vehicle operators have been offered the opportunity to work up to 32 hours during the period.
  - o After all vehicle operators have been offered the opportunity to work up to 32 hours during the pay period, additional available work will be offered to vehicle operators in seniority order.
- **Multiple Shifts:** Individuals may volunteer to work more than one shift per day; however, part time vehicle operators will not normally be allowed to work more than a total of ten hours per day.
- **Refusing Work:** When a vehicle operator refuses a work opportunity without an excuse acceptable to the company, such as, but not limited to, a verified emergency, absence pre-arranged with the manager, illness covered by a doctor's excuse, etc. the vehicle operator may be subject to disciplinary action.
- **Mandatory Work Requirements:** When the company has not been able to fill the part-

time work shifts with volunteers (work has been offered but declined) the Seniority List will be used in reverse order to fill remaining part-time work requirements. The scheduler will start at the bottom of the Seniority List and will move up the list until all unfilled requirements are met. In these cases, vehicle operators will be required to work when asked.

- **Vehicle Operator Availability/Contact:** It is the vehicle operator's responsibility to provide the Company with a telephone number(s) where they can be contacted. The scheduler will attempt to contact vehicle operators at the telephone number(s) the vehicle operator has given the company prior to 1600 each day to coordinate the following day's schedule with the employee. Vehicle operators who fail to return calls and/or cannot be contacted by telephone for scheduling may face disciplinary action.
- **Weekend and Holiday Schedule:** The weekend and/or holiday work schedule will be coordinated on the last normal duty day prior to the weekend or holiday.
- **Required Reporting:**
  - o A daily work schedule will be provided to the Local Union after each workweek.
  - o A detailed weekly spreadsheet will be provided to the Local Union after each workweek showing the vehicle operator's name, number of hours offered, number of hours worked, day and/or date worked.

## **ARTICLE THIRTY ONE DISPATCHERS FULL AND PART TIME**

See Appendix (B) Dispatchers; (Full- Time and Part -Time, Fill -in Dispatchers and the way all contained will be identified and scheduled). Vehicle Operators who volunteer to become Fill-in Dispatchers will have an opt Out option after giving a 30-calendar day notice, Fill- in Dispatchers will be relieved of their commitment within 60 calendar days after giving such notice. CAC Card and training has always and will continue to be understood as part of becoming a Dispatcher. A minimum of two qualified Fill-in Dispatchers always is agreed.

## **ARTICLE THIRTY-TWO FULL-TIME FLEX EMPLOYEES WORK SCHEDULE PARAMETERS**

The parties hereby agree to the following:

Full-time flex employees may be scheduled to work different shifts each workday.

1. Full-time flex employees may be scheduled to work any day during the work week except that weekend work will not be scheduled on a routine basis.
2. Full-time flex employees will normally be scheduled for a full shift of eight (8) hours exclusive of an unpaid meal period.

All other provisions of the CBA between the parties will apply equally to full-time flex employees and full-time employees.

Individuals offered full-time flex employment will be briefed on the above provisions which will be conditions of employment as a full-time flex employee.

This Article shall remain in effect for the term of the current Collective Bargaining Agreement between the parties unless modified or rescinded by mutual agreement of the parties.

## **ARTICLE THIRTY THREE - DURATION**

This Agreement shall become effective on August 1, 2021 and shall remain in full force and effect through July 31, 2024. Thereafter, this Agreement shall remain in full force and effect from year to year unless either party to this Agreement desires to change

or modify any of the terms or provisions of this Agreement. The party desiring the change or modifications must notify the other party to this Agreement, in writing, not less than sixty (60) days prior to the expiration date of this Agreement, or not less than sixty (60) days prior to any subsequent anniversary date thereof. Should either party to this Agreement serve such notice upon the other party, a joint conference of the Company and the Union shall commence not later than thirty (30) days prior to the expiration date in the year in which the notice is given.

**SIGNATURE PAGE**

**For the Company**

London K  
Piarrot:AD109B3000001680A42  
02850000bDFF  
London Piarrot  
Labor Relations Manager

Digitally signed by London K  
Piarrot:AD109B3000001680A420285000  
06DFF  
Date: 2021.07.12 12:30:45 -06'00'

Timothy Morris  
Tim Morris  
Program Manager  
Maxwell AFB

Digitally signed by  
Venola Scott  
Date: 2021.07.12  
11:09:26 -04'00'

Venola Scott  
Venola Scott

Portfolio Human Resources Manager/Business Partner  
AETC, AROSC and MCFRE

**For the Union**

Robbie Clark  
Robbie Clark  
Staff Representative

Glenn Turner  
Glenn Turner  
President  
USW Local 13350

Adam Goods  
Adam Goods

Vice-President  
USW Local 13350

Melissa Gray  
Melissa Gray  
Financial Secretary  
USW Local 13350

## APPENDIX A

<b>APPENDIX A</b>					
<b>WAGES</b>					
Effective Date					
Position/Title	Current	One Time Only Increase	10/1/2021	10/1/2022	10/1/2023
<b>Admin, Tech. Order Clerk</b>	\$19.76		\$20.35	\$20.86	\$21.28
<b>Researcher/Parts Clerk</b>	\$19.76		\$20.35	\$20.86	\$21.28
<b>Vehicle Operator, Bus</b>	\$19.79		\$20.38	\$20.89	\$21.31
<b>Vehicle Operator</b>	\$19.79		\$20.38	\$20.89	\$21.31
<b>Vehicle Operator, Protocol</b>	\$19.79		\$20.38	\$20.89	\$21.31
<b>Lube, Tire, Battery Worker</b>	\$19.97		\$20.57	\$21.08	\$21.50
<b>Mechanic Helper, Gen</b>	\$19.97		\$20.57	\$21.08	\$21.50
<b>Vehicle Body Repair/Faint Helper</b>	\$19.97		\$20.57	\$21.08	\$21.50
<b>Vehicle Operator, Forklift</b>	\$20.16		\$20.76	\$21.28	\$21.71
<b>Vehicle Operator, Special Needs Bus</b>	\$20.16		\$20.76	\$21.28	\$21.71
<b>Vehicle Operator, Wrecker</b>	\$20.52		\$21.14	\$21.66	\$22.10
<b>Load Team Member</b>	\$20.84		\$21.47	\$22.00	\$22.44
<b>Dispatcher (AWD Increase)</b>	\$21.51	\$22.03	\$22.69	\$23.26	\$23.72
<b>Vehicle Operator, Tractor Trailer</b>	\$21.92		\$22.58	\$23.14	\$23.60
<b>K Loader Operator</b>	\$22.33		\$23.00	\$23.57	\$24.05
<b>RT Forklift Operator</b>	\$22.33		\$23.00	\$23.57	\$24.05
<b>Fleet Manager/REMS</b>	\$23.51		\$24.22	\$24.82	\$25.32
<b>Mechanic, General Purpose</b>	\$23.71		\$24.42	\$25.03	\$25.53
<b>Mechanic, Small Engine</b>	\$23.71		\$24.42	\$25.03	\$25.53
<b>Mechanic, Fire Truck</b>	\$25.22		\$25.98	\$26.63	\$27.16
<b>Mechanic, Fuel Truck</b>	\$25.22		\$25.98	\$26.63	\$27.16
<b>Mechanic, Special Purpose</b>	\$25.22		\$25.98	\$26.63	\$27.16
<b>Vehicle Body Repair/Painter</b>	\$25.22		\$25.98	\$26.63	\$27.16
<b>Vehicle Maintenance Controller</b>	\$25.22		\$25.98	\$26.63	\$27.16
<b>Welder</b>	\$25.22		\$25.98	\$26.63	\$27.16
<b>Vehicle Maintenance Leader (\$1.00 added as Lead pay)</b>	\$25.49	\$26.49	\$27.28	\$27.97	\$28.53
<b>Logistics Planner (added to Union on 8-1-21)</b>	\$29.51		\$30.40	\$31.16	\$31.78
<b>Training Clerk III/Bus Aide (added to Union on 8-1-21)</b>	\$16.37		\$16.86	\$17.28	\$17.63

Fuel Truck and Fire Truck Mechanics must have attended the appropriate 1 school(s) to be classified in these categories. Welder must be certified in welding to receive Welder pay.

## APPENDIX B

Dispatchers (Part -Time) or Regular Full -time Dispatchers by Position/Title will remain weekend and holiday dispatcher work hour schedules.

Dispatcher (Part -Time) - Is a Part -Time employee who does dispatcher duties on a part -time basis only and is required to work weekends and holidays, may be scheduled to work Monday thru Friday when available .

For the purpose of identification and scheduling, the following will be used; Fill-in Dispatcher (Full -Time) - which means a Vehicle Operator who Is not a dispatcher but does dispatcher duties when a regular dispatcher is not available Monday thru Friday, may volunteer to work weekends and holidays. Fill -in Dispatcher (Part -Time) - which means a Vehicle Operator who is not a dispatcher but does dispatcher duties when a part -time dispatcher Is not available on weekends and holidays, may volunteer to work Monday thru Friday . Those who volunteer to become fill -in dispatchers after being made aware of these guidelines will be scheduled in the following manner .

All Full -Time vehicle operators who do dispatcher duties will be offered the available dispatcher hours or work for the **week** (Monday thru Friday), prior to those hours being offered to a part -time dispatcher . All scheduling will be offered in seniority order . Exceptions will be in cases or rare or unusual circumstances . All shifts or hours not filled by volunteer full-time (fill -in dispatchers ) Monday thru Friday may be offered to part -time dispatchers. The seniority list will be used in reverse order to require the fill -in dispatchers that are already on shift as a vehicle operator to do dispatcher duties

## ATTACHMENT B

### Dispatcher Duties

- Receive transportation request from customers
- Record all request on forms, logs, and in appropriate computer programs
- Provide information to drivers to enable pickup of customers
- Control usage of taxis to ensure maximum coverage of base areas with minimum delays
- Coordinate taxi operation with bus operation to provide inter -area connections
- Notify supervisor of any improper radio discipline
- Correspond with customers
- Generate reports and maintain dispatch records
- Assist supervisor with compiling list of vehicles available for dispatch
- In coordination with supervisor assign vehicles according to factors such as length and purpose of trip, freight or passenger requirements and preference of user
- Issue keys and dispatch forms
- Records time of departure, destination, cargo, and expected time of return



- Briefs customers receiving vehicles of any special instructions as well as how to properly control and utilize Government Fleet Card Fuel Credit Card
- Contacts customers for status updates and report overdue vehicles
- May maintain record of mileage, fuel used, repairs made and other expenses
- Work with supervisor to establish service and delivery routes best suited for drivers
- Issue equipment to drivers
- Use two-way radio to fairly and equally direct activities to drivers
- May need to assign helpers to drivers
- Be able to plot coordinates on GeoSase/Grid M ap -training provided semiannually or as required to maintain proficiency
- Be familiar with regulations governing Official Use guidance
- Verify operators are properly licensed prior to issuing vehicles
- Other duties may be assigned as needed, other duties will be discussed with the Local Union