



Supplement: _____ **No. 3**

Tab No.: _____ **S3**

Subject: _____ **JOB TRAINING PROGRAMS**

Page 1 of 3

Text:

SUPPLEMENT NO. 3
JOB TRAINING PROGRAMS

A. APPLICATION

1. The following principles are intended as a guide and basis for negotiations of training programs at the operational level between the Company and Local Union.

B. POSTING

1. Training positions to be posted for a minimum period of two (2) consecutive working days.
2. An employee absent on approved leave of absence, lay-off, illness or accident at the time a Trainee position is posted, will be allowed to make application within three (3) working days of their return, but in no event later than fourteen (14) calendar days of the posting of such Trainee position. However, such employee may make application through a Job Steward or by written notice to the Company while they are away on leave of absence.

C. SELECTION AND TRAINING

1. Selection of trainees to be on the basis of seniority, as provided for in Article VIII of the Collective Agreement.
2. The Company should select a qualified person to provide the training with due regard to ability to communicate effectively.
3. The Company to notify the Plant Committee in writing when a trainee is judged to be qualified, or if they are removed from the training program because of incompetence.

D. RATES OF PAY

1. Rates of pay to apply to trainees during the training period to be their regular job rate, except that they shall not receive more than the established rate for the job for which they are being trained, and subject to appropriate exceptions for piece work employees.

E. SENIORITY

1. Seniority to follow the general principles of Article VIII of the Collective Agreement, with special provisions where necessary to deal with special problems of the operation.
2. If, during the training period, the trainee wishes to discontinue training, or fails to qualify, they should return to the job previously held by them.

F. REVISION AND TERMINATION

1. Nothing in this Agreement is intended to vary, cancel, or otherwise affect existing training agreements.



Supplement: _____ **No. 3**

Tab No.: _____ **S3**

Subject: _____ **JOB TRAINING PROGRAMS**

Page 2 of 3

Guidelines:

SUPPLEMENT NO. 3

Job Training

This Supplement sets out guidelines for negotiating training programs at each operation. In addition to these, there are many other aspects to address in developing a program.

- A. 1. This language provides the framework, and negotiated outcomes take place at the operational level. CONIFER staff are available to assist with such negotiations if required.
- B. 2. This period could be extended
- 3. These periods should not be extended
- C. 4. The application of seniority is typically augmented by some additional factor such as a departmental or shift configuration.
- 5. This is most often an incumbent in the job being trained on. A system for logging training hours and progress is essential in the event of disqualification and should be done by the supervisor.
- 6. There should be some detailed wording re: being declared incompetent. i.e.: rights to grievance procedure, company's right to declare incompetency.
- D. 7. While training, the trainee shall receive their regular job rate or the training job rate - whichever is lower.
- E. 8. Contact CONIFER if there are difficulties.



Supplement: _____ **No. 3** _____

Tab No.: _____ **S3** _____

Subject: _____ **JOB TRAINING PROGRAMS** _____

Page 3 of 3

9. Should be concise wording on time limits within which a trainee can elect to discontinue.
- F. 10. This statement was applicable at the inception of this language.