

**FOUR TEN-HOUR SHIFTS
ALTERNATING WORKWEEKS
MONDAY - SUNDAY**

**SUPPLEMENTAL AGREEMENT FOR ALTERNATIVE WORK SCHEDULE
FOR TRADES AND LABOR EMPLOYEES**

The provisions of the General Agreement will be followed except as noted below:

1. **ALTERNATIVE STRAIGHT-TIME SCHEDULE:** The workweek is defined as Monday through Sunday. This schedule will consist of several options to provide flexibility required for providing seven days a week coverage for operations where generation demands result in variable staffing requirements. The schedule may consist of four consecutive 10-hour days with alternating workweeks, Monday through Thursday, Thursday through Sunday, Tuesday through Friday, Wednesday through Saturday, and/or Friday through Monday; or a combination of shifts where a mixture of four tens and five eight-hour shifts meet the customers' valid requirements. Day shift will begin between the hours of 4 a.m. and 1 p.m. and will include a 30-minute nonpaid meal period. Evening/night shift, where needed, will begin between the hours of 1 p.m. and 9 p.m. and include a 30-minute paid meal period provided. (See Attachment A as an example of shifts.) Any changes to the shift start times must be made in accordance with the General Agreement.

2. **AFFECTED EMPLOYEES:**
Approximate Number to Work New Schedule:

Organization:

Work Group:

Location:

3. **JUSTIFICATION FOR ALTERNATIVE WORK SCHEDULE:**

4. **PROPOSED EFFECTIVE DATES:** START: _____ END: _____

5. **PAY PROVISIONS DIFFERENT FROM AGREEMENT PROVISIONS:**

A. Pay for work on offdays (by day): First week, first offday, time and one-half; second offday, double-time; and third offday, time and one-half. Second week, first offday, time and one-half; second offday, double-time; third offday, time and one-half. (The workweek is defined as Monday through Sunday.)

B. Rules for observing holidays falling on rest days: On workweeks where Saturday or Sunday are the scheduled offdays, and a holiday falls on a Saturday offday, then the holiday will be observed on Friday of that week if Friday is a regularly scheduled workday. If the holiday falls on a Sunday offday, then the holiday will be observed on Monday if Monday is a regularly scheduled workday.

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On workweeks where Monday, Tuesday, Wednesday, Thursday, or Friday are the scheduled offdays, the holiday will be observed on the day it falls, consistent with language of the General Agreement. On days observed as a holiday, 10 hours of pay will be provided at the straight-time rate under this agreement, unless the holiday falls during a period of scheduled 8-hour days, in which case 8 hours of pay will be provided at the straight-time rate.

- C. Sunday premium rules, including applicable qualifying hours: See General Agreement Supplementary Schedule B-V.
- (1) A twenty-five percent premium is paid for all hours worked when fifty percent or more of the scheduled straight-time shifts fall on a calendar Sunday.
 - (2) If Sunday is paid as a straight-time day, a premium of 25 percent is paid in addition to the straight-time rate. Additionally, as provided by Accounting Procedure 14 and the Fair Labor Standards Act (FLSA), an employee in a nonexempt position who works a straight-time shift on Sunday and works overtime in conjunction with this regularly scheduled Sunday shift is paid overtime (time and one-half) plus the Sunday premium (25 percent) for a total of time and seven-eighths.
 - (3) If Sunday is identified in B-V as an overtime day or the employee receives double-time pay required by the agreement, the Sunday premium is not applicable.
- D. Overtime compensation and other applicable rules for overtime on nonworkdays and outside scheduled straight time: Employees are on the inflexible schedule and earn overtime pay for work outside scheduled straight-time hours in accordance with No. 5A above.
- Work qualifying for time and one-half: Work on first and third offday and work outside scheduled straight-time hours, except as noted below.
- Work qualifying for double-time: Work on second offday, work in excess of 16 hours in any 24-hour period without an 8-hour break, and work in excess of regularly scheduled straight-time hours on a holiday.
- E. Premium time provisions: See Supplementary Schedule B-V.
- F. Meal period provisions: See Supplementary Schedule B-V.
- G. Call time provisions: See Supplementary Schedule B-V.
- H. Rules for taking leave during scheduled straight time: Ten hours of straight time (work or leave) must be accounted for on straight-time workdays. If an employee is absent the full day, he/she will be charged 10 hours of leave. During a period of scheduled 8-hour days, 8 hours of work or leave must be accounted for.

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- I. Shift differential to be paid: The night shift differential will be paid for the evening shift. All scheduled shifts outside of day shift will incur a shift differential.

- J. Other provisions:
 - (1) Management may approve and implement a five eight-hour day schedule for employees or on an individual case-by-case basis to accommodate an employee's special situation or based upon valid business needs.

 - (2) Employees on military leave are placed on a 40-hours-per-week and 8-hours-per-day schedule.

 - (3) Training may be scheduled five consecutive eight-hour days following the provisions of the General Agreement.

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ATTACHMENT A

Sample Rotations

Week	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1	work	work	work	work	1 st off	2 nd off	3 rd off
2	1 st off	2 nd off	3 rd off	work	work	work	work
3	work	work	work	work	1 st off	2 nd off	3 rd off
4	1 st off	2 nd off	3 rd off	work	work	work	work

Week	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1	work	work	work	work	1 st off	2 nd off	3 rd off
2	1 st off	work	work	work	work	2 nd off	3 rd off
3	work	work	work	work	1 st off	2 nd off	3 rd off
4	1 st off	work	work	work	work	2 nd off	3 rd off