

FERMI NATIONAL ACCELERATOR LABORATORY  
OPERATED BY FERMI RESEARCH ALLIANCE LLC  
FOR THE DEPARTMENT OF ENERGY

and

INTERNATIONAL ASSOCIATION OF MACHINISTS  
AND AEROSPACE WORKERS, LOCAL 701, AFL-CIO

(Maintenance Electricians/Mechanics)

AGREEMENT

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THIS AGREEMENT is entered into this \_\_th day of August, 2023, by and between FERMI NATIONAL ACCELERATOR LABORATORY, operated by the FERMI RESEARCH ALLIANCE, LLC, for the U.S. DEPARTMENT OF ENERGY (hereinafter referred to as "the Laboratory") and the INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS, LOCAL 701, AFL-CIO (hereinafter referred to as "the Union"). THIS AGREEMENT applies only to the FERMI NATIONAL ACCELERATOR LABORATORY.

## ARTICLE I

### PURPOSE

Section 1.1. Intent and Purpose. It is the intent and purpose of the parties hereto to set forth their agreement with respect to rates of pay, hours of work, and conditions of employment to be observed by the Laboratory, the Union and the employees covered by this Agreement; to provide procedures for equitable adjustment of grievances; to prevent lockouts, interruptions of work, work stoppages, strikes and other interferences with the work of the Laboratory during the life of this Agreement; and, in general, to promote harmonious relationships between the Laboratory, its employees, and the Union.

Section 1.2. Union Relationships. The Laboratory and the Union recognize that it is in the best interest of both parties, the employees and the public, that all dealings between them continue to be characterized by mutual responsibility and respect. To ensure that this relationship continues and improves, the Laboratory and the Union and their respective representatives at all levels will apply the terms of this Agreement fairly in accord with its intent and meaning and consistent with the Union's status as exclusive bargaining representative of all employees in the unit. Each party shall bring to the attention of all employees in the unit, including new hires, their purpose to conduct themselves in a spirit of responsibility and respect.

Section 1.3. Laboratory Management-Union Committee Meetings. At the request of either party a meeting between the Laboratory management and the Union Committee to explore mutual interests can be held periodically (not more than once a month). Agendas will be submitted by both parties.

## ARTICLE II

### RECOGNITION

Section 2.1. Union Recognition. The Laboratory recognizes the Union as the sole and exclusive agent for the purposes of collective bargaining with respect to compensation, hours and working conditions of employees of the Laboratory who are members of the unit described as: "All maintenance mechanics and maintenance electricians, employed by the Employer at its facility now located at Batavia, Illinois, excluding all office clerical employees, professional employees, guards and supervisors, as defined in the Act, and all other employees.", and certified by the National Labor Relations Board in Case No. 13-RC-165911 dated February 11, 1985.

Section 2.2. Union Security. All employees shall, within thirty (30) days after the date of execution of this Agreement, or within thirty (30) days following the beginning of their employment,

whichever is the later, become members of the Union and shall thereafter during the life of this Agreement remain members of the Union, and in default thereof shall, upon the written request of the Union, be terminated by the Laboratory; provided, however, that the Laboratory shall not be required to terminate or discriminate against any employee for nonmembership in the Union if such membership is not made available to the employee on the same terms and conditions generally applicable to other members or if membership is denied to the employee or terminated for reasons other than failure of the employee to tender the periodic dues and initiation/fees uniformly required as a condition of acquiring or retaining membership.

Section 2.3. Union Committee and Stewards. The Union shall designate and the Laboratory shall recognize a Union Committee of not to exceed three members plus an alternate who will serve on the Committee in place of an absent member.

This includes the elected Shop Steward, who will be the Chair of the Committee. The Laboratory shall not be required to recognize as being a member of the Committee or as being a Union representative, any person who is not at any time such recognition is sought, an employee regularly assigned to the group which he/she represents; and, provided, further, that the Laboratory shall not be required to thus recognize any Committee member, alternate, or Union representative prior to the expiration of three (3) working days after written notice of designation of such employee as a committee member or representative has been delivered to the Laboratory Officer responsible for the administration of this Agreement.

Section 2.4. Union Activity. The Union agrees that its officers, members and agents will not engage in Union activity on Laboratory time except as specifically provided in Article V, and, further, that there shall be no solicitation or payment of dues, fines, assessments or fees, of any kind, on Laboratory time, or in such manner as to interfere with the work or attendance at work of any employee, except that the Workforce Development and Resources (WDRS) Section shall instruct each new employee as to where they can acquire membership in the Union. Brief casual conversation involving Union officers will not be considered as engaging in Union business. The Laboratory agrees that it will not discriminate against any employee because of their official position or membership in the Union.

Section 2.5. Bulletin Boards. The Laboratory will provide a suitable bulletin board in the Operations and Maintenance Shop for the purpose of posting notices of Union meetings and events. No notice shall be posted on these bulletin boards without the prior approval of the Workforce Development and Resources (WDRS) Section. No notice of a controversial nature shall be posted.

Section 2.6. Checkoff. Upon receipt of a Union provided authorization form, signed by an employee and upon completion of thirty (30) calendar days of employment, the Laboratory agrees to deduct from the wages of the employee and forward to the Treasurer of the designated Local, International Association of Machinists and Aerospace Workers, fees and dues of a uniform, specified dollar amount, as certified by the Local. Deduction for dues shall be made from the first paycheck of the month and forwarded to the Union by the 15th of the month.

Initiation fees, one quarter of which shall be deducted in each of the first four pay periods of employment, shall be remitted to the said Local with the following month's dues remittance.

Upon receipt of a written authorization from an employee stating that he/she is revoking his/her authorization (pursuant to the criteria set forth in the dues check off authorization form) the Laboratory will cease deducting from his/her pay. The employee shall send a copy of such notification to the Union.

Section 2.7. Indemnification. The Union agrees to indemnify the Laboratory and hold it harmless from any and all claims which may be made against it by an employee for amounts deducted from wages as herein provided.

### ARTICLE III

#### MANAGEMENT

Section 3.1. Management. All rights to manage the Laboratory and to direct its work force shall continue to be vested in and be the exclusive responsibility of the Laboratory administration as such rights existed prior to execution of this Agreement, except as limited by a provision of this Agreement which specifically describes the management function or right which is to be limited and the extent to which it is limited.

Management and direction of the Laboratory include, but are not limited to, the following rights and responsibilities: the direction, planning, change and control of all Laboratory operations and procedures; the establishment and change of work schedules, methods of work, places of work and content of work assignment; the right to make and enforce reasonable work rules and to discipline or discharge employees for just cause; the right to relieve employees from work duties for any legitimate reason; the right to introduce new methods, materials, equipment or facilities and to change or eliminate methods, materials, equipment or facilities; the right to determine the need for and identity of suppliers, contractors and subcontractors; the right to hire, select, evaluate the abilities of and determine the number of employees required; the right to assign work to such employees in accordance with the requirements of the Laboratory as determined by its administration; and otherwise to take such action as the Laboratory administration may determine to be necessary for the orderly, safe and efficient achievement of the Laboratory's goals. Nothing in this Agreement (including Article I) shall be deemed a guarantee that any work now performed at or by the Laboratory will be continued to be performed at or by the Laboratory, or a guarantee of continued employment or Laboratory operations.

The Union recognizes the right of the Laboratory to make and alter from time to time reasonable rules and regulations to be observed and complied with by employees, such rules and regulations shall not be inconsistent with the provisions of this Agreement. The Union shall be advised via notice in writing to the steward and Union at least thirty (30) calendar days prior to the implementation of any new or altered Department rule(s) or regulation(s). If requested in writing by the Union to the Department Manager within seven (7) calendar days of receipt of the Laboratory's notice, the parties will meet at least fifteen (15) calendar days prior to the implementation in an effort to resolve any issues and avoid any conflicts that might arise. Should the parties fail to reach agreement the reasonableness of any new or altered rules and regulations shall be subject to the grievance procedure. Should the arbitrator determine that the rule or regulation is unreasonable, the arbitrator shall have the authority to void such rule(s) and

regulation(s) and issue any other make-whole relief in accordance with Section 5.7. Should the arbitrator determine that the rule or regulation is reasonable, and is not inconsistent with the provisions of this Agreement, the arbitrator shall have no authority to overturn it as it is an exercise by the Laboratory of its functions under this Article.

The Laboratory shall have the right to establish and enforce new or revised educational, licensure and/or certification requirements provided they are applicable only to persons placed in the affected positions after the rule is instituted, provided copies of the requirements are provided to the Union showing the date of implementation. In the event the Laboratory desires to institute new or revised reasonable educational, licensure and/or certification requirements not otherwise addressed by this Agreement to persons already in the affected positions, the Laboratory may reopen the contract to negotiate such issues. Once the Laboratory provides the Union and the Steward with written notice of its desire to re-open negotiations, during the next sixty (60) days the parties agree to meet at reasonable times at the Laboratory to negotiate the issue, with not less than three meetings being held during this period (absent an agreement). At the conclusion of the sixty (60) day period, in the event the parties have failed to reach an agreement, the Laboratory shall be free to implement its proposal(s) once an impasse is reached in accordance with NLRA precedent and, should the Union so choose, it may strike. In the event the Union opts to strike at the conclusion of the sixty (60) day period, Article IV, No Strike-No Lockout shall no longer apply until such time as the parties reach an agreement upon the re-opener. Nothing herein shall limit either party's rights under the collective bargaining agreement, the NLRA or other laws provided they are not contrary to the provisions of this Article.

#### ARTICLE IV

#### NO STRIKE-NO LOCKOUT

Section 4.1. Prohibited Activity. During the term of this Agreement, the grievance and arbitration procedures provided herein, and the remedies and procedures provided by the National Labor Relations Act and by the courts, shall be the sole and exclusive means of resolving any dispute between the employees and/or the Union and the Laboratory, whether relating to the interpretation and application of this Agreement, economic matters, or otherwise. Accordingly, there shall not be, nor shall the Union, its agents or any employee encourage, sanction or participate in any strike (including sympathy strike), picketing, slowdown or other intentional interruption of work, regardless of the reason.

Section 4.2. Discipline. Any employee engaging in activity prohibited by Section 4.1 shall be subject to discipline, including discharge. However, the discipline and/or discharge is subject to the grievance and arbitration provisions of this Agreement, provided that any such grievance and/or arbitration shall be limited to the question of the alleged violation only and shall not address the extent or degree of action taken by the Laboratory.

Section 4.3. Other Enforcements. In the event of a claimed violation of Section 4.1 by an employee or group of employees, the Laboratory shall have the right (without waiving any other rights) to seek judicial restraint of the action claimed to be in violation of Section 4.1.



Section 4.4. No Lockout. During the term of this Agreement, the Laboratory will not institute a lockout over a dispute with the Union so long as there is no breach of Section 4.1.

## ARTICLE V

### GRIEVANCE PROCEDURE

Section 5.1. Definition of Grievance. A grievance is any dispute or difference of opinion raised by the Union or any employee against the Laboratory involving the meaning, interpretation or application of the provisions of this Agreement, including termination or discipline of employees.

Section 5.2. Settlement Procedure. A grievance shall be raised and discussed in accordance with the following procedure except that grievances concerning a termination from employment may be presented in writing directly at Step 3. Time limits specified in the following three steps may be extended by mutual agreement.

Step 1. The employee(s) or the Union, if a Union grievance, shall raise the grievance orally with the appropriate Maintenance Electrician/Mechanics Supervisor or designee not later than seven (7) calendar days following the event, or seven (7) calendar days after the employee reasonably should have known of the event which gave rise to the grievance. The employee may raise the grievance in the company of a union representative if he/she so chooses. The supervisor or designee shall give his/her answer to the aggrieved employee and the Union no later than the end of seven (7) calendar days following the grievance discussion.

Step 2. The Supervisor's verbal answer shall settle the grievance unless it is appealed to the Operations and Maintenance Manager, or his/her designee, within seven (7) calendar days from the date the supervisor's answer is received. The appeal shall be in writing stating the facts giving rise to the grievance, the Section(s) of the Agreement allegedly violated; the relief requested and shall be signed and dated by the grievant and the Union Steward or designee. If a meeting is requested, the Operations and Maintenance Manager, or designee, shall meet with the grievant and the Union Steward or designee, within seven (7) calendar days of the request to discuss the grievance. The Operations and Maintenance Manager shall respond in writing within seven (7) calendar days of receipt of the appeal or of the date of the meeting in which it was discussed.

Step 3. The Step 2 written answer shall settle the grievance unless it is appealed by a representative of the Union to the Laboratory Officer responsible for the administration of this Agreement within seven (7) calendar days after the Union's receipt of the 2nd Step written answer. The Union's appeal shall state its rebuttal to the 2nd Step answer.

The Union or Laboratory may request a meeting on the grievance, in which case the Laboratory Officer, along with other management representatives selected by the Officer, shall meet with the Union Committee, Business Representative, Steward and grievant(s).

Management shall give its response, in writing, within ten (10) calendar days of the conclusion of the Step 3 grievance meeting.

Grievances regarding discharge that are referred directly to Step 3 shall be heard no later than seven (7) calendar days following the Laboratories receipt of the grievance unless postponed by mutual agreement.

The answer shall settle the grievance unless appealed to arbitration in accordance with the provisions of this Article.

Section 5.3. Resolution. Grievances not appealed to the next succeeding step within the time limits specified above shall be deemed resolved for all purposes except where an extension of the time limit is mutually agreed. If the Laboratory fails to answer within the period stated the Union may appeal to the next step or, where applicable, to arbitration within the time limit for appeal at that point.

Section 5.4. Investigation and Processing of Grievances. Grievances may be presented to and discussed with the relevant Supervisor and/or Manager during any regularly scheduled working hours. Investigation of the grievance by the steward or designee and aggrieved employee(s) shall not exceed one (1) hour, and shall be paid at the employees' regular rate of pay. This time limitation shall not apply when the steward/designee and grievant are discussing the grievance with management. No employee shall leave his/her work for the purpose of handling a grievance without first receiving permission from his/her supervisor.

Section 5.5. Appeal to Arbitration. The Laboratory's written answer to Step 3 of the grievance procedure may be appealed to arbitration by the Union within thirty (30) calendar days of the date of delivery of Step 3 answer, by a notice in writing to the designated Laboratory Officer. Any grievance not appealed to arbitration within this time period shall be dismissed and deemed settled on the basis of the Laboratory's Step 3 answer.

Section 5.6. Selection of the Arbitrator. Within seven (7) working days of receipt of a demand to arbitrate, issued in accordance with Section 5.5 above, the Laboratory and Union shall attempt to mutually select an acceptable arbitrator. If they fail to do so within this time period, the Union shall advise the American Arbitration Association, in writing, of their desire to arbitrate the grievance and request a list of seven (7) arbitrators, members of the National Academy of Arbitrators (NAA), from the Chicago area. Upon receipt of the list, the parties shall strike alternately the names of the list and the person whose name remains shall be the arbitrator. The loser of a coin-flip shall strike first.

By mutual agreement, the parties may use the expedited arbitration procedures of the American Arbitration Association.

Section 5.7. Authority of the Arbitrator. The decision of the arbitrator shall be in writing and shall be final and binding upon the Laboratory, the Union and the employee or employees involved and all other employees represented by the Union. The arbitrator may consider and decide only the particular grievance or grievances presented, and his decision shall be based upon an interpretation of the provisions of this Agreement. The arbitrator shall not have the right to amend, take away,

modify, add to, change or disregard any of the provisions of this Agreement; nor shall he have the power to change any penalty of discharge or suspension imposed by the Laboratory unless, upon the facts of the case presented before him, he finds that the Laboratory has violated the terms of this Agreement. In cases of grievances involving the loss of time and/or money, the arbitrator may order reinstatement and/or back pay, but in no event, shall back pay be awarded for any time period prior to the event that gave rise to the grievance. The parties shall equally share the fees and expenses of the Arbitrator; all other expenses shall be borne by the party incurring them.

In the event the parties arbitrate whether a new or altered rule or regulation is reasonable, the losing party shall be responsible for paying the full fees and expense of the arbitrator, if the parties are in agreement on using the services of a court reporter the fees of the court reporter would also be paid by the losing party. All other fees and expenses shall be borne by the party incurring them.

Section 5.8. Discipline. The Laboratory shall discipline and/or discharge non-probationary employees with just cause and shall use a discipline policy whose goal it is to correct an employee's deficiencies through progressive discipline. The progressive disciplinary steps are:

1. Written Oral Reprimand — Used to call the employee's attention to relatively minor first offenses. The problem and expected corrections will be explained by the employee's supervisor and placed in writing.
2. Letter of Warning — Used for repeated minor offenses or more serious first offenses. The letter will list the facts of the incident/problem, the consequences of continued unacceptable behavior and steps the employee should take for improvement.
3. Unpaid Disciplinary Suspension — Used for a serious first offense or after receiving two warning letters for similar offenses or three warning letters for any offenses.
4. Unpaid Suspension Pending Termination — Used for when an offense will probably be cause for termination based on a preliminary investigation but all the facts and evidence necessary to make a final decision have not been obtained. If the investigation absolves the suspended employee or results in a suspension, he/she will be reinstated and made whole for any losses beyond any unpaid disciplinary suspension. Unpaid Suspensions Pending Termination shall not last longer than eight (8) work days . Nothing herein shall limit the right of the Lab to place an employee on paid administrative leave for an indeterminate period of time in order to conduct an investigation.
5. Termination — Used for a serious first offense or for an employee who has not responded to oral warnings, warning letters and/or suspension.

Oral reprimands for offenses outside the six major violations noted below may be kept in a manager's file and shall be provided to the employee and the Union business representative. Copies of all other discipline issued to an employee shall be placed in the employee's personnel file and

provided to the employee and the Union business representative. An oral reprimand or letter of warning in an employee's file, except for oral reprimands or letters of warning regarding infractions for harassment, discrimination, drug and alcohol violations, weapons policy, violence, and theft, will be removed from the file after one year of issuance if there has been no recurrence of the type or kind of conduct giving rise to the discipline.

## ARTICLE VI

### HOLIDAYS

Section 6.1. Recognized Holidays. Ten work-day holidays are observed each year. Typically they are as follows:

New Year's Day	Friday after Thanksgiving
Martin Luther King, Jr. Birthday	One-half day Christmas Eve
Memorial Day	Christmas Day
Fourth of July	One-half day New Year' s Eve
Labor Day	Floating Holiday (one per calendar year, non-cumulative)
Thanksgiving	

The floating holiday may vary from year to year — some years it will be fixed by the Laboratory while other years it will be at the option of the employee with prior approval of supervision.

If any of the above holidays fall on a Saturday or Sunday, either the Friday preceding or the Monday following shall be recognized as the holiday as announced by the Laboratory. Laboratory recognized holiday(s) falling during scheduled vacation periods are holidays not vacation.

Early in the year an official schedule of days on which holidays will be observed is announced.

Rotating shift employees, in lieu of receiving applicable holiday pay for which they qualify, may designate as "rotating floating holidays" up to five holidays per calendar year for which they would not otherwise be scheduled to work the holiday. An employee wishing to take a "rotating floating holiday" in lieu of receiving holiday pay must notify the Laboratory at least one week prior to the date of the holiday to be substituted. Requests to schedule a rotating floating holiday must be made one week in advance of the day requested, can only be scheduled during the employee's non-rotating shift assignment, and is subject to supervisory approval based on the operational needs of the Laboratory. A rotating floating holiday must be taken within the six month period after the date of the holiday which it replaced. If it is not taken within that time period, or if the employee changes his mind, the employee shall be paid the eight hours of holiday pay. The Laboratory will provide notification of accrued rotating floating holidays via either payroll stubs or via a posting.

Section 6.2. Basis of Pay.

- (a) Holidays, when not worked by an employee, shall be compensated for on the basis of eight (8) hours pay at the employee's base rate.
- (b) All hours worked by an employee on a day designated as a holiday will be paid at triple time (double time plus holiday pay).

Section 6.3. Eligibility. An employee will be eligible for holiday pay unless:

- (a) the employee is on layoff or leave of absence; or
- (b) the employee has an unexcused absence on the day before or day after the holiday; and provided that absence on a qualifying day as specified below shall not disqualify:
  - (i) an occupational injury compensable under this Agreement; or
  - (ii) jury or court summons, evidence of which shall be submitted in advance to the Personnel Department; or
  - (iii) illness or disability compensable under this Agreement, which shall be supported by a doctor's certificate; or
  - (iv) excused absence.
- (c) the employee is scheduled to work on the holiday and fails, without a reasonable excuse, to work as scheduled;
- (d) the employee is on an excused absence without pay the entire payroll week in which the holiday occurs.

ARTICLE VII

VACATIONS

Section 7.1. Eligibility and Amount.

Employees who have a Laboratory employment date of 12/31/96 or earlier and who meet the eligibility requirements shall be entitled to an annual vacation and vacation pay in accordance with the following schedule:

<u>Length of Service</u>	<u>Monthly Accrual Rate</u>	<u>Annual Accrual Rate</u>
Date of hire	10 hours	15 days

From fifth (5th) anniversary	13 1/3 hours	20 days
From seventh (7th) anniversary	14 hours	21 days
From ninth (9th) anniversary	14 2/3 hours	22 days
From eleventh (11th) anniversary	15 1/3 hours	23 days
From thirteenth (13th) anniversary	16 hours	24 days
From fifteenth (15th) anniversary	16 2/3 hours	25 days
From seventeenth (17th) anniversary	17 1/3 hours	26 days
From nineteenth (19th) anniversary	18 hours	27 days
From twenty-first (21st) anniversary	18 2/3 hours	28 days
From twenty-third (23rd) anniversary	19 1/3 hours	29 days
From twenty-fifth (25th) anniversary	20 hours	30 days

Employees who have a Laboratory employment date of 1/1/97 or later and who meet the eligibility requirements shall be entitled to an annual vacation and vacation pay in accordance with the following schedule:

<u>Length of Service</u>	<u>Monthly Accrual Rate</u>	<u>Annual Accrual Rate</u>
Date of Hire	10 hours	15 days
From fifth (5th) anniversary	12 hours	18 days
From tenth (10th) anniversary	14 hours	21 days
From fifteenth (15th) anniversary	16 hours	24 days

Section 7.2. Regulations.

(a) An employee will accrue vacation benefits monthly at a rate proportional to years of continuous service and consistent with the schedule set forth in Section 7.1 of this Article. An employee must be in pay status for at least eleven (11) working days in each month to earn vacation credit for that month. Vacation shall be credited to the employee's account in the month following the month in which it was earned.

(b) A new employee shall not earn vacation until he has completed three (3) calendar months of employment in which they have been in pay status at least eleven (11) working

days each month, at which time they will be given credit for vacation earned during that period.

(c) Subject to supervisory approval based on operational needs of the Laboratory, an employee may use any vacation credited to their account in any amount. No advance vacation pay may be obtained for vacations of less than five (5) consecutive working days.

(d) Each day of vacation will be paid at eight (8) times the employee's basic hourly rate.

(e) Vacation credited to an employee's vacation account may not exceed twenty-four (24) times the employee's monthly accrual rate.

(f) Upon termination of employment, an employee shall be paid for any unused vacation benefits.

(g) Upon recall from layoff, return from leave of absence, or reinstatement following military service, if the employee has retained seniority under the Seniority Article, the date of employment for the purpose of determining the amount of the monthly accrual of vacation benefit under Section 7.1 shall be the same as it was immediately prior to the layoff or leave of absence, and they shall commence earning vacation with the date of their reinstatement. An employee who is rehired shall earn vacation in the same manner as a newly hired employee.

(h) Vacations of one week or more shall be scheduled within a supervisory group based upon an employee's seniority with respect to other employees in a classification, provided that an employee, to be assured of being scheduled in their proper order of seniority, must file their calendar requests prior to the fifteenth day of February in each calendar year.

Section 7.3. Waiver. The Union and the Lab expressly waive the requirements of the Illinois Paid Leave For All Workers Act, 820 ILCS 192. The parties also waive any amendments thereto as well as any other local or state paid leave laws. This waiver shall survive the expiration of the collective bargaining agreement and continue in effect until such waiver is expressly terminated by a written agreement of the parties.

## ARTICLE VIII

### SENIORITY

Section 8.1. Definition of Unit Seniority. Unit Seniority is an employee's length of continuous service as a Maintenance Mechanic or Maintenance Electrician. Seniority rights as created by this Agreement exist only to the extent expressed herein, serve as a qualification for benefits and/or other Sections of this Agreement as expressly provided for in this Agreement and for no other purpose; they are limited exclusively to this Laboratory and cannot be exercised elsewhere under any circumstance. For purposes of computing pay and for the purpose of establishing layoff procedures, jobs performed by employees within this bargaining unit have been given the following titles and placed in the following occupational groups:

- Occupational Group 1: Maintenance Mechanic IV  
Lead Maintenance Mechanic  
Working Maintenance Foreman
- Occupational Group 2: Maintenance Electrician IV  
Lead Maintenance Electrician  
Working Maintenance Foreman

Section 8.2. Acquisition of Seniority/Probationary Period. Each employee shall be considered as a probationary employee for six (6) months of employment in the bargaining unit, after completion of which his/her seniority shall date back to the date he/she started to work in the bargaining unit. While in a probationary status, an employee shall have no seniority. A probationary employee may be transferred, laid off, discharged or otherwise terminated at the sole discretion of the Laboratory, and no grievance shall be raised or processed in connection therewith.

Section 8.3. Promotions / Trial Period. All bargaining unit positions are considered competitive vacancies as defined in this Section.

(a) Posting of Vacancies. The Laboratory shall have sole responsibility for the selection of an individual or individuals to fill a vacant position. Notices of vacancies that arise within the Bargaining Unit will be electronically posted on the Laboratory's Career website. Such notices will show the job title and/or location of the vacancy/assignment, estimated assignment duration, specialist skills/knowledge required, and the date beyond which applications will not be accepted.

(b) Bidding and Selection. Applications to fill posted vacancies will be made by completing an internal application on the Laboratory's Career website. Each employee who is absent from work on a on a scheduled vacation or authorized leave of absence at the time the notice of vacancy is posted may apply remotely via during their absence via the Laboratory's Career website. If such an employee is selected to fill the vacancy and remains on vacation or leave of absence at the time of selection, the position will be held open pending his/her return to work (subject to being filled temporarily) until:

1. The end of the first working day following the employee's return to work if he/she was on vacation, and
2. The end of the first working day following the employee's return to work, or the expiration of fifteen (15) calendar days, whichever first occurs, if he/she was on leave of absence.

The Laboratory shall consider ability, experience, skill and demonstrated work habits in promotion decisions. In instances where applicants have approximately equal qualifications based on these criteria, the employee with the greatest seniority will be entitled to the job. If no Unit member bids on the posted vacancy or if it is ascertained that no Unit member who bid has sufficient qualifications to meet the stated requirements, the vacancy may be filled by a new hire.



Section 8.4. Layoffs. In the event of a reduction in the work force, probationary and temporary employees (if any) shall be laid off first. Further reductions, if necessary, shall be made on the basis of occupational group in inverse order of seniority. Employees with the greatest seniority in the occupational group affected by the reduction in force who have the ability without additional training (as differentiated from orientation) to perform the remaining work in the occupational group shall be retained. Recall offers shall be made in the inverse order in which employees were laid off. Employees subject to recall shall be notified by certified letter, return receipt requested, mailed to the last address on record in the Personnel Department.

Section 8.5. Termination of Seniority. Seniority, and the employment relationship, shall terminate automatically when an Employee:

- (a) is discharged;
- (b) is laid off or absent from work for any reason for a period of twenty-four (24) months or the amount of their seniority as of his/her last day of work, whichever is shorter;
- (c) voluntarily quits, which shall include:
  - (i) expressed resignation;
  - (ii) a failure to notify the Laboratory of his intention to return to work after layoff within five (5) calendar days after being notified to return and to report to work within ten (10) calendar days after such notice (unless the period is extended in writing by the Laboratory); notice shall be by certified or registered mail directed to the last address appearing on the Laboratory records, delivered or attempted delivery;
  - (iii) an absence and failure to notify the Laboratory and obtain authorization for the absence, as soon as possible, but no later than three (3) calendar days after the absence commences;
  - (iv) an overstay of a leave of absence, or giving a false reason to obtain it; or the overstay of a vacation, unless he/she furnishes an excuse acceptable to the Laboratory for reporting late from the vacation. (No excuse will be "acceptable", in any event if the employee could have called the Laboratory to tell of the delay prior to or at the beginning of the first scheduled work day following vacation or leave of absence but did not); or,
- (d) is retired under the retirement program.

Section 8.6. Seniority Lists. The Laboratory shall post, at least annually, an updated employee roster showing classifications and unit seniority. A copy of the roster shall be sent to the Representative of the Local Union at the time of posting.

Section 8.7. Seniority Retention. Employees shall suffer no loss of seniority upon their return to a job within the bargaining unit after working outside of the bargaining unit, provided that an

employee shall lose seniority after working voluntarily outside the bargaining unit for ninety (90) continuous days or longer.

Section 8.8. Seniority of Employees Promoted to Supervisory Positions. An employee who is promoted from a position within the bargaining unit to a supervisory position over members of the bargaining unit shall continue to accrue seniority for a period of three (3) months after such promotion, and will retain their accrued seniority for a period of nine (9) months thereafter.

Section 8.9. Laboratory Service. Seniority shall be calculated from date of hire by the Laboratory for purpose of benefit eligibility (e.g., vacation).

## ARTICLE IX

### HOURS OF WORK

Section 9.1. Intent of Parties. This Article IX is intended only to provide a basis for computing premium pay, and no provision of this Agreement (other than Sections 9.4.c.ii and 9.5) shall be construed as a guarantee of a minimum number of hours of work per day or per week, or pay in lieu thereof, nor a limitation on the maximum number of hours per day or per week which may be required to meet operating conditions.

#### Section 9.2. Definitions.

- (a) The payroll week of each employee shall commence at midnight Sunday night.
- (b) The workday of each employee shall commence with the time each calendar day at which the employee is scheduled to commence work.
- (c) Basic hourly rate is defined as the hourly rate of an employee, excluding any premium pay.
- (d) Regular hourly rate is defined as basic hourly rate plus shift premium, if any.

#### Section 9.3. Designated Work Periods.

- (a) Shift Hours:
  - (i) during the normal work week of Monday through Friday, the hours of work for all employees except the duty mechanics and duty electricians shall be from 0800 to 1630. This will include a one hour lunch of which one-half (1/2) hour will be unpaid and one-half (1/2) hour will be paid in lieu of two 15 minute breaks, subject to operational requirements.

Duty mechanics and duty electricians as assigned by the Laboratory shall work a first shift consisting of eight (8) hours, from 0800-1600, which as with weekend work and the second and third shifts will include a one-half hour paid lunch. Duty electricians and mechanics will be on call throughout their shift and may not leave the premises.

(ii) Second Shift. 1600 - 2400

(iii) Third Shift. 0001 - 0800

(iv) Where an employee works for more than ten (10) continuous hours (excluding any customary lunch period), arrangements may be made with the Supervisor for a paid meal period not to exceed one-half hour in duration at a time reasonably related to the extended work hours.

(b) Shift Premiums. A shift premium of seven percent (7%) per hour will be paid to employees when one half or more of their scheduled shift falls between 1800 and 2400. A shift premium of ten percent (10%) per hour will be paid to employees when one half or more of their scheduled shift falls between 0001 to 0600. The premium will not apply to employees who are working overtime from an earlier shift; there shall be no pyramiding of premiums. A shift premium of seven percent (7%) per hour Will be paid to employees for weekend hours actually worked (0001 Saturday to 2400 Sunday) in the Duty Mechanic and/or Duty Electrician capacity. An additional premium of 7% per hour will be granted for weekend hours worked when one half or more of the weekend work falls between 1800 and 2400 (2<sup>nd</sup> shift). An additional 10% per hour will be granted for weekend hours worked when one half or more of the weekend work falls between 0001 to 0600 (3<sup>rd</sup> shift). The payment shift premiums in addition to the weekend Duty Mechanic and/or Duty Electrician premium is an exception to this section's pyramiding of premium prohibition.

(c) Shift Assignment. Annual shift picks shall be awarded based on qualified personnel's seniority. The annual shift bid shall take place between December 1st and December 15th of each year. The bid shall be posted for a minimum of five days before bidding begins and all bidding shall be complete within a seventy-two hour period. An employee will be given at least one (1) week notice of a change in his shift. The Union will be provided with the names of the employees who have been assigned to night and weekend shifts. Planned temporary shift assignments of two (2) consecutive days or less will first be offered to those shift personnel who can cover the vacancy by means of a four (4) hour hold over/early call in within that particular shift rotation, as provided for in section 9.4 (e) of this agreement. In the event that any personnel cannot cover the vacancy, the shift will be offered to employees based on their accrued overtime balance. Employees with the least amount of accrued overtime will be offered the shift first. If that employee declines, the temporary shift will be offered to the employee with the next lowest accrued overtime balance until the temporary shift is filled. In the event that no employee is able to fill the vacancy, the terms of section 9.4(e) shall apply. Planned temporary shift assignments longer than two (2) consecutive days shall be offered solely to the overtime list as previously stated. Temporary shift assignments shall not exceed five (5) days or nights in duration. In the event that the vacancy should exceed five (5) days in duration, the Laboratory shall fill that vacancy using the next employee on the current overtime hours accrued list such that the same man does not cover the same shift (special coverage) 2 weeks in a row. The overtime list shall be used for a period of up to thirty (30) calendar days. All time spent filling temporary shift assignments shall be compensated at double the applicable hourly rate including the requisite shift premium. Where the employee has agreed to fill the temporary shift assignment, that employee shall be obligated to complete

that assignment. In the event that no employee is able to fill the vacancy, the terms of section 9.4(e) shall apply. Note: This replaces 12/2/10 "Reverse Wheel" Letter of Understanding.

#### Section 9.4. Overtime

(a) Overtime Premium: Time and one-half shall be paid for any authorized hours of work performed in excess of forty (40) hours worked in a payroll week. Only actual hours worked and the following paid time off shall count as hours worked when determining whether the employee is eligible to receive overtime: paid vacation time, paid jury duty, paid funeral leave, floating holidays, rotating floating holidays, and paid holidays that fall during an employee's normal work schedule for which an employee is paid but does not work. No other paid time off or any uncompensated periods of time shall count as hours worked. There shall be no pyramiding of overtime or premium compensation rates. With respect to hours worked on a holiday, however:

- (i) an employee shall not be paid time and one half on top of holiday pay for the same hours worked;
- (ii) where the holiday time worked occurs in the first forty hours of a payroll week or occurs during an employee's scheduled hours of work, that the employee received premium pay for those hours worked shall not be used to deprive the employee of receiving overtime for hours worked over forty in a payroll week.

(b) Authorization for Overtime Work: No premium time shall be worked unless first approved by the employee's supervisor.

(c) Assignment of Overtime Work: The Laboratory will make every effort to distribute overtime opportunities fairly among employees performing the same type and grade of work within occupational groups. To this end a list will be maintained to show overtime worked and refused by each employee in each occupational group. Such lists will be maintained on a weekly basis and will be posted on the notice board each month for general information. Each employee shall be responsible for ensuring the overtime list accurately reflects their overtime position. Disagreements on the correctness of the overtime lists should be discussed with the employee's supervisor.

(d) Mandatory Overtime Work: When necessary to meet operational needs, the Laboratory shall have the right to require the least senior qualified employee (s) to accept overtime assignments where the required number of volunteers are not available. Instances of Laboratory required mandatory overtime will not exceed 4 time in a calendar year. Mandatory overtime shall be paid at the standard overtime rate of time and one-half for any mandatory hours performed in excess of (40) hours worked in a payroll week.

It is recognized that conditions such as shift assignment, familiarity with work and other circumstances may prevent exact, equal distribution of overtime opportunities. When it is determined that an inequity in distribution has occurred, the inequity shall be corrected by

the scheduling of subsequent overtime opportunities until the opportunities are as fairly balanced as circumstances permit.

i) Scheduled Overtime. Where possible, overtime will be scheduled and notified at least 24 hours in advance. Such overtime will be offered to qualified employees who have the lowest overtime accumulation. The pool of employees from which overtime work is drawn consists of those employees who are at work and employees assigned to permanent shifts. Under normal conditions, people in the pool are asked to work overtime in their order on the overtime list.

ii) Unscheduled Emergency Overtime. An employee who is called back to work outside, not adjacent to, their normally scheduled work hours having left the Laboratory shall be guaranteed four hours' work paid at time and one half (double time on a holiday as provided for in Section 6.2(b)).

iii) Overtime Equalization Charging. For the purposes of maintaining the overtime list referenced above, only employees who actually work overtime, or are asked to work and refuse, will be charged the overtime hours. Employees on vacation will not be required to work the call-in and overtime provisions of this Article nor will they be charged overtime unless worked. Effective the first week after contract ratification, Employees shall be charged hours overtime equal to the rate at which the hours are paid, including holiday double time. Example; Two hours worked at time and one half shall be charged three hours. Two hours worked at double time shall be charged four hours.

iv) Re-Entries Into / Reclassifications Within the Bargaining Unit. An employee entering or re-entering the Bargaining Unit, or an employee who is reclassified will be charged with overtime in the following manner:

a) An employee recalled from layoff shall be charged with the average overtime hours of his/her occupational group.

b) An employee transferred back into the Bargaining Unit shall be returned to the overtime table at the same relative position with respect to the group average which the employee had at the time of transfer out of the Bargaining Unit.

c) An employee who is reclassified shall carry with him to his new occupational group the number of overtime hours he had in his previous occupational group, or the average hours of the new occupational group, whichever is the higher.

d) Where a new employee enters the Bargaining Unit, he/she will be placed in the overtime list and credited with the average accumulation of his/her occupational group at the time of entry.

e) Where the laboratory determines that the most effective way of covering a whole shift absence (in cases of vacation, illness or Leave of Absence) is by a four (4) hour hold-over/four (4) hour early call-in, employees will be

required to provide such coverage and will be paid at double time their hourly rate for hours worked outside their normal shift regardless of hours worked in that work week.

Section 9.5. Report-In Pay. Where an employee reports to work in accordance with the instructions of supervision, he/she shall be paid for all time worked according to provisions of this Agreement, but, in any event, shall not receive less than four (4) hours pay at the regular rate.

Section 9.6. Universal Refrigerant (EPA) Certification. Employees have the option to obtain, at their own expense, a Universal Refrigerant (EPA) Certification. Employees are responsible to maintain and verify certification annually by presenting to management the Universal Refrigerant (EPA) Certification card. Certification holders will receive an additional twenty-five cents per hour.

## ARTICLE X

### DISABILITY LEAVE

Section 10.1. Occupational Disability Leave. An employee who is unable to perform work at the Laboratory due to an accidental injury or occupational illness arising out of and in the course of employment at the Laboratory will be granted occupational disability leave with pay as hereinafter provided, unless such injury is purposely self-inflicted or is due to his willful misconduct, willful violation of plant rules or willful failure to use safety appliances. An employee absent from work because of such occupational disability may be entitled to benefits under the Illinois Worker's Compensation Act or the Illinois Occupational Diseases Act. The Laboratory will supplement any payments under these laws, so that the total received will equal what the employee would have received at his basic hourly rate for scheduled work time, not to exceed eight (8) hours per day, for an aggregate number of working days not in excess of ninety (90). In order to receive payment under this Section 10.1, an employee must satisfy the conditions of eligibility in Section 10.4.

Section 10.2. Non-Occupational Disability Leave. An employee who is unable to perform his/her work at the Laboratory due to an illness or injury arising otherwise than out of and in the course of employment at the Laboratory will be granted non-occupational disability leave as hereinafter provided, unless such illness or injury results from willful violation of law or as the result of work performed for another employer (second job). An employee satisfying the conditions of eligibility in Section 10.4. shall, beginning with the first (1st) hour of each continuous absence from scheduled hours of work, receive pay at the employee's basic hourly rate for scheduled time not to exceed eight (8) hours per day or forty (40) hours per week, for an aggregate number of hours not in excess of the number which the employee has accrued as computed under Section 10.3. When an employee has been warned in writing twice in four quarters pursuant to Section 10.8. that the employee's absence is excessive, payment for the absence will be made beginning with the ninth hour of such absence, and all future absences, until notified that the employee's absences are not excessive, If an employee is partially and temporarily disabled due to a non-occupational illness or injury, the Laboratory will make every effort to locate useful employment (including other than his normal duties) for a reasonable period of time. Until such time as the Medical Department considers the partial disability is permanent in nature, the employee will retain the classification held prior to becoming disabled. The decision of the Laboratory under this section including, but

not limited to, the employee's ability to perform useful employment, shall not be subject to the grievance procedure.

Section 10.3. Accrual of Non-Occupational Disability Leave. Employees shall accrue twelve (12) hours of non-occupational disability leave in each month of employment provided, (1) that no accrual of non-occupational disability leave shall accumulate to a total in excess of one thousand and forty (1040) hours; (2) that no accrual shall become effective while an employee is not actually working, but shall only become effective on the first day the employee returns to work; and (3) that non-occupational disability leave will not be accrued in any calendar month in which the employee is not in pay status for at least eleven (11) working days. An employee who is recalled from layoff (under the provisions of Article VIII) shall have credited to his non-occupational disability leave account on the date of return the same number of hours the employee had when the layoff began.

Section 10.4. Conditions of Eligibility. In order to receive payment under this Article 10, the following conditions of eligibility must be satisfied:

(a) Employees shall telephone their supervisor or an authorized representative by their scheduled time for starting work on the first day of absence due to illness or injury. If the employee wishes to be excused from calling on succeeding days, approval of supervision must be obtained, otherwise, daily calls are required. Supervision's decision as to whether or not such telephone call is required on succeeding days will be based upon the nature of the illness requiring the employee to be absent from work.

(b) All cases of absence due to occupational illness or injury must be certified by the Health Division of the Laboratory. Such absences require prior authorization from the Health Division except in the most unusual circumstances. In the event that an employee absents himself from work because of occupational disability, without prior authorization for such absence, the employee must report this at the earliest possible time to the appropriate supervisor by telephone. Upon receiving such information from the employee, the supervisor will communicate the information immediately to the Medical Department. Thereafter, the Medical Department will process the case and make the required certification and authorization where it is determined that the absence is necessary because of occupational illness or injury. This procedure will apply for each day of absence, unless the employee is specifically excused from this requirement. If an employee is partially disabled, the Laboratory will make every effort to locate useful employment until such time as partial disability ends. Until such time as the Medical Department considers the partial disability is permanent in nature, the employee will retain the classification status held prior to becoming disabled. The decision of the Laboratory will be subject to the grievance procedure.

(c) Any absence due to non-occupational illness or injury in excess of three (3) consecutive working days requires the employee furnish a certificate completed by a licensed doctor of medicine, chiropractor, or podiatrist, upon return from the absence, except in cases where an employee has been warned that his absences are considered to be excessive, or the absences indicate a pattern of abuse, the Department head may require such a certificate covering an absence in excess of four (4) hours. In the event an employee

is sent home from work by the Medical Department, the absence authorized by the Medical Department is for that day only. If an employee remains away from work for a period extending beyond one (1) week, the employee must send in such a certificate completed by a licensed doctor of medicine, chiropractor, or podiatrist, to the Medical Department weekly in order for non-occupational disability payments to be continued.

A Certification and/or verification of an employee's illness or fitness to return to duty will not be considered valid unless it is a written statement from a recognized licensed doctor of medicine, chiropractor, or podiatrist that clearly states the following:

- a) The above-referenced written statement will contain sufficient facts to support the employee's inability to work
- b) Whether the employee is able to return to work and, if so, under what conditions and when those conditions will expire
- c) Date of visit
- d) A medical confirmation that the employee is/was unable to work due to illness
- e) The period of absence covered by the illness
- f) The physician's signature

Falsification of any verification of illness or the failure to provide such verification may result in denial of sick leave (and subsequent loss of pay) and disciplinary action.

(d) Absences will be paid for only on a basis of days which normally would have been worked, up to a maximum of eight (8) hours per day and forty (40) hours per week, had the employee performed his regular schedule of work; and there will be no payments under this Article X for any days of disability which fall within an employee's layoff, annual leave, leave of absence, holidays, or any other absence(s) excused for reasons other than disability, nor will such absence(s) excused for reasons other than disability be extended or rescheduled because of any disability commencing during any such period.

(e) An employee's use of their available non-occupational disability leave per calendar year for their family members shall be in accordance with Laboratory policy for unrepresented hourly employees, but in no event shall it be less than the following: An employee may use a maximum of 72 hours of their available accrued non-occupational disability leave per calendar year for absences due to an illness, injury, or medical appointment of the employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, on the same terms (including verification of the absence from a doctor) upon which the employee is able to use non-occupational disability leave for the employee's own non-occupational illness or injury.



Section 10.5. Payment on Release for Health Reasons. In the event that an employee is released by the Laboratory pursuant to a determination of the Medical Department under Section 10.9, they shall be paid eight (8) hours pay at their basic hourly rate for each day accumulated in his unused non-occupational disability leave account as of the date of release. Such payments shall be made weekly or in a lump sum at the election of the employee.

Section 10.6. Report of Non-Occupational Disability Leave Accrual. Employees may request information on their sick-leave balance from the Payroll Office.

Section 10.7. Irregular Attendance. The parties recognize that a good record of attendance at work by every employee is necessary for the efficient operation of the Laboratory. Therefore, an excessive accumulation of absences, or pattern of abuse, may be called to the employee's attention by his Department Head or the Personnel Office. Where such absences are called to the employee's attention in writing, the employee may request a written explanation of the reasons for the absences be placed in his personnel file. Excessive absences are defined as 24 or more hours in any two out of four quarters. The Department Head will attempt to correct this problem through consultation with the employee or referral. If the employee is unable to improve their attendance record within a reasonable period of time, action may be taken by the Laboratory.

Section 10.8. Physical Examination. The Laboratory reserves the right as a condition of employment, or continued employment, to require such examination as the Medical Department of the Laboratory may deem necessary. The decision of the Medical Department as to the physical or emotional fitness of the employee for continued employment at the Laboratory shall not be subject to the Grievance Procedure or arbitration; however, the issue as to whether the action of the Laboratory management in releasing the employee for physical or emotional reasons was arbitrary or capricious shall be subject to the Grievance Procedure and may be taken to arbitration. When the Medical Department is of the opinion that an employee is no longer able, for health reasons, to continue in their present position, the Personnel Division will make every reasonable effort to offer employment in a different position for which the employee is qualified. The Laboratory will give every consideration to rehiring a released employee whose health has improved sufficiently.

The Laboratory agrees that its Medical Department will, upon request of the employee concerned, consult with the employee's designated personal physician in making such determination.

Section 10.9. Modified Work Policy. Employees covered by this Agreement will be subject to the Laboratory's Modified Work policy pursuant to the terms of said policy. In the event of a conflict with existing Section 10 language the Modified Work Policy takes precedent.

Section 10.10. Short Term Disability Program. The Laboratory's short term disability (STD) program for its unrepresented employees shall be made available to bargaining unit employees under the same terms and conditions as they may change from time to time as other Laboratory employees.

## ARTICLE XI

### ABSENCES

Section 11.1. Absence on Union Business. Employees with at least one (1) year of continuous service may be permitted to have excused absence without pay to perform Union duties as provided herein. Employees may be excused for a period of absence for Union business up to two (2) weeks, provided that the Union notifies the Laboratory in writing at least one (1) month in advance of each such absence. One employee may also be excused for a period in excess of two (2) weeks, but not more than one (1) year provided that the Union notifies the Laboratory in writing at least one (1) month in advance of such absences. An employee may return from leave on Union business, provided that reductions in force have not removed all employees with equal or less seniority in his seniority group. They will return to work in their former seniority group at his rate of pay plus any general increase granted for their classification during the absence. The total number absent at any one time on Union business may be up to three (3) dependent upon operational requirements.

Section 11.2. Military Service. Both the Union and the Laboratory acknowledge their duties to observe and comply with all applicable Federal and State laws, executive orders, and rules and regulations concerning re-employment of employees who enter the Armed Forces of the United States Government, and any action in reliance upon or in accordance with laws, orders or governmental rules and regulations shall not be deemed to constitute a violation of this Agreement. An employee shall be granted excused absence with pay for working time necessarily lost in taking pre-induction physical examinations for the Armed Forces upon presentation of notice from the appropriate Government Agency. An employee shall be granted an excused absence not exceeding fifteen (15) calendar days in any one calendar year in order to participate in reserve training programs of the Armed Forces; in addition, employees shall be granted excused leaves of absence of not more than sixty (60) days for each absence, for emergency military duty. An employee who is excused to participate in such activities shall be paid the difference between his basic hourly rate and pay for such military service, if such pay is less than their Laboratory pay.

Section 11.3. Jury Duty Pay. A leave of absence for jury duty will be granted to any full-time or part-time employee who has been summoned to serve. During this leave, the employee's Laboratory pay will be reduced by the amount of jury pay (except for jury pay from days when the employee is not scheduled to work) minus the transportation expense payment. Employees on jury duty are expected to report to work in the event they are excused from jury duty because of a holiday that is not recognized by the Laboratory. Upon receipt of the jury summons, the employee should immediately notify his/her supervisor. Additionally, a copy of the jury summons should be sent to the payroll department, MS#110. The time spent on jury service must also be entered on the paper or electronic timecard as Jury Duty. If the jury duty falls at a time when the employee cannot be away from work for critical operational reasons, the Laboratory may request that the court allow the employee to choose a more convenient time to serve by making a request in accordance with the court's procedures. The employee must cooperate with this request.

Section 11.4. Bereavement Leave. In the event of a death in the immediate family, a leave of absence with pay will be granted for up to three consecutive days for exempt employees or 24 consecutive hours for nonexempt employees. The leave must be taken within a reasonable time after the death and corresponding arrangements. With supervisory approval, the leave may be

taken in whole day, non-consecutive increments. For employees on a flexible work schedule, please review the policy.

For this purpose, immediate family is defined exactly as specified below:

- Spouse.
- Civil Union Partner.
- Children for whom you are the parent, stepparent, foster parent, or legal guardian.
- Parents, parents-in-law, stepparents, or foster parents.
- Siblings, stepsiblings (does not include siblings-in-law).
- Grandparents, step-grandparents (does not include great-grandparents or in-law).
- Grandchildren, step-grandchildren (does not include great-grandchildren or in-law).

Standard notification and approval of absence applies. Upon returning to work, the employee must record his/her absence as funeral leave on the weekly FTL Time Card. Proof of death and relationship to the deceased may be required.

Section 11.5. Parental Leave. Employees shall be eligible for parental leave under the same terms and conditions as it may be offered to unrepresented Laboratory employees.

Section 11.6. Leave of Absence. Leave of absence is defined as any excused absence of thirty (30) consecutive calendar days or more in duration. Employees other than probationary employees may be granted a leave of absence without pay for a period not exceeding ninety (90) days for any reason upon approval of the Laboratory; such leaves may be extended if approval is obtained from the Laboratory. The approval shall be in writing and copies shall be furnished to the employee, the Laboratory and the Union.

Requests for other times off without pay made at least forty-eight (48) hours in advance shall be given due consideration but shall be subject to the discretion of supervision and general Laboratory policy, in light of manpower requirements and overall attendance record.

Section 11.7. Status of Benefits. Employees on an approved leave of absence may maintain their Medical, Dental and Life Insurances for up to one hundred and twenty (120) calendar days by paying the required premiums in advance provided, however, that employees with at least three (3) years' service who are disabled and on a leave of absence and who have exhausted their non-occupational disability leave and their special disability leave may maintain their Medical, Dental and Life Insurances for up to one hundred and twenty (120) calendar days in the same manner as they would if they were in pay status.

For the term of the Agreement, the bargaining unit will be entitled to the current Laboratory policy on health benefit maintenance in a layoff situation pursuant to the terms and or duration of such

policy. In the event of layoff affected employees may receive extended COBRA benefits for up to three years. Under such circumstances, the following payment schedule shall apply:

- (a) First 12 months beginning with the month of termination, affected employees will pay the employee deduction amount in effect for the month for which payment is made.
- (b) Second 12 months beginning with the anniversary month of termination, affected employees will pay one half of what would be the COBRA rate for the month of which payment is made.
- (c) Third 12 months beginning with the anniversary month of termination, affected employees will pay the full COBRA rate.

Employees on leave of absence or who are laid off retain their status under the Laboratory's retirement plan except that neither the employee (if contributing to the plan) nor the Laboratory makes their respective contributions to the plan.

## ARTICLE XII

### HEALTH AND SAFETY

Section 12.1. Work Rules. The Laboratory shall have the right to make and enforce reasonable work safety rules necessary to provide safe working conditions.

Section 12.2. Safety Equipment. All employees shall conform to safety rules presently in effect or those which may be put into effect by the Laboratory. The Laboratory will continue to make such provisions for health and safety of employees (including protective devices, clothing and other equipment) as it determines to be necessary for proper protection at the Laboratory.

## ARTICLE XIII

### RETIREMENT AND INSURANCE

Section 13.1. Retirement Plan. The Laboratory shall continue in effect the retirement plan currently covering employees who are members of the bargaining unit, except as such plan is hereafter modified pursuant to the terms of said plan.

Section 13.2. Group Insurance. The Laboratory shall continue in effect the group insurance programs presently available to Laboratory employees except as hereafter modified pursuant to the terms of the plan.

ARTICLE XIV

WAGES

Section 14.1. Wage Rates.

1. Effective April 1, 2023

<u>Position</u>	<u>Starting Hourly Rate</u>
IV	\$42.90
Lead	\$45.16
Working Foreman	\$46.22

2. Effective April 1, 2024

<u>Position</u>	<u>Starting Hourly Rate</u>
IV	\$44.51
Lead	\$46.85
Working Foreman	\$47.95

3. Effective April 1, 2025

<u>Position</u>	<u>Starting Hourly Rate</u>
IV	\$45.84
Lead	\$48.25
Working Foreman	\$49.39

Section 14.2. Paydays. All wages shall be paid on the employee's regularly scheduled payday, including regular pay, premium pay, excused absence pay and disability leave pay, subject to the limitations of the other provisions of this Agreement. Each employee will be paid at least eight (8) hours pay at their hourly rate for the first day on the payroll and also for the day they are processed for termination.

ARTICLE XV

TRAINING

Section 15.1. Training. A joint Laboratory/Union Training Committee will be established to review and recommend to Management areas of training needed to reinforce and/or enhance the skills of Unit members.

The Union shall elect representatives from both the Electrical and Mechanical Occupational Groups to serve on the Committee.

ARTICLE XVI

NO DISCRIMINATION

Section 16.1. Equal Opportunity. The parties agree to adhere to all applicable law relating to discrimination as it applies to them. The Union acknowledges the Laboratory's Affirmative Action obligations pursuant to Executive Order 11246.

## ARTICLE XVII

### HIGH VOLTAGE PAY

Section 17.1. High Voltage Pay. Effective upon ratification of this Agreement, in lieu of lead pay, employees who are assigned to de-energize or energize high voltage equipment or who inspect, repair, replace, or clean high voltage equipment shall be paid an additional \$4.40 per hour for the day to perform such work. In the event an employee is called back to work, however, to perform high voltage work, the high voltage pay will be for the period of the callout.

Section 17.2. Under the retirement plan currently covering employees who are members of the bargaining unit, a plan subject to change in accordance with Section 13.1, high voltage pay is considered part of regular earnings such that employees will receive a 401a contribution on straight time high voltage pay.

## ARTICLE XVIII

### TERM OF AGREEMENT

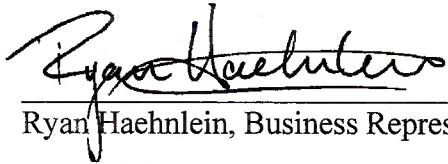
Section 18.1. Complete Agreement. It is hereby agreed that this Agreement contains the complete understandings between the parties and supersedes all previous understandings, and that, during the life of this Agreement, neither the Union nor the Laboratory shall make any demand for any change with respect to rates of pay, wages, hours of employment or other conditions of employment, nor shall either party be required to bargain with respect to any such matter. However, nothing in this Section shall be construed to preclude the processing of grievances under Article V, nor the exercise by the Laboratory of its functions under Article III.

Section 18.2. Laws, Government Regulations or Court decisions. In the event that any Federal or State legislation, Government Regulation or court decision causes invalidation of any Article or Section of this Agreement, all other Articles and Sections not so invalidated shall remain in full force and effect. The Laboratory and the Union agree, upon written notice by either party, they shall meet to negotiate new contract language to replace the particular clause(s) that were invalidated.

Section 18.3. Term of Agreement. This Agreement shall be effective on April 1, 2023, and shall continue in effect until midnight on March 31, 2026. This Agreement shall automatically be renewed thereafter from year to year unless either party notified the other in at least sixty (60) calendar days prior to the expiration date of the then current contract that it desires to modify, or to terminate, any designated provisions of this Agreement, and negotiations shall commence at the earliest practical time thereafter, mutually acceptable to the parties.

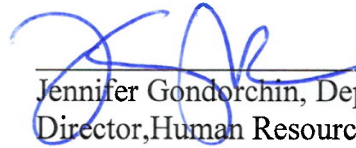
IN WITNESS WHEREOF, the authorized representatives of the parties have set their hands on the 23 day of August, 2023.

INTERNATIONAL ASSOCIATION  
OF MACHINIST AND AEROSPACE  
WORKERS, LOCAL 701, AFL-CIO



Ryan Haehnlein, Business Representative

FERMI RESEARCH ALLIANCE, LLC



8/24/23

Jennifer Gondorchin, Deputy Division  
Director, Human Resources Division

SIDE LETTER - VET TECH INTERNSHIP PROGRAM.


The parties agree to permit the Lab utilize the VetTech Internship Program to hire veterans to intern with FESS. The Union recognizes that VetTech interns will not be considered bargaining unit employees even though they may perform some bargaining unit work.

A VetTech intern shall serve an internship of up to ten (10) weeks during the months of May through September. In the event that the VetTech intern remains employed by the Laboratory beyond their tenth week following commencement of their internship, the VetTech shall be considered a regular full time employee within the bargaining unit. The VetTech intern will be subject to serving a full probationary period beginning with the completion of his internship, but once completed the intern's bargaining unit seniority date shall be their first day of employment in the program. The Laboratory may employ no more than four VetTech interns in the electrical and the mechanical classifications for a total of not more than eight (8) Vet-Techs interns. During their employment, each VetTech intern will be paired with a regular full-time employee at all times.

AGREED:

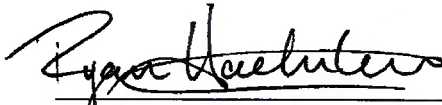
FOR THE LABORATORY:

FOR THE UNION

 8/24/23

Signature and Date

Jennifer Gondorchin, Deputy Division Director  
Human Resources Division

 8/23/23

Signature and Date

Ryan Haehnlein, Business Representative



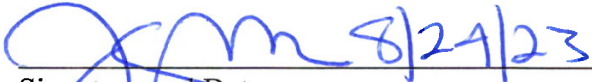
SIDE LETTER - APPRENTICESHIP PROGRAM.

Should the Lab decide to implement an apprenticeship program, the Lab shall have the right to reopen the Agreement to bargain over the apprenticeship program and the terms and conditions of employment of the apprentices.

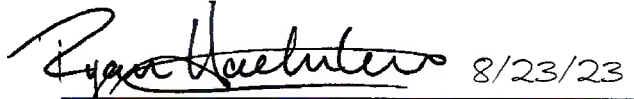
AGREED:

FOR THE LABORATORY:

FOR THE UNION

 8/24/23

Signature and Date  
Jennifer Gondorchin, Deputy Division Director  
Human Resources Division

 8/23/23

Signature and Date  
Ryan Haehnlein, Business Representative

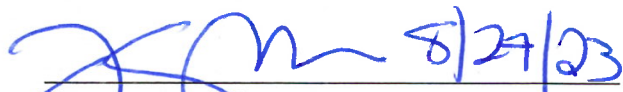
SIDE LETTER - SPOT AWARD AND REWARD AND RECOGNITION  
PROGRAMS.

Bargaining unit employees shall be eligible for the Spot Award and Recognition Programs on the same terms and conditions as other Laboratory employees, as they may change from time to time. Disputes over these programs shall not be subject to the grievance and arbitration provisions of this Agreement.

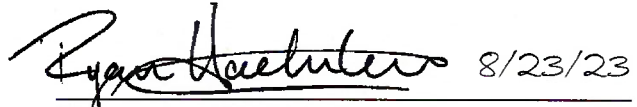
AGREED:

FOR THE LABORATORY:

FOR THE UNION

 8/27/23

Signature and Date  
Jennifer Gondorchin, Deputy Division Director  
Human Resources Division

 8/23/23

Signature and Date  
Ryan Haehnlein, Business Representative

LETTER OF UNDERSTANDING

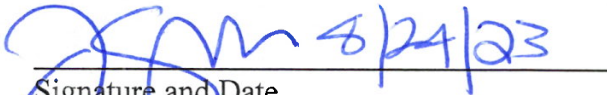
The parties agree to the following in regard to the rotational shift schedule:

The Lab is committed to making every effort to schedule employees on rotational shift no more than once per calendar quarter. We will continue our past practice of soliciting volunteers in accordance with the December 21, 2010 Letter of Understanding. The provisions of the December 21, 2010 Letter of Understanding will also apply in the event that volunteers are not secured.

AGREED:

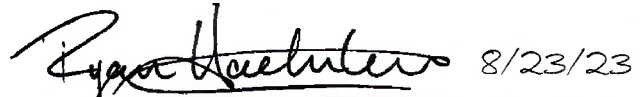
FOR THE LABORATORY:

FOR THE UNION

 8/24/23

Signature and Date

Jennifer Gondorchin, Deputy Division Director  
Human Resources Division

 8/23/23

Signature and Date

Ryan Haehnlein, Business Representative

## SIDE LETTER – WORKING FORMAN AND LEADS

The parties agree to the following with regarding to Working Foremen and Leads:

1. Mechanical Working Foreman (Stationary Engineer). A Mechanical Working Foreman (Stationary Engineer) shall, in addition to the general responsibilities of a mechanical working foreman, be primarily responsible to perform and oversee stationary engineer functions, and perform other duties as assigned. Any such position shall be filled by a candidate who is qualified to perform the functions of a stationary engineer as defined by the Laboratory. Candidates will be subject to both skills tests and demonstrated Work Habits including Performance Reviews, in accordance with Section 8.3. A Stationary Engineer License is required.

2. Mechanical Lead (HVAC). A mechanical lead (HVAC) shall, in addition to other lead responsibilities, be primarily responsible to perform, inspect, troubleshoot and task manage HVAC work with in-house and contract personnel, and perform other duties as assigned. Any such position shall be filled by a candidate who is qualified to perform HVAC functions as defined by the Laboratory. Candidates will be subject to both skills tests and demonstrated Work Habits including Performance Reviews, in accordance with Section 8.3. The person appointed to Mechanical Lead must obtain and maintain a universal refrigerant (EPA) certification. The person that is being paid as a Lead, will be eligible for the additional twenty-five cents per hour as provided for in CBA Section 9.6.

3. Lead and Working Foreman Shift Assignments. Notwithstanding CBA Section 9.3, all leads and working foremen currently shall be assigned to day shift and be exempt from rotating or fixed non-day shifts and prohibited from taking or being assigned temporary shift assignments. To the extent newly promoted leads and working foremen are not already on day shift, the Laboratory may, after consulting with the Union, temporarily hold off on moving them to day shift and prohibiting them from being assigned temporary shift assignments if it has concerns over forced coverage, but such employees will be promoted regardless of whether the Laboratory holds off on reassigning some or all of them to first shift. In the event the Laboratory ever sees a need for a lead or working foreman on another shift because increases in staffing on that shift warrant such a position, it will provide the Union with one-week advance notice of the change.

. Lead and Working Foreman-Specific Overtime. Notwithstanding CBA Section 9.4, the Laboratory shall have the right to mandate the Mechanical Foreman (Stationary Engineer) to accept overtime assignments involving stationary engineer work, the Mechanical Lead (HVAC) to accept overtime assignments involving HVAC work, and all working foremen and leads to accept overtime assignments which the Laboratory believes could use a working foreman or a lead (respectively) without regard to first soliciting volunteers or the caps and provisions on mandatory overtime. Overtime assignments in which the Laboratory might determine it needs a lead or working foreman to oversee might include, but are not limited to, re-lamping, hydrant flushing, power outages, etc. The parties recognize that, to the extent a lead or working foreman is not qualified in the Laboratory's opinion to perform a particular aspect of an overtime assignment, they might not be assigned to work it.

5. Lead and Working Foreman General Overtime. For overtime the Laboratory determines not to be specific to their positions under Section 5, such as general unscheduled or scheduled

