



Recommendations for Changes and Adjustments Memorandum of Understanding

Power Systems Distribution Trainee Career Path

Date: January 31, 2006

Introduction

The Company and Union agree to the following “Trainee” career path. The intent of the Trainee Career Path is to develop employees to meet the future staffing needs. The Trainee classification will be required to advance through the established training at a set time schedule.

The Power Systems Trainee Career Path will fall under the jurisdiction of the Power Systems Joint Apprentices Committee. It is agreed that adjustments or amendments may be made provided there is concurrence from the Joint Apprentices Committee. The Company and Union Negotiating Committee shall review for approval any proposed changes that may have an effect on the intent of the Memorandum of Agreement.

The program will be open to all Distribution and Power Delivery bargaining unit employees through the term of the current MOA. All Trainee jobs will initially be posted in accordance with Paragraph 20 of the MOA through the J-Post System.

Program Eligibility

Successful completion of Climbing School.

Pre-Requisite

Training Scope

The following details the training scope for this program:

Trainee B Classification

- The training will consist of four (4) weeks of Instructor lead and online classroom and field instruction at TMC.
- In addition, the training will consist of eight (8) weeks of on-the-job training (OJT).
- Trainees will return to TMC for approximately two (2) weeks to complete assessments.
- Participants will be required to complete demos at the worksite.

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Training Scope, Trainee B Classification, continued
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- It may be necessary to complete field demos at TMC as agreed to by the PSJAC.
- All off hour training will be conducted on the Trainee's own time.
- The Trainee B rate of pay shall be per exhibit A of the Memorandum of Agreement (MOA).
- After successful completion of assessments, Trainees will progress to the Trainee A classification.

Trainee A Classification

- The training will consist of four (4) weeks of Instructor lead and online classroom and field instruction at TMC.
- In addition, the training will consist of eight (8) weeks of on-the-job training (OJT).
- Trainees will attend Gloving Observer Training at the end of the Trainee A course.

Important Note: When a Trainee completes Gloving Observer Training and s/he works on an Overhead (OH) gloving crew, the Trainee will be relieved as a Ground Worker when performing the work.

- Trainees will return to TMC for approximately two (2) weeks to complete assessments.
- Participants will be required to complete demos at the worksite.
- It may be necessary to complete field demos at TMC as agreed to by the PSJAC.
- All off hour training will be conducted on the Trainee's own time.
- The Trainee A rate of pay shall be per exhibit A of Memorandum Of Agreement (MOA).

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Training Scope,
continued

Transitional Training

Important Note: The following seven (7) points apply only to those Trainees whose career path is that of a Line Specialist.

- The Transitional Training is to be completed once a Trainee A bids for an Apprentice Line Specialist job and prior to entering the Apprentice Line Specialist Program.
- Trainees may or may not move into Transitional Training immediately following Trainee A certification. The scheduling of Transitional Training is dependent on the number of eligible Trainees to form an Apprentice Line Specialist Squad.

Note: An average Apprentice Line Specialist Squad will consist of 14 Trainees.

- Transitional Training will be five (5) weeks at TMC (4 weeks classroom and 1 week observer training).
- In addition, the training will consist of six (6) weeks of on-the-job training (OJT).
- Transitional Trainees will be relieved into Serviceman B Classification for **training and pay purposes only.**
- Trainees while relieving into the Serviceman B will maintain a distance of four (4) feet or more from any exposed, non-insulated and energized lines or parts of equipment operating at voltages higher than 600 volts.
- Trainees will not be required to work on voltages above 600 volts.
- Trainees will be required to work under the direct supervision of a Craft Worker.

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Training Scope, Training Remediation continued

- Trainees who are unsuccessful in completing the training requirements will be given one (1) opportunity to remediate with increased support.
- Trainees will be required to practice on their own time to ensure successful remediation.
- Following remediation, Trainees who are still unsuccessful will be removed from the program and given 45 days to bid a vacant position or be assigned the classification of Helper at their work headquarters.
- The Local Joint Apprentice Committee (LJAC) will monitor the Trainees' progress.

Voluntary Discontinuation in Program Participation

- Either party, with 30 days written notice, may terminate participation in this program after it has been in effect for more than six (6) months.

Testing and Certification

Overall skills test will be conducted throughout the training.

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Job Placement

- Trainees at anytime may bid into any open position in which they have seniority and are qualified to fill.
- Upon successful completion of all training requirements and necessary assessments for Trainee B and Trainee A:
 - The employee will receive a \$1.00 an hour increase in pay and will be permitted to relieve into classifications where qualified.
 - Trainees will be required to bid into a position that they are qualified to fill within 12 months of completion of required training or they will be placed into any open position within 50 miles of their work location.
 - If unable to be placed, the Trainee will have his/her position discontinued and will roll where seniority and qualifications allow.
 - Trainees will be qualified to bid into any of the following Apprentice classifications:
 - > Line Specialist
 - > Cable Splicer
 - > Meter Electrician
 - > Substation Electrician
- Based upon qualification and successful completion of the required training level(s), the Trainee (A or B) may perform work alone, outside the sight and sound of a Craft Worker, based upon his/her determination.
- The ratio of Trainees to Craft Worker shall not exceed one to one (1:1).

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Program Administration

Detailed below are the guidelines by which the Trainee Program will be administered.

- The PSJAC will monitor the on-the-job training (OJT) to ensure that training emphasis is actually on the module being covered.
- The PSJAC will ensure that all identified skills are practiced and documented.
- Instructors will be selected for this program in accordance with the joint agreement regarding the selection of the Distribution Instructor classification.
- Instructors will be paid at the Distribution Instructor rate.

Source/Approval

The contents of this memorandum was provided by the Power Systems Joint Apprentice Committee (PSJAC) and approved by:

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