

The Detroit Edison Company

**Distribution of Overtime Definitions / Practices
12-Hour Shift Schedule
Power Generation**

Effective April 1, 2008

For the purpose of effectuating Article IX section 12 of the Agreement between the Detroit Edison Company and Local 223, U.W.U.A., AFL-CIO dated June, 2008 the parties agree to the following definitions and practices for those Power Generation Employees on 12-hour shift schedules.

1. Article IX, Section 12, Paragraph C: Overtime Work Groups Defined

- An overtime work group is defined as a Power Generation Occupational Group at a specific headquarters or location within the same job classification. Examples: Senior Power Plant Operator, Power Plant Operator, Senior Fuel Supply Equipment Operator, Fuel Supply Equipment Operator and Fuel Supply Operator.
- An employee may only be in one overtime work group.

2. Accounting for the Distribution of Overtime

- **Eligible Employees**

Each employee is eligible for an overtime assignment when they have completed the minimum requirements as established by the plant order applicable to the work group except:

- a) Employees who have notified their supervisor in writing that they do not wish to be canvassed for overtime assignments. This notification becomes effective 24 hours after notification is given and will remain in effect for a minimum of thirty calendar days.
- b) Employees who are scheduled to work a shift connected to the overtime assignment, which would result in working more than 16 consecutive hours or more than 16 hours in a 24-hour period.
- c) Employees who are absent as defined in the current Collective Bargaining Agreement. These employees become eligible for overtime assignments after they call in return to work unless otherwise required to be medically certified.
- d) When the overtime assignment would occur during vacation periods as defined in the current Collective Bargaining Agreement.
- e) When employees are unavailable due to Company / Union or official Union business as requested by the Bargaining Unit Chairperson or Local 223 Officers.
- f) When an employee is on restricted duty.
- g) Employees fulfilling military obligations.
- h) Employees scheduled for required Company training.

- **The Overtime Canvass**

- a) The eligible employee having the lowest accumulated overtime hours on the overtime list will be offered the first available overtime assignment. The canvass will continue by overtime list standings until the assignment is filled.
- b) When it is anticipated that the duration of the overtime assignment will be four hours or less, the shift connected to the overtime period will be canvassed first.
- c) When it is anticipated the overtime assignment will be more than four hours, all eligible employees in the work group will be canvassed.
- d) Normal canvassing times for each work group will be established by Management and Union representatives.
- e) Management will make one reasonable attempt to contact eligible employees for the assignment during each canvass.

- **Exceptions to the Normal Canvass**

- a) If insufficient manpower exists after all eligible employees have been canvassed, management will canvass employees who have given written notice of their desire to be canvassed for overtime during their vacation period off days.
- b) If manpower is still needed and notification is given to the Union, Management may elect to:
 - Canvass similar work groups at the location
 - Canvass employees scheduled to work a shift that interferes with an employees ability to work their regularly scheduled shift
 - Canvass employees who have notified in writing their desire not to be canvassed for overtime assignments and have removed their name from the overtime canvass list
- c) Occasions may arise where it is advantageous to utilize other canvass/scheduling options. In such situations, Management will meet with the Bargaining Unit Chairperson or delegate and agree on the details prior to implementation.

3) **Charging of Overtime Hours**

- a) Charges to the overtime list will be made in accordance with the canvassing process used to fill that overtime assignment. Exceptions will be agreed to by Union and Management representatives.
- b) Employees, having declined an overtime assignment, will be charged the hours that they would have been paid had they worked.
- c) Travel time hours are premium hours therefore not chargeable.
- d) Premium hours paid on Sundays and holidays that are regularly scheduled workdays are not chargeable.
- e) Overtime hours missed that an employee is compensated for under Workmen's Comp guidelines are chargeable to the overtime list.
- f) The 8 hours of scheduled overtime on Code Days will not be charged to the overtime list.

4) Overtime List Placement

- a) Newly hired employees or employees new to the classification will be placed on the overtime list one hour higher than the highest individual in that overtime work group.
- b) Employees temporarily transferred to another overtime work group will, upon their return, be charged with the actual overtime hours worked, declined, or unavailable for, which they were eligible for in the temporary work group. Those hours will be added to the hours that the employee had accumulated in their overtime work group prior to the temporary assignment.
- c) Employees that bid to a non-represented position and subsequently return to an overtime work group after an absence of more than 6 months, will be placed on the overtime list at 1 hour higher than the highest individual in the overtime work group.
- d) Employees returning to the work group from a represented position will be placed on the overtime list with the hours of the middle employee in their overtime work group or the hours the employee had accumulated prior to leaving, whichever is higher.
- e) Employees returning from absences due to job related injuries (Workmen's Comp) will, upon their return, be charged any overtime hours missed that an employee is compensated for under Workmen's Comp guidelines. Those hours will be added to the hours that the employee had accumulated in their overtime work group prior to the job related injury.
- f) Employees who removed themselves from the overtime list, or were on light duty from non-occupational injury or illness returning to their overtime work group from an extended absence (except vacations) of thirty calendar days or more will be charged with the hours of the middle employee in their overtime work group or the hours the employee had accumulated prior to the absence, whichever is higher.
- g) Calculating the middle employee hours for placement purposes:

Odd Number in Group	Even Number in Group
10	10
8	8
6 ← 6	6
4	← 5 $\frac{6+4}{2} = 5$
2	4
	2
	1

5) Notes:

- It is understood that each work group may vote on an alternative process for zeroing their overtime list as defined in Article IX Section 12g subject to approval by the Bargaining Unit Chairperson or delegate.
- Management and Union representatives will develop a plant order for each location defining at a minimum, the following: employee requirements for placement on the overtime list, normal canvassing times, work group canvassing procedure, zeroing procedure, overtime list posting requirements, and similar work group canvassing sequence.