

# COLLECTIVE AGREEMENT

April 1, 2016

Between



ALGOMA STEEL INC.

-and-



THE UNITED STEELWORKERS

ON BEHALF OF ITSELF AND ITS

**LOCAL 2724**

Sault Ste. Marie  
Ontario, Canada

## COLLECTIVE AGREEMENT INDEX

	<b>ARTICLE</b>	<b>PAGE</b>
Agreement Duration.....	20	49
Assignment & Reassignment.....	7.08	25
Bargaining Unit Seniority .....	7.01.10	21
Bereavement Pay .....	15.10	44
“C” Time.....	14.03	37
Contracting Out Committee .....	1.02.11	11
Departments .....	7.04	23
Departments - New.....	7.13	27
Discipline – Justice & Dignity .....	9	28
Discrimination .....	3	14
Dues (Union).....	2	13
Employees—New .....	1.08	13
Establishment .....	7.02	22
Existing Jobs — Union Recognition .....	1.01-1.02	9
Funeral Pay .....	15.09	44
General Article .....	General	1
Grievance Procedure.....	13	31
Health & Safety.....	10	29
Hours of Work.....	5.01	16
Job Assignment & Reassignment.....	7.08	25
Job Demotion.....	7.07	25
Job Evaluation System .....	15.01.10	38
Job Posting .....	7.06	24
Job Progression.....	7.05	24
Job Vacancy — Temporary .....	7.08.10	25
Joint Steering Committee (JSC) .....	General	2
Jury Pay.....	15.08	44
Justice & Dignity .....	9.01	28
Layoff and Reduction in Force.....	7.10	26
Leave of Absence .....	8	27
Leave of Absence — Maternity.....	8.06	27
Letters of Agreement .....	11	31
Listing of Occupations .....	15.14	46
Management.....	4	15
Mission Statement .....	General	1
New Jobs(Excluded) .....	1.01.11	9
Notices.....	12	31
Objectives .....	General	1
On Call.....	5.06.20	19
Out of Line Differentials .....	15.12.10	45
Overtime .....	5.03—5.07	17
Overtime Call Out Pay .....	5.06.10	19
Overtime Meals.....	5.07.10	20
Overtime Monitoring.....	General	7

## COLLECTIVE AGREEMENT INDEX

	<b>ARTICLE</b>	<b>PAGE</b>
Overtime — Work at Home.....	5.06.30	19
Payment of Professional Fees.....	19	49
Pension, Extended Health Benefit Agreement.....	17	46
Profit-sharing .....	18	47
Recall and Increase in Force .....	7.11	26
Restructuring Support & Processes.....	General	6
Reversion Rights.....	7.12	26
Salaries.....	15	38
Salaries — COLA .....	15.04	41
Salaries — Out of Line Differentials.....	15.12	45
Salaries — Scale .....	15.03	39
Salaries — Shift Premium.....	15.05.10	42
Scheduling Hours of Work .....	5.02.10	16
Seniority .....	7	21
Seniority — Loss of.....	7.03	22
Statutory Holidays.....	6	20
Stewards.....	1.05	12
Strikes & Lockouts .....	16	46
Supervisory Functions .....	4.02	15
Union / Management Committee .....	General	5
Union Recognition .....	1	9
Vacation Bonus.....	14.02	35
Vacation Entitlement.....	14.01	34
Vacation Re: Salaried Continuance .....	14.03(7)	37
Vacation Scheduling .....	14.03	36
Vacations, with Pay.....	14	34

### **Appendices**

- Job Families - Appendix 'C' .....	51
- Job Ladders - Appendix 'C' .....	54
- Ladders and Families - Appendix 'D' .....	57
- Posting Process - Appendix 'E' .....	59
- Job Titles and Codes - Appendix 'F' .....	64

Note: Members requiring information on Letters of Agreement should consult with their Steward.

## EXTENDED HEALTH BENEFIT AGREEMENT INDEX

	<b>PAGE</b>
Extended Health Benefits Agreement.....	77
Accidental Death and Dismemberment Insurance.....	80
Administration and Cost of the Plan .....	92
Definitions .....	77
Dental Coverage.....	90
Dependents .....	93
Duration of Agreement.....	93
Extension of Life Insurance Benefits .....	81
Health Benefits on Retirement.....	91
How Benefits are Provided .....	80
Life Insurance .....	80
Life Insurance Conversion Privilege .....	82
Life Insurance for Retired Members .....	81
Long Term Disability Benefit.....	85
Major Medical Benefits .....	87
Membership in Plan .....	78
- Partial Exemption.....	79
- Special Case.....	80
- Termination of Membership .....	79
Short Term Disability Benefit .....	82
<b>Defined Benefit Pension Plan Summary.....</b>	<b>94</b>
- Membership .....	94
- Pension Plan Benefits.....	94
- When You Can Retire .....	94
- Amount of Pension .....	95
- Early Retirement Reductions .....	97
- Optional Pensions.....	98
- Post-Retirement Indexing of Basic Pension.....	99
- Early Retirement Windows.....	100
- Survivor Benefits.....	101
<b>Defined Contribution Pension Plan Summary.....</b>	<b>103</b>
- Membership .....	104
- When You Can Retire .....	105
- Survivor Benefits.....	105
- Additional Employee Contributions .....	106

# COLLECTIVE AGREEMENT

April 1, 2016

Between

**ALGOMA STEEL INC.**  
(hereinafter referred to as the Company)

-and-

**THE UNITED STEEL, PAPER AND FORESTRY, RUBBER,  
MANUFACTURING, ENERGY, ALLIED INDUSTRIAL AND SERVICE  
WORKERS INTERNATIONAL UNION (UNITED STEELWORKERS)  
ON BEHALF OF ITSELF AND ITS LOCAL 2724**  
(hereinafter referred to as the Union)

**WITNESSETH THAT THE PARTIES HERETO HAVE AGREED AS FOLLOWS:**

## **GENERAL ARTICLE**

### **WORKPLACE REDESIGN AND EMPLOYEE PARTICIPATION PROCESS**

#### **1. MISSION STATEMENT**

The parties are committed to a successful and sustainable **Algoma Steel Inc.** founded upon principles of tolerance and respect between a strong independent union and a strong independent management and a recognition of the value of every employee.

#### **2. OBJECTIVES**

The parties will continue the process of redesigning the workplace so that it becomes more participative, safer and more fair. They agree that the skill content of jobs and the skills of employees must be enhanced and opportunities must be created for employees to solve operating problems.

In order to manage change, the parties commit to ongoing consultation, and discussion between management and the union and among employees at all levels. As part of these consultations, management is committed to providing the Union and employees with the opportunity to participate in decisions related to change as early as possible.

The parties agree on the following objectives, and agree to implement changes in the workplace which will:

- upgrade the skill content of jobs and the skills of employees on a progressive and ongoing basis, and provide employees with greater opportunity for training and development;
- eliminate health and safety hazards, including ergonomic hazards;
- ensure workers are trained in safe production practices;
- provide workers with greater influence, accountability, responsibility, and control over day-to-day operations of their workplace;
- lead to continual improvements in productivity and quality based on working smarter, using better equipment, and reducing waste;

### **3. JOINT STEERING COMMITTEE**

#### **a) Mandate and Purpose**

A Joint Steering Committee has been established for the following purposes:

- I. to work with the Company's President and Chief Executive Officer and senior management on business matters generally and in particular with respect to the achievement of the goals of the Annual Business Plan and other general business goals and objectives of the Company.

Assist the Company to develop short-term strategies to withstand changing business conditions;

- II. the parties agree that the process of redesigning the workplace must be a joint endeavour. The Company agrees not to initiate any action, program or change with respect to workplace restructuring or training without the input of the Joint Steering Committee. For the purpose of this Section workplace restructuring will be defined to include the combination, amalgamation, creation, or elimination of tasks, job families and job ladders, and the establishment of operating work groups or teams or job rotation systems;
- III. to jointly develop and implement workplace training programs;
- IV. to administer the agreed to JSC policies;
- V. to act as an ongoing forum for senior management and union officials to discuss and resolve issues related to the workforce and the Company;

- VI. direct all other joint committees which are established by the Joint Steering Committee or the Collective Agreement;
- VII. to ensure that monthly department UMC meetings are occurring and that agreed agenda items are being discussed.

**b) Composition**

The Joint Steering Committee will consist of the following:

- a co-chair—as appointed from time to time by the Company President and CEO;
- a co-chair as appointed from time to time by the United Steelworkers Director of District 6;
- Executive Officers of the Company;
- six union officials of USW Local 2251, and;
- **three union officials** of USW Local 2724.

The District 6 and/or National Director of the Union may attend meetings of the Steering Committee on the invitation of either co-chair.

**c) Duties and Responsibilities**

The Joint Steering Committee will:

- work with the President and CEO and senior management towards achievement of the company's business goals and objectives and in particular as they relate to facilities, manning objectives including attrition and other matters which impact the company's employees;
- periodically review and monitor progress toward meeting performance, sales, employment, and other targets set out in the Annual Business Plan;
- monitor capital expenditure programs;
- review proposed major sale, lease or rental of assets, and review major purchases for materials and supplies, and the tender selection process;
- establish corporate travel policy for bargaining unit members;
- direct and set policy for Union Management Committees;
- review annual plans of the Departments within each area of accountability of the Union Management Committee.

**d) Training**

The Joint Steering Committee shall exercise its responsibilities regarding training through the Joint Training Team.

The Joint Training Team shall review the training needs of all employees, and develop and recommend a comprehensive training plan and budget for **Algoma Steel Inc.** to the Joint Steering Committee. The training plan will include both shorter term and longer term components, a timetable, and be designed to

ensure that the objectives set out in Section 2 are achieved. The Joint Training Team will determine the needs associated with succession planning and professional development in the salaried workforce.

The Company agrees not to implement a training plan without considering the recommendations of the Joint Training Team.

The Joint Training Team shall consist of 2 members appointed by the Local Union and 2 members appointed by management. The Joint Training Team will make recommendations to management and the Joint Steering Committee following their deliberations.

The parties agree to establish a corporate wide system to track training costs for those purposes established by the Joint Steering Committee.

**e) Major Technological Change**

No major technological change shall be introduced prior to review by the Joint Steering Committee. Technological change is defined as technological changes in the method of operations, materials and process, including the introduction of new or modified equipment which substantially alters the manner in which work is performed.

The Joint Steering Committee will evaluate technological changes based on their contribution to achieving the objectives set out in Section 2 and set policies and procedures to be followed in respect of major technological change.

Employees who will be affected by a proposed technological change must be involved in the process of designing and implementing that change.

**f) General**

The Company will pay lost time wages and expenses for union members of the Committee for their Committee activities, including time union members spend preparing for such meetings.

The Steering Committee will select consultants, advisors and instructors retained by the Company to facilitate and support any process and programs related to, training, and will determine assignments and duties of such consultants, advisors and instructors.

The Joint Steering Committee may from time to time define and amend as appropriate the roles and responsibilities inherent in structures and jobs involved in workplace restructuring and redesign.

The Joint Steering Committee will not;

- determine individual benefit entitlement;
- deal with any discipline matter;
- have access to confidential personnel files (unless approved by the individual on authorized form);
- assume any of the functions of the employer under any legislation of Canada or Ontario.

#### **4. UNION MANAGEMENT COMMITTEES**

##### **a) Mandate and Purpose**

The parties will establish Union Management Committees in various areas of the Company (see list of areas in Appendix A). Each of these committees shall report to and be subject to the direction of the Joint Steering Committee. The purpose of the Union Management Committee shall be to:

- Assist in the implementation of change in the workplace which will achieve the jointly agreed to objectives set out in Section 2;
- Assist in the achievement of the department's goals and objectives as set out in the annual business plan of each area, in particular as they relate to facilities.

##### **b) Composition**

Each Union Management Committee shall have the following members:

- A General Manager assigned by the Company who shall be a Co-chair;
- A Union Executive assigned by the President of the Local shall be the Union Co-chair;
- Union stewards and union health and safety representatives selected by the Union;
- Other employees within the department as selected from time to time by the co-chairs;
- Human Resources' representatives assigned to area; and
- A Union Coordinator will be assigned as a resource.

##### **c) Duties and Responsibilities**

- Administer policies and procedures agreed at the JSC;
- Development, implementation and monitoring of training and development opportunities and plans and plans for improving quality of worklife, including plans for the achievement of objectives set out in Section 2;
- Implement workplace restructuring and redesign within the departments of each area;

- Changes considered in workplace restructuring and redesign must be reviewed by the department Joint Health and Safety Representatives for their potential impacts on employee health;
- Monitors contracting out and overtime hours (excluding replacement hours) in excess of 10% of all hours worked in a 12 month period in any specific functions or jobs in the departments of each area and initiates any action required in accordance with the policies and administrative processes established by the Joint Steering Committee;.
- Monitors and reviews all other issues governed by the Joint Steering Committee;
- The Company will pay lost time wages and expenses for union members of the Committee for their Committee activities;
- Tthe Union Co-chair of the Union Management Committee may request further resource personnel to assist them in carrying out their duties.

## **5. RESTRUCTURING SUPPORT AND PROCESSES**

Management and the Union are committed to providing appropriate training and support.

Management and the Union agree to create a team of internal personnel dedicated to supporting the Joint Steering Committee, the Joint Training Team and the Union Management Committees in achieving the objectives as set out in Section 2. The Union shall select two employees to act as Union Co-ordinators. Management shall appoint counterparts to work jointly with the Union appointees. The Union Co-ordinator shall work under the direction of, and report to, the Union Co-chair of the Joint Steering Committee.

A Union Co-ordinator may attend meetings of the Joint Steering Committee and sub-committees or task forces, at the invitation of the Union Co-chair of the Joint Steering Committee. In a corresponding fashion Management may have its Co-ordinator attend meetings of the Joint Steering Committee. The Union Co-ordinator will be responsible for making regular reports to the Union Co-chair and the other union members of the Joint Steering Committee on the progress of the workplace participation process and any other matters they require. At the joint request of the Union and Management Co-chairs the Union Co-ordinator shall make reports to the Joint Steering Committee.

The wages and benefits of the Union Co-ordinators will be paid by the Company, and they will continue to be covered by the provisions of their respective collective agreements. The Company will provide the Co-ordinators with an office, equipment and access to clerical support.

The Company shall provide the Union Co-ordinator with a resources budget of \$50,000 on the first day of each quarter to be used to support the activities of the Co-ordinator, including, but not limited to, assistance, travel and expenses, training, workshops, external consultation and educational material. The resources budget shall be approved by the Union Co-chair. If at the end of each

quarter the resources budget has not been allocated, the resources budget for the next quarter shall be reduced by the unused amount. The resources budget will be held in a separate bank account.

The Company shall provide up to two additional people, selected by the Director of District 6, to assist the Union Co-chair of the Joint Steering Committee in carrying out his functions related to the Joint Steering Committee. Wages and benefits will be on the same basis as the Union Co-ordinator.

The Union Co-Chairs of the Union Management Committees shall be provided with office space and office equipment.

## **6. OVERTIME, CONTRACTING OUT, AND EMPLOYMENT LEVELS**

The parties agree to monitor and review the levels of overtime and the levels and type of contracting out on an ongoing basis.

Each Union Management Committee will provide the Joint Steering Committee with a quarterly report for each department in their area.

The Joint Steering Committee will take appropriate action to eliminate or reduce any overtime or contracting out deemed to be excessive.

## **APPENDIX A - LIST OF DEPARTMENTS**

For the purposes of this Agreement, the Company shall be deemed to be divided into the following departments:

### **Primary Operations**

Cokemaking and By-Products – Operation, Maintenance and Technical  
Ironmaking – Operation, Maintenance and Technical

### **Steel & Casting**

Steelmaking  
Slabcaster  
Steelmaking & Slabcaster – Maintenance and Technical

### **Flat-rolled and Other Operations**

Plate and Strip – Hot Mills  
Plate and Strip – Finishing  
Flat-roll - Maintenance

### **DSPC and Cold Mill**

Direct Strip Production Complex – Operation, Maintenance and Technical  
Cold Mill – Operation and Maintenance

### **Maintenance & Services**

Central Maintenance  
Maintenance Technology  
Shops  
Utilities  
Maintenance Improvement Initiative

### **Central Mill Services and Construction**

Transportation  
Automotive Repairs  
Masonry and Material Movement  
Material Reprocessing Raw Materials  
Major Projects and Construction

### **Staff Areas**

Quality Engineering  
Accounting  
Human Resources  
Purchasing and Stores and Logistics  
Safety, Health & Environmental  
Information Technology  
Supply Chain  
Technical Services  
Engineering

## UNION RECOGNITION

**1.01.10** The Company recognizes the Union as the sole bargaining agent for all employees of **Algoma Steel Inc.** at Sault Ste. Marie, and in Burlington, save and except Department Heads, persons above the rank of Department Head, persons covered by a subsisting collective agreement(s) or a certificate granted by the Ontario Labour Relations Board, Human Resources Officer – Industrial Relations, Human Resources Officer – Personnel Services/Industrial Relations, Supervisor- Industrial Relations/Medical Services, Supervisor – Employee Benefits, Supervisor – Wage and Salary Administration, Supervisor/Co-ordinator – Personnel Services, Sales employees and secretaries to the President and CEO, Vice Presidents, General Counsel and Corporate Secretary and the Manager Human Resources.

Clarity Note: For the purposes of clarity, it is understood that technical service employees are not sales employees and are included in the bargaining unit.

**1.01.10.01** If the Company relocates all or part of the operations covered by the collective agreement to a location outside of the geographic scope of the collective agreement (but in Ontario), the Company agrees to recognize the Union as the sole bargaining agent for the employees who would have been covered by the scope set out in Article 1.01.10 above had the work continued to have been performed in Sault Ste. Marie or Burlington.

**1.01.11** The Company will notify the Union in writing of **new temporary and permanent** jobs established **or reinstated at or below the level of the Superintendent/Manager** which are to be excluded from the bargaining unit. Such notification shall include a summary of job functions, responsibilities, date of establishment, and shall name incumbents assigned to the new job. If the Union does not agree that the job is properly excluded it may file a grievance of a General Nature within 21 days of such notification in order to discuss and/or to conduct an on-site examination of the job and incumbents.

**1.01.12** When existing jobs are changed or new jobs are to be established which contain duties being performed by **members** of the Local 2724 bargaining unit, or similar duties, as well as duties which may be appropriate for another bargaining unit, the Company will advise the Union in writing as far as possible in advance of the establishment of such jobs. The Company and Union will attempt to agree on the proper placement of such jobs in a bargaining unit and to agree on any other relevant matters such as seniority rights of employees affected.

If agreement is not reached, the matter shall be referred to referees, one named by each party, who will attempt to resolve any outstanding issues. Agreement by the referees will be binding on both parties. If agreement is not reached by the referees, the Union may file a grievance of a General Nature.

**1.01.13** The Union will be notified in writing and involved in the creation of new bargaining unit jobs. The Local will be solicited for its input as to the job ladder, family, rate of pay and grade before a new job is posted. If a temporary grade and rate is assigned, a full evaluation is to be completed in first 6 months as per the Letter of Agreement on job evaluations.

**1.02.10** Except for work covered by the Exclusions and Exceptions identified in Article 1.02.10.01 or as agreed to by the Local Union, work normally performed by employees within the bargaining unit shall continue to be performed by employees within the bargaining unit except when employees with the necessary skills are not available for such work. Every effort will be made to train existing employees to perform such work where practical. No employee will be displaced from his job or be laid off as a result of the Company contracting out such work. The Company may contract out work not normally performed by employees within the bargaining unit, but shall, whenever practicable, and especially during layoffs, have such work performed by employees within the bargaining unit.

#### **1.02.10.01**

### **EXCLUSIONS and EXCEPTIONS**

**The Company intends to review the current level of contracting out with a view to reduce it to the extend reasonably possible, however it may be necessary to contract out in some or all of the following cases, subject to the safeguards contained herein:**

Capital Work may be contracted out and is defined as work associated with significant capital projects involving the installation, replacement or reconstruction of any business systems, equipment or productive facilities and (a) is not regular, normal, routine, day-to-day or ongoing; (b) does not involve bundling of work of separate projects which could be done separately; or (c) does not involve any work not related to the project in question.

Surge Work may be contracted out and is defined as work where Company temporarily uses contractors to supplement employees **to a maximum of 7 days** and where the use of contractors would materially reduce the downtime of the activity or to meet customer requirements in a timely fashion. **If the contractors are needed for a time beyond 7 days then the use of contractors will be addressed through the Joint Contracting Out Committee.**

Warranty Work may be contracted out and is defined as work performed pursuant to a pre-existing warranty on new or rehabilitated equipment or systems

in order to assure that seller representations will be honoured at no additional cost to the Company.

**Commencing March 2, 2018, the Company will not contract out work that was previously done by Bargaining Unit employees where the reason or need has been created due to the failure to replace vacated positions.**

#### Safeguards

No employee will be laid off as a result of any of the Exclusions and Exceptions identified in this Article. **However, if arrangements result in a reassignment as per Article 7.08.20, but not a layoff of an employee, such employee will have rate protection in accordance with the Letter of Agreement – Maintenance of Earnings unless they fail to bid on a higher rated job for which they are qualified. Any affected employee is entitled to be trained in accordance with the Letter of Agreement Re: 7.10.10.**

**1.02.11** A Joint Local Union-Management Committee will be established with a mandate to review all work which is being considered for contracting out **prior to the work starting. The Committee will also address how any and all overtime is to be offered to the Local prior to outsourcing the work.** Evaluation of all of the facts involved with such work will be weighed by the Joint Committee but at the same time assures the ability to operate the plant facilities. Included in this evaluation will be the option to retain desirable work in-house and to substitute less desirable work for contracting out. All of the facts and circumstances being considered will be openly shared by all members of the Joint Committee. If agreement cannot be reached at the Joint Contracting Out Committee and the Company contracts out this work, the Union may exercise its right to file a General Nature grievance. If the decision is to contract out, management shall select the supplier and in doing so, consideration shall be given to all relevant factors. All information requested associated with contracting out will be provided in a timely manner.

A monthly evaluation will be conducted of all contracted out work so as to determine if such work should be assigned within the bargaining unit and within what time frame. The contracted out work under this review shall include work performed by contractors inside the plant as well as work which is performed by contractors off site. **The evaluation will also identify work that was previously done by the bargaining unit employees where the reason or need has been created due to the failure to replace vacated positions. This information will be used to justify the need to replace such vacated positions.**

Notwithstanding the foregoing, the parties recognize that work of an emergency nature may be contracted out if the alternative would be to place the facilities and/or employees in jeopardy. The reasons and details for such will be forwarded to the Joint Committee for evaluation.

In recognition of **Algoma Steel Inc.** and the United Steelworkers commitment to the community of Sault Ste. Marie and the District of Algoma, when the Joint Contracting Out Committee has made a decision to contract out work, preference shall be given to suppliers in the City of Sault Ste. Marie or District of Algoma.

**1.02.12** The purpose of the monthly evaluation meetings will be to review issues related to contracting out and temporary management hours related to Local 2724 positions. The Company will supply the Union with data on the aforementioned in preparation for this meeting. This review is intended to develop solutions to issues identified.

**1.02.20** Employees within the bargaining unit have no claim to jobs outside the bargaining unit. Except as expressly provided in this Agreement, employees outside the bargaining unit have no claim to jobs within the bargaining unit.

**1.02.30** Except by mutual agreement, employees excluded from the bargaining unit defined in this article shall not perform work of employees covered by this Agreement, except in cases of emergency if no other qualified employee is available either on shift or off shift. It is recognized that excluded employees **may do routine work for training purposes and in rare and isolated circumstances provided that any work so performed shall not have the effect of jeopardizing employment in the bargaining unit.**

**1.03** The Union shall not solicit membership on the Company's time.

**1.04** The Company shall give each employee entering the bargaining unit a copy of this Agreement within 30 days of the employee entering the bargaining unit.

**1.05** The Local Union shall elect or appoint an appropriate number of stewards for each department, and shall, as such elections are held or appointments made, give written notice of the names of such stewards in each department, to the Manager Human Resources and the Department Head concerned.

**1.06** The Company and authorized Union committees (which may include the International Representatives of the Union) shall meet when necessary for the proper administration of this and other agreements between the parties.

**1.07** All negotiations between the Company and the Union shall be carried on through the regular procedures established by this Agreement, and the Company shall not recognize or bargain separately with any individual or group of employees within the bargaining unit. This Agreement shall not be altered or amended except by agreement between the Company and the executive of the Local Union.

**1.08** When hiring new employees the Company shall give consideration to applicants who are former employees.

## **ARTICLE 2**

### **DEDUCTION OF UNION DUES**

**2.01** When used herein and in authorizations assigning to the Union an amount equivalent to Union dues, the expression "Union dues" means the amount of the regular Union dues payable by members of the Union as confirmed from time to time by written notice to the Company from the officers of the Union.

**2.02** As a condition of employment, each employee entering the bargaining unit shall be required by the Company to sign an authorization in duplicate assigning to the Union until the employee leaves the bargaining unit an amount equivalent to Union dues, and shall send one copy of the authorization to the Union.

**2.03** The Company shall deduct, as a condition of employment, from the wages of each employee in the bargaining unit, Union dues including, where applicable, initiation fees and assessments on a monthly basis. The amount of dues shall be calculated in accordance with the Union's Constitution.

**2.04** All dues, initiation fees and assessments shall be remitted to the Union forthwith and in any event no later than 15 days following the last day of the month in which the remittance was deducted. The remittance shall be sent to the International Secretary Treasurer of the United Steelworkers, P.O. Box 9083, Commerce Court Postal Services, Toronto, Ontario, M5L 1K1 in such form as shall be directed by the Union to the Company along with a completed Dues Remittance Form R-115. A copy of the Dues Remittance Form R-115 will also be sent to the Union office designated by the Area Coordinator. A copy of the Dues Remittance Form R-115 will also be sent to the Union Office at 68 Dennis Street, P6A 2W9 and the LU 2724 office.

**2.05** The remittance and the R-115 form shall be accompanied by a statement containing the following information:

- a) A list of the names of all employees from whom dues were deducted and the amount of dues deducted;
- b) A list of names of all employees from whom no deductions have been made and reasons:
- c) This information shall be sent to all Union addresses identified in Article 2.04 in such form as shall be directed by the Union and agreed to by the Company.
- d) Upon request the Company will provide supporting documentation in the form of detailed breakdown of the Union Executive wages and union dues payment the previous pay period to ensure accuracy of the calculation for Union auditing purposes.**

**2.06** The Union shall indemnify and save the Company harmless against all claims, or other forms of liability that may arise out of any action taken by the Company, in compliance with this Article.

**2.07** The Company, when preparing T-4 slips for the employees, will enter the amount of Union dues paid by the employee during the previous year.

### **ARTICLE 3**

#### **DISCRIMINATION**

**3.01** No employee shall be discriminated against by the Company or the Union because he is or is not a member of the Union, because of Union activities, or because of exercising any right provided by law or by this Agreement.

**3.02** The Company and Union agree there shall be no discrimination against any employee in contravention of the Ontario Human Rights Code, Statutes of Ontario, 1981, Chapter 53 or as amended from time to time.

**3.03** The Union and the Employer agree that domestic violence is not a private matter. Domestic Violence is a workplace issue that affects a significant number of union members and that makes it a mutual concern. The parties acknowledge that when domestic violence follows workers onto the jobsite the impacts maybe far reaching for the worker and potentially co- workers and may be lethal.

- i) The employer agrees that employees who are victims of domestic abuse shall be granted access to any earned credits for time off under the collective agreement, or a leave of absence without pay. Due to the cyclical nature of the behaviour, it is agreed that this leave shall be granted as required including on a daily basis if required.
- ii) In cases of Domestic violence, the Employer shall ensure that appropriate measures are put in place, as required under the Occupational Health and Safety Act, to protect workers from domestic violence situations in the workplace.

## **ARTICLE 4**

### **MANAGEMENT**

**4.01** Except to the extent otherwise stated in the Collective Agreement, the Union recognizes that all functions, rights, powers and authority which the Employer has not specifically abridged, delegated or modified by this Agreement are retained by the Employer. Management retains the right to discipline, but shall do so in a just, fair and reasonable manner consistent with the terms of this Collective Agreement.

**4.02** Employees who perform supervisory functions shall continue to **carry out their supervisory duties and responsibilities, including** ensuring that employees of the Company work in compliance with the workplace rules and regulations and the Health and Safety rules and regulations in accordance with the Practices and Procedures of the Company, the Health and Safety Manual, the Employees' Conduct Rules and the contractual obligations of the Company.

## ARTICLE 5

### HOURS OF EMPLOYMENT AND OVERTIME

**5.01.10** Except as provided in Article 5.02.10, normal hours of work shall be as follows:

- operating and service salary scale - 40 hours per week and 8 hours per day.
- administrative and staff salary scale - 38 3/4 hours per week and 7 3/4 hours per day.

**5.01.20** The work day shall be a period of 24 hours beginning at 12:01 a.m. For the purposes of Sunday premium pay and statutory holiday premium pay, only hours worked on such days will be credited accordingly.

**5.01.30** The work week shall be a period of seven work days beginning at 12:01 a.m. Sunday or the shift starting time closest thereto.

**5.01.40** If changes are contemplated to existing schedules the Company shall consult with the Local Union prior to implementing such changes. Factors to be considered when changing a schedule may include the efficiency of operations and the wishes of the employees involved. Except in emergency situations, **or temporary scheduling changes (maximum two weeks)**, the changed schedule will be implemented through agreement with the Local Union.

**5.01.50** Where two or more employees are employed in the identical occupation within the same department and are working on a crew schedule, the senior employee will have the preference to be assigned to a crew and the junior employee will be assigned the "floater" role.

The alignment of crews will take place at the end of each year prior to vacation scheduling. There may be instances where the re-assignment of crews would cause an adverse effect upon the operation. In these cases the reassignment may be delayed and where requested, the Company will meet with the Local Union executive to explain their reasons for not reassigning the crews.

**5.02.10** Employees shall be scheduled as provided in this Agreement for the work which is available. The Company and Union recognize there are situations where it may be beneficial to establish special scheduling arrangements of up to twelve hours per shift and forty-eight hours per week. Where such a scheduling arrangement is implemented, it must be approved by

the President of Local 2724 and the Manager Human Resources in the form of a binding Letter of Agreement which will specify the type of schedule to be worked, identify the scheduling areas and employees affected, and the terms of such agreement. All such scheduling arrangements shall specify:

- the hours and shift cycle to be worked including an example of the schedule;
- lunch breaks will consist of two periods of thirty (30) minutes for eating lunch at a designated lunch room or area away from the immediate work area;
- what hours qualify for shift and Sunday premiums (provided that there is no increase in premiums to be paid);
- how overtime is to be distributed;
- how vacation is to be booked ; and
- how Statutory Holiday provisions shall apply and how weeks in which Statutory Holidays fall are to be scheduled (provided there is no net increase in wages resulting from any such schedule). If agreement cannot be reached the guidelines developed by the parties will be applied.
- once a special scheduling arrangement has been agreed to, the Company will apply for any necessary approval or permit from the Employment Standards Branch on behalf of the Company and Union.

**5.03.10** The parties agree that overtime must be kept to a minimum, but will co-operate in meeting situations where it is necessary. The Company will provide the Union with a monthly report indicating the overtime hours worked by each member.

**5.03.20** Overtime rates shall be one and one-half times the hourly equivalent of the base monthly salary.

**5.03.30** There shall be no doubling up or pyramiding of overtime rates. Any hour or hours of work paid for at overtime rates shall not again be counted as hours worked for the calculation of overtime pay.

**5.03.40** Notwithstanding anything contained in this Agreement, overtime rates shall be paid only for authorized periods worked. When the Company requires an employee to receive training and that training is scheduled outside of the employee's normal scheduled working hours the employee will be paid at overtime rates for such periods.

**5.04.10** Overtime rates shall be paid to an employee for authorized periods worked:

1. in excess of 8 hours per shift for employees on the operating and service salary scale or in excess of 7 3/4 hours per shift for employees on the administration and staff salary scale.
2. in excess of 8 hours in any 16 hour period,
3. in excess of 8 continuous hours; **provided that supervisors may be required to work up to one (1) hour (including time before or after a scheduled shift) in excess of their regular scheduled shift and overtime rates will only be paid in excess of nine (9) continuous hours,**
4. in excess of 40 hours in a work week for employees on the operating and service salary scale or in excess of 38 3/4 hours per week for employees on the administration and staff salary scale,
5. on his designated days off.
6. for the second and any succeeding scheduled short change in any 7 day period unless the schedule is agreed to by the employee prior to the short changes being worked. A short change occurs when there is less than 16 hours between shifts.

**5.04.11** Where requested by the employees, overtime work shall as far as possible be equitably distributed among the employees within a vacation scheduling group.

Where time does not permit, equitable distribution need not be applied and employees who are already at work may be called upon to work the necessary overtime.

**A vacation scheduling group is comprised of 2724 permanent members only.**

**5.04.20** An employee not scheduled to work on a statutory holiday for which he is paid Statutory Holiday pay shall be deemed to have worked on that day for the purposes of Article 5.04.10(4).

**5.05.10** An employee may agree to work overtime or the Company may require an employee to work overtime in cases of work urgently required to be done, or which is necessary to avoid serious interference with the ordinary working of the plant. Where the Company requires an employee(s) to work overtime and in the event no one agrees to work overtime, the most junior qualified employee available will be required to work the overtime.

**5.05.11** Employees as a general guideline should not work overtime or a combination of regular hours plus overtime hours in a manner that results in the employee working:

- a) in excess of 60 hours in a week
- b) in excess of 16 hours in any 24 hour period
- c) no night to day doubles

Where it is necessary to exceed the above guidelines, the Company will notify the Local Union of the incident **without providing rationale. The Union may request specific details on any particular incident as required.**

**5.06.10** An employee who is called out to work and reports on the job during hours for which he is not scheduled and then leaves the plant, shall be paid a minimum of four hours pay provided he reports within a reasonable time of being called. If such employee works more than two hours and forty minutes for which he is not scheduled, he shall be paid at overtime rates for all such hours worked.

**5.06.20** Notwithstanding Article 5.06.10, when an employee is directed by his Department Head to be available to answer calls and/or report to work on short notice on days which he is not scheduled to work he shall be paid standby pay of 4 hours at straight time for each such day. In the event the employee is required to work more than 2 1/2 hours on such day he shall be paid overtime rates for all such hours in lieu of the 4 hours standby pay. On call work shall, as far as possible, be equitably distributed among the employees within a vacation scheduling group.

On a "down" statutory holiday, as defined in Article 6.04.20, an employee shall be paid 6 hours at straight time for standby, or double time for all hours worked in lieu of the standby pay, if he is required to work in excess of 3 hours.

On days where an employee is scheduled to work and is directed by his Department Head to be available to answer calls and/or report to work on short notice for the remainder of that day and/or part of the following day, the employee shall be entitled to 2 hours at straight time for each 6/8 hour period in excess of his regular work day.

**5.06.30** Authorized hours spent at home committed to resolving urgent problems via a home terminal or telephone shall be paid for at overtime rates.

**5.07.10** The Company shall pay to any employee required to work in excess of ten hours in a shift an overtime meal allowance of **\$10.00 effective August 1, 2018 and \$12.00 effective August 1, 2020**. This amount shall be added to the employee's regular cheque.

## **ARTICLE 6**

### **STATUTORY HOLIDAYS**

**6.01** Statutory holiday means the work day on which New Year's Day, Good Friday, Victoria Day, Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day or Boxing Day is celebrated.

**6.02.10** Operations shall be reduced as much as possible on the days on which Canada Day, Labour Day and Christmas Day are celebrated, keeping in mind a return to normal operations after such day in the least possible time.

**6.02.20** Employees required to work on statutory holidays are under obligation to report for work and work just as on any other work day.

**6.03.10** Statutory Holiday pay means regular earnings for a work day based on the employee's base monthly salary.

**6.03.20** Every employee shall be paid statutory holiday pay in respect of a statutory holiday unless:

1. he is required to work on the statutory holiday and fails to do so,
2. he is on layoff or on leave of absence on the statutory holiday,
3. he is in receipt of Income Security, Workplace Safety and Insurance Board Loss of Earnings, Salary Continuance, Short Term Disability, Long Term Disability, or any other such payment made to the individual by the Company (except vacation pay) for the week in which the statutory holiday falls.

**6.04.10** In addition to any statutory holiday pay to which he may be entitled under this article an employee who works on a statutory holiday other than Canada Day, Labour Day, or Christmas Day shall be paid overtime rates for all hours worked, provided that he shall be paid double the hourly equivalent of his base monthly salary for time worked which also qualifies for overtime rates.

**6.04.20** In addition to any statutory holiday pay to which he may be entitled under this article an employee who works Canada Day, Labour Day, or Christmas Day, shall be paid double the hourly equivalent of his base monthly salary for time worked, provided that he shall be paid two and one half times the hourly equivalent of his base monthly salary for time worked which also qualifies for overtime rates.

## **ARTICLE 7**

### **SENIORITY**

**7.01.10** An employee's bargaining unit seniority shall be determined as follows:

Employees who were members of S.A.G. on May 1, 1992, shall have their plant service date as their bargaining unit date except for employees in the Mississauga Sales department.

Employees who were on salary on May 1, 1992 and were not included in S.A.G. and are in Local 2724 on the date of ratification of this Agreement shall have their plant service date as their bargaining unit date.

Those employees from Local 2251 accepted on a job posting, shall have their date of acceptance of the offer as their bargaining unit date, once they arrive to the job.

All other employees shall have their date of entry into the bargaining unit as their bargaining unit date.

If more than one employee enters the bargaining unit on the same date, the employee with the most corporate service will be considered the senior employee. If the corporate service is equal then the employee with the lowest clock number will be considered senior. Clock numbers for new employees will be assigned alphabetically by the first initial of the last name. Should the employee not be given the lowest clock number, seniority will be assigned alphabetically by the first initial of the last name.

The Company will advise the Union of all employees entering the bargaining unit. Such notification shall include the employees' names, clock numbers, dues check off forms and start dates.

**7.01.20** The Company shall post in each department a list showing seniority as per Article 7.01.10 by March 31<sup>st</sup> of each year. Two copies of this list shall be sent to the Union.

**7.01.30** Complaints by employees regarding errors or omissions in the list posted in accordance with Article 7.01.20 shall be corrected by agreement, reached by consensus, of the Company and the Union provided such error or omission relates to the period subsequent to the date of the previous list. Nothing contained herein will prohibit the parties from correcting administrative errors or omissions by consensus.

### **Establishment**

**7.02** The seniority provisions of this Article do not apply to any employee with less than **six** months of continuous service from his most recent date of hire. The purpose of this establishment period is to allow the Company to decide whether it wishes to retain an employee in the plant, the department, or the job concerned, **exercising that right in a manner that is not arbitrary, discriminatory or in bad faith.**

### **Loss of Seniority**

**7.03** An employee's employment shall be considered terminated and his seniority permanently cancelled when:

1. he quits his employment, or
2. he is discharged for cause, or
3. he overstays a leave of absence without reasonable cause, or
4. he is absent from work for ten consecutive scheduled working days without reasonable excuse, or
5. he does not return to work within ten days of the delivery of notice of recall, by registered mail, to his last address in the Company records provided that the ten day period may be extended by a leave of absence from the Manager – Human Resources if he applies in writing for such leave of absence within 5 days of the delivery of notice of recall, or
6. he is laid off for a period in excess of twelve calendar months if he has less than two years seniority at the time of layoff, or
7. he is laid off for a period in excess of twenty-four calendar months if he has less than three years seniority at the time of layoff, or
8. he is retired under the terms of the Pension Agreement.

## **Departments**

**7.04** For the purposes of this Agreement, the plant shall be deemed to be divided into the following departments:

### **Primary Operations**

Cokemaking and By-Products – Operation, Maintenance and Technical  
Ironmaking – Operation, Maintenance and Technical

### **Steel & Casting**

Steelmaking  
Slabcaster  
Steelmaking & Slabcaster – Maintenance and Technical

### **Flat-rolled and Other Operations**

Plate and Strip – Hot Mills  
Plate and Strip – Finishing  
Flat-roll - Maintenance

### **DSPC and Cold Mill**

Direct Strip Production Complex – Operation, Maintenance and Technical  
Cold Mill – Operation and Maintenance

### **Maintenance & Services**

Central Maintenance  
Maintenance Technology  
Shops  
Utilities  
Maintenance Improvement Initiative

### **Central Mill Services and Construction**

Transportation

### **Maintenance Reliability**

Masonry and Material Movement  
Material Reprocessing Raw Materials  
Major Projects and Construction

### **Staff Areas**

Quality Engineering  
Accounting  
Human Resources  
Purchasing and Stores and Logistics  
Safety, Health & Environmental  
Information Technology

### **Operations Planning**

Technical Services  
Engineering

The foregoing list of departments may be amended as necessary by agreement of the Company and Local Union.

## **Progression, Families & Ladders**

**7.05.10** Progression is the means by which an employee moves to the higher level of a job within a department (e.g.) - “analyst to senior analyst”. A list of these jobs will be developed and agreed to by the Company and the Local Union.

**7.05.20** Appendix “C” of this Collective Agreement sets out the “ladders” and “families” currently agreed to by the parties. The creation of new or changes to existing **non-supervisory** “ladders and families” may only be done by agreement of the parties. **Supervisory “families” may be modified after notice and review with the Local Union.**

**7.05.30** In addition, under Appendix D, the supervisors’ family will be determined by the Company, after discussion and input from the Local Union.

**Management is not restricted in its right to transfer supervisors as it considers appropriate, subject to any required orientation and training being completed.**

**For purposes of establishing their rate of pay, the current departmental family structure will continue to apply. Appendix D will be modified (specifically items (b), (g) and (i)) in support of this amendment.**

## **Job Posting**

**7.06.10** All vacancies will be posted within the bargaining unit except those jobs which have been agreed to in Article 7.05 or except as agreed to by the Local Union and the Company.

Any position, which has been temporarily filled in excess of 1,000 hours, shall be posted except as agreed to by all parties.

**7.06.11** The terms and conditions of the agreed to posting selection process (Appendix “E”) form part of this Collective Agreement.

**7.06.12** Every effort will be made to move the successful applicant to the new position as quickly as possible. If such move has not been possible within six (6) weeks, the employee shall be paid the rate offered for the new position if it is higher than his current rate. **A member of 2251 who has accepted a position in 2724 shall receive the higher rate of pay retroactive to the 6 week mark following their date of acceptance on the job. The retroactive payment will be made after the employee has worked 80 hours in the new position.**

**7.06.13** An employee who is selected and transferred to a job as a result of a posting shall not again be permitted to apply for another posted vacancy for a period of 9 months from the date of offer. This restriction shall not apply if the vacancy would be a promotion.

## **Demotion**

**7.07.10** Demotion is the means by which an employee is reverted to a lower job because of inability to do his job.

**7.07.11** The Company shall not unreasonably demote an employee for inability to do the job. **Prior to any such demotion, the Company will meet with the employee and implement a Performance Improvement Plan (“PIP”). The Company will advise the employee in writing that, he/she may request Union Executive representation at such initial meeting and any subsequent meeting in respect of the PIP. If the Company determines that the Employee is unsuccessful under the PIP, the Company may proceed with the demotion.** If the Union believes that the demotion is unjust, it may within twenty-one (21) days of the demotion refer the matter to Step 2 of the Grievance Procedure.

## **Assignment & Reassignment**

**7.08.10** Where there is a temporary assignment to be filled under this Article, the Company will consult with and advise the Local Union, prior to the assignment being made. The Company will endeavour to ensure that such assignment is less than 1 month and, should such assignment exceed 1 month the process detailed in Article 7.08.20 will be followed.

**7.08.20** The Company and the Local Union will agree by consensus on the process and selection and reassignment to be used when it is necessary to reassign an employee to a different position for any reason. (Factors to be considered will include the efficiency of the operation, the ability of the employee to perform the work, inconvenience to the employee, salary, and relative seniority of the employees concerned.)

**7.08.30** Where there is a temporary vacancy due to vacation, illness or leave of absence, the Department Head will consult with the Local **Union Executive** prior to the assignment being made. The senior qualified employee will be given the opportunity to fill the vacancy but will not be forced if a qualified junior employee is available. This assignment may be extended beyond a month with the agreement of the Local Union.

## **Layoff and Reduction in Force**

**7.10.10** If, during the term of this Agreement it is found to be necessary to lay off employees the Company and the Local Union will agree on the process to be used prior to any lay off taking effect. No employee will be laid off if there is a junior employee on a job which the senior employee is capable of doing **within an eight (8) week training period.**

**7.10.20** An employee with 1 or more years of service who has been laid off for 35 weeks in any period of 52 consecutive weeks, or who has been advised in writing by the Company's Human Resources Department that his return to work is unlikely, may elect to receive severance pay as outlined below provided he abandons his recall rights under the Collective Agreement, terminates his employment with the Company. The Company shall add to the amount payable in accordance with the applicable legislation sufficient monies to ensure that such employee receives, in total, the equivalent of two normal non-overtime weeks for each year of service to a maximum of fifty-two (52) weeks.

## **Recall and Increase in Force**

**7.11** If during the term of this Agreement it is found to be necessary to recall employees the Company and the Local Union will agree on the process to be used prior to any recalls taking effect. Unless otherwise agreed to by the Local Union, the most senior employee laid off will be recalled to a vacancy provided he can do the job with reasonable training.

In instances where a position needs to be filled for 4 days or more (for vacation or other reasons) the opportunity to fill that position will be offered to any qualified employee who is laid off and can perform the job with minimal training. This will be done prior to filling the position with an employee from outside the Local or working scheduled overtime.

## **Reversion Rights**

**7.12.10** An employee who was or is established in the bargaining unit permanently promoted or transferred to a job not in this bargaining unit and who is later removed from such position but still in the employ of the Company shall be reassigned in accordance with Article 7.08.20.

Effective January 1, 2000 an employee will not accrue seniority while outside the bargaining unit and will have his seniority date adjusted equal to the time he was out of the bargaining unit.

If the employee is returned to the bargaining unit, the employee will have the right to apply for any job vacancy which may be posted.

**7.12.11** The Company shall notify the Union of all persons so promoted or transferred out of the Local.

### **New Departments**

**7.13** If new departments are established, the Company and the Local Union shall achieve consensus on the selection of employees for such departments.

## **ARTICLE 8**

### **LEAVE OF ABSENCE**

**8.01** A leave of absence is permission granted by the Company to an employee to be absent from his job without pay for a specified period. The Company reserves the right to refuse to grant a leave of absence.

**8.02** An employee may apply for a leave of absence by completing the approved form at the Personnel Services Office. When approved and signed by the Manager Human Resources and the Department Head a copy of the signed form will be returned to the employee.

**8.03** Copies of approved leave of absence forms shall be sent to the Union.

**8.04** Notwithstanding Article 8.01, the Company and Union shall agree by consensus on the granting of leaves of absence to enable employees to accept elected or appointed positions with the United Steelworkers, provided that such leaves of absence shall expire ten days after the date any such employee concerned ceases to hold such elected or appointed position. Such employees shall be reassigned per Article 7.08.20 with their original seniority date held when the leave of absence commenced.

**8.05** Leave of absence for the transaction of Union Business shall be given to delegated members of the Union in the plant if proper application is made by the Union and approved by the Manager Human Resources. Requests for such leaves shall be submitted as far in advance as possible.

**8.06** Employees qualifying under the provisions of the Employment Standards Act shall, upon request, be granted a pregnancy and or parental leave. The Pregnancy Leave may be initiated by the Company when in the

opinion of the Company Medical Director the duties of the employee's job cannot reasonably be performed by a pregnant woman or her work is materially affected by her pregnancy. In such cases, the Company Medical Director will consult with, and consider information provided by, the employee's physician. In the event that the employee provides medical documentation to support a request for accommodation, placement in alternate work will be considered and discussed with the Employee and the Union prior to initiation of the Pregnancy Leave.

## **ARTICLE 9**

### **JUSTICE AND DIGNITY**

**9.01.10** When it is the intention of the Company to meet with an employee to discuss any matter relating to discipline, or which may lead to discipline, the employee will be informed in writing that he is entitled to be accompanied by a union steward.

The Department Head shall meet with the employee and, where requested, a union steward prior to issuing discipline.

**9.01.20** When it is the Company's intention to discharge an employee for the accumulation of 100 demerit points, the Company will first convene a meeting between Human Resources and the Union. Except in cases where the final incident that results in the accumulation of 100 demerit points under the Employees' Conduct Rules is an offence involving:

- any significant theft or breach of trust, or
- sabotage, or
- a concerted or individual refusal to work, or
- an incident that creates a situation where continued employment would threaten the safety of the disciplined employee, or other employees, or the plant,

The employee shall continue working provided his performance is satisfactory, provided work is available, until a grievance, which may have been filed protesting the intention of the Company to discharge the employee, has been finally resolved through the Problem Resolution and Grievance Procedure. Notwithstanding the provisions for an employee's return to work, an employee will not be allowed to return to work if he would present a danger to the safety of employees or equipment in the plant. The meeting will be convened as soon as possible and will constitute the Step II meeting of the Grievance Procedure in the event a grievance is filed. Such grievance must be filed within **5 days** of the meeting on discharge. This does not include weekends or statutory holidays

**9.02** When an employee is disciplined the disciplinary action shall be taken within 21 days of the Company's first reasonable opportunity to have knowledge of the circumstances giving rise to the discipline. The department steward and local office shall be informed of the reason for such discipline and the penalty assessed. Where available information indicates the issuance of discipline may be warranted and the potential recipient is not available, management may agree with the employee or his representative to extend the 21 day time period. If the penalty is not considered warranted, the matter may be referred to the Grievance Procedure.

**9.03** In dealing with grievances arising out of Article 9.01 or Article 9.02, an arbitrator may uphold, remove, or modify any discharge or other penalty imposed by the Company.

## **ARTICLE 10**

### **SAFETY AND HEALTH**

**10.01** The Company and the Union, realizing the benefits to be derived from a safe and healthy place of employment, agree that they and all employees, members of the grievance committee and supervisors at all levels will co-operate to the fullest extent to promote fire prevention, safe work practices, health conditions and the enforcement of safety rules.

**10.02** The Company and Union shall establish a Joint Health Safety and **Environment** Committee consisting of employees selected by the Local Union in accordance with the **current** Occupational Health and Safety Act, and an equal number of management representatives selected by the Company. This committee shall ensure that safety meetings are held at various levels to conform to the requirements of the **current** Occupational Health and Safety Act.

**10.03** Algoma's Health and Safety Manual for the Joint Health Safety and **Environment** Committee contains the procedures and practices to be followed in implementing the provisions of the **current** Occupational Health and Safety Act, as it relates to the functioning of the Joint Health Safety and **Environment** Committees. The provisions of this manual will be considered as representing commitments of the parties.

Sections of the manual requiring Company and Union Agreement may be amended from time to time by agreement of the Joint Health Safety and **Environment** Committee members representing the Company and Union.

**10.04** When required, the Union and Company shall meet for the purpose of agreeing on the use of compulsory safety devices, and where agreement is reached shall work together to see that all employees follow the rules for the use of such devices.

**10.05** The Company shall furnish protective equipment and safety devices in accordance with present practices subject to such improvements or changes as may from time to time be agreed to.

**10.06** The Company shall provide adequate welfare facilities and lockers for employees as required and such facilities shall be no less than the minimum standards required by the regulations pursuant to the **current** Occupational Health and Safety Act.

**10.07** The Company shall maintain adequate medical services, including ambulance service, for the treatment of employees during working hours.

**10.08** If an employee is injured on the job and unable to continue working, he shall be paid for his regularly scheduled hours or the time worked on the shift, whichever is greater.

**10.09** Any employee covered by this Agreement shall have a credit of \$100.00 which will be applied to any purchase of work boots or work gloves that the employee makes between January 1 and December 31 next. An employee may not however, make such purchases while laid off or on a leave of absence. Any unused portion of the \$100.00 will be carried forward for a **3** year period, except that the amount carried forward plus the \$100.00 annual allotment may not total more than **\$300.00**.

**10.10** The parties agree that Local 2724 may select one full-time Health and Safety Representative who will be paid his or her existing salary for the 168 or 173 hours per month, as appropriate. The Health and Safety Representative shall report his/her attendance to the appropriate person as directed by the Manager Human Resources.

## ARTICLE 11

### LETTERS OF AGREEMENT

**11.01** The current Letters of Agreement, including, but not limited to, the Letters of Agreement re: Payment of Legal Fees, Wrap Plan and Income Security, are supplemental to this Agreement, but nothing contained herein shall affect the termination dates or any other provision of such Letters of Agreement.

## ARTICLE 12

### NOTICES

**12.01** Except as otherwise provided, when under any of the provisions of this Agreement the Company is required to notify an employee, the employee shall be deemed to have been notified if he is told personally or is called by telephone at the most recent local telephone number shown in the records of the Company at the Company's Employment Office, and

1. the message is given to the employee, or
2. the employee is not available and the message is given to a person accepting the call who consents to give the employee the message, or
3. two calls are made at least one-half hour apart and no answer is received or the person answering the calls does not consent to give the employee the message.

## ARTICLE 13

### PROBLEM RESOLUTION AND GRIEVANCE PROCEDURE

The Company and the Union recognize the mutual benefits to be derived by resolving issues of concern of employees and/or the Union in a reasonable and expeditious manner. The parties recognize that all consultation processes and resources at their disposal should be exhausted in the problem resolution process prior to the implementation of the written grievance procedure at Step 2. At the option of the Local, the President of the Local can request a meeting with the Vice President, Human Resources in an attempt to resolve the issue prior to going to arbitration.

**13.01** The Local Union shall form a Grievance Committee which may include an International Staff Representative of the U.S.W. to represent the Union in processing grievances, and shall give the Company written notice of the members of the Committee and any changes therein. **No employee will participate in a grievance if there is a conflict of interest.**

### **13.02 Step I**

If a matter arises which an employee wishes to take up with the Company, it shall first be discussed by the employee with his Department Head or the Department Head's representative in an attempt to resolve the matter. The employee may elect to have a Union steward in attendance.

### **13.03 Step II**

If the matter is not resolved to the satisfaction of the employee, and the matter relates to the Collective Agreement the employee may file a grievance with a Union representative. The Union may deliver a written complaint to the Manager Human Resources within 21 calendar days of the occurrence of the fact or event giving rise to the matter in dispute, specifying the reasons why the employee and/or the Union believes the named section has been wrongly applied by the Company.

**13.04** A meeting will be scheduled by mutual agreement and held within 30 calendar days to review the facts and attempt to resolve the matter in dispute. This meeting will be attended by the employee, the Department Head or his departmental designate, a Union representative, the Manager Human Resources or his representative and any others who the parties agree would be helpful in seeking a resolution to the dispute. There will be a full disclosure by all parties of all pertinent information at this meeting.

Within 7 calendar days following the meeting the Manager Human Resources or his representative will deliver a written response to the employee and the Union stating the Company's position on the matter in dispute.

### **13.05 Step III**

If the Union disagrees with the answer of the Manager Human Resources, it may within 21 calendar days deliver a written notice referring the matter to arbitration or the concern will be considered resolved. Unless otherwise agreed by the parties, the Company will notify the arbitrator within 7 days of receiving the referral.

For the term of this Agreement, the arbitrator will provide a hearing date within 60 calendar days from the date the matter was referred to arbitration. If the arbitrator is unable to respond to the matter within these time limits, the parties must mutually request the selection of another arbitrator. The arbitrator shall render a written decision within 30 calendar days of the hearing based on the facts and with reference to this Collective Agreement.

At the time of the appointment of the arbitrator the parties may agree to direct the arbitrator to provide an oral award as an alternative to a written decision. In all presentations to the arbitrator, the parties encourage the sharing of pertinent information and, wherever possible, submit joint statements of fact.

The arbitrator shall not alter, modify, or amend any part of this Collective Agreement or make any decision inconsistent with its provisions.

The decision of the arbitrator shall be binding on the parties.

All arrangements for the hearing shall be made jointly, and expenses of the arbitrator shall be borne equally by the Company and the Union.

Any matter dealing with a discharge case may be introduced into this appeal procedure at Step II within 7 calendar days of the occurrence of the event giving rise to the dispute.

**13.06** Any grievance filed by either party claiming a violation of the provisions of this Agreement may be filed as a grievance of a General Nature at Step 2 of the Grievance Procedure.

**13.07** A written grievance to be processed to the next step shall state the reasons why the previous reply was unsatisfactory.

If the Company or the Union fails to reply to a grievance within the time limits prescribed, or any extension thereof, the party failing to reply shall be deemed to have conceded the grievance. The foregoing shall not prejudice the parties in any future grievances of a similar nature, providing notification in writing is given the other party within a period of thirty (30) days from the time the grievance was deemed to be conceded.

The parties agree to give each other ten calendar days' written notice prior to claiming a breach of time limits as provided for in the second paragraph of Article 13.07.

### **13.08 Arbitrator Selection**

The Manager Human Resources and the President of Local 2724 will agree on the selection of an arbitrator. Failing agreement, selection of Arbitrators will be done under the provisions of the Ontario Labour Relations Act.

## ARTICLE 14

### VACATIONS WITH PAY

#### 14.01

##### Regular Vacation

**14.01.10** The Company and Union recognize the necessity for all personnel to get away from their regular work environments on annual vacation. Therefore employees who meet the following service year requirements at January 1 annually are entitled to vacation as follows:

1 service year but less than 5 service years	2 weeks
5 service years but less than 9 service years	3 weeks
9 service years but less than 15 service years	4 weeks
15 service years but less than 20 service years	5 weeks
20 service years but less than 25 service years	6 weeks
25 service years and more	7 weeks

New hires will be given 2 weeks of vacation in the year of hire, prorated for the actual months of service (for example, an employee hired May 1 would get 8/12 of 2 weeks). This vacation is to be taken in the year of hire, however, should the employee leave prior to the end of the year; the appropriate adjustments will be made to their final payout. The provisions of Article 14.02 will not apply in the first year of hire. In the first full calendar year, the employee will receive 2 weeks of vacation plus vacation bonus that would be applicable to the amount of vacation earned in the year of hire.

**14.01.20** Service for the purposes of vacation entitlement shall normally accrue from the first of the month following the employee's date of hire.

**14.01.30** An employee who works 6 months or more (except in his first year of employment) will be entitled to full vacation for the following year in accordance with 14.01.10. An employee who misses work due to a compensable injury or illness will be deemed to have worked 6 months or more.

It is agreed that this article does not apply to employees in the year of their retirement. In the year of retirement, the employee will receive a prorated amount of vacation entitlement (for example if the date of retirement is October 1, they will receive 9/12 of their vacation entitlement)

**14.01.40** An employee who has worked less than 6 months in the year, because of illness or disability of a non-occupational nature, will be entitled to vacation in the subsequent year in accordance with the following calculation:

(Full months worked ÷ 6) X regular vacation entitlement

**14.01.50** An employee who has worked less than 10 months in the year due to leave of absence will be entitled to vacation in the subsequent year in accordance with the following calculation:

(Full months worked ÷ 10) X regular vacation entitlement

**14.01.60** All employees will receive one service year for each year of service except that an employee who requests and is granted a leave of absence for the following reasons will receive one service year less that proportion which weeks on leave of absence during the year bears to 52 weeks (to the nearest hundredth).

1. leave for personal reasons other than a parental or pregnancy leave.
2. leave to accept an elected or appointed position with the United Steelworkers.
3. leave to accept an elected or appointed position with any level of government or an agency thereof.

## **14.02**

### **Vacation Bonus**

All employees are entitled to a vacation bonus for each week of regular vacation. The bonus will be in the form of extra cash or, as may be mutually agreed by the Department Head and the individual employee, extra time off.

<b>AMOUNT OF REGULAR VACATION</b>	<b>AMOUNT OF VACATION BONUS AS A % OF FEBRUARY'S SALARY</b>	<b>DAYS OF EXTRA VACATION IN LIEU OF VACATION BONUS</b>
1 week but less than 2	5%	1 day
2 weeks	10%	2 days
3 weeks	15%	3 days
4 weeks	20%	4 days
5 weeks	25%	5 days
6 weeks	30%	6 days
7 weeks	35%	7 days

The vacation bonus will be paid automatically by separate cheque in March based on the preceding month's salary (exclusive of any Production Supplement or incentive) unless the Department Head authorizes the bonus to be converted to additional vacation days as indicated in the preceding table.

## 14.03

### Scheduling Vacations

Subject to the following guidelines and procedures which should be adhered to as much as possible employees are to work out within their appropriate scheduling group, an equitable method of scheduling their vacations allowing the maximum number to be off at any one time without disrupting the efficiency of the operation. **A vacation scheduling group is comprised of only 2724 permanent members.**

1. Preference will be given to employees in accordance with bargaining unit seniority where vacation periods requested conflict, and efforts to resolve the conflict between the requesting employees, and their Department Head, have been exhausted.
2. Vacations must be scheduled in the calendar year and every effort should be made to keep scheduling groups to a minimum size. It is recommended that no more than 5 people be in a relevant scheduling group.
3. Subject to his scheduling group's guidelines and the needs of the operations, an employee may:
  - take all of his vacation at one time or in separate weeks;
  - take one year's vacation at the end of the year and the next year's vacation at the beginning of the succeeding year;
  - take his vacation in periods of less than a week.
4. Vacation should be booked in the department the employee is working in at the time of booking, not the department that they will be transferred to. Should the employee transfer during the year, he will schedule his remaining vacation in his new department, ensuring he does not displace a current employee's scheduled vacation weeks.
5. Employees must take all of their vacation as scheduled in the year in which they are entitled. Where the employee fails to take vacation because of a specific request by the employee or his Department Head, on mutual agreement between the employee and his Department Head, the vacation may be carried forward and added to the next year's vacation. This will be done by properly completing the "Vacation Deferral" form and submitting it to Salaried Payroll. Carry-forward for more than one year is not permitted. If it is in the interest of operations the Department Head may recommend pay in lieu of vacation which cannot be scheduled as time off in the current year.

Subject to the provisions of the Extended Health Benefit Agreement, an employee who is unable to schedule his vacation as time off by the end of the year because of an illness or injury will receive pay in lieu of any outstanding vacation pay.

In those instances where employees have unused Vacation or "C" time remaining at the end of the calendar year the following process will apply:

### **Vacation Time**

All unused vacation time that is not authorized to be carried over into the following calendar year will be paid out, at straight time, during the next pay period thereafter (February 01 cheque).

Unused vacation time agreed to be carried over in accordance with Article 14.03 (5) must be taken by June 30<sup>th</sup> of the next calendar year.

Authorized carry over vacation time not taken by the June 30<sup>th</sup> date will be paid out, at straight time, during the next pay period thereafter (August 01 cheque).

### **"C" Time**

"C" time that is carried over from one year to the next must be taken by June 30<sup>th</sup> of the year after it was earned.

All carried over "C" time not used by the June 30<sup>th</sup> date will be paid out, at time and one half, during the next pay period thereafter (August 01 cheque).

6. An employee who is disabled due to sickness or accident on a working day immediately prior to going on scheduled vacation may reschedule that period of vacation at a time later in the year which will not interfere with any vacation already scheduled by other department personnel.
7. An employee who is off on regularly scheduled vacation and who becomes disabled due to sickness or accident will continue to be on vacation until the scheduled vacation period is complete. However any subsequent vacation, which was scheduled prior to the disability occurring, may be rescheduled if the employee is still disabled when the vacation period is due to commence. The rescheduled vacation should not interfere with any vacation already scheduled by other department personnel.
8. When a person's employment is to be terminated as a result of retirement, any vacation to which he is entitled as of January 1st must be scheduled in accordance with departmental vacation scheduling procedures and must be taken as scheduled unless the employee retires prior to his scheduled vacation time or his failure to take such vacation was because of a specific request by the Division Manager or General Manager. In such cases he will receive pay in lieu of any vacation which is not taken as time off prior to retirement. An employee may, with the agreement of his department head, pull ahead and take vacation time off which had originally been scheduled to be taken after the effective date of his retirement.

9. Required Use of Vacation in Current Year When Absences Due to Disability Extend Beyond 15 weeks:

- An employee who is eligible for Salary Continuance during disability will normally have his salary continued for up to 15 weeks. However, if absences as a result of disability add up to 15 weeks in a 12 month period and the disability continues, the employee will be required to take his vacation entitlement for the current year at the end of that cumulative 15 week period. He will continue to be on vacation until his full vacation for the current year has been used up or until he returns to work, whichever comes first.
- Should an employee return to work from a disability before all his vacation is used up and he later becomes disabled again within 12 months after returning to work for a period of at least 2 weeks, he will be considered on vacation again immediately until his remaining vacation entitlement has been used.
- If a continuous absence due to non-occupational disability carries over into a new year, any unused vacation from the previous year must first be used at the end of the cumulative three-month period to be then followed by any new vacation to which the disabled employee becomes entitled on January 1st, to a maximum of three weeks. The scheduling of any balance of new vacation will then be determined on a monthly basis according to individual circumstances. This determination will be made by Human Resources and the Department Head.

10. When a person's employment is terminated for any reason he will receive pay for the regular vacation earned but not taken as of the date of leaving.

## **ARTICLE 15**

### **Salaries**

**15.01.10** The Manual for Job Description and Classification is incorporated into this Agreement as Appendix "A" and its provisions shall apply as if set forth in full herein. The Company and the Union will each appoint one person to an evaluation committee which is responsible for describing and classifying 2724 occupations.

The parties agree that, where they are unable to agree **on the classification of an occupation**, either party may forward the matter for final and binding resolution to a mutually agreed upon referee. The costs associated with this resolution process will be shared equally by the parties.

**15.02** Each job shall be described and classified and a rate of pay applied to each job in accordance with the provisions of this Agreement.

**15.03 Salaries**

**ADMINISTRATIVE AND STAFF SALARY SCALE**  
**Effective April 1, 2018**

GRADE	Standard								
	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>
803	4251	4464	4687	4921	5167	5425.32	5697	5982	6281
804	4342	4559	4787	5026	5277	5540.74	5818	6109	6414
805	4429	4650	4883	5127	5383	5652.12	5935	6232	6544
806	4575	4804	5044	5296	5561	5838.71	6131	6438	6760
807	4671	4905	5150	5407	5677	5960.86	6259	6572	6901
808	4768	5006	5256	5519	5795	6084.29	6389	6708	7043
809	4868	5111	5367	5635	5917	6213.12	6524	6850	7193
810	4972	5221	5482	5756	6044	6346.02	6663	6996	7346
811	5079	5333	5600	5880	6174	6482.89	6807	7147	7504
812	5194	5454	5727	6013	6314	6629.24	6961	7309	7674
813	5315	5581	5860	6153	6461	6783.53	7123	7479	7853
814	5438	5710	5996	6296	6611	6941.90	7289	7653	8036
815	5566	5844	6136	6443	6765	7102.94	7458	7831	8223
816	5704	5989	6288	6602	6932	7278.78	7643	8025	8426
817	5838	6130	6436	6758	7096	7450.55	7823	8214	8625
818	5981	6280	6594	6924	7270	7633.06	8015	8416	8837
819	6132	6439	6761	7099	7454	7826.35	8218	8629	9060
820	6288	6602	6932	7279	7643	8024.95	8426	8847	9289

**OPERATING AND SERVICE SALARY SCALE (OS9)**  
**Effective April 1, 2018**

GRADE	Standard								
	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>
906	4762	5000	5250	5512	5788	6076.99	6381	6700	7035
907	4901	5146	5403	5673	5957	6255.00	6568	6896	7241
908	5052	5305	5570	5849	6141	6447.73	6770	7109	7464
909	5208	5468	5741	6028	6329	6645.88	6978	7327	7693
910	5379	5648	5930	6226	6537	6864.15	7207	7567	7945
911	5555	5833	6125	6431	6753	7090.31	7445	7817	8208
912	5725	6011	6312	6628	6959	7307.20	7673	8057	8460
913	5900	6195	6505	6830	7172	7530.75	7907	8302	8717
914	6090	6394	6714	7050	7402	7771.68	8160	8568	8996
915	6285	6599	6929	7275	7639	8020.66	8422	8843	9285
916	6490	6814	7155	7513	7889	8283.05	8697	9132	9589

**OPERATING AND SERVICE SALARY SCALE (ST9)**  
**Effective April 1, 2018**

GRADE	Standard								
	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>
906	4653	4886	5130	5387	5656	5939.23	6236	6548	6875
907	4777	5016	5267	5530	5807	6097.59	6402	6722	7058
908	4911	5157	5415	5686	5970	6268.06	6581	6910	7256
909	5050	5303	5568	5846	6138	6445.14	6767	7105	7460
910	5201	5461	5734	6021	6322	6638.42	6970	7319	7685
911	5359	5627	5908	6203	6513	6838.40	7180	7539	7916
912	5510	5785	6074	6378	6697	7031.67	7383	7752	8140
913	5665	5948	6245	6557	6885	7228.96	7590	7970	8369
914	5832	6124	6430	6751	7089	7443.68	7816	8207	8617
915	6006	6306	6621	6952	7300	7665.13	8048	8450	8873
916	6190	6499	6824	7165	7523	7898.64	8294	8709	9144

**700 SALARY SCALE AT APRIL 1, 2018**

GRADE	Standard								
	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>
701	4734	4971	5220	5481	5755	6042.91	6345	6662	6995
702	5136	5393	5663	5946	6243	6554.78	6883	7227	7588
703	5436	5708	5993	6293	6608	6938.69	7286	7650	8033
704	5938	6235	6547	6874	7218	7578.54	7957	8355	8773
705	6540	6867	7210	7570	7949	8346.35	8764	9202	9662
706	7342	7709	8094	8499	8924	9370.10	9839	10331	10848

**Effective April 1, 2018**

The cost of living allowance will be rolled into the base salaries as per Article 15.04.61.

**Effective August 1, 2019**

The cost of living allowance will be rolled into the base salaries as per Article 15.04.62.

**Effective August 1, 2020**

The cost of living allowance will be rolled into the base salaries as per Article 15.04.63. The above salary scales will then be increased by **1%**.

**Effective August 1, 2021**

The cost of living allowance will be rolled into the base salaries as per Article 15.04.64. The above salary scales will then be increased by **1.5%**.

**Effective July 31, 2022**

**The cost of living allowance will be rolled into the base salaries as per Article 15.04.65.**

**Cost of Living**

**15.04.10** Following the release of the Consumer Price Index for April 2016 by Statistics Canada based on the 1981 equals 100 index, the Company shall compare such index with the Consumer Price Index for January 2016.

**15.04.20** Effective with the first pay period following the release of the Consumer Price Index for April 2016, and on a similar basis quarterly thereafter, a cost of living allowance will be paid on the basis of one cent for each .125 increase for the comparison periods listed below:

<b>FOLLOWING THE RELEASE OF THE INDEX FOR</b>	<b>BASED ON THE COMPARISON OF</b>
Apr. 2016	Apr. 2016 with Jan. 2016
July 2016	July 2016 with Apr. 2016
Oct. 2016	Oct. 2016 with July 2016
Jan. 2017	Jan. 2017 with Oct. 2016
Apr. 2017	Apr. 2017 with Jan. 2017
July 2017	July 2017 with Apr. 2017
Oct. 2017	Oct. 2017 with July 2017
Jan. 2018	Jan. 2018 with Oct. 2017
Apr. 2018	Apr. 2018 with Jan. 2018
July 2018	July 2018 with Apr. 2018
Oct. 2018	Oct. 2018 with July 2018
Jan. 2019	Jan. 2019 with Oct. 2018
Apr. 2019	Apr. 2019 with Jan. 2019
July 2019	July 2019 with Apr. 2019
Oct. 2019	Oct. 2019 with July 2019
Jan. 2020	Jan. 2020 with Oct. 2019
Apr. 2020	Apr. 2020 with Jan. 2020
July 2020	July 2020 with Apr. 2020
Oct. 2020	Oct. 2020 with July 2020
Jan. 2021	Jan. 2021 with Oct. 2020
Apr. 2021	Apr. 2021 with Jan. 2021
July 2021	July 2021 with Apr. 2021
Oct. 2021	Oct. 2021 with July 2021
Jan. 2022	Jan. 2022 with Oct. 2021
Apr. 2022	Apr. 2022 with Jan. 2022
July 2022	July 2022 with Apr. 2022

**15.04.30** Such allowance will be paid for straight time hours worked only, and will not be paid for overtime hours, premium hours or used as a basis for calculation of overtime or incentive payment.

**15.04.40** Should the Consumer Price Index in its present form based on the formula 1981 equals 100 become unavailable, the parties shall attempt to adjust this Article or, if agreement is not reached, request Statistics Canada to provide the appropriate conversion or adjustment which shall be applicable as of the appropriate adjustment date and thereafter.

**15.04.50** The cost of living allowance referred to in Article 15.04.20 will be reduced on the same basis as the increases provided for herein if the Consumer Price Indices on the review date specified herein are below the indices used for comparison purposes.

**15.04.60** Effective April 1, 2017, the total amount of the cost of living allowance in effect at March 31, 2017 will be added to the Standard Salary Grid.

**15.04.61** Effective April 1, 2018, the total amount of the cost of living allowance in effect at March 31, 2018 will be added to the Standard Salary Grid.

**15.04.62** Effective August 1, 2019 the total amount of the cost of living allowance in effect at July 31, 2019 will be added to the Standard Salary Grid.

**15.04.63** Effective August 1, 2020 the total amount of the cost of living allowance in effect at July 31, 2020 will be added to the Standard Salary Grid.

**15.04.64** Effective August 1, 2021 the total amount of the cost of living allowance in effect at July 31, 2021 will be added to the Standard Salary Grid.

**15.04.65** Effective July 31, 2022 the total amount of the cost of living allowance in effect at July 31, 2022 will be added to the Standard Salary Grid.

## **Premiums**

**15.05.10** The Company shall pay employees a shift premium on the following basis:

**Afternoon Shift** - 3 p.m. to 11 p.m. or 4 p.m. to 12 midnight

**Night Shift** - 11 p.m. to 7 a.m. or 12 midnight to 8 a.m. or on any scheduled shift beginning at or after 4:30 p.m.

**Sunday** - the twenty-four hour period beginning 12:01 a.m. Sunday or the shift starting time closest thereto

<u>Shift Worked</u>	<u>Payment per Shift</u>	<u>Effective August 1, 2019</u>
Afternoon	<b>\$2.00</b>	<b>\$2.50</b>
Night	<b>\$2.80</b>	<b>\$3.50</b>
Sunday	<b>\$3.60</b>	<b>\$4.50</b>

The Sunday premium will be paid in addition to the afternoon or night premium if either one of those is also applicable.

**15.05.20** Shift and Sunday premiums will not be paid for part shifts worked and will not be used as part of the hourly rate for the purpose of calculating overtime rates.

### **Base Monthly Salary**

**15.06.10** Base monthly salary is defined as the employee's base salary exclusive of any Out of Line Differential, shift and Sunday differential, etc.

The Company may pay an employee above the Standard Rates listed in the "Administrative and Staff Salary Scale" or the "Operating and Service Salary Scale".

**15.06.20** An employee who is assigned to work on a higher paying job in the bargaining unit will receive a replacement rate in addition to his regular rate under any of the following conditions:

1. He works on the higher job for at least a full work week, or
2. He works on the higher job for at least 5 days during a calendar month, or
3. He does not satisfy #1 or #2 but continuously replaces on the higher job to the point that he is proficient on and can perform the full scope of the job, even when promoted for short periods.

The replacement rate is not intended to be paid for intermittent or isolated shifts.

The replacement rate will normally be an amount of not less than 5% and not more than 10% of the employee's basic rate of pay. His total rate will not exceed the standard rate (F rate) for the job on which he is replacing. When an employee has been continuously replacing for 12 months he will be entitled to an increase in his replacement rate provided that this total rate does not exceed the standard rate for the job on which he is replacing. Where his total rate equals the standard rate for the higher job, he will be paid the standard rate for the higher job until such time as he returns to his former occupation.

Where an employee works overtime on the job on which he is replacing he shall receive O/T rates on the replacement rate. Where an employee takes vacation while replacing on a higher job he shall receive the replacement rate while on vacation provided that he has replaced for at least one month during the period in question and has replaced for at least one week both before and after his vacation.

### **Pay Days**

**15.07** Normally employees shall be paid on the first day of every month.

### **Jury Pay**

**15.08** An employee who is called for jury duty, or subpoenaed to appear as a witness in a court of law, will be paid for each day of jury or witness duty his regular salary for his regular shift. The employee will present proof of service.

### **Funeral Pay**

**15.09** An employee shall be permitted time off from work for the purpose of arranging and attending the funeral of a member of his immediate family, up to a maximum of three days. Where any of such days fall on a scheduled working day for the employee, he shall be paid a funeral pay allowance for each day equivalent to 8 times (or 7 3/4 times, whichever is appropriate) the hourly equivalent of his base monthly salary. Immediate family shall mean spouse, son, daughter, mother, father, sister, brother, mother-in-law, father-in-law, son-in-law, daughter-in-law, sister-in-law, brother-in-law, grandmother, grandfather, grandmother/grandfather of spouse, grandchild, common-law spouse as defined in Article 1.01 of the Extended Health Benefit Agreement and the parents of such common-law spouse.

### **Bereavement Pay**

**15.10** An employee, not entitled to funeral pay under Article 15.09, shall be permitted, upon request, one day off work with pay in the event of the death of a member of his immediate family as defined in Article 15.09. He shall be paid a bereavement pay allowance for such day of 8 times (or 7 3/4 times, whichever is appropriate) the hourly equivalent of his base monthly salary. Such time off will be given on the day of the death or on the first or second day immediately following or the date of the funeral or memorial service.

## **Correction of Errors**

**15.11** Any mathematical or clerical errors made in the preparation, establishment or application of job descriptions, job classifications, or standard monthly rates shall be corrected to conform to the provisions of this Agreement.

## **Out of Line Differentials**

**15.12.10** An out-of-line differential (O.L.D.) shall be established for any employee(s) whose job is re-evaluated such that total monthly compensation is permanently reduced.

**15.12.20** The out-of-line differential shall be equal to the difference in the total compensation between the former and the new rate for the occupation.

**15.12.30** Except as provided below, the out-of-line differential shall continue to be paid to the employee(s) for whom the O.L.D. is established during such time the employee(s) continues to occupy the occupation for which the O.L.D. is established.

**15.12.40** If an employee with an out-of-line differential accedes to a job having a higher total monthly compensation, then the differential shall be reduced by the amount of the increase in the total monthly compensation.

**15.12.50** If an employee with an out-of-line differential is assigned to another job and under the terms of this Agreement a lower total monthly compensation is applicable, then the out-of-line differential shall be terminated.

**15.12.60** Such O.L.D. shall be reduced by the amount of any salary grid increase and Cost of Living Allowance until the employee's total monthly compensation based on the salary grid exceeds his O.L.D. earnings.

## **Inequity Grievances**

**15.13** Except as otherwise provided herein, no basis shall exist for an employee covered by this Agreement, to allege that a salary rate inequity exists, and no grievance on behalf of an employee alleging a salary rate inequity shall be filed or processed during the term of this Agreement.

## **Listing of Occupations**

**15.14** The attached Appendix “F” provides a listing of occupations covered within the bargaining unit for information purposes only. It will not be relied upon by either party in any claim. It does not reflect all the jobs in the Local.

## **ARTICLE 16**

### **STRIKES AND LOCKOUTS**

**16.01** There shall be no lockout by the Company and no interruption of work, work stoppage, strike, sit-down, slow-down or any other interference with production by an employee or employees during the term of this Agreement.

**16.02** In the event of a strike or work stoppage and unless the Union by its recognized officers renounces said unauthorized strike or work stoppage, either general or partial, within twenty-four hours after the commencement of such strike or work stoppage, and declares any picket line set up in connection therewith to be unauthorized and not binding on the Union, the deduction of Union dues under this Agreement may be suspended by the Company for a period of not less than one or more than six months. Such suspension shall be for such period as the Company deems reasonable having regard to all the circumstances and the exercise of its discretion may be reviewed by the Arbitrator set up as provided in Article 13.05.

## **ARTICLE 17**

### **PENSION, EXTENDED HEALTH BENEFIT AGREEMENTS**

**17.01** The Company agrees to provide a defined benefit pension plan. The terms and conditions of the Pension Plan are set out in the Pension Agreement (which is the legal Plan text as filed with the pension authority under the name “**Algoma Steel Inc. Salaried Employees Pension Plan**” established effective September 17, 2001). The Pension Agreement is incorporated into, and forms part of this Collective Agreement.

**17.01.01** The Company agrees to provide a defined contribution pension plan effective January 1, 2011 for all new hires and those existing employees wishing to switch for future service purposes. The terms and conditions of the Pension plan are set out in the Pension Agreement (which is the legal Plan text as filed with the pension authority under the name “**Algoma Steel Inc. Employees Defined Contribution Pension Plan – Salary Division**” established effective January 1, 2011). The Pension Agreement is incorporated into, and forms part of this Collective Agreement.

**17.01.02 Contributions to the defined contribution pension plan must be remitted by the 15<sup>th</sup> day of the month, following the month that the contribution has been earned. (e.g.: January contributions must be submitted no later than February 15<sup>th</sup>).**

**17.02** The Extended Health Benefit and S.U.B. Agreements between the Company and the Union are supplemental to this Agreement, but nothing contained herein shall affect the termination dates or any other provisions of such agreements.

## **ARTICLE 18**

### **PROFIT SHARING PLAN**

The Company and the Union agree to continue the existing profit sharing plan for all employees including non-bargaining unit employees. The formula to be used will be based on a percentage of annual income from the Company's Sault Ste. Marie operations adjusted for the effects of Purchase Accounting ("Adjusted Annual Income From Operations") as outlined below:

<u>Adjusted Annual Income From Operations</u>	<u>Profit Sharing Percentage</u>
On first \$50 million	0%
On income over \$50 million to \$100 million	6%
On income over \$100 million to \$150 million	8%
On income in excess of \$150 million	10%

Profit sharing will be made in two installments. 50% of the projected profit sharing payments will be paid within 30 days of the release of Q2 financials. The remaining profit sharing payment, if any, shall be paid within 90 days of the close of the fiscal year. 100% of the profit sharing pool will be paid out.

Profit sharing and other special payments shall be excluded from the calculation of Vacation Pay.

Profit sharing payment for the first two quarters of each calendar year shall be based on reported unaudited results. Fourth quarter and final annual calculations shall be based on audited financial statements of each fiscal year. The Company agrees to supply the United Steelworkers with a copy of each reported unaudited quarterly financial statement within 60 days of the end of each quarter as well as a copy of the audited annual financial statement within ninety days of the end of each fiscal year.

“Adjusted Annual Income From Operations” is defined as income from Sault Ste. Marie operations excluding charges for interest and other financial expense, interest income, dividends on preferred shares, income taxes, extraordinary items, one-time and other special charges, adjusted for the effects of the Purchase Accounting adjustments required under generally accepted accounting principles as a result of the acquisition of the Company in June 2007. The Purchase Accounting adjustments affect the future amount of cost of sales, amortization expense, pension expense and post-employment benefit expense. It is intended that Adjusted Annual Income From Operations will remove the impact of these Purchase Accounting adjustments so that the amount of profit sharing is not affected by the accounting for the acquisition.

It is understood that, for the purposes of determining Annual Adjusted Income from Operations, all transactions and other dealings with related companies, shall be accounted for at arm’s length.

If the Union so requests, the Company shall pay for an independent auditor to verify the calculation of Adjusted Annual Income from Operations.

Accounting principles used to calculate Adjusted Annual Income from Operations will be consistent. Accounting principles will be the same as those used in 2006 Audited Statements and generally accepted accounting principles. If accounting principles change such that there is a material effect on profit sharing, the Company is to inform the Union and there is agreement to amend the formula of the profit sharing plan or the determination of Adjusted Annual Income From Operations to offset the changes in accounting principles.

Profit sharing payments will be paid on the basis of hours. The total amount of the Profit Sharing Pool will be divided by total hours to establish the hourly profit share. Individual profit sharing payments will be equal to the hourly profit share multiplied by individual’s hours.

Hours shall be defined as:

- straight time hours worked,
- overtime hours worked,
- out of bank hours,
- vacations and statutory holidays,
- jury duty, witness and bereavement leave,
- leave for union business,
- Union Executive,
- members in receipt of sickness and accident benefits or salary continuance and Workers’ Compensation to a maximum of one year,
- pregnancy and paternity leaves,
- military and compassionate leaves.

Any exclusions and inclusions in a signed letter, entitle "Profit Sharing Rules agreed to by Locals 2251 and 2724, on March 9, 2006 will be incorporated into the Profit Sharing Rules of this Collective Agreement, except for the following change.

Eligible hours are capped at 2,000 for all schedules for the year to be eligible for a full share

## **ARTICLE 19**

### **PAYMENT OF PROFESSIONAL FEES**

**19.01** Where an employee is required by the Company to maintain a professional accreditation to establish a particular level of competency, and there is a cost to do so, the Company will reimburse each such individual so required the amount of the fee upon presentation of appropriate proof of payment to his Department Head.

**The Company will reimburse the Local Union Executive member for any valid trade's ticket or professional designation fees they held at the time of their appointment under Article 8.04.**

## **ARTICLE 20**

### **DURATION OF AGREEMENT**

**20.01** This Agreement shall be effective from **April 1, 2016 to July 31, 2022** and thereafter from year to year unless either party gives written notice of termination at the end of a contract year (commencing with the year ending July 31, 2022) not more than ninety (90) days nor less than sixty (60) days prior to July 31 of such year.

**20.02** The Company shall be responsible for making the changes and printing 1000 copies of the 2016 – 2022 Collective Bargaining Agreement for the Union. Further the Company will provide the Union an electronic copy of the comprehensive Collective Bargaining Agreement.

The Company shall be responsible for making the changes and printing 1000 copies of the 2016 – 2022 EHBA and Pension summary booklet. Further the Company will provide the Union an electronic copy of the comprehensive Extended Health Agreement and Pension summary booklet.

**The new language agreed to shall be in bold print in the CBA and the EHBA and Pension summary booklet.**

**These booklets shall be printed and delivered no later than 90 days after the signing of the Memorandum of Agreement.**

**The Union will have 30 days to review and approve the changes to the CBA and EHBA and Pension summary booklet once the proofs have been printed and delivered to the Union.**

**Article 20.03 – Cost of Bargaining**

**The Company agrees to pay all negotiations costs including travel if any for the 2016/2017/2018 negotiations which have been incurred by the Union.**

## Appendix “C”

### Families – USW Local 2724

Position	Family I.D	Locations	Job Code
Mechanical Engineering Specialist	F-01	Cokemaking	51107
		Ironmaking	53259
		Steelmaking	53259
		Plate & Strip	
		Cold Mill	
Electrical Engineering Specialist	F-02	Cokemaking	51101
		Ironmaking	51101
		Steelmaking	35333
		Plate & Strip	
		Cold Mill	35333
FLS - Central Mtce	F-03	Infrastructure	38330
		Central Maintenance	38328
Senior Planner - Central	F-04	Central Maintenance	36185
		Crane Repairs	36185
		Mobile Maintenance	36186
		Carpenters	36185
		Infrastructure	36185
FLS - Masonry	F-05	Ironmaking/Speciality Shop	42108
		Cokemaking	42106
		Steelmaking, Caster, DSPC	42037
FLS - Shops	F-06	Welding Shop	31800
		Fabrication & Car Shop	31500
FLS - DSPC	F-07	Casting	61051
		Mill Area	62053
Engineering Ladder	F-08	Mechanical Electrical / Automation Maintenance Reliability/Project Group	26062
			26066
			26067
			26076
			26100
			27037
27043			

Position	Family I.D	Locations	Job Code
Process Engineering Ladder	F-09	Central	26239
		Assigned	26250
		Quality Assurance	26251
			48237
FLS - Cold Mill	F-10	Shipping & Steel Flow	77294
		Temper Mill/Slitter	77296
		Pickler	77009
		Reduction/Anneal/Roll Shop	77295
FLS - Cokemaking	F-11	By-Products	51297
		Material Handling	51425
FLS - Ironmaking	F-12	Ironmaking & Furnaces	53048
		Casthouse	53047
Q.E./Technical Services - Metallurgist Ladder	F-13	Metallurgical	28418
		Materials Design	
		Customer Service	
Technical Service Managing Met	F-14	Metallurgical	28449
		Materials Design	28449
H+E Officer (and ladder)	F-15	Air	21456
		Water	
		ISO	
FLS - Steelmaking	F-16	Cranes & Equipment Utilization	59100
		Charging & Melting	59102
		Ladles	59104
		Refining	59103
		Casting Supervisor	60100
Human Resources Representative	F-17	Training	21811
		Benefits	
		Wage+ Salary Evaluation	
		Comp. + Rehab	
		Personnel	

<b>Position</b>	<b>Family I.D</b>	<b>Locations</b>	<b>Job Code</b>
IT &BPI	F-18	Network Operations + Support Services Systems Development IT Architecture / Technology Projects	27037
			27042
			27043
			27073
			27074
			27148
27338			
Business Analyst	F-19	all areas	27014
FLS - Manufacturing Scheduling	F-22	FLS – Manufacturing Scheduling FLS - 106/166/Plate Finishing	24393
			24792
FLS Vacation Replacement - Primary	F-23	Cokemaking Ironmaking Steelmaking	51710
			53700
			59700
FLS Vacation Replacement - Rolling Mills	F-24	DSPC Cold Mill Plate and Strip	62700
			77700
			64770

## Ladders – USW Local 2724

Location	Ladder ID	Job Code	Grade	Title	
Finance & Accounting	L-01	23222	812	Financial Accounting Analyst	
		23218	816	Senior Financial Accounting Analyst	
	L-02	23018	812	Cost Analyst	
		23016	815	Senior Cost Analyst - Primary	
	L-03	23636	812	Accounting Systems Analyst	
		23632	815	Senior Accounting Systems Analyst	
		23642	816	Senior Accounting Specialist	
	L-04	23038	812	Accounting Control Analyst	
		23037	816	Senior Accounting Control Analyst	
	Maintenance Technology	L -05	45206	814	Maintenance Engineer
			45205	816	Senior Maintenance Engineer
	Construction	L-06	<b>45***</b>	912	Project Planner
45010			914	Project Supervisor	
45207			915	Senior Project Supervisor	
Technical Services	L-08	28192	909	Development Chemist	
		28190	912	Senior Chemist	
	L-09	28418	809	Engineering Assistant	
		28465	912	Metallurgist	
		28464	915	Senior Metallurgist	
		28460	916	Metallurgical Specialist	
		28463	916	Metallurgical Specialist	
	L-11	28366	809	Assistant Metallographer	
		28364	812	Metallographer	
		28369	813	Senior Metallographer	
	Manufacturing Technology	L-12	26251	909	Process Analyst
			26250	911	Senior Process Analyst
			26239	913	Process Engineering Specialist
			48237	914	Manufacturing Technology Associate

<b>Location</b>	<b>Ladder ID</b>	<b>Job Code</b>	<b>Grade</b>	<b>Title</b>	
Engineering (Mechanical & Electrical, Project or Maintenance Technology)	L-13	26078	807	Draughtsperson	
		26076	809	Engineering Assistant	
		26068	812	Designer	
		26066	813	Department Engineer	
		26067	814	Senior Designer	
		27037	816	Technical Specialist	
		26100	816	Project Supervisor	
		26270	813	Supervisor Engineering	
		27043	818	Senior Technical Specialist	
		26062	818	Senior Project Supervisor	
IS & BPI	L-14	27042	808	Systems Assistant	
		27338	812	Analyst/Programmer	
		27074	812	Systems Designer	
		27148	814	Senior Analyst/Programmer	
		27073	814	Senior Systems Designer	
		27037	816	Technical Specialist	
		27043	818	Senior Technical Specialist	
	L-15	27047	811	Office Systems Analyst	
		27046	813	Senior Office Systems Analyst	
	Customer Service	L-17	24780	812	<b>Customer Care Advisor</b>
			24088	815	<b>Senior Customer Care Advisor</b>
	Sales Planning	L-20	24334	812	Planning/Booking Analyst
			24333	814	Senior Planning/Booking Analyst
Purchasing & Stores	L-22	22871	812	Buyer	
		22868	814	Senior Buyer	
		22869	815	Senior Commodity Buyer	

Location	Ladder ID	Job Code	Grade	Title	
Safety and Emergency Services	L-25	21378	908	Emergency Response Officer	
		21392	911	Senior Emergency Response Officer	
	L-27	27556	809	Assistant Occupational Health & Safety Officer	
		27554	812	Occupational Health & Safety Officer	
		27552	815	Senior Occupational Health & Safety Officer	
Environmental Services	L-26	21458	809	Assistant Environmental Control Officer	
		<b>21456</b>	<b>814</b>	Environmental Control Officer	
		21457	<b>817</b>	Senior Environmental Control Officer	
		21451	816	Industrial Hygienist	
Human Resources	L-28	21811	812	Human Resources Representative Level 1	
		21812	815	Human Resources Representative Level 2	
		21813	817	Human Resources Representative Level 3	
		21814	818	Human Resources Representative Level 4	
	L-29	21874	809	Return-to-work Specialist	
		21875	812	Sr. Return-to-work Specialist	
	Manufacturing Scheduling	L-30	24090	812	Manufacturing Scheduling Analyst
			24092	814	Senior Manufacturing Scheduling Analyst
Commercial	L-31	22248	812	Junior Traffic Analyst	
		22246	814	Traffic Analyst	
		22249	815	Senior Traffic Analyst	

## Appendix “D”

### Ladders and Families Definition Article 7.05

A job family has the following characteristics (in certain circumstance there may be exceptions):

- a. Same job description (refer to ladder language) job description encompasses all the functions performed by the incumbents
- b. Same standard rate pay (**may not apply to supervisory families**)
- c. Same department.
- d. In case of reduction, the junior person (Local 2724 seniority) would be displaced
- e. Posting mentions the family and the various locations
- f. Similar hours of work (don't combine shift workers and day workers)
- g. Incumbents should have the ability to move to standard rate and be allowed to train in all areas or move to standard rate if wishes to train but not allowed (**may not apply to supervisory families**).
- h. An Organizational chart will be provided to the Local Union on an annual basis. The Union may on occasion request updated departmental organizational charts which will be provided within 30 days of the request.**
- i. The creation of new or changes to existing non-supervisory ladders and families may only be done by agreement of the parties. Supervisory families may be modified after notice and review with the Local Union.**

### Ladders

Progression is the means by which an employee moves to a higher level of a job within a department (e.g.) – “analyst to senior analyst”. A list of these jobs will be developed and agreed to by the Company and Local Union.

**The Company will create and review and seek Local Union input on the progression requirements for each job on a ladder and they will be identified and explained to the employees affected. A copy of the progression requirements will be provided to the Local Union office.** If an employee has not met the progression requirements, their supervisor will identify areas of deficiency. If an employee believes that they should advance on their ladder progression and their direct supervisor disagrees, the employee may contact the

Human Resources department. The Human Resources department will then arrange for a meeting with the employee, their immediate supervisor, the Local Union and a representative from the Human Resources department to determine what actions can be taken.

## Appendix “E”

### **RECRUITMENT PROCESS**

The parties recognize that a fair, consistent, efficient and effective selection process must be implemented to ensure that capable and committed people are selected or recruited for all positions and that bargaining unit employees have the opportunity to reach their full potential through a fair and open process. In recognition of the above, the posting and selection process will take into account the following:

**Skilled Knowledge** – does the applicant have the skilled application of knowledge to the accountabilities of the role? (includes Education, Technical Skills, knowledge of product or processes, computer skills);

**Maturity** - is the employee mature enough to handle the stresses, uncertainties, tough decisions and strained working relations that invariably occur in demanding work environment? (includes interpersonal skills, leadership skills, communications, team skills, decision making);

**Commitment** - does the employee value the work of the role and the working conditions sufficiently to fully apply his / her capabilities to succeed in meeting the roles accountabilities? (includes knowledge of product and process, technical skills decision making, education);

**Capability** – does the applicant have the ability to handle the complexity of the role? (includes trouble shooting, problem solving, decision making, experience).

### **Posting Process**

Jobs should be posted for a minimum of **10 days excluding weekends and stat holidays.**

Postings for positions will be developed as soon as notice of vacancy is received from Accountable Manager(s). Postings will list:

- Qualifications
- Job Class
- Standard Rate
- Posting Closing Date
- Department/Role/Location
- Reporting Relationship
- Ladder or Family (identify related roles)
- Context of role and Primary Accountabilities

## **Qualifications**

Only applicants meeting musts are considered for an interview.

The resumes of candidates not meeting musts are forwarded to Local 2724.

If the manager(s) accepts the senior qualified applicant, no interview is required otherwise the process is outlined below.

A Human Resources Representative will contact applicants not meeting musts or candidates who meet musts who will not be interviewed because the role is filled.

In the event the position is not filled by a member of Local 2724, executive involvement for the filling of the vacancy is at their discretion.

Where there are no Local 2724 candidates or qualified Local 2724 applicants who did not meet the musts or meet the bar, the process will be the same for interviews outside of the bargaining unit. Any of the candidates who meet the minimum musts can be selected for an interview.

## **Position Criteria**

Job selection criteria as determined by the Accountable Manager(s) and a Human Resources Representative must be kept current and will be consistent with changes to the job description. **All changes to the job selection musts and the Role Specification will be forwarded to the Local Union office prior to posting the job.**

Description and re-evaluation of position must take place within **90** days of change to accountabilities of the role.

Criteria and scoring guidelines defined for each job will be weighted and applied consistently to comparable roles across the company. Similar positions will have similar criteria and similar criteria weightings. Criteria will be measurable and demonstrable (for example, using behavioral based questions and the person's documented work history).

A scoring bar will be determined at a level which the candidate could perform the job and perform competently with training and experience.

## **Selection Committee**

The selection committee must consist of the Accountable Manager(s), Human Resources Representative and Local 2724 executive designate and may include the incumbent or other knowledgeable person.

Committee members must not be applying for the position. Any other conflicts should be discussed by the committee and be dealt with on an individual basis by the Selection Committee.

The role of this committee is to;

- Review job descriptions, criteria and scoring guidelines.
- Interview and evaluate candidates.
- Provide feedback on applicants to the Accountable Manager(s) and the Human Resources Representative.

### **Interview and Selection Guidelines**

- The 'Musts' are mandatory, measurable and reasonable.
- Criteria can be combined where appropriate.
- Less than 8 criteria limits scope of evaluation.
- More than 15 criteria become cumbersome and limits impact of individual criteria.
- Appropriate criteria for the job will be defined and weighted.
- Questions will be drawn up for each criteria. A decision is made on whether the responses will be written or verbal. (Some criteria may be evaluated from the resume). The questions should address the criteria and the scoring for those criteria.
- Scoring for appropriate responses will be determined.
- A scoring bar will be determined at a level at which the candidate scoring over the bar could "perform the job adequately and perform competently with training".
- The first candidate will be run through the interview process to assess the appropriateness of the bar and create consensus of scoring levels for various responses.

To note:

- \* We are setting criteria for a single job only, not for possible future jobs. (i.e. not used for succession planning).
- \* May need to adjust criteria for ladders.

- \* Criteria must be assessable by an independent observer. (criteria such as being honest, respected and other such attributes are based on subjective opinion and are not acceptable.)
- \* Criteria and questions should be geared to skills and characteristics that can be demonstrated.

The normal qualifications which are part of the posting process that are weighted according to the requirements of the position are listed below. These are over and above the musts e.g. 4 year Engineering Degree:

Interpersonal Skills  
 Organizational Skills  
 Communication Skills  
 Leadership Skills  
 Trouble Shooting and Problem Solving  
 Decision Making  
 Computer Skills  
 Knowledge of product and processes of area  
 Health & Safety  
 Team Player  
 Education  
 Technical Skills

### **Outline of Process Steps**

1. The job vacancy is identified by the Accountable Manager(s).
2. The Selection Committee is identified.

It is the responsibility of the Accountable Manager(s) and the Human Resources Representative to:

- Develop the posting based on the role specification and qualifications.
  - Select and define the criteria (including any musts).  
The “bar” and “weights” are established.
  - Prepare a list of all applicants meeting the “musts,” for review by the Accountable Manager(s).
3. The Human Resources Representative will send questions requiring a written response, and where applicable, job related assessments as defined in the “musts” to the candidates on the short list to help give further insight about candidates.

4. The Selection Committee may meet to discuss and evaluate the candidates' written answers and any applicable job related assessments administered. Where warranted, specific follow-up questions will be asked in the interview.
5. Candidates are interviewed in order of seniority. There will be no limit to the number of 2724 candidates that may be interviewed.
6. From the list of candidates over the bar, the successful applicant will be selected by the Selection Committee based on qualifications, skill, ability and previous work performance. When those factors are relatively equal, the candidate with the most seniority will be offered the position.
7. The successful candidate is identified and the unsuccessful candidate(s) are notified **by a Human Resources Representative** and **will be** provided with feedback on strengths and weaknesses by the Accountable Manager(s) **and/or a Human Resources Representative** on the Selection Committee if requested.

## Appendix “F”

Note – This listing captures the diversity of the occupations in the Local Union and as such may not reflect all Job Titles and Job Codes.

Job Code	Job Title	Supervisory Role	Type	Grade	Std Rates April 1, 2018
05-141	Senior Pricing Specialist	No	ST8	814	\$6,941.91
21-191	Coordinator-Environment Control	No	ST8	812	\$6,629.24
21-250	Apprenticeship Coordinator	No	MIA	815	\$7,108.92
21-311	Medical Records Officer	No	ST8	807	\$5,960.86
21-320	Technician	No	MIA	808	\$6,337.19
21-376	<b>Shift Coordinator, Emergency Services</b>	No	MIA	913	\$7,528.93
21-378	Emergency Response Officer	No	ST9	908	\$6,268.06
21-380	Maintenance Technical Advisor- Emergency Services	No	ST9	909	\$6,445.14
21-381	Security Officer	No	ST9	904	\$5,593.92
21-392	Senior Emergency Response Officer	No	ST9	911	\$6,838.40
21-405	Fire Prevention Officer	No	MIA	913	\$7,528.93
21-409	Records Officer- Security	No	ST8	807	\$5,960.86
21-456	Environment Control Officer	No	ST8	814	\$6,941.90
21-457	Sr. Environment Control Officer	No	MIA	817	\$7,450.55
21-458	Assistant Environment H&S Officer	No	ST8	809	\$6,213.12
21-662	Coordinator-HR Services	No	ST8	807	\$5,960.86
21-800	Health & Safety Committee Member	No	ST9	900	\$7,227.35
21-811	Human Resources Representative Level 1	No	ST8	812	\$6,629.24
21-812	Human Resources Representative Level 2	No	MIA	815	\$7,108.92
21-813	Human Resources Representative Level 3	No	MIA	817	\$7,537.10
21-814	Human Resources Representative Level 4	No	MIA	818	\$7,988.10
21-874	Return - To - Work Specialist	No	ST8	809	\$6,213.12
21-875	Senior Return-To-Work Specialist	No	ST8	812	\$6,629.24
21-876	Claims Management Specialist	No	MIA	815	\$7,108.92
22-246	Traffic Analyst	No	ST8	814	\$6,941.91
22-248	Junior Traffic Analyst	No	ST8	812	\$6,629.24

22-249	Senior Traffic Analyst	No	ST8	815	\$7,102.94
<b>22-411</b>	<b>FLS - Stores</b>	<b>Yes</b>	<b>OS9</b>	<b>914</b>	<b>\$7,771.68</b>
22-805	Raw Materials Analyst	No	ST8	814	\$6,941.91
22-865	Purchasing Agent	No	MIA	818	\$8,786.28
22-868	Senior Buyer	No	ST8	814	\$6,941.90
22-869	Senior Commodity Buyer	No	ST8	815	\$7,102.94
22-871	Buyer	No	ST8	812	\$6,629.24
<b>22-875</b>	<b>Strategic Sourcing Specialist</b>	<b>No</b>	<b>MIA</b>	<b>816</b>	<b>\$8,064.48</b>
<b>22-876</b>	<b>Lead-Strategic Sourcing</b>	<b>Yes</b>	<b>MIA</b>	<b>818</b>	<b>\$8,703.27</b>
23-016	Senior Cost Analyst - Primary	No	MIA	815	\$7,471.70
23-018	Cost Analyst	No	ST8	812	\$6,629.24
23-029	Senior Cost Analyst - Profitability	No	MIA	816	\$7,633.05
23-037	Senior Accounting Control Analyst	No	MIA	816	\$7,825.28
23-038	Accounting Control Analyst	No	ST8	812	\$6,629.24
<b>23-056</b>	<b>FLS-Accounts Payable &amp; Indirect Tax</b>	<b>Yes</b>	<b>ST8</b>	<b>817</b>	<b>\$7,450.55</b>
23-057	Cost Control Accountant	No	MIA	816	\$7,633.05
23-068	Tax Accountant	No	MIA	800	\$9,511.64
<b>23-090</b>	<b>General Supervisor - Payroll</b>	<b>Yes</b>	<b>MIA</b>	<b>818</b>	<b>\$8,940.77</b>
<b>23-092</b>	<b>Supv Accounts Receivable &amp; Credit</b>	<b>Yes</b>	<b>MIA</b>	<b>818</b>	<b>\$8,703.27</b>
23-151	Senior Commodity Tax Analyst	No	MIA	815	\$7,633.05
<b>23-176</b>	<b>Data &amp; Reporting Analyst (Temp rate to be evaluated)</b>	<b>No</b>	<b>ST8</b>	<b>812</b>	<b>\$6,629.24</b>
23-178	Payroll Supervisor	No	MIA	816	\$7,633.05
23-179	Payroll Administrator	No	ST8	810	\$6,346.02
23-181	Treasury Analyst	No	ST8	813	\$6,783.53
23-182	Treasury Assistant	No	ST8	808	\$6,084.29
23-185	Senior Credit Analyst	No	ST8	813	<b>\$6,783.53</b>
23-187	Accounting Generalist	No	ST8	812	\$6,629.24
23-188	Sr. Credit Specialist	No	MIA	816	\$7,792.99
23-209	Senior Staff Auditor	No	MIA	816	\$7,860.26
23-216	Senior Credit Risk Specialist	No	MIA	817	\$7,861.34

23-218	Senior Financial Accounting Analyst	No	MIA	816	\$7,633.05
23-222	Financial Accounting Analyst	No	ST8	812	\$6,629.24
23-224	Accounting Assistant	No	ST8	809	\$6,213.12
23-300	<b>CPA Student</b>	No	ST8	805	<b>\$5,652.12</b>
23-333	Project Evaluation & Forecast Analyst	No	MIA	816	\$7,633.05
23-632	Senior Accounting Systems Analyst	No	MIA	815	\$7,471.70
23-636	Accounting Systems Analyst	No	ST8	812	\$6,629.24
23-642	Senior Accounting Specialist	No	MIA	816	\$7,792.99
24-024	Special Assignment	No	MIA	818	\$8,762.06
24-090	Manufacturing Scheduling Analyst	No	ST8	812	\$6,629.24
24-092	Senior Manufacturing Scheduling Analyst	No	ST8	814	\$6,941.90
<b>24-116</b>	<b>Supervisor - Planning/Booking</b>	<b>Yes</b>	<b>MIA</b>	<b>818</b>	<b>\$8,762.07</b>
24-124	Channel Coordinator	No	MIA	815	\$7,220.95
24-330	Special Assignment	No	ST8	812	\$6,629.24
24-333	Senior Planning/Booking Analyst	No	ST8	814	\$6,941.90
24-334	Planning/Booking Analyst	No	ST8	812	\$6,629.24
24-354	Administrative Assistant	No	ST8	807	\$5,960.86
<b>24-393</b>	<b>FLS Manufacturing Scheduling</b>	<b>Yes</b>	<b>MIA</b>	<b>816</b>	<b>\$7,522.01</b>
24-404	Planner Scheduler	No	<b>OS9</b>	909	\$6,645.88
24-415	Customer Care Advisor	No	ST8	812	\$6,629.24
24-416	Senior Customer Care Advisor	No	ST8	815	\$7,102.94
<b>24-417</b>	<b>Supervisor – Customer Service</b>	<b>Yes</b>	<b>816</b>	<b>MIA</b>	<b>\$8,130.48</b>
24-480	Master Scheduler - Flat Roll	No	MIA	814	\$7,025.49
<b>24-521</b>	<b>FLS - Load Planning &amp; Customs</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,232.80</b>
<b>24-524</b>	<b>FLS - Vessel Loading &amp; Distribution</b>	<b>Yes</b>	<b>MIA</b>	<b>912</b>	<b>\$7,882.81</b>
<b>24-527</b>	<b>FLS - Manifesting &amp; Car Control</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,293.35</b>
24-591	Distribution Co-Ordinator	No	ST8	814	\$6,941.90
<b>24-771</b>	<b>FLS - Primary Scheduling</b>	<b>Yes</b>	<b>MIA</b>	<b>817</b>	<b>\$8,010.48</b>
<b>24-792</b>	<b>FLS - Scheduling Hot Mills &amp; Plate Finishing</b>	<b>Yes</b>	<b>MIA</b>	<b>816</b>	<b>\$7,876.75</b>
26-010	Senior Electrical & Automation Engineer	No	MIA	820	\$9,511.76

<b>26-061</b>	<b>Chief Supervisor</b>	<b>Yes</b>	<b>MIA</b>	<b>820</b>	\$9,511.76
26-062	Senior Project Supervisor (Eng.)	No	MIA	818	\$8,787.32
26-066	Department Engineer	No	MIA	813	\$6,840.92
26-067	Senior Designer	No	MIA	814	\$6,972.29
26-068	Designer	No	ST8	812	\$6,629.24
26-076	Engineering Assistant	No	ST8	809	\$6,213.12
26-078	Draughtsperson	No	ST8	807	\$5,960.86
<b>26-086</b>	<b>FLS-Mechanical/Civil/Construction</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,146.81</b>
<b>26-088</b>	<b>FLS-Electrical Construction</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,953.42</b>
<b>26-100</b>	<b>Project Supervisor</b>	<b>Yes</b>	<b>MIA</b>	<b>816</b>	<b>\$8,366.33</b>
<b>26-115</b>	<b>Graduate Engineer</b>	<b>No</b>	<b>ST8</b>	<b>809</b>	<b>\$6,213.12</b>
26-221	Manufacturing Technology Engineer/Specialist	No	MIA	916	\$9,582.11
<b>26-239</b>	<b>Process Specialist</b>	<b>No</b>	<b>MIA</b>	<b>913</b>	<b>\$8,056.75</b>
26-250	Senior Process Analyst	No	OS9	911	\$7,090.30
26-251	Process Analyst	No	OS9	909	\$6,645.88
26-260	Process Engineer-Ironmaking & Raw Mat	No	MIA	913	\$7,647.05
26-324	Print Librarian	No	ST8	806	\$5,838.71
27-014	Business Analyst	No	MIA	816	\$7,988.27
27-015	Variant Configurator	No	MIA	818	\$8,786.27
27-021	Operations Assistant	No	ST8	807	\$5,960.86
27-022	IT Process Coordinator	No	ST8	812	\$6,629.24
27-035	Functional Application Specialist-Time	No	MIA	816	\$7,988.28
27-037	Technical Specialist	No	MIA	816	\$7,988.28
27-042	Systems Assistant	No	ST8	808	\$6,084.29
27-043	Senior Technical Specialist	No	MIA	818	\$8,786.28
27-046	Senior Office Systems Analyst	No	ST8	813	<b>\$6,783.53</b>
27-047	Office Systems Analyst	No	ST8	811	\$6,482.89
27-059	Coordinator Operations	No	MIA	816	\$7,988.29
27-061	Coordinator Office Services	No	ST8	815	\$7,102.94

27-073	Senior Systems Designer	No	MIA	814	\$6,972.33
27-074	Systems Designer	No	ST8	812	\$6,629.24
27-111	Security Architect	No	MIA	820	\$9,511.68
27-112	Systems Architect	No	MIA	820	\$9,511.68
27-113	Business Architect	No	MIA	820	\$9,511.68
27-114	Process Architect	No	MIA	820	\$9,511.68
27-148	Senior Analyst/Programmer	No	MIA	814	\$6,972.33
<b>27-200</b>	<b>IT Infrastructure Lead</b>	<b>Yes</b>	<b>MIA</b>	<b>819</b>	<b>\$9,163.85</b>
<b>27-201</b>	<b>IT Business Applications Run Lead</b>	<b>Yes</b>	<b>MIA</b>	<b>819</b>	<b>\$9,163.85</b>
<b>27-202</b>	<b>IT Business Applications Build Lead</b>	<b>Yes</b>	<b>MIA</b>	<b>819</b>	<b>\$9,163.85</b>
<b>27-203</b>	<b>IT Business Apps MIS &amp; Analytics Lead</b>	<b>Yes</b>	<b>MIA</b>	<b>819</b>	<b>\$9,163.85</b>
<b>27-204</b>	<b>IT Manufacturing Apps Run Team Lead</b>	<b>Yes</b>	<b>MIA</b>	<b>819</b>	<b>\$9,163.85</b>
<b>27-205</b>	<b>IT Manufacturing Apps Build Team Lead</b>	<b>Yes</b>	<b>MIA</b>	<b>819</b>	<b>\$9,163.85</b>
27-338	Analyst/Programmer	No	ST8	812	\$6,629.24
27-351	Technical Specialist - BSR	No	ST8	816	\$7,278.78
27-354	Senior Technical Specialist - BSR	No	ST8	818	\$7,633.06
27-551	Industrial Hygienist	No	MIA	816	\$7,465.72
27-552	Senior Occupational Health & Safety Officer	No	MIA	815	\$7,184.69
27-554	Occupational Health & Safety Officer	No	ST8	812	\$6,629.24
27-555	Ergonomist	No	MIA	815	\$7,184.69
27-556	Assistant Occupational Health & Safety Officer	No	ST8	809	\$6,213.12
27-560	Administrative Assistant	No	ST8	805	\$5,652.12
<b>28-091</b>	<b>Supervisor-Customer Claims</b>	<b>Yes</b>	<b>ST8</b>	<b>813</b>	<b>\$6,783.53</b>
28-092	Claims Analyst	No	ST8	808	\$6,084.29
28-113	Technical Service Representative Level-4	No	ST8	705	\$8,346.35
<b>28-140</b>	<b>Senior Supervisor Chemist</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,885.18</b>
28-190	Senior Chemist	No	MIA	912	\$7,879.21
28-192	Development Chemist	No	ST9	909	\$6,445.14
28-293	Technical Specialist-Metallurgical Services	No	ST8	813	\$6,783.53

<b>28-294</b>	<b>FLS-Mechanical/Metallographic Test Labs</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,057.89</b>
28-364	Metallographer	No	ST8	812	\$6,629.24
28-366	Assistant Metallographer	No	ST8	809	\$6,213.12
28-369	Senior Metallographer	No	MIA	813	\$6,828.28
<b>28-374</b>	<b>Supervisor-Metallography</b>	<b>Yes</b>	<b>MIA</b>	<b>814</b>	<b>\$7,810.74</b>
28-418	Engineering Assistant	No	ST8	809	\$6,213.12
<b>28-424</b>	<b>FLS-Sample Lab</b>	<b>Yes</b>	<b>MIA</b>	<b>912</b>	<b>\$8,040.29</b>
<b>28-448</b>	<b>FLS - Hold &amp; Release/Systems &amp; Stats</b>	<b>Yes</b>	<b>MIA</b>	<b>912</b>	<b>\$7,883.36</b>
<b>28-449</b>	<b>Managing Metallurgist</b>	<b>Yes</b>	<b>MIA</b>	<b>9NG</b>	<b>\$10,623.89</b>
28-460	Metallurgical Specialist	No	MIA	916	\$9,500.15
28-463	Metallurgical Specialist	No	MIA	916	\$9,500.15
28-464	Senior Metallurgist	No	MIA	915	\$8,863.65
28-465	Metallurgist	No	MIA	912	\$7,726.80
28-800	Technical Specialist-Systems & Statistics	No	MIA	818	\$8,786.28
<b>30-560</b>	<b>FLS-Auto Shop</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,940.38</b>
<b>30-561</b>	<b>FLS-Vacation Replacement-Maintenance Reliability (Temp rate to be evaluated)</b>	<b>Yes</b>	<b>MIA</b>	<b>910</b>	<b>\$7,394.17</b>
31-040	Planning Coordinator	No	MIA	913	\$7,604.73
31-042	Senior Scheduler Planner	No	MIA	912	\$7,060.84
<b>31-453</b>	<b>FLS-Machine Shop</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
<b>31-458</b>	<b>FLS - Vacation Relief</b>	<b>Yes</b>	<b>MIA</b>	<b>912</b>	<b>\$7,650.55</b>
<b>31-460</b>	<b>FLS - Fitting &amp; Staging</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
<b>31-500</b>	<b>FLS - Fabrication &amp; Car Shop</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
<b>31-800</b>	<b>FLS - Welding Shop</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
32-018	Supervisor-Information Services	No	ST8	815	\$7,102.94
32-038	General Supervisor-Energy Technology	No	MIA	915	\$8,874.89
33-007	Shift – Engineer	No	MIA	915	\$8,375.55
<b>33-040</b>	<b>FLS - Utilities</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,369.96</b>
<b>33-042</b>	<b>Quality Initiatives &amp; Project Supervisor</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,138.26</b>
<b>33-319</b>	<b>FLS-HVAC &amp; Mechanical-Utilities</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,146.80</b>

33-551	Co-Ordinator - Planning & Projects	No	MIA	913	\$7,607.36
35-061	<b>Electrical Supervisor/Coordinator-DSPC</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$7,995.44</b>
35-096	<b>FLS - Electrical Maintenance - Cokemaking</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,373.21</b>
35-098	<b>FLS-BOSP Gas &amp; Utilities</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,222.69</b>
35-136	<b>FLS - Electrical Maintenance - Utilities</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,095.83</b>
35-140	<b>FLS - Power &amp; Services</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
35-160	<b>Technical FLS - Power &amp; Services</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,237.10</b>
35-164	Shift Coordinator - Power & Services	No	MIA	914	\$7,883.00
35-248	<b>FLS-Electrical 106" Mill</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,252.44</b>
35-303	<b>FLS-Electrical Assigned (Cold Mill)</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,223.78</b>
35-324	Automation Engineer	No	MIA	913	\$8,064.41
35-333	Electrical Engineering Specialist	No	MIA	913	\$8,064.48
36-032	<b>FLS - Mechanical DSPC (Strip)(Mech Supv/Coord-Strip)</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,293.37</b>
36-033	<b>FLS - Mechanical Maintenance</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,293.37</b>
36-035	<b>Mechanical Supervisor/Coordinator-Caster</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,293.37</b>
36-050	Mechanical Technical Specialist	No	MIA	913	\$8,064.48
36-052	Reliability Engineer	No	MIA	913	\$8,003.93
36-182	<b>FLS-Mechanical (Coke)</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,115.95</b>
36-185	Senior Planner	No	MIA	912	\$7,060.84
36-186	Senior Planner	No	MIA	912	\$7,060.84
36-261	<b>FLS - Maintenance - Ironmaking</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,222.69</b>
36-278	<b>FLS-Mechanical Maintenance - Ironmaking</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,222.69</b>
36-328	<b>FLS - Central Trades</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,146.80</b>
36-382	<b>FLS - Mechanical Maintenance</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,222.68</b>
36-400	<b>FLS – Central Trades</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,146.81</b>
36-403	Technical Assistant	No	MIA	913	\$8,012.71
36-530	<b>FLS - Mechanical - Plate Finishing</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,293.36</b>
36-731	<b>FLS - Mechanical Maintenance-Cold Mill</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,115.96</b>

37-010	Administrative Asst-Emerg Services	No	ST8	809	\$6,213.12
37-012	Admin Assistant – Rentals (Temp rate to be evaluated)	No	ST8	807	\$5,960.86
37-045	Shift Coordinator	No	OS9	912	\$7,307.20
37-050	Coordinator Rentals	No	ST9	911	\$7,090.31
37-090	Project Coordinator	No	MIA	913	\$7,583.22
<b>37-152</b>	<b>FLS-Mobile Equipment</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,940.37</b>
<b>37-401</b>	<b>FLS - Tracks &amp; Yard Services</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
<b>37-405</b>	<b>FLS - Switching</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
<b>38-328</b>	<b>FLS-Central Maintenance</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,146.80</b>
<b>38-330</b>	<b>FLS - Infrastructure</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,146.80</b>
38-334	Senior Planner	No	MIA	912	\$7,060.84
<b>42-032</b>	<b>Supervisor - Refractories</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,940.37</b>
<b>42-037</b>	<b>FLS Masonry - Steelmaking/Casters/DSPC</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,146.81</b>
<b>42-106</b>	<b>FLS Masonry – Cokemaking &amp; Door Repair</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,146.81</b>
<b>42-108</b>	<b>FLS Masonry - Ironmaking Specialty Shop</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,146.81</b>
<b>45-010</b>	<b>Project Supervisor – Mechanical</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,486.24</b>
45-068	Maintenance & Services Designer	No	ST8	812	\$6,629.24
45-103	Maintenance Systems Specialist	No	MIA	915	\$8,613.83
<b>45-104</b>	<b>FLS - NDE &amp; Vibration</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,293.35</b>
45-205	Senior Maintenance Engineer	No	MIA	816	\$8,189.28
45-206	Maintenance Engineer	No	MIA	814	\$7,011.93
<b>45-207</b>	<b>Senior Project Supervisor (Construction)</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$9,298.77</b>
45-209	Electrical Technical Support	No	MIA	915	\$8,438.85
45-210	Spares Control Specialist	No	OS9	913	\$7,530.75
45-211	Senior Technical Specialist - Vibration & Lubrication	No	ST8	818	\$7,633.06
45-212	Specialist - NDE & Vibration	No	MIA	814	\$7,511.98
45-216	Hydraulic Support	No	MIA	914	\$8,100.39
<b>45-700</b>	<b>FLS Operations-Vacation Relief-Maintenance Technology</b>	<b>Yes</b>	<b>MIA</b>	<b>910</b>	<b>\$7,394.17</b>

48-237	Senior Process Specialist	No	MIA	914	\$8,838.79
<b>48-825</b>	<b>Supervisor-Q.A.- Audits &amp; Specifications</b>	<b>Yes</b>	<b>MIA</b>	<b>817</b>	<b>\$8,079.10</b>
48-826	Senior Coordinator - Audits & Specifications	No	ST8	814	\$6,941.90
48-827	Coordinator - Audits & Specifications	No	ST8	812	\$6,629.24
<b>50-010</b>	<b>FLS - Maintenance Trans West</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,138.26</b>
50-011	Shift Coordinator - Material Reprocessing	No	OS9	911	\$7,090.31
<b>50-157</b>	<b>FLS - Scrap Processing, Mobile &amp; Ship Loading</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,138.26</b>
<b>50-165</b>	<b>FLS - Hoisting &amp; Burning</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,138.26</b>
<b>51-008</b>	<b>FLS-#8 Battery</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,898.82</b>
51-017	Shift Coordinator (Cokemaking)	No	MIA	915	\$8,449.01
51-021	Analyst / Programmer (Cokemaking)	No	ST8	812	\$6,629.24
51-030	Battery Coordinator (Cokemaking)	No	OS9	911	\$7,090.31
51-101	Electrical Engineering Specialist	No	MIA	913	\$8,064.48
<b>51-103</b>	<b>FLS - Electrical &amp; Automation Maintenance</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,115.94</b>
<b>51-105</b>	<b>FLS - Mechanical Maintenance (Cokemaking)</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,222.69</b>
51-107	Mechanical Engineering Specialist	No	MIA	913	\$8,064.48
51-159	Cokemaking Material Processing Specialist	No	MIA	912	\$7,678.38
<b>51-297</b>	<b>FLS – By-Products</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,898.82</b>
<b>51-301</b>	<b>FLS - #7 Battery</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,898.82</b>
<b>51-305</b>	<b>FLS - #9 Battery</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,898.82</b>
<b>51-315</b>	<b>FLS - Heater (Cokemaking)</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,898.82</b>
<b>51-425</b>	<b>FLS - Material Handling - Cokemaking</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,898.82</b>
<b>51-710</b>	<b>FLS - Operations - Vacation Relief - Cokemaking</b>	<b>Yes</b>	<b>MIA</b>	<b>910</b>	<b>\$7,394.17</b>
<b>51-715</b>	<b>Shift FLS-Cokemaking (Temp rate to be evaluated)</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,160.55</b>
53-017	Shift Co-Ordinator - Ironmaking	No	MIA	915	\$8,391.59
<b>53-047</b>	<b>FLS - Cast House</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,898.82</b>

<b>53-048</b>	<b>FLS - Ironmaking / Furnaces</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,898.82</b>
53-049	#7 Blast Furnace Shift Coordinator	No	OS9	914	\$7,771.68
<b>53-253</b>	<b>FLS - Material Handling</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,040.29</b>
<b>53-254</b>	<b>FLS - Hot Metal Processing &amp; Movement</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,138.26</b>
<b>53-255</b>	<b>FLS-Electrical Maintenance (Ironmaking)</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,324.00</b>
<b>53-257</b>	<b>FLS-Mechanical Maintenance (Ironmaking)</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,293.37</b>
53-259	Mechanical Engineering Specialist	No	MIA	913	\$8,064.48
<b>53-700</b>	<b>FLS Operations - Vacation Relief - Ironmaking</b>	<b>Yes</b>	<b>MIA</b>	<b>910</b>	<b>\$7,394.17</b>
<b>54-200</b>	<b>FLS-Lime Plant &amp; Material Movement</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
<b>57-101</b>	<b>FLS - Material Movement</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,146.81</b>
59-049	Shift Co-Ordinator	No	MIA	915	\$8,391.60
59-052	Melter	No	MIA	912	\$7,398.90
<b>59-100</b>	<b>FLS - Cranes &amp; Equipment Utilization</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,593.53</b>
<b>59-102</b>	<b>FLS - Charging &amp; Melting</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,593.53</b>
<b>59-103</b>	<b>FLS - Refining</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,593.53</b>
<b>59-104</b>	<b>FLS - Ladles</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,593.53</b>
59-302	Electrical Engineer	No	MIA	913	\$8,064.48
<b>59-333</b>	<b>FLS - Maintenance BOSP</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,222.68</b>
<b>59-700</b>	<b>FLS-Operations Vacation Relief</b>	<b>Yes</b>	<b>MIA</b>	<b>910</b>	<b>\$7,394.17</b>
60-006	Shift Coordinator SlabCast	No	OS9	914	\$7,771.68
<b>60-010</b>	<b>FLS - Electrical Maintenance Slabcast</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,367.01</b>
<b>60-011</b>	<b>FLS - Mechanical Maintenance Slabcast</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,222.68</b>
<b>60-100</b>	<b>Casting Supervisor</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,369.96</b>
<b>60-157</b>	<b>FLS - Segment Shop</b>	<b>Yes</b>	<b>MIA</b>	<b>912</b>	<b>\$7,650.55</b>
<b>61-051</b>	<b>FLS - Casting</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$9,512.00</b>
61-054	DSPC Technician / Engineering	No	MIA	914	\$8,540.38
61-060	Thin Caster Specialist	No	MIA	916	\$9,454.76
<b>61-099</b>	<b>FLS - DSPC Mill Furnaces</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,887.80</b>
<b>62-028</b>	<b>FLS - Shipping &amp; Steel Disp</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,138.26</b>
62-040	Mechanical Technical Specialist	No	MIA	913	\$8,064.48

<b>62-052</b>	<b>FLS-DSPC Roll Shop</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,800.05</b>
<b>62-053</b>	<b>FLS - Mill Area</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$9,512.00</b>
62-054	Shift Coordinator-DSPC - 1 Supervisor	No	MIA	915	\$8,535.15
62-059	Elect & Automation Specialist	No	MIA	913	\$8,064.48
<b>62-210</b>	<b>FLS - Electrical Assigned DSPC</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,373.21</b>
<b>62-212</b>	<b>FLS - Mechanical Assigned DSPC</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,293.37</b>
<b>62-214</b>	<b>FLS - Reliability</b>	<b>Yes</b>	<b>OS9</b>	<b>913</b>	<b>\$7,530.75</b>
<b>62-280</b>	<b>FLS - Mechanical Maintenance (Relief)</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,138.26</b>
<b>62-700</b>	<b>FLS Operations - Vacation Relief - DSPC</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,551.93</b>
<b>62-705</b>	<b>FLS – DSPC Operations</b>	<b>Yes</b>	<b>MIA</b>	<b>910</b>	<b>\$7,394.17</b>
<b>64-011</b>	<b>FLS - Plate Transfer</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
<b>64-015</b>	<b>FLS - Shearline/Transfer Bay/Inventory Control</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
<b>64-018</b>	<b>FLS - Shipping-Plate</b>	<b>Yes</b>	<b>MIA</b>	<b>912</b>	<b>\$7,789.58</b>
<b>64-023</b>	<b>FLS - Heat Treat</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,392.99</b>
<b>64-025</b>	<b>FLS - Steel Flow (P&amp;S Finishing)</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,392.99</b>
<b>64-032</b>	<b>FLS - Shear/Flame Cut</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
64-033	Shift Coordinator Plate & Strip	No	OS9	912	\$7,307.20
<b>64-116</b>	<b>FLS - Electrical Maintenance Plate</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,252.45</b>
<b>64-550</b>	<b>Shift FLS - Plate &amp; Strip Finishing</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$7,885.28</b>
<b>64-770</b>	<b>FLS Operations - Vacation Relief - Plate &amp; Strip</b>	<b>Yes</b>	<b>MIA</b>	<b>910</b>	<b>\$7,394.17</b>
<b>65-012</b>	<b>FLS - Strip Finishing</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,550.27</b>
<b>65-020</b>	<b>FLS - Strip Shipping</b>	<b>Yes</b>	<b>MIA</b>	<b>911</b>	<b>\$7,422.82</b>
<b>65-119</b>	<b>FLS - Electrical Maintenance Strip</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,252.45</b>
<b>66-021</b>	<b>FLS - 166" Mill</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,800.10</b>
<b>66-022</b>	<b>FLS - 106" Mill</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,800.10</b>
<b>66-025</b>	<b>FLS - Furnaces</b>	<b>Yes</b>	<b>MIA</b>	<b>916</b>	<b>\$8,675.19</b>
<b>66-027</b>	<b>FLS-Slab Yard/Furnaces</b>	<b>Yes</b>	<b>MIA</b>	<b>915</b>	<b>\$8,800.10</b>
<b>66-104</b>	<b>FLS - Hot Mill Slab Yd</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,138.26</b>
<b>66-284</b>	<b>FLS - Electrical Maintenance</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,252.45</b>
<b>66-302</b>	<b>FLS - Roll &amp; Bearing Shop</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,011.86</b>

66-429	Roller / Shift Coordinator	No	MIA	914	<b>\$8,098.70</b>
<b>66-531</b>	<b>FLS - Mechanical Maintenance</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,293.36</b>
<b>66-534</b>	<b>FLS - Mechanical Area Maintenance</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,293.36</b>
<b>77-009</b>	<b>FLS - Pickler</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,550.27</b>
77-015	Shift Coordinator - Cold Mill	No	OS9	913	\$7,530.75
<b>77-101</b>	<b>FLS - Mechanical Maintenance-CM</b>	<b>Yes</b>	<b>MIA</b>	<b>913</b>	<b>\$8,115.96</b>
<b>77-294</b>	<b>FLS - Shipping &amp; Steel Flow</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,550.27</b>
<b>77-295</b>	<b>FLS - Reduction/Anneal/Roll Shop</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,550.27</b>
<b>77-296</b>	<b>FLS - Temper Mill / Slitter</b>	<b>Yes</b>	<b>MIA</b>	<b>914</b>	<b>\$8,550.27</b>
<b>77-700</b>	<b>FLS Operations - Vacation Relief - Cold Mill</b>	<b>Yes</b>	<b>MIA</b>	<b>910</b>	<b>\$7,394.17</b>

**IN WITNESS WHEREOF** the parties hereto have executed this agreement.

**ALGOMA STEEL INC.**

By  
Jim Rennie

**UNITED STEELWORKERS  
LOCAL UNION 2724**

Lisa Dale, President, Local 2724  
Rebecca McCracken, Vice-President, Local 2724  
Murray McLean, Recording Secretary, Local 2724  
Bill Picco, Treasurer  
Greg Bowman, Trustee  
Marc Ayotte, Area Coordinator, USW

# EXTENDED HEALTH BENEFIT AGREEMENT

April 1, 2016

Between



ALGOMA STEEL INC.

-and-



THE UNITED STEELWORKERS

ON BEHALF OF ITSELF AND ITS

**LOCAL 2724**

Sault Ste. Marie  
Ontario, Canada

**EXTENDED HEALTH BENEFIT AGREEMENT  
MADE THIS 1st DAY OF APRIL 2016**

BETWEEN

**ALGOMA STEEL INC.  
(hereinafter referred to as the Company)**

-and-

**THE UNITED STEEL, PAPER AND FORESTRY, RUBBER,  
MANUFACTURING, ENERGY, ALLIED INDUSTRIAL AND SERVICE  
WORKERS INTERNATIONAL UNION (UNITED STEELWORKERS)  
ON BEHALF OF ITSELF AND ITS LOCAL 2724  
(hereinafter referred to as the Union)**

WITNESSETH THAT THE PARTIES HERETO HAVE AGREED AS FOLLOWS:

**ARTICLE 1**

**DEFINITIONS**

**1.01** In this agreement:

- a. "Company" means **Algoma Steel Inc.**
- b. "Union" means Local Union 2724, United Steelworkers.
- c. "Plan" means the Extended Health Benefit plan established by this agreement.
- d. "Employee" means a person who is employed full time by the Company in a job which is in the bargaining unit for which the above named Union is the bargaining agent.
- e. "Member" means an employee who becomes a member pursuant to Article 2.01.
- f. "Dependent" means a person who is dependant pursuant to Article 5.
- g. "Committee" means the Joint Compensation/Benefits Committee established pursuant to Article 4.03.
- h. "Spouse" means either:
  - i) a person who is legally married to the member; or

ii) a person of the same or the opposite sex with whom the member has cohabited in a conjugal relationship for at least **six** months; or

iii) a person of the same or the opposite sex with whom the member has cohabited in a conjugal relationship of some permanence, if they are natural or adoptive parents of a child.

In any event, where a conflict exists between a legal spouse and the common-law spouse for benefits under this Plan, precedence will be given to the person cohabiting with the member. Under no circumstances will there be a duplication of benefit payments to more than one spouse. Evidence of a common-law relationship shall be presented to the Company by signed and sworn affidavits of the member and common-law spouse. Notwithstanding the provisions of this Article, a common-law spouse and her dependents will not be eligible to be covered as dependents if the member is bound by the terms of a legal separation agreement to provide health care benefits for his separated legal spouse.

- i. "Health Plan" means the Ontario Health Insurance Plan (OHIP).
- j. "Dental Plan" means a dental care plan equivalent to Green Shield's Standard Dental Plan.
- k. "Total and Permanent Disability" means complete inability of the member, due to sickness or injury, to engage in any and every gainful occupation for which he is reasonably fitted by education, training, or experience.
- l. Where necessary herein, the masculine pronoun shall be construed to include the feminine pronoun.

## **ARTICLE 2**

### **MEMBERSHIP**

#### **2.01 Membership in Plan**

An employee shall become a member as a condition of employment and be covered for all benefits under this plan except those benefits to which he is not entitled pursuant to Article 2.02:

- a. on the date on which he was last hired if he is at work on such date, or
- b. on the effective date of the plan, if he was covered by the former Extended Health Benefit plan and actively at work on the effective date, or

- c. on the date on which he returns to work if he was off work because of illness, accident or disability on the date established pursuant to Article 2.01(b), or
- d. on the date on which he enters the bargaining unit if immediately prior to such date he was a member of an Extended Health Benefit plan in effect with the Company, or
- e. on the date on which he returns to work if he is a former member whose membership was terminated pursuant to Article 2.03(b), or (c) or (d).

## **2.02 Partial Exemption From Coverage**

A member whose spouse is also employed with the Company shall not be entitled to coverage, other than coverage for life insurance, accidental death and dismemberment insurance, continuance of earnings and long term disability benefits, if he is covered as a dependent under the spouse's Extended Health Benefit Plan, except that this exemption will not apply when the spouse ceases to be an employee of the Company.

## **2.03 Termination of Membership**

An employee shall cease to be a member:

- a. Immediately on termination of his employment with the Company, except that if termination is as a result of death, coverage will continue for dependents to the end of the month in which death occurs, or
- b. At the end of the 13th week following the week in which he is laid off unless he is on Income Security or, at the time of layoff, he is in receipt of Workplace Safety and Insurance Board benefits for an injury suffered in the employ of the Company not more than one year prior to the date of layoff, in which case he shall cease to be a member on the later of:
  - 1) the end of the 13th week following the week in which he is laid off, or
  - 2) the cessation of Workplace Safety and Insurance Board benefits or one year from the date of the injury, whichever comes first, or
- c. At the end of the month in which he goes on leave of absence, (except a pregnancy or parental leave granted in accordance with the Employment Standards Act), provided that he may continue as a member for an additional two months if he pays the full cost of benefits for such months in advance, or
- d. At the end of the month in which L.T.D. benefits cease.

## **2.04 Special Case**

An employee, who is off work on the date provided for in Article 2.01(b) because of an injury suffered in the employ of the Company less than one year earlier and for which he is receiving Workplace Safety and Insurance Board benefits, shall be deemed to be a member from the date provided until such Workplace Safety and Insurance Board benefits end or until one year from the date of the injury, whichever first occurs.

## **ARTICLE 3**

### **HEALTH AND INSURANCE BENEFITS**

#### **3.01 How Benefits Provided**

Basic hospital and medical benefits provided under the plan shall be provided by the Ontario Health Insurance Plan. Life insurance, accidental death and dismemberment insurance, disability coverage, prescription drug coverage, major medical coverage, semiprivate hospital coverage and dental coverage provided under the plan shall be insured with or administered by a recognised public insurance carrier or carriers.

Notwithstanding anything contained herein, the terms of the contract with the carrier or carriers, the regulations of the Ontario Health Insurance Plan, and the decisions of the Joint Compensation/Benefits Committee shall be controlling in all matters pertaining to benefits hereunder.

#### **3.02 Life Insurance for Members**

A member's life shall be insured against death for an amount equal to the member's base monthly salary for one year, exclusive of bonus or incentives, rounded to the next \$500.

#### **3.03 Accidental Death and Dismemberment Insurance for Members**

A member's life shall be insured against death resulting from an accident for an amount of \$50,000. A member shall be insured against accidental dismemberment resulting from an accident according to the following schedule:

- a. Loss of use of both legs (paraplegia).....\$100,000
- b. Loss of use both arms and both legs (quadriplegia).....\$100,000
- c. Loss of use of one arm and one leg on the same side of the body (hemiplegia).....\$100,000

- d. Loss of both hands, both feet, sight of both eyes, one hand and one foot, one hand and sight of one eye, one foot and sight of one eye .....\$ 50,000
- e. Loss of one arm or one leg.....\$ 37,500
- f. Loss of one hand, one foot, sight of one eye, or hearing in both ears.....\$ 25,000
- g. Loss of thumb and index finger (or at least four fingers) of one hand.....\$ 12,500

**3.04 Life Insurance for Retired Employees on Pension**

A member who retires pursuant to Article 4 of the Pension Plan for employees in Local 2724 USW shall cease to be a member of this plan pursuant to Article 2.03(a) and the life of such former member shall be insured against death from any cause for \$4,000 unless his life insurance is extended pursuant to Article 3.05(1).

**3.05 Extension of Life Insurance Benefits**

- 1. A member's group life insurance shall continue in effect until 31 days after he ceases to be a member.
- 2. Group life insurance for a member who develops a total and permanent disability which continues unabated shall continue in effect without cost to him until:
  - a. he reaches the age he would be able to retire on an unreduced pension per the current Pension Agreement, or
  - b. he ceases to be totally disabled, or
  - c. he fails, on request of the insurance carrier, to submit annually a doctor's certificate of total disability, whichever occurs first.
- 3. When a person whose group insurance is being continued under this Article meets the provisions of 2(a), (b) or (c) above, his life shall be insured pursuant to Article 3.04 provided he is in receipt of a pension pursuant to Article 4 of the Pension Plan for employees in Local 2724 USW.

### **3.06 Life Insurance Conversion Privilege**

During the thirty-one day period after a person ceases to be a member, he may, in accordance with the terms of the contract between the Company and the insurance carrier, change his group life insurance to an individual policy without a medical examination, provided that the amount convertible under this clause shall be reduced by the face value of any insurance to which the person is entitled pursuant to Article 3.04.

### **3.07 Short and Long Term Disability Benefits**

#### **a) Short Term Disability - up to 6 months**

*A member must apply for these benefits by filling out the necessary forms with the Company's insurance carrier in order to be paid beyond the seventh consecutive calendar day off. The employee will be responsible for the cost of this first medical certification. All other medical certification costs including fitness for work certificates required by the Company or the insurance carrier will be paid for by the Company.*

A member who is unable to work because of illness, accident or disability shall be entitled to Earnings Continuance for a period of up to 6 months, on the same claim, as follows:

- (i) A salaried employee who is absent from work as a result of illness or injury resulting from a non-occupational cause will normally be carried at base monthly salary for a period of 15 weeks after the second day of such illness or injury.

If the non-occupational disability continues beyond 15 weeks, the employee is considered to be on vacation until he returns to work or his current vacation, including any "C" days, is used up, whichever occurs first.

When all vacation and "C" days have been used and if the employee is still unable to return to work and such continued non-occupational disability is confirmed by the attending Physician, the employee will revert to full Earnings Continuance (i.e. base monthly salary).

If vacation was originally scheduled during the period of sickness or injury then:

- a) vacation which was in process before the illness or disability began must be taken in its entirety

- b) vacation scheduled to begin after the onset of illness or disability will be cancelled and rescheduled for a later date (employees will not be paid Earnings Continuance and vacation pay at the same time)
  - c) vacation remaining at year end will be paid off if the employee returns to work before December 31 and is unable to schedule his remaining vacation
  - d) if sickness or injury carries over vacation year end, the previous year's outstanding vacation will be held and applied to weeks of absence in excess of 15 followed by up to 3 weeks of the new vacation year entitlement
- (ii) If the employee returns to work for *less than 4* continuous weeks during this period and is off again he will return to the same claim, after the second day he has been off. The 6 month period will be extended by time worked but the 18 month period will not.

If the employee returns to work for *4 or more* continuous weeks of work during this period and is off again he will begin a new claim after the second day, if he is off for a *different* disability.

If the employee returns to work for *12 or more* continuous weeks of work during this period and is off again he will begin a new claim after the second day, if it is for the *same* disability.

If the employee returns on any Rehabilitation Program or Work Trial he is not considered to have returned to work for purposes of the foregoing.

- (iii) If the disability which keeps the employee off work is of an occupational nature, the equivalent of full salary will be supplemented by **Algoma Steel Inc.** Workplace Safety and Insurance Board Benefits will be paid directly to the employee and **Algoma Steel Inc.** will top-up the employee's monthly compensation by an amount that will provide the employee with 100% of his pre-injury or illness "net" salary and production supplement.
- (iv) Earnings Continuance after the first 15 weeks will be offset by the amount of any C.P.P. Disability Pension benefits, including any dependent benefits, for which an employee is eligible. Where any portion of "other" income is paid on a "net" of income basis, that income will be grossed up to Equivalent Before Tax Earnings for this purpose.
- (v) Active rehabilitation services will be employed at the earliest stage deemed medically advisable.
- (vi) Medical information may indicate that the disabling condition has improved to the extent that the employee may be able to engage in meaningful work, other than his own job, which is compatible with his

education, training and experience. In such cases the Company will determine if suitable work, consistent with his condition, is available, first in his own department or failing that, elsewhere in the operation, in which case he will be so assigned.

**b) Short Term Disability – up to 7 to 18 months**

A member who is unable to work because of illness, accident, or disability in excess of 6 months, on the same claim, shall be entitled as follows:

- Earnings Continuance will cease and be replaced by Reduced Earnings Continuance (REC) which is 55% of base monthly salary (to the next \$1.00) to a maximum of \$3,000.
- **Effective August 1, 2018 the Reduced Earnings Continuance cap is increased to a maximum of \$3,500.**
- **Effective August 1, 2019 the Reduced Earnings Continuance cap is increased to a maximum of \$4,000.**
- **Effective August 1, 2020 the Reduced Earnings Continuance cap is increased to a maximum of \$4,500.**
- This benefit is subject to reduction for “other” income to the extent that his total income exceeds 75% of his base monthly salary at the time he became disabled. Where any portion of “other” income is paid on a “net” of income tax basis, that income will be grossed up to Equivalent Before Tax Earnings for this purpose.
- Accidental Death & Dismemberment Insurance coverage in Article 3.03 ceases.
- Periodic medical certification will be required every 3 months or less unless waived by the Plan Administrator (employer responsible for cost of certification).
- Employees on a Rehabilitation Program or Work Trial will continue on Reduced Earnings Continuance at 55% until they are able to be assigned to meaningful work for a full shift.
- The terms of Article 3.07 (a) (v) and (vi) continue to apply.

If the employee returns to work and is off again:

- i) on the same disability, and he
  - 1) has worked less than 12 continuous weeks; after the second day he will be paid REC (55%)
  - 2) has worked 12 or more continuous weeks but less than 6 months; after the second day he will be paid 15 weeks Earnings Continuance at 100% followed by all outstanding vacation and “C” days and then REC (55%)
  - 3) has worked 6 or more continuous months; after the second day he will be paid full Earnings Continuance entitlement at 100%, as in first 6 months above, then REC (55%)

- ii) on a different disability, and he
  - 1) has worked less than 4 continuous weeks; after the second day he will be paid REC at 55%
  - 2) has worked 4 or more continuous weeks but less than 6 continuous months; after the second day he will be paid 15 weeks Earnings Continuous at 100% followed by all outstanding vacation and “C” days, and then REC at 55%
  - 3) has worked 6 or more continuous months; after the second day he will be paid full Earnings Continuance entitlement at 100% as in first 6 months above, then REC (55%)
- Time worked in (i) 1 or 2, or (ii) 1 or 2, will not extend the 18 month period.
- After 18 months absence from first day on same claim, Reduced Earnings Continuance will cease.

**c) Long Term Disability**

If, at the end of 18 months or anytime subsequent to the 18 months, an employee not eligible for an unreduced pension, is unable, due to total and permanent disability, to perform any occupation, he is entitled to Long Term Disability benefits (L.T.D.) which will pay him 55% of his base monthly salary (to the next \$1.00) to a maximum of \$3,000.

- **Effective August 1, 2018 the Reduced Earnings Continuance cap is increased to a maximum of \$3,500.**
- **Effective August 1, 2019 the Reduced Earnings Continuance cap is increased to a maximum of \$4,000.**
- **Effective August 1, 2020 the Reduced Earnings Continuance cap is increased to a maximum of \$4,500.**

Such entitlement ceases upon reaching eligibility for an unreduced pension (i.e., age 60 and 10 years of credited service, or the terms of the Early Retirement Windows contained in the current Pension Agreement)

This benefit is subject to reduction for “other” income to the extent that his total income exceeds 75% of his base monthly salary at the time he became disabled. Where any portion of “other” income is paid on a “net” of income tax basis, that income will be grossed up to Equivalent Before Tax Earnings for this purpose.

While drawing L.T.D. benefits, a salaried employee will continue to accrue credited service for pension purposes. He will also continue as a member of the **Algoma Steel Inc.** Extended Health Benefit Plan without premium cost to him and be eligible for all benefits except Accidental Death & Dismemberment Insurance (AD&D).

L.T.D. Benefits will be paid subject to the following conditions:

1. Approval of L.T.D. is based on acceptable medical certification of the employee's continued total disability, upon proper application by the employee.
2. Unless this requirement is waived by the Plan Administrator, the Plan Administrator, (or **Algoma Steel Inc.'s** Medical Department), will periodically request medical certification of continued disability from the L.T.D. recipient's attending physician, on the appropriate medical form, at the employee's cost.
3. Where subsequent medical information indicates that the disabling condition has improved to the extent the L.T.D. recipient may be able to engage in meaningful work, other than his own job, which is compatible with his education, training and experience, the company will determine if suitable work, consistent with the L.T.D. recipient's improved condition, is available, first in his own department, or failing that, elsewhere in the operation.
4. If an L.T.D. recipient is returned to suitable work which meets the requirements set by the Medical Director, he will be considered as returning to work on a rehabilitative basis for three months which may be extended to six months under certain conditions. Should it be necessary for him to stop working again during that rehabilitation period as a result of the same disability, he will immediately be reinstated for L.T.D. benefits.
5. Subject to 6. below, if suitable work for an L.T.D. recipient cannot be found in the plant, the Plan Administrator will be instructed by the Company that L.T.D. benefits are to continue until such time as the employee can be retrained for meaningful work or the condition improves even further so that suitable work can be found or he can return to his own job.
6. L.T.D. benefits will be paid, subject to the other provisions in this Article, only if the employee is completely unable to engage in any and every gainful occupation for which the employee is reasonably fitted by education, training or experience.
7. A plan member must have 3 or more years of corporate service prior to the commencement of the disability to be eligible for any L.T.D. Benefits.

### 3.08 Major Medical Benefits

A member and his eligible dependents shall be covered for Major Medical Coverage. On a reasonable and customary basis, Major Medical Coverage shall reimburse the member for 90% of the actual charges incurred for all eligible expenses in any calendar year. Subject to an automatic annual reinstatement of up to \$1,000.00, the lifetime maximum payment for each covered individual shall not exceed **\$160,000.00**. The Company will continue to address those who reach the Lifetime Maximum on a case-by-case basis.

a. **ELIGIBLE EXPENSES SHALL INCLUDE:**

- 1) services and supplies furnished by the hospital for medical care therein, and
- 2) room and board charges in a licensed nursing home or clinic, and
- 3) emergency local ambulance service, and
- 4) professional services of any duly licensed physician, surgeon or psychiatrist, and
- 5) dental treatment for an accidental injury to natural teeth, and
- 6) after the annual OHIP maximum payment has expired, up to **\$30.00** per visit and a maximum of **25** visits per year (**effective August 1, 2018**) for paramedical services rendered by a duly licensed chiropractor, or osteopath, or podiatrist or naturopath, and
- 7) charges for the services of a trained, duly licensed nurse, other than a close relative or other person normally resident in your home, when ordered by the attending physician, and
- 8) speech therapy by a qualified speech therapist, other than a close relative, to restore speech loss or correct an impairment, due to
  - i. a congenital defect for which corrective surgery has been performed, or
  - ii. an accident or illness other than a functional nervous disorder, and
- 9) the cost of orthopaedic shoes and elastic support stockings when recommended as necessary by a doctor to a maximum of one pair in any 24 month period (every 12 months for dependent children under age 18), and

10)the cost of orthotics up to \$500 in any 24-month period (as required for dependent children under age 18), and

11)the cost of drugs and medicines available by prescription only and purchased from a licensed pharmacist, physician or hospital and injectable drugs, sera and vaccines when administered by a qualified person. (Subject to a calendar year deductible of \$25.00 single or family but not subject to co-insurance). An employee and their dependents will be restricted in the amount of reimbursement to the dispensing fee in place within the Preferred Provider Network. Where there are no preferred provider pharmacies or no delivery service this Article will not apply and the reasonable and customary dispensing fee will be paid. Patent medicines, food supplements or vitamins available without a prescription are not covered whether prescribed or not, and

12)Medical supplies:

- iii. blood and blood plasma,
- iv. bandages and surgical dressings,
- v. crutches, casts, splints, braces and trusses,
- vi. the initial cost of artificial limbs or eyes,
- vii. oxygen and rental of equipment for its administration,
- viii. rental of an iron lung or other mechanical equipment for the treatment of respiratory paralysis, and

13)Radiology, and

14)Physiotherapy, and

15)Up to **\$30** per visit and a maximum of **25** visits per year for the diagnosis and treatment of mental, nervous or emotional disorders by a duly licensed Psychologist or Social Worker with minimum M.S.W. qualifications. **Effective June 26, 2018.**

a) **ELIGIBLE EXPENSES (not subject to deductible or co-insurance):**

1. Vision Care (not subject to deductible or co-insurance):

- i) up to \$225 every two years for the purchase of lenses and frames, **(increased to \$250 every 2 years effective August 1, 2019 and increased to \$275 every 2 years effective August 1, 2020),**

- ii) ocular examination by refraction,
  - iii) diagnostic services for suspected disease,
  - iv) visual training or remedial exercises,
  - v) contact lenses for a minimum 20/40 vision in the better eye where glasses cannot increase visual capacity to that extent, and
2. Up to \$425 every two years or \$650 every three years for the purchase of a hearing aid when prescribed by a doctor. **Effective August 1, 2019 increases to \$450 every two years or \$675 every three years.**

c) **LIMITATIONS TO ELIGIBLE EXPENSES:**

Eligible expenses under this Major Medical Coverage shall exclude:

- 1) expenses for care or service for which insurance benefits are prohibited by any provincial plan, or other governmental plan or law, or
- 2) expenses for care or services to the extent that benefits are provided under any provincial plan or other governmental plan or law under which the individual is or could be covered to the extent to which benefits would be provided had the individual met the requirements for having care or services furnished under the plan or law, or
- 3) expenses for care or services provided by or on behalf of any government, political sub division or governmental agency unless a non-recoverable charge is made to the covered individual, or
- 4) anything not ordered by a doctor, not reasonably necessary for medical care or charges in excess of those usually made when there is no insurance but not more than the general level in the area for comparable services or supplies, or
- 5) expenses incurred in treatment of a condition which resulted from an act of war or armed aggression, or
- 6) expenses in connection with cosmetic surgery unless due to an accident occurring while covered, or

- 7) treatment of periodontal or periapical disease or any condition involving teeth, surrounding tissue or structure, unless treatment is due to accidental injury occurring while covered, or
- 8) nursing, speech therapy or physiotherapy rendered by yourself, spouse or a child, brother, sister or parent of yourself or spouse, or
- 9) charges for an uncomplicated pregnancy and delivery.

### **3.09 Dental Plan**

- a) A member and his dependents (including dependent children younger than age 21) shall be entitled to benefits under a dental care plan equivalent to Green Shield's Standard Dental Plan. The O.D.A. Schedule of Fees will be updated annually to maintain a 3 year lag behind the current O.D.A. Schedule of Fees.
- b) Qualified dependent children younger than age 20 shall be entitled to orthodontic services up to an individual lifetime maximum of **\$2,000 effective August 1, 2018**. The amount payable will be 60% of the reasonable and customary charge for the orthodontic services listed below up to the lifetime maximum.

The following are covered orthodontic services:

- 1. diagnostic services (once only) and surgical services,
- 2. interceptive orthodontics,
- 3. comprehensive orthodontics,
- 4. habit inhibiting appliances,
- 5. **dental implants.**

The following are not covered:

- 1. myofunctional therapy
- 2. charges for replacement or repair of an orthodontic appliance
- 3. motivation of a patient.

### **3.10 Health Benefits on Retirement**

An employee who ceases to be a member of this plan because he has retired from active service with the Company, (or the spouse of an employee who died), and who is receiving a pension under the provisions of the Pension Plan for employees in Local 2724 USW (except a pension payable under the "deferred pension" provision of Article 5 of the pension agreement) shall be covered, and his eligible dependents shall be covered, as of the effective date of the pension, for a Major Medical Plan (including prescription drugs) and a Semi-Private Hospital Plan. The spouse of a deceased pensioner who retired from active service (and that deceased pensioner's eligible dependents) shall also be covered by the Major Medical and Semi-Private Hospital Plans.

The plan will include drugs or medicines purchased from a licensed pharmacy, a physician, or hospital for which a medical prescription is necessary except that benefits available under a government prescription drug plan will not be duplicated under this plan.

The plan will also pay for injectable drugs, sera and vaccines when administered by a qualified person but excludes the actual charge for its administration. The plan will pay 80% of the cost of such Major Medical expenses including prescribed drugs and medicines, up to a lifetime maximum of **\$160,000**, after a deductible of \$25 for each person to a maximum of \$75 per family has been satisfied in any calendar year. The plan will also pay 100% of a hospital's standard Semi-Private room daily rate, for the retiree and his eligible dependents.

The plan does not provide the many patent medicines, food supplements, vitamins and other items that normally could be bought over the counter without a prescription whether such items are prescribed or not.

The spouse and dependents of an employee who died while in active service will also be entitled to Dental benefits under Article 3.09 until the later of the youngest dependent attaining age 21 or the former spouse attaining age 60.

**A more detailed explanation of the Health Benefits on retirement is available from the Human Resources department.**

**The plan will reimburse 50% of the receipted cost of glasses and hearing aids to a maximum of \$400 per family during the Term of the Agreement, beginning August 1, 2018.**

This shall also apply to all retirees who retired prior to **March 31, 2016**.

During the period of August 1, 2018 to July 31, 2022, any retiree or eligible dependent who reaches the Lifetime Maximum Limit (i.e. **\$160,000**) will be provided with the full support of **Algoma Steel Inc.** to access alternate funding sources to ensure that the claimant is fully compensated for eligible expenses.

**Algoma Steel Inc.** will be the second payer to any and all government funding program. If retirees are unable to access alternate funding, it is agreed that **Algoma Steel Inc.** will ensure all eligible costs covered under the appropriate Policy are paid.

### **3.11 Supplementary Hospital (Semi-Private) Coverage**

In addition to ward hospital care covered under O.H.I.P., this plan shall provide for the additional cost of semi-private hospital care for a member and his dependents as defined in Article 5.01.

## **ARTICLE 4**

### **ADMINISTRATION AND COST OF PLAN**

#### **4.01 Administration**

The plan shall be administered by the Company.

#### **4.02 Cost**

The cost of the benefits provided under the plan shall be paid by the Company.

#### **4.03 Joint Compensation/Benefits Committee**

A separate Joint Compensation/Benefits Committee with the local Unions shall be established which will be made up of six members from the Union and three members from the Company. The duties of the Committee shall be to advise on the day-to-day administration of the plan and to deal with problems which may, from time to time, arise concerning the application of the terms of this agreement including whether a drug should be covered or not using the criteria contained in the extended health benefit agreement. This committee shall have all information reasonably necessary to carry out its functions.

#### **4.04 Arbitration**

Any dispute as to the meaning or application of the provisions of the plan which cannot be settled by the Joint Compensation/Benefits Committee may be submitted by either party to arbitration in accordance with the terms of the labour agreement between the parties to which this plan is an appendix.

## **ARTICLE 5**

### **DEPENDENTS**

#### **5.01 Definition**

Subject to Article 5.02, a dependent is a person who is either the member's spouse (unless legally separated) who has been reported as a dependent in accordance with Article 5.02 or who is a member's unmarried child under 21 years of age or enrolled as a full time student in an educational institution and younger than age 23 and completely dependent upon the member for support and maintenance. "Unmarried Children" shall include stepchildren, foster children and legally adopted children who have been reported to the Company for coverage. Foster child shall not include any child placed in the care of the member by the Children's Aid Society or any similar government organization.

Relatives such as parents, brothers or sisters are NOT considered as dependents under any circumstances.

#### **5.02 Reporting Dependents**

When an employee becomes a member, he must certify to the Company the names of his dependents, if any. If a member without dependents acquires one or more dependents on any date after he becomes a member, he shall report such dependent or dependents to the Personnel Services Section of the Company's Human Resources Department within 30 days of such date and coverage for such a person(s) will become effective on the reporting date. If he fails to report them within the 30 day period, dependent coverage for those dependents will be delayed until the first day of the month following the month in which they are reported. If a member with dependents acquires additional dependents he must report those dependents to the Personnel Services Section of the Human Resources Department and dependent coverage for the additional dependents will become effective as of the reporting date.

## **ARTICLE 6**

### **DURATION OF AGREEMENT**

**6.01** This agreement shall be effective from **April 1, 2016 to July 31, 2022** and thereafter from year to year unless either party gives written notice of termination at the end of a contract year (commencing with the year ending **July 31, 2022**) not more than ninety days nor less than sixty days prior to **July 31, 2022** of such year.

**ALGOMA STEEL INC.**  
**SALARIED EMPLOYEES PENSION PLAN**  
(CLOSED TO NEW EMPLOYEES EFFECTIVE JANUARY 1, 2011)

The following summary is provided for your information and is a generalization of The **Algoma Steel Inc.** Salaried Employees Pension Plan (the "Salaried Plan") as at August 1, 2014. The actual terms of the Salaried Plan and the laws of Ontario shall govern in the event of any discrepancy between them and this summary.

**1. MEMBERSHIP**

You become a member of the Salaried Plan on the first day of the month following the month in which you are hired or permanently promoted into a Salaried position, unless you are promoted on the first day of the month, in which case you become a member on that day.

**2. PENSION PLAN BENEFITS**

On retirement the Salaried Plan provides a continuing monthly income, for the balance of your lifetime, which is the sum of:

- (a) a non-contributory pension based on your earnings and service, and
- (b) a contributory pension based on your voluntary decision to contribute to the plan and your earnings. (The ability to contribute was discontinued on January 1, 1988).

**3. WHEN YOU MAY RETIRE**

You may retire at age 55 or if you have 35 years of Credited Service or if the sum of your age plus Pensionable Service is equal to at least 90, provided you give the Company four months' notice.

Note: If you choose to retire early and on your retirement date you are not age 60 and do not have at least 10 years of Credited Service, your pension will be reduced. See 5 - Early Retirement Reductions.

During the term of the current Collective Agreement, there are Early Retirement Windows. See 8 on page 101.

Note: All retirements are on the first day of the month.

#### 4. AMOUNT OF PENSION

##### (a) NON-CONTRIBUTORY PENSION

Since the salaried non-contributory pension is based on earnings and service these terms should first be clarified.

**“Credited Earnings”** is the monthly average of basic salary and production supplements paid to you in the 60 months in which your earnings were highest.

**“Base Earnings”** is Credited Earnings to a maximum of 1.50 times the monthly average YMPE (defined below) in the 3 calendar years ending in the year in which you retire. In 2018 maximum Base Earnings are \$6,825.00.

**“Salaried Service”** is the number of years that you have been a salaried employee.

**“YMPE”** is the Yearly Maximum Pensionable Earnings established by the Canada Pension Plan and used in determining your Canada Pension Plan benefit. It is also used for your Bridge Pension calculation.

If you were a salaried employee on January 1, 1965 all years of service before 1965 (back to your most recent date of hire) count as salaried service as do all years as a salaried employee after January 1, 1965.

If you were hired or promoted after January 1, 1965 any time spent on a salaried occupation counts as salaried service while any time spent on an hourly occupation counts as Prior Hourly Union Service provided your service was continuous.

Prior Hourly Union Service pension amounts are calculated under the formula in the Hourly Employees Pension Plan in effect when you retire. Total Credited Service (Hourly plus Salaried Service) is subject to the greater of:

- (i) service to December 31, 1993 (to a maximum of 40 years),  
or
- (ii) 35 years

As your earnings increase, your Credited Earnings also increase and so does the value for each year of your service. As your service increases, so does your pension.

### **Lifetime or Basic (Age 65) Pension**

- (i) 1.35% of your Credited Earnings multiplied by your Salaried Service.

Plus

- (ii) If you contributed to a previous plan in 1965, 0.25% of your Credited Earnings multiplied by your Salaried Service before January 1, 1965.

Plus

- (iii) If you are an executive officer of the Company or a salaried employee who was covered by Part B of the Original Salaried Plan on or before January 1, 1996, 0.36% times your Credited Earnings in excess of \$4,166.67 per month times your Salaried Service.

### **Bridge Pension (Before Age 65)**

If on your early retirement date you are age 60 and have at least 10 years of Credited Service, you will receive a bridge benefit equal to 0.6% of Base Earnings multiplied by your years of Credited Service payable from your early retirement date to age 65.

If on your early retirement date, you are not age 60 and do not have at least 10 years of Credited Service but you qualified for early retirement at December 31, 2001, a bridge benefit for your service to December 31, 2001 will be calculated as above subject to the reductions outlined in 5 - Early Retirement Reductions.

If on your early retirement date, you are not age 60, do not have at least 10 years of Credited Service and did not qualify for early retirement at December 31, 2001, you will not receive a Bridge Pension.

### **(b) CONTRIBUTORY PENSION**

If you elected to contribute to the Salaried Plan for service up to December 31, 1987 your contributory pension shall be the sum of:

- (i) 0.75% of your Credited Earnings or \$31.25, whichever is less, multiplied by your Contributory Service, if any, prior to January 1, 1968, and

- (ii) 0.5% of your Credited Earnings or \$20.83, whichever is less, multiplied by your Contributory Service, if any, after December 31, 1967, and prior to January 1, 1973, and
- (iii) 0.65% of your Credited Earnings or \$33.85, whichever is less, multiplied by your Contributory Service, if any, after December 31, 1972 and prior to January 1, 1988.

In the event of your death before retirement, any contributions plus interest will be returned to your spouse or to your estate.

**(c) HOURLY PENSION PLAN**

If you retire directly from continuous service, you may elect to receive pension benefits equivalent to those provided in the Hourly Employees Pension Plan provided the benefits as determined on an actuarial basis are worth more to you than the pension otherwise payable under the Salaried Plan.

**(d) RETIRING ALLOWANCE**

If you retire from the Company during the life of this agreement with at least 30 pension credits and the total (lifetime and bridge) pension payable in the normal form is less than \$2,500 per month, you will receive a retiring allowance equal to \$2,500 less your total early retirement pension payable under the normal form. The retiring allowance is payable monthly from your early retirement date to age 65. Note: Normal form is before any reduction for Joint & Survivor pension and taxes.

**5. EARLY RETIREMENT REDUCTIONS**

Not qualified for early retirement at December 31, 2001

If you choose to retire early and you did not qualify for early retirement at December 31, 2001, your Basic Pension will be reduced to the actuarial equivalent of the pension you would have received if you were age 60 and had 10 years of Credited Service.

Qualified for early retirement at December 31, 2001

If you choose to retire early and you qualified for early retirement at December 31, 2001

- (i) For your service prior to January 1, 2002

your Basic and Bridge Pensions will be reduced by the lesser of:

- (a) **Reduction Based on Age** - Your pension will be reduced by 0.25% for each complete month that you retire prior to your 62nd birthday plus an additional 0.25% for each complete month that you elect to retire prior to your 59th birthday.
- (b) **Reduction Based on “Age Plus Service = 85 or 90”** - Your pension will be reduced by 0.33% for each complete month that your age plus service at retirement is less than 90 for service prior to August 1999 and less than 85 for service after July 1999.

**Note:** The above reduction will not apply if you have 35 or more years of Pensionable Service at your retirement date.

**NOTE: THE AGE PLUS SERVICE = 90 FACTOR WILL BE USED FOR SERVICE EARNED PRIOR TO AUGUST 1, 1999. THE AGE PLUS SERVICE = 85 FACTOR WILL ONLY APPLY TO SERVICE EARNED ON AND AFTER THAT DATE. FOR EXAMPLE, IF YOU RETIRE AFTER AUGUST 1, 1999 WITH MORE THAN 85 BUT LESS THAN 90, THERE WILL BE A REDUCTION TO YOUR PENSION EARNED PRIOR TO AUGUST 1, 1999 BUT NO REDUCTION THEREAFTER.**

**An employee may elect to receive the 85 point formula for pre 1999 service if they also accept the \$52,000 cap under the Hourly Pension Plan.**

- (ii) For your service after December 31, 2001

your Basic Pension will be reduced to the actuarial equivalent of the pension you would have received if you were age 60 and had 10 years of Credited Service.

## **6. OPTIONAL PENSIONS**

The form of pension you receive will depend on whether or not you have a spouse when you retire. If you do not have a spouse, your pension will be payable for your life. If you have a spouse when you retire, the law requires that your pension be paid as a Joint and Survivor pension, unless you and your spouse waive the right to that form of benefit in writing. The Joint and Survivor form pays you a reduced pension for life with 60% of the reduced pension continuing to your spouse after your death. This pension will be equal in value to the lifetime pension that you would receive if you do not have a spouse when you retire. You may elect to receive your pension in either or a combination of both of the following options:

### **(a) Joint and Survivorship Option**

The Ontario Pension Benefits Act requires a 60% joint and survivorship (J&S) pension for your spouse by taking a slightly smaller pension payable for your lifetime. You and your spouse,

however, may elect to take a smaller or larger percentage J&S pension or no J&S pension.

If you elect to take a J&S pension of less than 60% the law requires that both spouses sign a waiver form.

The amount paid to your spouse in the event of your death is dependent on your age at retirement, the age difference between you and your spouse and the percentage amount you elect.

The J&S pension is based on the lifetime portion of the pension only, that is, it does not apply to the bridge benefit.

**(b) Guarantee Option**

You may also elect to have your basic (lifetime) pension guaranteed for a period of 15 years from your retirement date by accepting a percentage reduction in your pension. The reduction is based on your age at retirement. If, for example, you retired and elected a guaranteed pension and you died one year after retiring, the basic lifetime pension would continue to be paid for the balance of the 14 years in the guarantee period.

The additional contributory pension which you may have provided for yourself by your own contributions is also subject to the guarantee option in the event you elect that option.

**(c) Combination Option**

You may also elect a combination of the joint and survivorship and the guaranteed pension.

Your election will be made by submitting to the Company, at least one month prior to your pension commencement date, a completed application on the form provided by the Company.

**7. POST-RETIREMENT INDEXING OF BASIC PENSION**

If you retire from active service, have been retired for at least 24 months and are at least age 55, you will have a portion of your Basic Pension increased on July 1<sup>st</sup> of each year of this Agreement, based on the Percentage Adjustment which shall be calculated as the lesser of:

- (a) 80% of the average annual percentage increase in the Consumer Price Index in the immediately preceding calendar year subject to an annual maximum of 3%, and

(b) the difference between the rate of return on the assets of the pension fund in the preceding calendar year and the solvency interest rate for the current calendar year plus 1.5%.

If the Percentage Adjustment is zero or negative, no indexing will be paid. Any unused positive or negative balance in the Percentage Adjustment will be carried forward to future years.

The maximum portion of your Basic Pension which will be increased is equal to \$48 per month times your years of Credited Service (Salaried and Hourly to a maximum of 35 years) plus increases previously granted to you.

## **8. Early Retirement Windows**

If you retire during one of the following periods:

- (a) January 1, 2018 to October 31, 2018;**
- (b) January 1, 2019 to October 31, 2019;**
- (c) January 1, 2020 to October 31, 2020;**
- (d) January 1, 2021 to October 31, 2021;**
- (e) January 1, 2022 to July 31, 2022.**

your Basic and Bridge Pensions will be calculated using the reductions outlined in Section 5(i) of this booklet with respect to all years of service.

*Remember: All retirements are on the first of the month. For example, the last opportunity to retire under these early retirement windows will be on July 1, 2022.*

## **9. Plant Closure Benefit**

If the plant closes and you were a Member of the Salaried Plan on December 31, 2001, your Basic and Bridge Pensions will be calculated using the reductions outlined in Section 5(i) and 5(ii) of this booklet.

This benefit will not be pre-funded and will impact the funded status of the Salaried Plan in the event of a plant closure.

## **10. INTEGRATION WITH GOVERNMENT PLANS**

Although full Canada Pension Plan (CPP) benefits do not become payable until age 65 (unless you become totally disabled), you may take a reduced CPP benefit as early as age 60. Old Age Security is payable at age 65. Since the Salaried Plan provides you with the option to retire before you are eligible for the Government benefits, it provides an extra amount of pension (Bridge Pension) if you decide to retire before age 65 and if you meet the qualifying criteria. When you reach age 65 the Bridge

Pension ceases. If you choose to take your CPP before age 65, the Bridge Pension will still continue to age 65.

## 11. SURVIVOR BENEFITS

In the event of your death before retirement from any cause, your surviving spouse will be entitled to receive an on-going monthly survivor pension under the terms of the Salaried Plan.

**NOTE:** Not eligible for a Survivor Pension would be the surviving spouse of an employee who previously elected not to be covered for this benefit in favour of group life insurance coverage of 2-1/2 times annual salary, rather than one times.

The Survivor Benefit payable under the Salaried Plan is the greater of:

- half of your Basic Lifetime (Age 65) pension entitlement earned to your date of death, or
- 20% of your basic monthly salary at time of your death, plus an additional 10% if you have one or more dependent children.

Any contributions you paid into the Salaried Plan will be returned with earned interest. Any contributions which are returned will be paid to your surviving spouse in a lump sum, if desired, or the contributions may be transferred to a Registered Retirement Savings Plan (RRSP) in your spouse's name.

The Survivor Benefit monthly income is payable for the lifetime of your spouse.

Dependent children will be eligible for the 10% survivor benefit even if there is no surviving spouse or if a surviving spouse later dies, in which case the 10% dependent child benefit will be paid to the child's guardian until the end of the year the child attains age 18, or until age 21 if the dependent is a full time student or is dependent by virtue of mental or physical infirmity.

The minimum death benefit is the commuted value of your pension earned after January 1, 1987 and a refund of your contributions made prior to January 1, 1987, plus interest to your date of death.

If you do not have a surviving spouse, your designated beneficiary will receive a lump sum payment equal to the minimum death benefit. If you have not designated a beneficiary or if your beneficiary predeceases you or dies before receiving all payments to which the beneficiary is due, any remaining benefits payable to the beneficiary will be paid as a single lump sum to your estate or to the estate of your beneficiary, respectively.

A surviving spouse and surviving dependants under the Salaried Plan also receive, at Company cost:

- Major Medical protection, including prescription drugs, at 80% coverage
- Semi-private Hospital accommodation at 100% coverage
- Dental Plan coverage until the spouse reaches age 60 or there are no dependent children, whichever occurs last.

In all cases of the death of an employee and/or a surviving spouse, the Company will assist beneficiaries in any way possible.

## **12. TERMINATION OF EMPLOYMENT**

If you terminate your employment with the Company prior to becoming eligible for an early retirement pension and you have at least 24 months of continuous service, you shall be entitled to receive a deferred pension. You will receive as a minimum the value of your non-contributory basic lifetime (at age 65) pension and the return of your contributions made prior to January 1, 1987 plus interest to your date of termination. You will have the option of transferring the commuted value of your deferred pension to your new employer's pension plan (if it will accept the funds), or to your own locked in Retirement Account (such as a RRSP) or using it to purchase a Deferred Life Annuity.

You will have 60 days to make your election. If you do not make an election, you will be deemed to have elected not to transfer the commuted value of your deferred pension from the Salaried Plan.

## **13. ESTIMATED PENSION CALCULATION**

When you are approaching retirement contact Employee Benefits for an estimate of your pension entitlement.

## **14. DEFINED CONTRIBUTION PENSION PLAN**

The parties have agreed to a Defined Contribution Pension plan for all new employees and current employees (for future service only) effective January 1, 2011.

**THE ALGOMA STEEL INC.  
DEFINED CONTRIBUTION PENSION PLAN FOR SALARY  
EMPLOYEES**

(Formerly the Essar Steel Algoma Inc. Defined Contribution Pension Plan for  
Salary Employees)

**DEFINITIONS**

- a. "Company" means Algoma Steel Inc.
- b. "Union" means Local Union 2724, United Steelworkers.
- c. "DB Salary Plan" means the Defined Benefit Salary Pension Plan.
- d. "DC Salary Plan" means the Defined Contribution Salary Pension Plan.
- e. "Account Balance" means all company contributions, voluntary contributions and money transferred from another employer's pension plan or personal retirement vehicle plus related investment earnings.
- f. "Frozen DB Members" means members of the DB Salary Plan who elected to join the DC Salary Plan for future service and retain a Frozen DB pension that is deferred until their date of retirement, termination or death. These members will have their credited service and average earnings frozen at the time of their transfer.
- g. "Frozen DB Pension" means the portion of their DB Salary pension that was accumulated prior to transferring membership to the DC Salary Plan. This pension will be calculated using the credited service and average earnings accumulated prior to transferring to the DC Salary Plan. After transferring, members credited service and average earnings will be frozen effective the date of transfer.

**DEFINED CONTRIBUTION SALARY PENSION PLAN**

The following summary is provided for your information and is a generalization of The Algoma Steel Inc. Defined Contribution Pension Plan for Salary Employees (the "DC Salary Plan") as at August 1, 2010. The actual terms of the DC Salary Plan and the laws of Ontario shall govern in the event of any discrepancy between them and this summary. The DC Salary Plan will be administered by a third party.

The foregoing must be in compliance with government legislation at all times.

## **1. MEMBERSHIP**

Salary employees hired after December 31, 2010 are members of the DC Salary Plan on their date of hire.

Frozen DB Members will be a member of the DC Salary Plan on the day they transfer from the DB Salary Plan to the DC Salary Plan. They will remain a member of the DB Salary Plan with a deferred Frozen DB Pension as per the Defined Benefit Pension Plan.

## **2. VESTING PERIOD**

The vesting period will be immediate.

## **3. BASE COMPANY CONTRIBUTION (as per collective agreement)**

- Effective January 1, 2016 - \$2.65 per qualifying hour
- **Effective upon emergence of CCAA - \$2.85 per qualifying hour.**

## **4. QUALIFYING HOURS**

All hours for which an employee receives wages including hours for vacation, paid statutory holidays and approved union leaves under Article 8.05 of the applicable Collective Agreement.

Any contributions for paid overtime hours will be compensated on a straight time basis.

## **5. COMPANY CONTRIBUTIONS DURING APPROVED LEAVES OF ABSENCE**

Company contributions will continue for regular working hours per week during periods of short-term disability, long-term disability, WSIB, Income Security and leaves of absence where contributions are required to continue under the Employment Standards Act.

Hours of work includes scheduled vacation with pay, paid time off for illness, accident, and for certain other reasons as described in Article 6 of the Pension Agreement. It excludes unpaid leaves and any periods of less than full WSIB coverage.

## **6. SPECIAL COKEMAKING CONTRIBUTIONS**

Consistent with the DB Salary Plan, the Company will contribute an additional 20% of employer contributions following 5 years of Cokemaking service in positions outlined in the DC Salary Plan. A lump sum retroactive contribution will be made for the time spent in the DC Salary Plan at the

rates in effect during that 5 year period. Consistent with the Letter of Agreement RE: Special Pension Credit Allowance, these Special Cokemaking Contributions will apply to the jobs outlined in that letter and until stipulated in that letter.

## **7. WHEN YOU MAY RETIRE**

You may retire as early as age 55 under the DC Salary Plan provided you give the Company two months' notice.

The normal retirement date under the DC Salary Plan is age 65.

Note: All retirements are on the first day of the month.

## **8. RETIREE HEALTH BENEFITS**

You must retire to be eligible for retiree health benefits. For purposes of retiree benefits eligibility, employees must also have 2 years of continuous service, consistent with the vesting period in the DB Salary Plan. Should the DB Salary Plan vesting period be eliminated in the future, so will the 2 year requirement outlined herein.

## **9. RETIREMENT OF EMPLOYEE ON LONG-TERM DISABILITY OR WSIB**

Employees who are on Long-term Disability or in receipt of full WSIB benefits will have their Company contributions cease at age 62 at which point the employee will be considered retired.

## **10. RECEIVING PENSION BENEFITS UPON RETIREMENT**

Upon retirement the member will have pension income options facilitated through the plan administrator, in accordance with government regulations.

## **11. SURVIVING BENEFITS**

The Ontario Pension Benefits Act requires a 60% joint and survivorship (J&S) pension for your spouse by taking a slightly smaller pension payable for your lifetime. You and your spouse, however, may elect to take a smaller or larger percentage J&S pension or no J&S pension.

If you elect to take a J&S pension of less than 60% the law requires that both spouses sign a waiver form. The selection of a J&S pension is done through the plan administrator at the time of retirement.

## **12. PRE-RETIREMENT DEATH BENEFITS**

If a member dies prior to retirement a lump sum payment of the account balance will be paid out to the spouse or beneficiary as applicable. The spouse has the option of a deferred or immediate annuity or portability.

A surviving spouse and surviving dependents under the DC Salary Plan also receive, at Company cost:

- Prescription drugs at 100% coverage
- Dental Plan coverage until the spouse reaches age 60 or there are no dependent children, whichever occurs last.

In all cases of the death of an employee and/or a surviving spouse, the Company will assist beneficiaries in any way possible.

## **13. TERMINATION OF BENEFITS**

If a member's employment is terminated prior to retirement the company contribution portion of account balance can be transferred to a locked-in vehicle, to purchase an annuity from an insurer or transfer to another registered plan if that plan so permits.

The voluntary account balance can be transferred into a lump sum, annuity purchase or transferred to a Registered Retirement Income Fund (RRIF) or Registered Retirement Savings Plan (RRSP).

## **14. INVESTMENT OPTIONS**

Various investments funds will be available through the plan administrator. These fund options will be reviewed annually and updated as required.

## **15. ADMINISTRATION FEES**

Administration fees, expenses and investment management fees (IMF) are deducted by the plan administrator on a pro-rata basis from each member's account.

## **16. ADDITIONAL EMPLOYEE CONTRIBUTIONS**

The employee is not required to contribute any amount, but can choose to contribute a voluntary fixed, whole dollar amount per pay period to the plan up to the limits prescribed in the Income Tax Act. This amount will not be matched by the Company.

## **17. PLANT CLOSURE**

In the event the Company ceases to operate and you are a member of the DC Salary Plan your company contributions will stop. This benefit will not be pre-funded.

## **18. INTEGRATION WITH GOVERNMENT PLANS**

Although full Canada Pension Plan (CPP) benefits do not become payable until age 65 (unless you become totally disabled), you may take a reduced CPP benefit as early as age 60. Old Age Security is payable at age 65.

## **19. ESTIMATED PENSION CALCULATION**

When you are approaching retirement you can contact the plan administrator or use their online tools in order to obtain an estimate of your pension benefits.