

SCHEDULE "A"

<u>Class No.</u>	<u>Notes</u>	<u>Class Title</u>	<u>Pay Grade</u>
1201		Accounts Clerk - Police	15
300		Administrative Assistant - Info Section	24
1200		Administrative Assistant - Police Finance & Property	26
1250		BC AFIS Supervisor	27
162		Cashier-Clerk Typist	13
021	a	Clerk I	11
023		Clerk II	13
025	d	Clerk III	17
027		Clerk IV	19
028		Clerk V	22
029		Clerk VI	24
197	a	Clerk Key punch Operator I	13
009		Clerk Stenographer II	13
011		Clerk Stenographer III	15
013		Clerk Stenographer IV	17
1225		Clerk - Traffic Records	14
001	a	Clerk Typist I	10
003	B	Clerk Typist II	13
005		Clerk Typist III	15
1223		Clerk Typist - Vice	16
1210	A	Communications Operator I	15
8027	A	Communications Operator II	19
1217	A	Communications Operator III	21
1238		Computer Operator - Police	20
610		Cook I	14
611		Cook II (Police)	17
1405		Coordinator - FARP	24
1236		Coordinator - Victim/Witness Services Unit	27
1206	A	C.P.I.C. Operator	16
1207	A	C.P.I.C. Supervisor	19
1215		Driver-Stores Worker	15
198		Duplicating Machine Operator	12
1402		Exhibit Custodian - Forensics	17
1233	o	Fingerprint Technician	19
1244		Fingerprint Technician - BCAFIS	23

SCHEDULE "A" (cont'd)

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<u>Class No.</u>	<u>Notes</u>	<u>Class Title</u>	<u>Pay Grade</u>
1463		Firearms Clerk	15
1227	c	Fleet Attendant	15
1331		Fleet Manager	28
1436		Fleet Supervisor	18
1204		Kennel Attendant	15
1203	a,k	Kitchen Attendant I	11
189		Microfilm Operator	13
0057		Payroll Clerk I	15
022		Payroll Clerk II	18
8099		Payroll Supervisor	20
1299		Personnel Assistant I - Police	13
1300		Personnel Assistant II - Police	17
1208		Police Document Examiner	27
1228		Police Laboratory Analyst I	26
8097		Police Laboratory Analyst II	31
1212		Police Report Clerk	13
1339		Property Custodian	17
1500		Research Assistant	17
8181		Secretary to Deputy Chief Constable	16
1205		Stable Attendant	15
111		Storekeeper I	18
141	*,o	Store Worker - Police	14
1338		Supervisor - Police Property Office	20
172		Technical Specialist	28
171	a	Telephone Operator I	13
1341		Telephone Operator II	14
606	a	Telephone Operator Typist I	11
607		Telephone Operator Typist II	13
1211		Traffic Counter Clerk	12
1235		Victim/Witness Program Assistant	21

Footnotes:

- (a) These positions receive an increment each six (6) months - all others annual except as provided under \*\* below.
- (c) These positions may work a 37½ hour work week.
- (k) Pay grade includes consideration for working irregular hours.
- (o) Plus two pay grades for additional responsibility, where applicable.
- (A) These positions may work longer hours.
- (B) Plus \$6.00 if operating offset press.

Where employees have a normal work week that is different than thirty-five (35) hours per week, they shall be paid their hourly rate multiplied by the number of hours worked.

\*\* Eligibility for advancement from one step (increment) to the next is as follows:

- Pay Grades 9 to 14 - 6 month eligibility to move from steps 1 to 2 and 2 to 3; thereafter 12 month eligibility.
- Pay Grade 15 - 6 month eligibility to move from step 1 to 2; thereafter 12 month eligibility.
- Pay Grade 16 and above - 12 month eligibility.

FIRST AID PREMIUMS FOR DESIGNATED HOLDERS OF INDUSTRIAL FIRST AID CERTIFICATES

Employees who are required by the Employer to perform first aid duties in addition to their normal duties and who hold a valid Workers' Compensation Board Occupational Health and Safety First Aid Certificate shall be paid a premium in accordance with the certificate required by the Employer as follows:

SCHEDULE "A" (cont'd)

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Footnotes (cont'd)

	<u>Full-Time Employees</u>	<u>Regular Part-Time &amp; Auxiliary Employees</u>
OFA Level II	\$85 per month	55¢ per hour
OFA Level III	\$100 per month	65¢ per hour

The Employer will pay course fees for the OFA Level II and III course for employees who are required to have such certification provided the employee successfully completes the course.

RATES OF PAYSALARY RANGES FOR CLASSES OF POSITIONS COVERED BY AGREEMENT

between

THE VANCOUVER POLICE BOARD

and the

TEAMSTERS, LOCAL 31

Effective 1997 January 01 - 1999 December 31

(Rates based on a 35-hour week)

Key: A = 1997 January 01 - December 31

B = 1998 January 01 - December 31

C = 1999 January 01 - December 31

<u>Pay Grade</u>	<u>Effective Date</u>	<u>Steps:</u>				
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
9	A	12.14	12.62	13.12	13.63	14.19
	B	12.26	12.75	13.25	13.77	14.33
	C	12.38	12.88	13.38	13.91	14.47
10	A	12.62	13.12	13.63	14.19	14.75
	B	12.75	13.25	13.77	14.33	14.90
	C	12.88	13.38	13.91	14.47	15.05
11	A	13.12	13.63	14.19	14.75	15.34
	B	13.25	13.77	14.33	14.90	15.49
	C	13.38	13.91	14.47	15.05	15.64
12	A	13.63	14.19	14.75	15.34	15.97
	B	13.77	14.33	14.90	15.49	16.13
	C	13.91	14.47	15.05	15.64	16.29
13	A	14.19	14.75	15.34	15.97	16.62
	B	14.33	14.90	15.49	16.13	16.79
	C	14.47	15.05	15.64	16.29	16.96

SCHEDULE "A" (cont'd)

Key: A = 1997 January 01 - December 31  
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<u>Pay Grade</u>	<u>Effective Date</u>	<u>Steps:</u>				
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
14	A	14.75	15.34	15.97	16.62	17.31
	B	14.90	15.49	16.13	16.79	17.48
	C	15.05	15.64	16.29	16.96	17.65
15	A	15.34	15.97	16.62	17.31	18.02
	B	15.49	16.13	16.79	17.48	18.20
	C	15.64	16.29	16.96	17.65	18.38
16	A	15.97	16.62	17.31	18.02	18.77
	B	16.13	16.79	17.48	18.20	18.96
	C	16.29	16.96	17.65	18.38	19.15
17	A	16.62	17.31	18.02	18.77	19.54
	B	16.79	17.48	18.20	18.96	19.74
	C	16.96	17.65	18.38	19.15	19.94
18	A	17.31	18.02	18.77	19.54	20.35
	B	17.48	18.20	18.96	19.74	20.55
	C	17.65	18.38	19.15	19.94	20.76
19	A	18.02	18.77	19.54	20.35	21.21
	B	18.20	18.96	19.74	20.55	21.42
	C	18.38	19.15	19.94	20.76	21.63
20	A	18.77	19.54	20.35	21.21	22.11
	B	18.96	19.74	20.55	21.42	22.33
	C	19.15	19.94	20.76	21.63	22.55
21	A	19.54	20.35	21.21	22.11	23.02
	B	19.74	20.55	21.42	22.33	23.25
	C	19.94	20.76	21.63	22.55	23.48
22	A	20.35	21.21	22.11	23.02	23.97
	B	20.55	21.42	22.33	23.25	24.21
	C	20.76	21.63	22.55	23.48	24.45

SCHEDULE "A" (cont'd)

Key: A = 1997 January 01 - December 31  
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<u>Pay Grade</u>	<u>Effective Date</u>	<u>Steps:</u>				
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
23	A	21.21	22.11	23.02	23.97	25.01
	B	21.42	22.33	23.25	24.21	25.26
	C	21.63	22.55	23.48	24.45	25.51
24	A	22.11	23.02	23.97	25.01	26.09
	B	22.33	23.25	24.21	25.26	26.35
	C	22.55	23.48	24.45	25.51	26.61
25	A	23.02	23.97	25.01	26.09	27.17
	B	23.25	24.21	25.26	26.35	27.44
	C	23.48	24.45	25.51	26.61	27.71
26	A	23.97	25.01	26.09	27.17	28.33
	B	24.21	25.26	26.35	27.44	28.61
	C	24.45	25.51	26.61	27.71	28.90
27	A	25.01	26.09	27.17	28.33	29.55
	B	25.26	26.35	27.44	28.61	29.85
	C	25.51	26.61	27.71	28.90	30.15
28	A	26.09	27.17	28.33	29.55	30.82
	B	26.35	27.44	28.61	29.85	31.13
	C	26.61	27.71	28.90	30.15	31.44
29	A	27.17	28.33	29.55	30.82	32.13
	B	27.44	28.61	29.85	31.13	32.45
	C	27.71	28.90	30.15	31.44	32.77
30	A	28.33	29.55	30.82	32.13	33.53
	B	28.61	29.85	31.13	32.45	33.87
	C	28.90	30.15	31.44	32.77	34.21
31	A	29.55	30.82	32.13	33.53	34.97
	B	29.85	31.13	32.45	33.87	35.32
	C	30.15	31.44	32.77	34.21	35.67

SCHEDULE "A" (cont'd)

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Key: A = 1997 January 01 - December 31  
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 C = 1999 January 01 - December 31

<u>Pay Grade</u>	<u>Effective Date</u>	<u>Steps:</u>				
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
32	A	30.82	32.13	33.53	34.97	36.48
	B	31.13	32.45	33.87	35.32	36.84
	C	31.44	32.77	34.21	35.67	37.21
33	A	32.13	33.53	34.97	36.48	38.06
	B	32.45	33.87	35.32	36.84	38.44
	C	32.77	34.21	35.67	37.21	38.82

SCHEDULE "B"

This is Schedule "B" referred to in  
Clauses 5.4 & 18 of this Agreement

- A. The terms and conditions of this Agreement shall apply to Regular Part-Time Employees and Auxiliary Employees save and except for the following provisions thereof:

Clause 6.	Pay for Acting Senior Capacity
Clause 8.	Overtime, Callout
Clause 8.4	Meal Periods
Clause 9.	Vacations & Public Holidays
Clause 10.	Employee Benefits (except 10.15)
Clause 11.1(b)	Working Conditions (normal work days)
Clause 11.2	Posting Positions & Filling Vacancies
Clause 11.3	Promotions, Transfers & Demotions
Clause 11.4	Probationary Periods
Clause 11.5	Layoffs & Bumping
Clause 11.6	Recall
Clause 17.	Occupational Health Plan

and Schedules "A", "C", and "D"(Part I).

- B. In addition to the applicable terms and conditions referred to in paragraph A the following special provisions apply to Regular Part-Time Employees and Auxiliary Employees:

1. OVERTIME

Regular Part-Time Employees and Auxiliary Employees who are required to work over-time shall be paid for such overtime in the following manner:

- (a) Time and one-half for the first four (4) hours worked in excess of the normal daily hours in a day.
- (b) Double time for hours worked beyond four (4) hours in excess of the normal daily hours in a day.
- (c) Where employees have already performed work on five (5) days during the week, time and one-half for any hours worked prior to noon on their sixth day of work in that week, double time for hours worked after 12 noon on their sixth day, and double time for all hours worked on their seventh day of work in that week.
- (d) For purposes of applying overtime rates, normal daily and weekly hours for Regular Part-Time Employees shall be deemed to be those of a Regular Full-Time Employee whose position is similarly classified.

Note: For as long as the attached Letter of Understanding re Schedule "B" - Overtime remains in effect, Part B, 1(c), is hereby inoperative.

## 2. MEAL PERIODS

- (a) Regular Part-Time Employees and Auxiliary Employees who are relieving in a full-time position shall be eligible for Meal Periods pursuant to Clause 8.4 under the same terms and conditions that are applicable to a Regular Full-Time Employee.
- (b) Regular Part-Time Employees and Auxiliary Employees who are required to work on their sixth or seventh day of the week pursuant to Clause 1(c) above shall be eligible for Meal Periods pursuant to Clause 8.4.

## 3. BENEFITS AND PAYMENT IN LIEU OF BENEFITS

Auxiliary Employees shall be paid an amount equal to twelve percent (12%) of their regular earnings which premium payment shall be considered to be in lieu of all employee benefits, including annual vacation, public holidays, group life, medical, extended health, dental, and those providing for time off with pay, provided however, that those Auxiliary Employees, upon the completion of 1500 hours of work within two (2) consecutive calendar years, shall have such pay in lieu of benefits increased to sixteen percent (16%) of their regular earnings.

4. PUBLIC HOLIDAYS

A public holiday will be treated as a normal working day for Regular Part-Time Employees and Auxiliary Employees. Thus, an employee who works on a public holiday will be paid straight time rates for the normal daily hours and at normal overtime rates for any hours worked in excess of normal daily or weekly hours. Similarly, an employee who does not work on a public holiday will not receive any pay or compensating time off in lieu of the holiday.

5. NORMAL DAILY AND WEEKLY HOURS

Normal daily and weekly hours shall be deemed to be eight (8) and forty (40) respectively for Regular Part-Time Employees and Auxiliary Employees except in the case of a Regular Part-Time Employee or an Auxiliary Employee working in a classification normally occupied by a Regular Full-Time Employee whose normal hours shall be deemed to be the normal hours of the Regular Part-Time Employee or Auxiliary Employee (as the case may be).

6. PAY INCREMENTS

Where ranges exist, eligibility for advancement from one step to the next (increment) shall be based on the completion of 1044 hours.

7. RESIGNATION, RE-EMPLOYMENT, LAYOFF

Employees who are absent from the service for less than one (1) year shall have their seniority and placement on the increment scale reinstated upon re-employment.

8. LEAVE FOR VACATION

A Regular Part-Time Employee and Auxiliary Employee may, upon request, be granted leave of absence without pay for vacation purposes, with scheduling subject to operational requirements.

SCHEDULE "C"

This is Schedule "C" referred to in  
Clauses 9.2 and 18 of this Agreement

SUPPLEMENTARY VACATIONS: EXPLANATION OF THE TABLE

In the table the figure to the left of the oblique stroke shows the number of working days\* of regular annual vacation.

The figure to the right of the oblique stroke shows the number of working days of supplementary vacation, and appears in the calendar year in which they are credited to an employee. These supplementary vacation days may be taken in any of the years beginning with the one in which they were credited but prior to the one in which the next 5 days are credited.

Example:

An employee hired in 1986 is in their (11th) calendar year during 1996. The employee in 1996 will be credited with 5 supplementary working days which may be taken at any time between 1996 and 2000, both years included. In 2001 the employee will be credited with a further 5 supplementary working days, etc.

\*The working day entitlement is based upon a five-day work week.

## SCHEDULE "C" (cont'd)

TABLE SHOWING REGULAR ANNUAL VACATION AND SUPPLEMENTARY VACATION  
ENTITLEMENT IN WORKING DAYS FOR THE YEARS 1996 TO 2005 BY YEAR HIRED  
 (based on 1998 vacation entitlement)

Year Hired	ENTITLEMENT YEAR									
	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005
2004	--	--	--	--	--	--	--	--	--	15/-
2003	--	--	--	--	--	--	--	--	15/-	15/-
2002	--	--	--	--	--	--	--	15/-	15/-	15/-
2001	--	--	--	--	--	--	15/-	15/-	15/-	15/-
2000	--	--	--	--	--	15/-	15/-	15/-	15/-	15/-
1999	--	--	--	--	15/-	15/-	15/-	15/-	15/-	15/-
1998	--	--	--	15/-	15/-	15/-	15/-	15/-	15/-	20/-
1997	--	--	15/-	15/-	15/-	15/-	15/-	15/-	20/-	20/-
1996	--	15/-	15/-	15/-	15/-	15/-	15/-	20/-	20/-	20/-
1995	15/-	15/-	15/-	15/-	15/-	15/-	20/-	20/-	20/-	20/5
1994	15/-	15/-	15/-	15/-	15/-	20/-	20/-	20/-	20/5	20/-
1993	15/-	15/-	15/-	15/-	20/-	20/-	20/-	20/5	20/-	20/-
1992	15/-	15/-	15/-	20/-	20/-	20/-	20/5	20/-	20/-	20/-
1991	15/-	15/-	20/-	20/-	20/-	20/5	20/-	20/-	20/-	20/-
1990	15/-	20/-	20/-	20/-	20/5	20/-	20/-	20/-	20/-	25/5
1989	20/-	20/-	20/-	20/5	20/-	20/-	20/-	20/-	25/5	25/-
1988	20/-	20/-	20/5	20/-	20/-	20/-	20/-	25/5	25/-	25/-
1987	20/-	20/5	20/-	20/-	20/-	20/-	25/5	25/-	25/-	25/-
1986	20/5	20/-	20/-	20/-	20/-	25/5	25/-	25/-	25/-	25/-
1985	20/-	20/-	20/-	20/-	25/5	25/-	25/-	25/-	25/-	25/5
1984	20/-	20/-	20/-	25/5	25/-	25/-	25/-	25/-	25/5	25/-
1983	20/-	20/-	25/5	25/-	25/-	25/-	25/-	25/5	25/-	25/-
1982	20/-	25/5	25/-	25/-	25/-	25/-	25/5	25/-	25/-	30/-
1981	25/5	25/-	25/-	25/-	25/-	25/5	25/-	25/-	30/-	30/-
1980	25/-	25/-	25/-	25/-	25/5	25/-	25/-	30/-	30/-	30/5
1979	25/-	25/-	25/-	25/5	25/-	25/-	30/-	30/-	30/5	30/-
1978	25/-	25/-	25/5	25/-	25/-	30/-	30/-	30/5	30/-	30/-
1977	25/-	25/5	25/-	25/-	30/-	30/-	30/5	30/-	30/-	30/-
1976	25/5	25/-	25/-	30/-	30/-	30/5	30/-	30/-	30/-	30/-
1975	25/-	25/-	30/-	30/-	30/5	30/-	30/-	30/-	30/-	30/5
1974	25/-	30/-	30/-	30/5	30/-	30/-	30/-	30/-	30/5	30/-
1973	30/-	30/-	30/5	30/-	30/-	30/-	30/-	30/5	30/-	30/-
1972	30/-	30/5	30/-	30/-	30/-	30/-	30/5	30/-	30/-	30/-
1971	30/5	30/-	30/-	30/-	30/-	30/5	30/-	30/-	30/-	30/-
1970	30/-	30/-	30/-	30/-	30/5	30/-	30/-	30/-	30/-	30/5
1969	30/-	30/-	30/-	30/5	30/-	30/-	30/-	30/-	30/5	30/-
1968	30/-	30/-	30/5	30/-	30/-	30/-	30/-	30/5	30/-	30/-
1967	30/-	30/5	30/-	30/-	30/-	30/-	30/5	30/-	30/-	30/-
1966	30/5	30/-	30/-	30/-	30/-	30/5	30/-	30/-	30/-	30/-
1965	30/-	30/-	30/-	30/-	30/5	30/-	30/-	30/-	30/-	30/5

SCHEDULE "D"

PART I

This is Schedule "D" referred to in  
Clause 18 of this Agreement

1977 Negotiations

The following items are from the Memorandum of Agreement dated 4 June 1977, entered into between the bargaining representatives for the City of Vancouver et al and the bargaining representatives for the Union which was used in the preparation of this Agreement:

1. With respect to the Unions' proposal for a Compressed Work Week based on present hours, it is agreed that decisions regarding whether or not, and if so, to what extent compressed work weeks should be introduced into the operation of any of the Employers should be made in local discussions between individual Employers and their respective Local Unions. It is agreed, however, that arrangements for the conversion of fringe benefits from a 5-day week basis to a 4-day week basis or to a 9-day fortnight basis shall be made in accordance with one or other of the standard formulas the details of which are set forth in the Appendix which is attached to this Schedule.

It is expressly agreed that the various formulas which are to be included within all new Agreements, are to be based upon the principle that any adjustment from a 5-day week is to be accomplished with neither any additional salary or benefit cost to the Employers nor any reduction in the salaries or benefits received by their employees.

APPENDIX

This is the Appendix referred to  
in Schedule "D"

Principles Governing the Conversion of Employee Fringe Benefits  
in Cases of Introduction or Renewal of Compressed Work Weeks

In the event that any of the parties to this Memorandum of Agreement decide in local discussions to extend the existing conversion of, or to convert the work week of the employees staffing the whole or a part of an Employer's operations, from five (5) working days to four (4) working days per week or to nine (9) working days per fortnight, it has been agreed that such employees' fringe benefits shall be converted as follows:

1. Basic annual working hours shall be calculated as  $260.89 \times$  daily working hours as per the 5-day week; e.g.  $260.89 \times 7 = 1826\frac{1}{4}$ , or  $260.89 \times 7.5 = 1956.675$ .
2. Basic annual public holiday hours shall be calculated as  $11 \times$  daily hours as per the 5-day week; e.g.  $11 \times 7 = 77$ , or  $11 \times 7.5 = 82.5$ .
3. Account shall be taken of the difference in basic annual rest period allowances; e.g.  $52.178 \text{ weeks} \times 5 \text{ days} \times 20 \text{ minutes} (=86.96 \text{ hours})$  in the case of the standard 5-day week;  $52.178 \times 4 \times 20 \text{ minutes} (=69.57 \text{ hours})$  in the case of the 4-day week; and  $52.178 \times 4.5 \times 20 \text{ minutes} (=78.27 \text{ hours})$  in the case of the 9-day fortnight.
4. Employees shall have at least two of their days off in any week consecutive, and such days off shall for purposes of Overtime pay be deemed to be the "first scheduled rest day" and the "second scheduled rest day". Pay for any work on the third day off in any week shall be in accordance with normal daily overtime rates.
5. For the purposes of Overtime pay on scheduled working days, normal daily working hours and the normal work week shall be considered to be those lengths of time established by the parties pursuant to paragraph 8 herein.
6. Annual Vacation entitlement and all credits for Deferred Vacation, Supplementary Vacation, Sick Leave benefits and Gratuity benefits shall be converted from working days to working hours by multiplying the number of days to an employee's credit by the daily working hours as per the previous 5-day week. All deductions or debits shall be made on the basis that each working day of absence shall be measured as the length of time established by the parties pursuant to paragraph 8 herein.
7. Notwithstanding any Clause in a Collective Agreement to the contrary, an employee shall not receive pay for acting senior capacity where the employee has been temporarily

required to accept the responsibilities and carry out the duties of a senior position because of the absence of the incumbent of that senior position due to the compressed work week.

8. In order to establish the length of the compressed work day and the compressed work week, the parties are to be governed by the principle that the basic annual working hours less basic annual public holiday hours and less basic annual rest period allowances are to remain the same under the compressed work week as they were under the standard work week.

The parties will be free to decide how to deal with the matter of public holidays in accordance with one or other of the three following ways, and their decisions will determine automatically the lengths of the compressed work day and work week:

- (a) Revert to a standard 5-day week in any week when a public holiday occurs;
  - (b) Change days off during any week when a public holiday occurs in order that each employee will work on four (4) days in every week of the year with the sole exception being when Christmas Day and Boxing Day are observed in the same week in which case each employee will work three (3) days in that week and five (5) days in the immediately preceding week.
  - (c) Have a compressed work day off with pay for each public holiday, and owe the Employer the difference in hours between the length of the compressed work days and the length of the employee's former standard work day.
9. Whenever any doubt arises as to how the fringe benefit conversion should be made with respect to any item (whether or not covered by this Appendix "C"), the doubt shall be resolved by reference to the basic principle agreed upon by all parties to this Memorandum, i.e., there shall be no additional salary or benefit cost to the Employer, and no reduction in the salaries or benefits received by the employees.
10. In the event any Employer and its respective Union wish to amend or continue an existing experimental compressed work week, or wish to introduce a compressed work week, they will be required to obtain the approval of the Joint Language Sub-Committee with respect to their proposed formula for converting employee fringe benefits.

SCHEDULE "D"PART II

This is Schedule "D" referred to in  
Clause 18 of this Agreement

1997-1999 Negotiations1. Parking

The Employer agrees to provide up to fifty (50) stalls at the 312 Main Street building for parking (all stalls to be available between the hours of 0600h and 1800h, and 25 stalls to be available between the hours of 1800h and 0600h). The administration procedure with respect to financing of the stalls will be the responsibility of the Union. Employees shall pay fifty percent (50%) of the cost of the stalls which has initially been set at \$27.25 per month. Such amount may be adjusted from time to time as necessary. This arrangement will become effective as soon as is practical but not likely until 1997 December 01. It is agreed that the number of stalls will be reviewed again prior to 1998 December 31 and in particular at such time when the Communications Section is transferred to another Employer.

2. Re-Engineering

Effective 1997 March 11, the Employer and the Union agree for the term of the Agreement that it is in the Employer's, Union's and employees' interests to establish a joint committee to discuss issues related to re-engineering. This committee will meet as required and in the event of re-engineering in order to review the impact of these changes on employees as well as to discuss issues related to the re-assignment of employees to alternate positions and changes in job duties and functions.

SCHEDULE "E"

This is Schedule "E" referred to in  
Clause 18 of this Agreement

EMPLOYMENT STANDARDS ACT PRINCIPLES

Effective 1984 July 12 the parties agree that the following principles are implicit in and form part of the terms of the Collective Agreement:

- (1) That, except where a provision in the Agreement or a currently accepted practice specifically contemplates otherwise, (for example, the Overtime, Callout and non-standard work week provisions) employees shall have not less than eight (8) consecutive hours free from work between each shift worked and not less than thirty-two (32) consecutive hours free from work between each week. Where an employee is required to work within the eight (8) or thirty-two (32) hour free period, the time worked during the work free period shall be subject to the appropriate overtime provisions.
- (2) That where an employee works a split shift, the shift shall be completed within twelve (12) hours of commencing such shift.
- (3) The eating period provided under the "Hours of Work" provision of the Agreement shall be scheduled so as to prevent an employee from working more than five (5) consecutive hours without an eating period. Commencing one (1) month following 1984 July 12 Regular Part-Time and Auxiliary Employees shall not work more than five (5) consecutive hours without an unpaid eating period.

LETTER OF UNDERSTANDING

between

THE VANCOUVER POLICE BOARD  
("the Employer")

and

THE TEAMSTERS, LOCAL 31  
("the Union")

JOB SHARING

The Employer and the Union agree that where a Regular Full-Time Employee wished to share their full-time position, that such job sharing agreements be mutually agreed upon using the following principles PROVIDED HOWEVER, that nothing in this Letter of Understanding shall be construed as altering the existing rights and/or obligations of either party under the Collective Agreement, except as specifically provided herein:

I. General

Where a Regular Full-Time Employee occupying a regular full-time position wishes to share their position with another employee and has received formal approval from the Department Head and the Union, the employee shall be entitled to do so in accordance with the provisions of this Letter of Understanding.

II. Procedure

1. A Regular Full-Time Employee shall apply in writing to their Department Head indicating the reason for the requests including the hours and days of the week the employee wishes to share and with whom the employee contemplates the job sharing arrangement. A copy of this request shall be forwarded to the Director of Personnel Services and the Union.
2. The employee with whom it is contemplated the position shall be shared must be qualified to perform the duties and responsibilities of the position.
3. Where an employee's request is approved and results in an acceptable job sharing arrangement, the General Manager, Human Resource Services shall provide each affected employee with a letter covering the terms and conditions of the Job

Sharing arrangement signed by the Employer and Union (a sample copy is attached).

4. Under normal circumstances, the regular daily and weekly hours of the position shall remain unchanged as a result of the Job Sharing arrangement unless otherwise varied by the terms and conditions as provided by the letter referred to in paragraph 3 above.
5. Where an employee's request is denied, the Union may request a meeting with the Department Head and General Manager, Human Resource Services to discuss the matter.

### III. Duration

1. Each Job Sharing arrangement shall be for a maximum period of one (1) year unless extended by mutual agreement between the Employer and the Union.
2. A Job Sharing arrangement may be terminated earlier than expected by either of the employees or by the Employer provided thirty (30) calendar days' written notice has been served to the other parties, unless otherwise provided for in the letter referred to in paragraph II, item 3. Other employees temporarily appointed to fill positions vacated as a direct result of Job Sharing shall be advised at the time of their temporary appointment that their term in the position could be cut short as a result of an early cancellation.
3. Upon the expiry or termination of the Job Sharing arrangement, the Regular Full-Time Employee shall revert to working in his/her position on a full-time basis under the terms and conditions applicable to Regular Full-Time Employees unless some other Job Sharing arrangement has been agreed upon.

### IV. Employee Status and Working Conditions

1. A Regular Full-Time Employee in a Job Sharing arrangement shall continue to maintain the status of a Regular Full-Time Employee during the period of time covered by the Job Sharing arrangement and shall accumulate seniority in proportion to the scheduled hours compared to the full-time hours of the position. Such an employee shall be entitled to exercise bidding rights as a Regular Full-Time Employee and to use accumulated seniority for all applicable purposes including layoff, bumping and recall.

2. The general principles with respect to wage rates, employee benefit entitlements and premium payments for Regular Full-Time Employees in Job Sharing arrangements are as follows:
  - (a) Wages shall be paid in accordance with the ratio that the employee's scheduled weekly hours bears to the full-time hours of the position being shared.
  - (b) Paid leave benefits, such as Vacation, Public Holidays, Sick Leave and Gratuity shall be earned on a proportionate basis (in the case of Compassionate Leave, paid on a proportionate basis) in accordance with the ratio that the employee's scheduled weekly hours bears to the full-time hours of the position being shared.
  - (c) The employee's share of the premium payments for Health and Welfare benefits, such as Medical, Extended Health, Dental and Group Life shall increase proportionately as the number of scheduled weekly hours decrease in relation to the full-time hours of the position being shared.
3. In accordance with the general principles outlined in paragraph 2, except as otherwise stated, the following shall apply to Regular Full-Time Employees:
  - (a) Vacation Entitlement

The employee's annual vacation entitlement shall be prorated according to the number of weekly hours the employee is scheduled to work in comparison to the full-time hours of the position being shared. It is understood that the Employer shall not adjust the start date of the employee for the period of time spent in the Job Sharing arrangement and as such any future vacation entitlement shall not be delayed as a result of time spent in a Job Sharing arrangement.
  - (b) Supplementary Vacation

Supplementary vacation shall not be prorated as a result of an employee participating in a Job Sharing arrangement.
  - (c) Public Holidays
    - (i) Where an employee's normal hours of work are based on a five (5) day week, the employee shall take public holidays as they occur.

The employee's public holiday entitlement and pay shall be earned on a proportionate basis in accordance with the ratio that the employee's scheduled weekly hours bears to the full-time hours of the position being shared.

- (ii) Where the employee has not received sufficient public holiday hours as part of their work schedule or been credited with sufficient hours as a result of the proration or made alternate arrangements to the satisfaction of the department to use public holiday hours to which they were entitled as a result of the proration, the employee's public holiday account shall be credited with the appropriate number of hours at year end.
- (iii) Where the employee has received an overage on the number of paid hours, the employee may be scheduled to work without pay to make up the equivalent number of overpaid hours. Where the Employer is not able to schedule work for the employee, arrangements shall be made to deduct the overage either from the employee's compensating time off account or from the employee's normal pay and such deduction is to be done at year end or at the expiry of the Job Sharing arrangement, whichever is the earlier.
- (iv) Shared positions based on the compressed work week of 4 days shall receive prorated public holiday pay as part of their pay cheque and therefore no adjustment is required.

(d) Medical Services Plan, Extended Health, Dental and Group Life

The Employer shall pay a prorated share of the premiums for the above-noted benefits based on the proportion of the employee's new scheduled hours compared to the full-time hours of the position being shared and the premiums normally paid by the Employer for a full-time employee. The employee shall pay the balance in order to maintain full coverage.

An example of the calculation of the Employer's share is as follows:

$$\text{Employer's share} = 17.5 \text{ (schedule hours)} / 35 \text{ (normal full-time hours)} \times 60\% \text{ (employer's portion of premium)} = 30\% \text{ of premium}$$

(e) Sick Leave and Gratuity

For the period of the Job Sharing arrangement, the employee shall have sick leave and gratuity days credited on a prorated basis, calculated on the same proportionate basis as the employee's new scheduled hours bears to the full-time hours of the position being shared.

(f) VESP

The employee shall continue to be entitled to VESP on the basis of 1½ of the reduced earnings.

(g) Superannuation

Where an employee is contributing to superannuation and enters a Job Sharing arrangement, the employee shall be required to continue making payments toward superannuation. The cost sharing arrangement shall continue on the same percentage basis applied to the reduced earnings.

(h) Increments

A Regular Full-Time Employee sharing a position shall be eligible for increments upon the completion of the equivalent period of service applicable to a Regular Full-Time Employee in a similar classified position.

V. Auxiliary and Regular Part-Time Employees

Auxiliary and/or Regular Part-Time Employees sharing a portion of a regular full-time position as a result of a Job Sharing agreement shall continue to be treated in accordance with the applicable provisions of the Collective Agreement.

VI. Termination

Either party may cancel this Letter of Understanding by providing at least thirty (30) calendar days' written notice to the other party. Notwithstanding such cancellation, all Job Sharing arrangements in effect at the time of cancellation shall continue under the individual terms agreed upon.

LETTER OF UNDERSTANDING - JOB SHARING (cont'd)

SIGNED this \_\_\_ day of \_\_\_\_\_, 1996.

ON BEHALF OF THE EMPLOYER:

ON BEHALF OF THE UNION:

"M. Clark"

"J. Armstrong"

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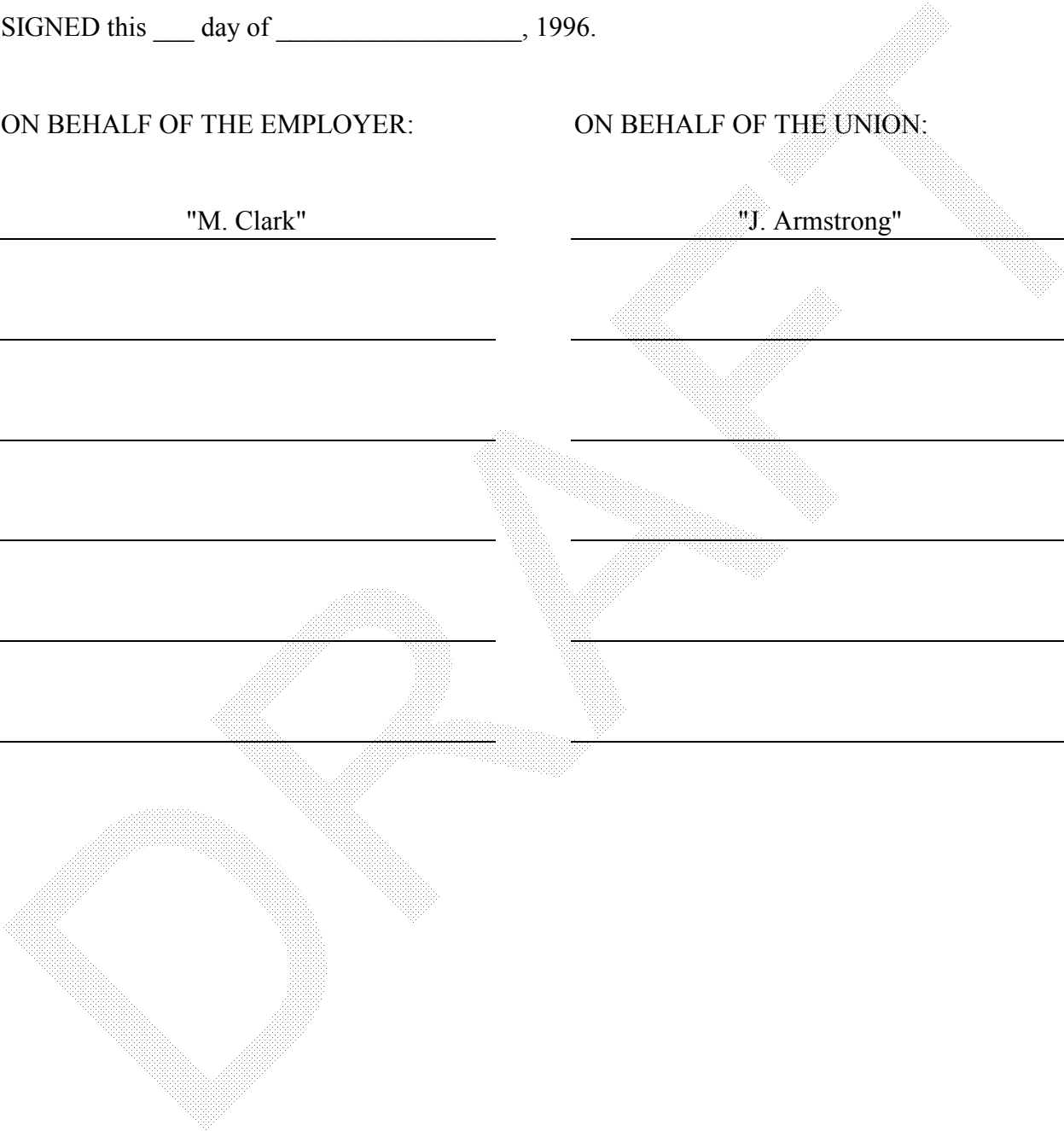
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LETTER OF UNDERSTANDING

between the

VANCOUVER POLICE BOARD  
(hereinafter called "the Employer")

and the

TEAMSTERS, LOCAL 31  
(hereinafter called "the Union")

RE: GRANT EMPLOYMENT

Where government grant applications require the approval of the Union, the Union agrees to provide such approval provided the following conditions are met:

- (a) The Employer shall give at least thirty (30) days' advance notice to the Union.
- (b) The Notice shall identify the grant program, the number of anticipated positions, the general nature of the work to be done and the proposed rate of pay.
- (c) No current employee shall be laid off or have their hours reduced as a result of a government-funded grant program.
- (d) Employees hired to work on grant programs will be paid bargaining unit rates where they are performing the work of a classification listed in Schedule "A", otherwise they will receive the grant rate.

LETTER OF UNDERSTANDING - GRANT EMPLOYMENT (cont'd)

Signed this 11th day of September, 1995.

ON BEHALF OF THE EMPLOYER:

ON BEHALF OF THE UNION:

\_\_\_\_\_

\_\_\_\_\_

"Don Paradon" D/C/C

"J. Armstrong"

"Kathy Peters"

"Terry Blythe"

"Vanessa Austin"

"Marilyn Clark"

"Wayne Gwillim"

"Malcolm Graham"

"Leslie Neill"

\_\_\_\_\_

\_\_\_\_\_

LETTER OF UNDERSTANDING

between the

VANCOUVER POLICE BOARD  
(hereinafter called "the Employer")

and the

TEAMSTERS, LOCAL 31  
(hereinafter called "the Union")

RE: SCHEDULE "B" - PART B(1)(c) - OVERTIME - Regular Part-Time and Auxiliary Employees

For as long as this Letter of Understanding remains in force and effect, the Employer and Union agree to suspend Schedule "B", Part B(1)(c) of the 1991-1993 Collective Agreement and replace it with the following:

"Where an employee has not worked forty (40) hours on five (5) days during the week, the employee may work on the sixth and/or seventh day of work in that week at straight-time hours until such time as forty (40) hours of work has been reached and thereafter the overtime provisions would apply."

This Letter of Understanding shall remain in force until either party serves sixty (60) days' written notice to cancel. Such sixty (60) days cancellation notice shall not be served until at least one (1) year after the date of ratification of this Memorandum of Agreement.

Signed this 11th day of September, 1995.

ON BEHALF OF THE EMPLOYER:

\_\_\_\_\_

"Don Paradon" D/C/C

\_\_\_\_\_

"Terry Blythe"

\_\_\_\_\_

"Marilyn Clark"

\_\_\_\_\_

"Malcolm Graham"

\_\_\_\_\_

\_\_\_\_\_

ON BEHALF OF THE UNION:

"J. Armstrong"

\_\_\_\_\_

"Kathy Peters"

\_\_\_\_\_

"Vanessa Austin"

\_\_\_\_\_

"Wayne Gwillim"

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"Leslie Neill"

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