

COLLECTIVE BARGAINING AGREEMENT

BOROUGH OF DUMONT

a body politic and corporate

and

DUMONT PUBLIC WORKS EMPLOYEES

January 1, 2004 to December 31, 2006

AGREEMENT

THIS AGREEMENT, made as of the 1st day of January 2004 by and between the **BOROUGH OF DUMONT**, a body politic and corporate in law, hereinafter referred to as "Employee", and the **DUMONT PUBLIC WORKS EMPLOYEES**, hereinafter referred to as the "Association" for a period of 3 years expiring December 31, 2006. **WHEREAS** the Employer and the Association recognize that it will be to the benefit of both to promote mutual understanding and foster a harmonious relationship between the parties to the end that continuous and efficient service will be rendered to and by both parties.

NOW, THEREFORE, in consideration of the mutual promises, obligations and undertakings stated herein, it is agreed as follows:

1. EMPLOYEE'S BASIC RIGHTS.

Pursuant to P.L. 1998c303 (N.J.S.A.13a34-1 et seq.) the Employer hereby agrees that every eligible employee shall have the right freely to organize, join and support the Association and its affiliates for the purpose of engaging in collective negotiations and other concerted activities for mutual aid and protection. As a body exercising governmental power under the Law of the State of New Jersey, the Employer undertakes and agrees that it shall not, directly or indirectly, discourage, deprive or coerce any employee covered by this agreement in the enjoyment of any rights conferred by P.L. 1 968,c 303, or other Laws of New Jersey or the United States and it shall not discriminate against any such employee with respect to hours, wages or any terms or conditions of employment by reason of his membership in the Association

and its affiliates, collective negotiations with the Employer, the institution of any grievance, complaint or proceeding under this agreement or otherwise with respect to any terms and conditions of employment as prescribed by the New Jersey Statutes.

2. ASSOCIATION RECOGNITION

a. The Employer recognizes the Association as the exclusive representative for the purpose of collective negotiations with respect to all negotiable items of employment for all employees covered by this agreement. The following DPW employees are specifically excluded from the provisions of this agreement: Superintendent of Public Works, Foreman, part-time and per diem employees.

b. No employee shall be compelled to join the Association, but shall the option to voluntarily join said Association.

c. The Term "Employee" as used herein, shall be defined to include the plural as well as the singular, and to include females as well as males.

3. EXCLUSIVITY OF UNION REPRESENTATION

The Employer agrees that it will not enter into any contract or memorandum of agreement with anyone but the recognized Association with regard to the categories of personnel covered by this agreement.

4. EXISTING LAW

The provisions of this agreement shall be subject to and subordinate to, and shall not annul or modify existing applicable provisions of State and Federal Laws.

5. ASSOCIATION REPRESENTATIVES

a. The Employer recognizes the right of the Association to designate two (2) representatives of their association for the enforcement of this agreement. The Association shall

furnish the Employer, in writing, the name of the representative and notify the Employer of any changes.

b. The authority of the representative so designated by the Association shall be limited to, and shall not exceed the following duties:

- (1) The presentation of grievances in accordance with the provisions of the collective bargaining agreement.
- (2) The transmission of such messages and information which shall originate with, and are authorized by the Association or its officers.
- (3) In the event that an arbitrator demands that hearings be conducted during working hours, the designated Association representative will be granted time off with pay to attend said hearing.
- (4) The designated Association representative shall be granted time with pay during regular working hours, not to exceed ten (10) hours per month to settle grievances for Association members.

6. MAINTENANCE OF WORK OPERATION

a. Consistent with law and with the terms of this agreement, each of the parties hereto, agree that they will fulfill their obligations to one another and further agree that they shall not interfere with the operation of the Employer or the operation of the Association respectively.

b. Nothing contained in this agreement shall be construed to limit or restrict the Employer or the Association in their right to seek and obtain such judicial or administrative relief as they may be entitled to have in law or equity for injunction or damages or both in the event of a breach by the Employer or its agents or by the Association or its agents.

c. The Employer agrees that it will not lock out its employees and the Association

agrees that it will not authorize any strike.

7. PRESERVATION OF RIGHTS

a. The Employer hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it prior to the signing of this agreement by the laws and Constitutions of the State of New Jersey and of the United States, including, but not limiting the generality of the foregoing, the following rights:

- (1) To the executive management and administrative control of the Employer Government, its properties and facilities and the activities of its employees;
- (2) To hire all employees, and subject to the provisions of law, to determine their qualifications and conditions for continued employment or assignment and to promote and transfer employees;
- (3) To suspend, promote, demote, transfer, assign, reassign, discharge, or take any other disciplinary action for good and just cause according to law.

b. Nothing contained herein, shall be construed to deny or restrict the Employer of its rights, responsibilities and authority, under Titles 11, 40 and 40A of the New Jersey Statutes, N.J.S.A. 34:3A-1, or any other national, state, county or other applicable laws.

c. Proposed new rules or modifications of existing rules governing working conditions shall be negotiated with the association representative before they are established.

8. DATA FOR FUTURE BARGAINING

a. The Employer agrees to make available to the Association all relevant data that the Association may require to bargain collectively, providing the same is not of a confidential nature.

b. The relevant data noted above shall include, but shall not be limited to such items

as, salaries and benefits enjoyed by other Employer personnel, the cost of various insurance and other programs, the total number of injuries on duty, the total length of time lost as a result of injuries on duty and other data of a similar nature.

9. SALARIES

The base annual salaries shall be as set forth in Appendix "A". Any monies due employees by virtue of this clause shall be paid as soon after the execution of this agreement as practicable.

10. WORK DAY, WORK WEEK & OVERTIME

- a. Each member shall work an eight (8) hour day, during which period a fifteen (15) minute coffee break and a forty-five (45) minute lunch shall be provided.
- b. Work in excess of forty (40) hours per week shall be overtime. Employees shall be compensated for overtime worked at a rate of time and one-half.
- c. Overtime shall be equally distributed among employees and their respective departments as is reasonably practicable among those capable of performing the work to be done. Assignment of overtime shall be subject to the Superintendent's discretion.
- d. All unit members must be working, or notified that work is available, and such available work refused before any additional outside help is summoned or hired to operate Employer equipment.
- e. In the event of a job action by members of the Association, the Employer shall have the right to replace DPW employees with outside personnel.
- f. The Employer will not require the employees to "punch a time clock" during the term of this agreement, but reserves the right to reintroduce the time clock thereafter.
- g. If employees are required to work after midnight during a snowstorm or other

emergency, then for each hour worked after midnight, such employees will report to work one (1) hour later than they are regularly scheduled to start work. However, the standby crew from the previous week and the standby crew for the next week shall report to work at the regularly scheduled time.

h. During any emergency situation, if an employee works in excess of six (6) consecutive hours, the Employer shall provide an appropriate mealtime at a mutually agreed upon location, as follows:

Breakfast	- not to exceed \$5.00
Lunch	- not to exceed \$8.00
Dinner	- not to exceed \$12.00

11. HOURLY RATE

To compute the base hourly rate of an employee, his annual base salary shall be divided by 2,080 hours.

12. STANDBY TIME

- a. Standby time shall be defined as being available for any emergency which may arise over and beyond the employee's normal eight (8) hour daily work schedule.
- b. A list of those employees to be assigned to standby duty for each weekend and holiday of the year shall be posted within five (5) days from the date thereof and thereafter, not later than ten (10) days prior to January 1st of each year until a new agreement has been negotiated. The Borough may change such assignments when reasonably necessary due to employee termination, hiring, promotions, illness and other incapacity.
- c. Standby on holidays shall be paid at the rate of time and one half except when four or more Employees are called out. If this occurs, when the fourth man is called out all shall be

paid double time.

d. In the event a designated employee is unable, for any reason, including vacation time, to be on standby, he shall secure a qualified replacement and shall submit written confirmation of such replacement or substitution to his immediate superior within a reasonable time prior to the commencement of such standby duty. The replacement or substitute shall be subject to the approval of the Superintendent. Reasonable time shall be considered to be forty-eight (48) hours.

d. Each employee designed for standby duty shall be compensated for standby (i.e. on-call) at the rate of sixty dollars (\$60.00) per day during the term of this contract.

13. RECALL

a. Any employee who is called back to work after his regular eight (8) hours of work will be compensated at time and one-half with a minimum guarantee of two (2) hours worked or pay in lieu thereof.

b. The parties agree that when an employee is injured while traveling in response to or as a result of a recall and he sustains an injury during such period, the said injury shall be considered as an injury for all purposes under this agreement.

14. LONGEVITY

a. Each employee of the Department of Public Works, of the Borough of Dumont hired prior to January 1, 1990 may be entitled to receive a longevity payment of up to two percent (2%) of his salary after each four years of continuous service, up to a maximum of twelve percent (12%).

b. It is the understanding of the parties that longevity is to be eliminated for all new employees, and no employee hired after January 1, 1990 will be entitled to longevity.

15. CLOTHING ALLOWANCE

a. Each employee, except the Secretary, shall receive, during the term of this agreement the following clothing:

(1) Every two (2) years, each employee shall receive (5) sets of shirts and pants, one (1) winter jacket and (2) light weight jacket.

(2) In January, on an annual basis, each employee shall receive \$280.00 which is to be used to purchase two (2) pairs of work shoes.

(3) The Borough shall supply two (2) pairs of gloves, foul weather gear and safety rubber boots as needed.

(4) Adjustments in the items to be provided pursuant to section 15a(1) and 15a(2) may be made with the approval of the DPW Superintendent and the employee.

(5) The present practice of laundry service for the cleaning of uniforms shall be maintained unless the Borough undertakes a purchase program.

b. If the Employer decides to change the uniform or any part of the uniform, it shall provide any such changed items at no cost to the employees.

c. An employee's uniform or personal equipment which are required by him in his capacity as a member of the Department of Public Works, which may be damaged during the course of his employment, will be replaced at the expense of the Employer, except where such damage is caused by the negligence of the employee. The replacement of clothing and personal equipment shall be subject to the approval of the Department of Public Works Superintendent. Any payments made for replacement clothing shall be in addition to the employee's annual clothing allowance referred to in this agreement, and shall be made to the employee within thirty days (30) days from the reporting of the damage or loss by the employee.

d. All clothing which the Employer is obligated to provide shall be distributed to the employees during the month of June.

16. VACATIONS

a. The vacation program as set forth in Appendix "B", shall be maintained during the term of this agreement.

b. When in any calendar year, the vacation or any part thereof is not granted, such vacation time shall accumulate and shall be granted during the next succeeding year only, or, by mutual agreement of the employer and employee, may be compensated by money payment therefor.

c. If an employee is on vacation and becomes sufficiently ill so as to require in-patient hospitalization, he may have such period of illness and post hospital recuperation period charged against available sick leave at his option and upon proof of hospitalization and a physician's certificate.

d. If an official holiday occurs during an employee's authorized vacation, he will be entitled to an additional vacation day in lieu of the holiday.

e. Vacations shall be selected on a rotating seniority basis. The Employer will provide each employee with a written statement of accrued vacation time no later than January 31st of each year.

17. HOLIDAYS

a. All employees will be entitled to and will receive fourteen (14) holidays per year which, if worked, entitle the employee to the approximate pay for each such holiday.

b. The holidays shall be as set forth in Appendix "C".

c. In addition to the regular paid holidays, the employees covered under this

agreement shall be entitled to such other holidays as may be declared from time to time by the governing body for any other Employer employees, to be taken at a time mutually convenient to the parties. This is not to be construed to cover snow days or the closings of the municipal building caused by unusual circumstances.

18. PERSONAL LEAVE

- a. In an effort to prevent undue hardship to employees who must be absent from work to attend urgent personal business, each employee in the DPW association shall be entitled to five (5) personal days leave without deduction in salary. Such leave shall not be cumulative.
- b. The intent of the Borough is that these days be used for urgent personal business which cannot be attended to conveniently on a day or time other than a work day. These days are not to be considered an extension of time or used for sick leave purposes.
- c. Requests for personal leave shall be submitted to the Superintendent of Public Works at least forty-eight (48) hours in advance. Said requests shall state the reason or reasons for leave.
- d. The Superintendent of Public works shall approve or deny the request for leave.
- e. In no event shall personal leave be taken immediately prior to or subsequent to a holiday or vacation unless:
 - (1) In extenuating situations a leave may be granted by the Superintendent, however, denial of this leave shall not be grievable.
- f. Any undue hardship caused by circumstances beyond the control of the employee and not covered by this article may be reviewed by the Superintendent upon the request of the employee. The Superintendent may grant an adjustment of leave beyond the terms of this article.

19. SICK LEAVE AND TERMINAL LEAVE

a. Sick Leave is hereby defined to mean the absence from his or her post of duty caused by personal disability due to illness or because she/he has been excluded from work by Borough medical authorities on account of contagious disease.

b. All permanent full-time employees covered by this agreement shall be granted sick leave with pay as set forth in Appendix "D".

c. Sick leave not taken shall accumulate from year to year with a maximum of one hundred and sixty (160) days in the aggregate. Upon retirement or disability, in addition to any other benefits herein, an employee shall be compensated for his accumulated sick days at his then existing rate of pay.

d. Payment of accumulated sick days shall be done on a scheduled basis similar to normal pay roll procedure. Payment shall not be made in one lump sum.

e. The Employer will provide each employee with a written statement of accrued sick leave no later than each January 31st each year.

20. PERFORMANCE OF LEGAL RESPONSIBILITIES

Leave for the performance of a civic duty in serving as a juror in any Court shall be granted, provided a letter confirming the jury service is provided to the Superintendent. The employee shall be compensated for jury service at a rate equal to his normal pay minus any payment received for said service.

21. WORK INCURRED INJURY

a. Where an employee covered under this agreement suffers a work connected injury or disability, the Employer shall continue the employee at full pay, during the continuance of such employee's inability to work or disability for a period of up to thirty (30) working days.

During this period of time, all temporary disability benefits accruing under the provisions of the Worker's Compensation Act shall be paid over to the Employer.

b. The employee shall be required to present evidence by a certificate of a responsible physician that he is unable to work and, the Mayor and Council may reasonably require the said employee to present such certificate from time to time. In the event the employee contends that he is entitled to a period of disability beyond the period established by the treating physician, or a physician employed by the Employer or by its insurance carrier, then, and in that event, the burden shall be upon the employee to establish such additional period of disability by obtaining a judgment in the Division of Worker's Compensation establishing such further period of disability and such findings by the Division of Worker's Compensation, or by the final decision of the last review court, shall be binding upon the parties.

c. For the purpose of this article, injury or illness incurred while the employee is attending a sanctioned training program shall be considered in the line of duty.

d. In the event a dispute arises as to whether an absence shall be computed or designated as sick leave or as an injury on duty, the parties agree to be bound by the decision of an appropriate Worker's Compensation judgment, or if there is an appeal therefrom, the final decision or the last reviewing court.

e. An injury on duty requiring time off for treatment, recuperation or rehabilitation, shall not be construed as sick leave or a sick leave occasion under the terms of the sick leave policy heretofore agreed upon between the parties.

22. BEREAVEMENT LEAVE

a. Each full-time employee shall receive three (3) days with pay for death in the immediate family, members being; wife, husband, child, father, mother, sister, brother,

grandparents of employees or their spouse and such other relations as may be approved by the Superintendent.

b. Bereavement leave is to be taken at the time of occurrence and said days shall not affect employee's vacation or sick leave. The Superintendent may grant additional bereavement days for special circumstances.

23. LEAVE OF ABSENCE

a. All permanent full-time employees covered by this agreement may be granted a leave of absence without pay, for a period not to exceed ninety (90) working days.

b. The employee shall submit, in writing, all facts bearing on the request to his supervisor who may append his recommendations and forward the request to the Borough Council. The Borough Council may consider each case on its merits and without establishing a precedent.

c. The leave may be subject to renewal for reasons of personal illness, disability, or other reasons deemed proper and approved by the Employer. Normally, it will be granted only when the employee has used his accumulated sick leave and vacation leave, in the case of illness, or vacation leave, if leave without pay is requested for reasons other than illness.

d. At the expiration of such leave, the employee shall return to the same position held before the leave of absence was granted at the same rate of pay and benefits which were enjoyed before the granting of the said leave.

e. The Employer reserves the right to hire temporary employees to replace those employees on leave of absence.

24. MEDICAL COVERAGE AND HEALTH INSURANCE

a. The Employer will continue the medical coverage and health insurance benefits which

are presently being provided to Association employees.

b. The Employer will continue to provide a full dental plan, including orthodontics, under individual or family plan, whichever is applicable to the respective employee.

c. The Employer reserves the right to select and to change the carrier or provider of any medical coverage, health insurance and/or dental plan. In the event of any change of carrier, the benefits will be not less than the benefits presently provided to Association employees.

d. All increases in premium during the term of this agreement shall be borne entirely by the Employer. The present practice with regards to payment of these insurance premiums for returned employees shall be maintained.

25. POSTING

All new and vacant positions shall be posted on the Association bulletin board for a period of one (1) week.

26. BULLETIN BOARD

a. The Employer will supply one (1) bulletin board for the use of the Association to be placed in a conspicuous location.

b. The bulletin board shall be for the use of the Association for the posting of notices and bulletins pertaining to the Association.

c. No matter may be posted without receiving permission of the Association representative. Any bulletins deemed detrimental to operations may be rejected for posting, however, permission for posting shall not be unreasonably withheld.

27. PERSONNEL FILES

a. A separate personal history file shall be established and maintained for each employee covered by this agreement. Personal history files are confidential records and shall be

maintained in the office of the Borough Clerk/Administrator or other offices designated by the Mayor and Council.

b. An employee may, by appointment, review his personal file.

c. Whenever a written complaint concerning an employee is to be placed in the employee's personnel file, a copy shall be made available to the employee. Said employee shall have the right to comment in writing concerning the complaint, have the comment attached to the complaint, and have same placed in the personnel file.

d. All personal history files will be carefully maintained and safeguarded permanently. Nothing placed in any file shall be removed therefrom.

26. MILITARY LEAVE

Military leave for employees training or serving with the National Guard or the Armed Forces of the United States will be granted in accordance with the laws applying to such cases.

29. PENSION

The Employer shall provide pension and retirement benefits to employees covered by this agreement pursuant to the provisions of the Statutes and Laws of the State of New Jersey, more particularly, N.J.S.A. 43:1-1 et seq.

30. GRIEVANCE PROCEDURE

a. The purpose of this procedure is to secure, at the lowest possible level, an expeditious and equitable resolution to the problems which may arise affecting the terms and conditions of this agreement. Where applicable, the parties encourage informal settlement of the issues through discussion with the immediate supervisors.

b. Nothing contained herein shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate member of the

Borough, and having the grievance adjusted without the intervention of the Association.

a. The term "Grievance" as used herein means any controversy arising over the interpretation, inequitable application or violation of any of the provisions of this agreement.

d. The following constitutes the sole and exclusive method of resolving grievances between the parties covered by this agreement, and shall be followed in its entirety unless any Step is waived by mutual consent.

- (1) **Step One** - In the event that any employee covered by this agreement has a grievance, within five (5) working days of the occurrence of the event being grieved the employee shall discuss it informally with the Superintendent. The Superintendent shall decide the grievance within five (5) working days after the grievance is first presented to him.
- (2) **Step Two** - If no satisfactory resolution of the grievance is reached at step one, then within five (5) working days, the grievance shall be presented, in writing to the Borough's DPW Committee. This Committee shall render a decision within fifteen (15) days after the grievance was first presented to the committee.
- (3) **Step Three** - If no satisfactory resolution of the grievance is reached at Step Two, then within five (5) working days, the grievance shall be presented, in writing, to the Mayor and Council. The Mayor and Council shall render a decision within fifteen (15) days after the grievance was first presented to them.
- (4) **Arbitration**
 - (a) If no satisfactory resolution of the grievance is reached at Step Three, then within five (5) working days the grievance shall be referred to the Public Employment Relations Commission for the selection of an

arbitrator to decide the issue or issues. The decision of the arbitrator shall be final and binding upon the parties. The cost of the arbitration shall be shared equally between the parties.

- (b) The arbitrator shall have no authority to add to, or subtract from, the agreement when interpreting the same.

31. DISCIPLINE

a. An employee may be appropriately disciplined for violation of established rules and regulations. An employee may be discharged for good and just cause, all subject to, and pursuant to applicable State law.

b. In the event of any dissatisfaction with disciplinary matters, the employee shall follow the normal grievance procedure.

32. SAVING CLAUSE

a. It is understood and agreed that if any portion of this agreement or the application of this agreement to any person or circumstances shall be invalid, the remainder of this agreement or the application of such provision to other persons or circumstances shall not be affected thereby.

b. If any provisions are so invalid, the Employer and the Association shall meet for the purpose of negotiating changes made necessary by applicable law.

33. MISCELLANEOUS

In the event an employee, who is a member of this Association, is also a member of any municipal voluntary organization (e.g. Ambulance Corp., Fire Department, etc.) and is unable to report to work at his scheduled time (or is unable to report at all) because of his duties as a volunteer, he shall notify his immediate superior as soon as he is reasonably able to do so. No _____

such member shall be penalized in any manner as a result of his volunteer status, he shall be paid for such lost time as though he had reported to work, an in fact, did work his scheduled shift. It is understood that such volunteer shall report to work as soon as his volunteer duty has been completed unless he is physically unable to do so as a result of such duty. The Department Head shall be entitled to demand reasonable proof of such emergency volunteer duty and the duration thereof.

34. SAFETY AND HEALTH

The Employer shall at all time, maintain existing working conditions to insure maximum safety for all employees and shall provide employees with appropriate equipment and devices toward that end.

35. SENIORITY

Traditional principles of seniority shall apply to employees covered by this agreement. Such principles shall apply to layoff, recall, transfer, and any other similar acts. Seniority is defined to mean the accumulated length of continuous service with the Department. Time in service by date of appointment shall apply. An employee's length of service shall not be reduced by time lost due to absence from his employment as a result of a bona fide illness or injury certified by a physician appointed by the Borough. Said provisions shall apply for a period not to exceed one (1) year.

The terms of this agreement shall be from January 1, 2004 through December 31, 2006 **IN**
WITNESS WHEREOF, the parties hereto, have entered their hands and seals.

BOROUGH OF DUMONT

Donald E. Winant
Donald E. Winant, Mayor

Attest

Jack Eckel
Borough Administrator

Dated: _____

DUMONT EMPLOYEES
ASSOCIATION

Shawn Orbach

Dated 6-21-04

Michael J. Smith

Dated 6-21-04

Michael J. Smith

Dated 6/21/04

APPENDIX "A"

Beginning on January 1, 2004 through December 31, 2004, association employees are to receive 3 3/4 percent increase in their salary.

Beginning on January 1, 2005 through December 31, 2005 association employees are to receive 4 percent increase in their salary.

Beginning January 1, 2006 through December 31, 2006 association employees are to receive 4 percent increase in their salary.

Beginning January 1, 2007 through December 31, 2007 association employees are to receive 4 percent increase in their salary.

STEP GUIDE:

	<u>2004</u>	<u>2005</u>	<u>2006</u>
After One Year	\$26,505	\$27,565	\$28,668
After Three Years	\$31,808	\$33,080	\$34,403
After Five Years	\$37,109	\$38,593	\$40,137
After Eight Years	\$42,411	\$44,107	\$45,871

Newly hired employee's salary starting \$18,000

Employees who are eligible for the above step guide will also receive any percentage increases given annually. The above step guide will reflect the annual increases.

APPENDIX "B"

VACATIONS

<u>PERIOD OF EMPLOYMENT</u>	<u>VACATIONS WITH PAY</u>
Less than six (6) months	None
Six (6) months to one (1) year	5 working days
One (1) year to five (5) years	10 working days
Five (5) years to ten (10) years	15 working days
Ten (10) years to fifteen (15) years	20 working days
After sixteen (16) years	21 working days
After seventeen (17) years	22 working days
After eighteen (18) years	23 working days
After nineteen (19) years	24 working days
After twenty (20) years	25 working days

Eligibility for vacation shall be computed as of the first day of the month in which the employee was hired.

An employee entitled to vacation pay must request and be granted such pay prior to taking the same provided such employee shall give at least two (2) weeks notice to the Borough Clerk, prior to the pay period preceding said vacations.

APPENDIX "C"

HOLIDAYS

New Year's Day

Martin Luther King Day

Lincoln's Birthday

Washington's Birthday

Good Friday

Memorial Day

Independence Day

Labor Day

Columbus Day

Election Day

Armistice Day

Thanksgiving Day and the Day after

Christmas Day

APPENDIX "D"

Sick leave with pay is defined to mean a necessary absence from duty due to illness or injury.

Each employee is entitled to sick leave as follows:

<u>PERIOD OF EMPLOYMENT</u>	<u>SICK LEAVE WITH PAY</u>
Up to six months	0 sick leave
6 months to 1 year	1 working day/month of employment
No less than 1 year to 5 years	10 working days
No less than 5 years to 10 years	15 working days
No less than 10 years to 15 years	20 working days
15 or more years	25 working days

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