

NorskeCanada

Letter of Understanding

Between

Communication, Energy and Paperworkers Union of Canada Local 76

And

NorskeCanada Powell River Division (the Company)

Re: Powell River Division Apprenticeship Selection Agreement

Preamble:

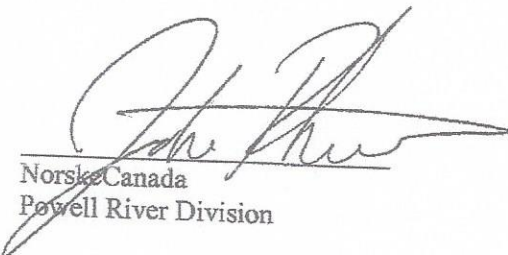
- This document outlines the steps in the process and agreed upon actions of both the Company and CEP Local 76.
- The Company commits to maintaining an ongoing and active apprenticeship program and will generally replace retiring trades personnel with apprentices.
- As a result of demographics in our Division and the predicted shortage of skilled trades, the Company expects to develop a significant number of apprentices over the coming years. Current projections are in the range of 11, 12, 8 and 11 over the next four years. The exact number of apprenticeships and the trades mix will depend on a number of factors including when our employees decide to retire, attrition for other reasons (resignations, illness, etc.), and business needs.
- The Company and CEP Local 76 have agreed to make changes to the apprenticeship selection process (Section 1), including a transition plan (Section 2) to move from the existing selection process to a revised selection process that is more aligned with other divisions.

Section 1: Apprenticeship Selection Process

- a. The Apprenticeship Committee will consist of Company and CEP Local 76 representatives (3+3) and be facilitated by Human Resources.
- b. The Company will identify and post apprenticeship openings as per the posting agreement.
- c. Human Resources will administer pre-testing and trade specific aptitude and academic testing.
 - Applicants must pass testing minimums as determined by the Apprenticeship Selection Committee.
- d. Qualified candidates will participate in an interview with a four member apprenticeship selection committee that includes representatives from the Company and CEP Local 76 (2+2) and facilitated by Human Resources.
- e. The Apprenticeship Selection Committee will assign point totals for previous experience (work record, attendance, pre-apprenticeship, and continuing education/vocational training).
- f. The apprenticeship will be offered to the candidate with the highest overall total points (maximum of 140).
- g. The point totals will be allocated as follows:
 - Testing – Maximum 50 points from 6 tests (no change from current tests)
 - Seniority – Maximum 35 points (2 pts/yr of respective Union Local service)
 - Interview – Maximum 30 points
 - Previous Experience – Maximum 25 points (work record – 5 pts, attendance – 5 pts, pre-apprenticeship – 5 pts, continuing education/vocational training – 10 pts).
 - In the event of a tie (total points), the candidate with the highest respective Union Local seniority will be offered the apprenticeship.
- h. All candidates will receive feedback from the committee on the results of their testing and interview.
- i. Unsuccessful apprenticeship candidates will receive feedback on the results of their application. A Human Resources representative will provide guidance to improve the likelihood of future success.

Section 2: Transition Plan

- a. The Company will post internally for 11 apprenticeships to be selected in 2005.
- b. For the 11 apprenticeship opportunities, the 2002 selection process will be applied to members of CEP Local 76, with one exception - the interview committee will consist of Company and CEP Local 76 representatives (2+2) in addition to Human Resources facilitation.
- c. If no members of CEP Local 76 are interested or do not pass the pre-test or testing, the highest scoring member of CEP Local 1 would be offered the apprenticeship (i.e. applying the revised apprenticeship selection process outlined in Section 1.).
- d. After 31 apprenticeships are awarded to members of CEP Local 76, both CEP Locals will have equal access to the apprenticeship opportunity and be considered in accordance with the selection criteria (highest overall score) when offering apprenticeships.
- e. The Apprenticeship Committee will coordinate information sessions for interested employees explaining the requirements of the trade, an overview of the selection process, and an overview of work implications (work assigned to apprentices, rates of pay, hours of work, etc.).
- f. The posting will be in accordance with the posting agreement.
- g. Human Resources will coordinate the posting process and administer the tests to candidates.
- h. Aptitude tests include Wonderlic Personnel, Bennett Mechanical Comprehension, Purdue Industrial Math, Flanagan Scales, Flanagan Tables, and Flanagan Patterns (no change from 2002 apprenticeship selection process).
- i. Interviewers will be provided with interview skills training.
- j. Apprenticeship Selection Committee will make final recommendations using results from point-based components and will extend offers to candidates.



Norske Canada
Powell River Division



CEP Local 76

Date: July 4/05

Clarifications to the 2005 Apprenticeship agreement

Between Catalyst Paper Powell River

And Unifor Local 76

Applications

- 1) Applications for apprenticeships must come complete with the applicant's latest resume/education.
- 2) All resume's must come in an office document (word/excel).

Testing

Employees are permitted to write once per calendar year. A block of time will be set aside and testing will take place at that time (early 1st quarter). Notice will be sent out one month prior and employees must sign up one week before testing in order to write. Employee's hired after the testing block will be allowed to test at the next apprentice posting.

Interview

- 1) The interviews will be mandatory for each round of apprenticeships.
- 2) The marks from the latest interview will be the marks given.

The applicant must bring a current resume to the interview

Education/ Work experience Credits

Education credits will only be granted if relevant to the trade that the individual is posting for. Any ancillary tickets listed under education must not have expired and must have value in the trade.

We currently rate a trade red-seal (not limited to the trades employed at the mill) at 10 points (2.5 points per year) based on a combination of approx. 7000 hours combined school and work experience, and a two year Technology Certificate (BCIT equivalent) at 5 points for roughly half that accumulated time although a slightly higher ratio of schooling to work experience is involved.

Likewise, time spent in other red-seal programs need to be evaluated for their relevancy, but should count at 50% of the equivalent level achieved in an allied trade related program. Possible exceptions would be for programs like Cook or Hairdresser, etc.

Steam Engineer- 4th class 2.5 points, 3rd class, 5 points completed including firing time. 1st and 2nd class receive 10 points

A technical based University degree (i.e. in Math, Physics, Robotics, or other Applied Science) would also rate 10 points. All other degrees would need to be evaluated on an individual basis for their relevancy,

but in no case would score less than 5 points for a 4 year program. Programs with math or science courses in at least two years of the program could rate a total of 7.5 points, which should be the maximum score for a non-related University program.

Work experience needs to be evaluated on a case by case basis, direct trade experience be granted on a 1:1 basis up to a maximum of 75% of equivalent trade certification to reflect the lack of formal schooling. For example, an applicant who worked for two years with a plumbing company is granted 0.75 x5 points or 3.75 points if they were applying for a mechanical trade apprenticeship. If the trade work is not relevant to our trade skills the credit would be reduced to 50% equivalent time. No credit would be given for experience simply in a service or support role (i.e. delivered parts and tools to jobsite)

Safety Programs that are not part of on-the job training (i.e. St Johns Level 1 as opposed to H2S Alive) would receive 1 point each up to a maximum of 3 points.

2 point allowance for Class 3 or higher with air brakes

All certificates need to be current to receive points.

The committee may review other significant training records submitted for non-related education, but in no case should those credits exceed 50% of pre-apprenticeship scoring (i.e. 2.5 points max)

Attendance.

Points for attendance will be based on the preceding two year period. As per the original agreement, WCB and WI will not count towards an applicant's work record.

Scoring will range from 0 to 5 based on the following:

5 points for zero time off, 4 points for 1% absence, 3 points for 2% absence, 2 points for 3% absence, 1 point for 4 % absence and zero points for 5% absence or more. Actual points awarded will be prorated between these levels. A person with less than one year in the mill, 50% of actual points allotted.

Scores- All points will be to two decimal places.

Once the scorecards have been verified the successful applicants will be offered the posting(s).

All applicants will have the ability to meet with HR or the Union chairperson to go over their scorecard and look for avenues to improve for the next time. Applicants will only have access to their own scorecard.

Catalyst and Unifor Local 76 Joint Apprenticeship Committee

Catalyst



Local 76



May 9 2014



Unifor Powell River Local 76

Tel: 604-483-4130
Email local76@unifor76.ca

5814 Ash Avenue
Powell River, B.C.
V8A 4R4

Updated Apprenticeship testing 2017

Background:

When the apprenticeship testing was designed in the past it was before there was any entry level testing to work in the mill. There needed to be a testing system that provided for the appropriate candidates to be able to succeed at school. The tests were designed to show mechanical aptitude and the ability to do the necessary calculations needed to be performed in the various trades. The testing criteria have not changed since that time.

Today:

To work in the mill for the last ten years there has been entry level testing equivalent to the tests that have been administered under the old system. Therefore, going forward everyone who has written these entry level tests will be considered as passing the pre-test requirement. This will leave three tests that everyone who wants an apprenticeship will have to write Math, Chemistry and Physics. These three tests will be used to determine the points awarded for testing depending on which apprenticeship being offered.

Every member of Local 76 can test once per Calendar year in which an apprenticeship is offered, highest test score will be applied. Exception if a person can show proof of taking an upgrading course then they will be allowed to rewrite in the same year.

November 28, 2017