

# SHOP COMMITTEE

## Local 387

Chairman.....	Jerry Lawson
President.....	T.J. Gomez
Vice President.....	Brian Clendennin
Skilled Bargaining .....	Chris Pfaff
Production Bargaining .....	Mark Tackett
District No. 1.....	Mike Iocoangeli
District No. 2.....	Kirk Yancey
District No. 3.....	Don Kinney
District No. 4.....	John Cartrette
District No. 5.....	Jamie Storm

## REPRESENTATIVES

Health and Safety.....	Mike Woolman
Health and Safety.....	Dennis King II
Benefits.....	Shawn Campbell
Job Security / E.S.S.P.....	James Lawson
Quality / E.R.C.....	Angela Bantom
Ergonomics .....	Mike Lewis
F.T.P.M.....	Tim Parsons
Apprentice Rep.....	Margie Thomas

**EXECUTIVE BOARD OFFICERS**

Financial Secretary.....Mark Petrlich  
Recording Secretary.....Karen Mager  
Trustee Chairman.....Toby Carrier  
Trustee.....Sarah Noble  
Trustee.....Andy Linko  
Guide .....John Wade  
Sergeant at Arms.....Wally Vaughn  
Executive Board Member Production.....Mike Tibbs  
Executive Board Member Production.....Kyle Conners  
Executive Board Member Skilled.....Arnold Miller  
Retiree Chairman.....Frank Eritano

## THE ECPL RULE

**“Whenever a worker has a need to place any part of his/her body in a position on or near machines or equipment where unexpected movement, release of stored energy, energizing of electrical systems, or the flow of gases, fluids or other materials could have potential to injure the worker, then the worker has the RESPONSIBILITY and the AUTHORITY to correctly apply ECPL procedures and shall be held ACCOUNTABLE for that correct application.”**

## GOAL

THE UNITED AUTO WORKERS FORD DEPARTMENT and FORD MOTOR COMPANY are committed to providing an effective training program on the subject of lockout procedures for all employees having a need to lock out that will:

- “Ensure that everything humanly possible has been done by both the UNITED AUTO WORKERS FORD DEPARTMENT AND FORD MOTOR COMPANY to provide all employees having a need to lock out with the knowledge and practices necessary to ensure their safety while working on equipment, and,
- Ensure that all employees having a need to lock out are fully aware of the consequences of failing to follow established lockout procedures.”

### Weingarten Rights

The National Labor Relations Act's protection of concerted activity includes the right to request assistance from Union representatives during investigatory interviews. The Supreme Court declared this in 1975 in *NLRB v. J. Weingarten Inc.* The rights announced by the court have become known as *Weingarten* rights.

The advantages to having your Union representative present include:

- ♦ Discouraging a member from informing on others
- ♦ Serve as a witness to prevent a false account of the conversation
- ♦ Object to intimidation tactics or confusing or misleading questions
- ♦ Warn a member about losing their temper
- ♦ Raise extenuating factors
- ♦ Give advise based on their experience

An investigatory interview occurs when: 1) Management *questions a member* to obtain information; and 2) the member *has a reasonable belief that discipline or other adverse consequences may result.*

Under Weingarten decision, the following rules apply to investigatory interviews:

- ♦ The member can request Union representation before or at any time during the interview
- ♦ When a member asks for representation, the employer must choose from three options:
  1. Grant the request and delay the questioning until the Union representative arrives
  2. Deny the request and end the interview immediately; or
  3. Give the member a choice of a) having the interview without representation or b) ending the interview
- ♦ If the employer denies the request for Union representation and continues the meeting, the member can refuse to answer questions.

The Union representative must be allowed to advise and assist the member in presenting the facts. When the Union representative arrives at the meeting:

- ♦ Management must inform the Union representative of the subject matter of the interview
- ♦ The Union representative must be allowed to have a private meeting with the member before the questioning begins
- ♦ The Union representative can speak during the interview, but cannot insist that the interview be ended
- ♦ The Union representative can advise the member not to answer questions that are abusive, misleading, badgering, or harassing
- ♦ When the questioning ends, the Union representative can provide information to justify the member's conduct

If called to a meeting with Management without being offered representation, read the following when the meeting begins:

**If this discussion could in any way lead to my being disciplined or terminated, or affect my working conditions, I respectfully request that my Union representative be present at this meeting. Until my representative arrives, I choose not to participate in this discussion.**

**Please exercise your rights as Union Members!**

## IMPORTANT PHONE NUMBERS

<u>ACS (Tespe)</u> . . . . .	<u>1-800-248-4444</u>
<u>Attendance Tracking System (ATS)</u> . . . . .	<u>1-866-893-0576</u>
<u>Auto/Home Group Insurance Plan</u> . . . . .	<u>1-586-323-5700</u>
<u>Benefits Rep.</u> . . . . .	<u>734-671-7210</u>
<u>Blue Care Network</u> . . . . .	<u>1-800-691-1099</u>
<u>Blue Cross/Blue Shield (Preferred Plus)</u> . . . . .	<u>1-800-482-5146</u>
<u>Blue Cross/Blue Shield (Ohio)</u> . . . . .	<u>1-800-367-5893</u>
<u>Bruce Miller, Local 387 Attorney</u> . . . . .	<u>1-313-964-4454</u>
<u>Committeeroom</u> . . . . .	<u>734-671-7240</u>
<u>Dependent Life Insurance</u> . . . . .	<u>1-800-742-8215</u>
<u>E.S.S.P. Rep. - Employee Services</u> . . . . .	<u>734-671-7127</u>
<u>Employee Resources (ERC)</u> . . . . .	<u>734-671-7327</u>
<u>Fidelity Investment Services</u> . . . . .	<u>1-800-544-3333</u>
<u>Ford Interest Advantage</u> . . . . .	<u>1-800-462-2614</u>
<u>Ford Motor Credit</u> . . . . .	<u>1-800-727-7000</u>
<u>Health Alliance Plan (HAP)</u> . . . . .	<u>313-872-8100</u>
<u>Health &amp; Safety Rep.</u> . . . . .	<u>734-671-7159</u>
<u>Human Resources Office</u> . . . . .	<u>734-671-7124</u>
<u>International Union, U.A.W.</u> . . . . .	<u>313-926-5000</u>
<u>Job Security Rep.</u> . . . . .	<u>734-671-7127</u>
<u>Legal Services UAW-Ford</u> . . . . .	<u>1-800-482-5007</u>
<u>MEDCO Home Delivery Pharmacy (Active)</u> . . . . .	<u>1-877-782-7862</u>
<u>Medical Department</u> . . . . .	<u>734-671-7251</u>
<u>Midwest Dental</u> . . . . .	<u>313-582-0150</u>
<u>Optional Life Insurance</u> . . . . .	<u>1-800-742-8215</u>
<u>Paramount (MVP)</u> . . . . .	<u>1-800-462-3589</u>
<u>Plant Security</u> . . . . .	<u>734-671-7131</u>
<u>Quality Liaison</u> . . . . .	<u>734-671-7327</u>
<u>Region 1A rep.</u> . . . . .	<u>313-291-2750</u>
<u>Safety Office</u> . . . . .	<u>734-671-7264</u>
<u>SVS Vision</u> . . . . .	<u>1-800-225-3095</u>

Thera Matrix . . . . .1-888-638-8786  
Unicare (John Hancock) . . . . .1-800-843-8184  
Unicare (John Hancock Disability Claim) . . . . .1-800-572-1581  
United Concordia Dental . . . . .1-800-937-6432

**PLANT AND BENEFIT INFORMATION**

**Toll free number 1-800-367-3998**

A-Z-X Plan Pin # . . . . .1-800-348-7709  
Benefits Rep. Shawn Campbell . . . . .734-671-7210  
Delta Dental . . . . .1-800-524-0149  
State Street Bank (Pension) . . . . .1-800-248-4444  
Legal Services UAW-Ford . . . . .1-800-482-5007  
Pension Administrator . . . . .1-800-248-4444  
Social Security Benefits . . . . .1-800-772-1213  
Region 1A . . . . .313-291-2750  
UAW/Ford Retirement Board . . . . .1-800-829-8833  
Local 387 Toll Free Number . . . . .1-800-532-9826  
Workers Comp . . . . .734-671-7267  
Retiree Health Care Connect . . . . .1-877-829-9444  
Audio Net Hearing . . . . .1-877-500-7370  
MedCo Health Solutions (Retiree) . . . . .1-866-662-0274

**RETIREE IMPORTANT**  
**PHONE NUMBERS**

A-Z-X Plan Pin # . . . . .1-800-348-7709  
Benefits Rep. Shawn Campbell . . . . .734-671-7210  
Delta Dental . . . . .1-800-524-0149  
State Street Bank (Pension) . . . . .1-800-248-4444  
Legal Services UAW-Ford . . . . .1-800-482-5007  
Pension Administrator . . . . .1-800-248-4444  
Social Security Benefits . . . . .1-800-772-1213  
Region 1A . . . . .313-291-2750  
UAW/Ford Retirement Board . . . . .1-800-829-8833  
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Audio Net Hearing . . . . .1-877-500-7370  
MedCo Health Solutions (Retiree) . .1-866-662-0274

## ABSENTEEISM

It is recognized that Absenteeism is governed by the National Attendance Program as contained in the UAS/Ford Motor Company Agreement(s). The parties recognize that employees are responsible to report to work as scheduled and will work cooperatively to ensure the terms, conditions & spirit of the National Attendance Program are adhered to with the ultimate goal of improving attendance in the facility.

To ensure that employees are properly coded for absence hours, an employee will be coded in the following situations:

- Employee reports late for work within the first four (4) hours of his/her start time and there is no work available resulting in the employee being sent home for lack of work. The hours the employee is sent home for should be coded "P".
- At the beginning of the shift, a department discovers they have more employees than are required. Due to this situation, some employees request to be excused from their shift. Those employees authorized to leave the plant should be coded "G" for that day.
- When an employee has been reported "AWOL" and it is subsequently determined that an alternate code would be more appropriate, the attendance record should be adjusted accordingly.

Requests from individual employees to review their attendance and/or disciplinary records will be honored on a timely basis, as required by applicable State and Federal Regulations.

When reviewing attendance records, the Company will make every effort to ensure the accuracy of the absence coding for the applicable period as set forth in the National Attendance Program prior to scheduling an attendance hearing for violation of the program.

Complaints that good judgment is not being exercised relative to issues of absenteeism will be reviewed by the Labor Relations Supervisor.

### IN CASE YOU ARE ABSENT

If you are unable to report for work you must properly notify the company by calling 1-866-893-0576. Your call will be recorded and you will be given a confirmation number – make note of it. If this number is busy, CALL in-plant security at 734-671-7131 for a confirmation number.



TIMEKEEPING & WORK ORDER SYSTEM (TWOS)

There will be a daily printout of your previous days pay called a DROT (Daily Report Of Time). You should check your DROT for correct pay and should there be a discrepancy, inform your supervisor. If he/she fails to correct the discrepancy, call your committeeman. Under this system there should be no pay shortages because you will be able to check to ensure you are paid properly each day. In the event you are absent, vacationing, or away from the job, the following absence codes will appear on your DROT:

A—Awol

D—Discipline

E—Excused Absence Allowance

G—Unpaid Voluntary-Early Out

J—Jury Duty

L—Late Arrival-Tardiness

M—Medical Leave

N—40 Hour Balance Out

O—Regular Day Off

P—Unpaid Personal

T—Illness/Injury (1 or 2 days)

U—Unpaid Approved Leave

V—Vacation

X—Justified Emergency Call-Out

Z—Bereavement

7—Military Leave

The following codes require OCM approval:

2—Authorized Strike

3—Unauthorized Strike

4—Layoff Due to Labor Dispute

S—Reduced Customer Demand

B—Machine Breakdown

H—Defective Material/Material Shortage

K—Act of God

Q—Model Change

W—Other

## AIR CONDITIONERS

A program of inspection and maintenance of the break area and office air conditioners is currently in effect and will be continued to assure that such units are in good operating conditions by April 1.

Arrangements will be made to assure that replacement parts for the break area air conditioners will be readily available.

## AISLEWAYS

The Company reaffirms its intention to eliminate congestion in the plant and to maintain adequate access to and from workstations. Plant aisle ways will be maintained in such a manner as not to constitute a safety hazard.

To further aid in alleviating aisle congestion following negotiations, main aisle ways will be surveyed and missing markers replaced so that these aisle way widths are clearly identifiable. Floor stripes will also be surveyed and repainted as appropriate.

Also, following any major rearrange of operations which significantly affects normal traffic routes, new stripes will be painted and/or new markers installed to clearly identify the new aisle ways affected or created. The Company agrees to continue the practice to scrub the inside aisles and outside roadways regularly and as needed to prevent the build-up of dust and dirt.

When it becomes necessary to perform production operations in an aisle, provisions will be made to assure the safety of employees working the area.

Complaints that prompt attention is not being given to valid employee requests that aisle congestion be cleared should be directed to the Safety Engineer for evaluation and corrective action.

## AMBULANCE SERVICE

The Company assures the employees, on all shifts, that ambulance service when required for emergency medical treatment shall be prompt, efficient and expeditious.

## BALER OPERATIONS

This will confirm our discussion during local negotiations in regards to the Baler Operations. As provided in the Ford Motor Company UAW Agreement, Volume I, Appendix P(2), if the Local Union believes it can perform the work competitively in accordance with the criteria contained in the aforementioned provision, it may utilize available resource to submit a business case in writing to the Company.

## ATM

The Company will ensure an ATM continues to be available in the Security Office, provided suppliers of the service are able & willing to do so.

## BASEMENT QUAD HUT

During 2011 Local Negotiations, it was agreed that a Quad Hut would be maintained in the basement.

## BATTERY CHARGING STATION

It is the responsibility of each employee assigned to utilize a battery operated industrial vehicle to park and properly connect their assigned vehicle to an appropriate quick charge station during breaks & lunch. At the end of the shift all industrial vehicles must be parked and properly connected to their assigned charging station.

Quick Chargers will be maintained in such a manner so as to assure safe working conditions.

## BENCHES

Two benches will be maintained outside the hourly lobby.

## BICYCLE PARKING

During the 2011 Local Negotiations, it was agreed that the Company will provide bicycle parking for the convenience of the employees who ride bicycles to work.

## **BIDS - PROMOTIONAL AND NON-PROMOTIONAL**

### **NONSKILLED**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387 that Promotional and Non-Promotional Job Bids are governed by the Ford Motor Company-UAW Agreement Article IV Section 2 and that the following provisions will govern the process for the posting & selection of bids—promotional and non-promotional, non-skilled.

1. When a non-skilled job, is to be filled, the notice shall be posted on the bulletin boards provided for that purpose. Postings for hourly non-skilled classifications will be posted on Wednesday where it shall remain until the following Tuesday.
  - a. Should additional openings occur for the same classification & shift within thirty (30) days after it has been filled, the Company will utilize the original posting list to fill the additional opening(s).
  - b. Temporary openings are defined as those existing for a period of time not to exceed ninety (90) consecutive working days. Temporary openings that exceed 90 working days must be posted as a regular opening.
2. The notice shall contain the following: classification, rate of pay, number of openings, department and shift and any training requirements.
3. Application for the posted opening shall be made on a form provided for that purpose and must be submitted to the Company Labor Relations Office within the time period set forth in paragraph #1 above. A time and date stamp will be available for all employees and shifts for filing applications. Employees will time stamp their application, retain the employee copy, and deposit the remaining copies in the container provided for this purpose.
4. Following the, posting period, the Union will be supplied a copy of the applications received for the opening. These applications will be discussed with the District Committeeperson on the shift by the supervisor.
  - a. When openings occur for Die Set (Set-Up), those employees classified as Utility (Die Set Utility) will be given first consideration based upon knowledge/skills/abilities at the time of the posting.
5. The candidate selected shall be moved to the opening no later than the second (2<sup>nd</sup>) Monday following the date the selection is made. If management can not make the move to the posted job within the prescribed time limits, the employee will be compensated for all monies lost unless the posting has been canceled.
6. When an employee has been placed on a job for which she/he applied and is thereafter disqualified within 30 days of reclassification, or files a written request for removal from the classification with the Labor Relations Office within 30 days of reclassification, said employee shall return to the last classification & Department held prior to the promotional or non-promotional in line with seniority. An employee who is disqualified or requests disqualification after 30 days of reclassification will be reassigned to available work.
  - a) Where an employee requests to be removed as provided in 6 above, said employee shall not be eligible to submit an application for a job for a period of six (6) months.

7. Employees who wish to make application for non-promotional transfer in accordance with this Agreement must apply for the job during the posting period and check the non-promotional box on the application.
  - a. When openings occur in the Material Control Checker / I.L.T.O classifications, those employees classified as Material Control Checker / I.L.T.O will be given first consideration based upon non-promotional transfer requests on file at the time of the opening. Non-promotional transfers of this type are limited to once in a six-month period to maintain the stability of operations. Openings for which no transfer requests are on file will be filled by recall or job posting as appropriate.
  - b. During the course of negotiations, the parties discussed the circumstances relative to the problem of ATMPL and ATWL to be transferred to jobs of a non-promotional basis of equal or lesser pay. In the past, such openings were filled through non-promotional transfers or promotional bids, based on such pay category. This resulted in the ATMPL/ATWL classifications to be disjoined from such job opportunities.
  - c. To better facilitate and broaden the opportunity for the ATMPL/ATWL classifications to be placed into openings which they consider to be more desirable or promotional, based on their preference, the company agrees to change the procedure for filling job openings. Effective with ratification of the agreement, the ATMPL/ATWL classifications will be afforded the opportunity to make bids for either promotional or non-promotional job opening. The applicants will have to make a proper bid, based on the type of posting or opening which is available. They will be considered for these openings, in conjunction with other bids which are made for the same openings. Non-promotional requests between ATMPL and ATWL will be filled when there is a request in both classifications.
  - d. When openings occur for AGV tenders, those employees classified as Industrial Tow Tractor Drivers will be given first consideration based upon non-promotional requests on file at the time of the opening. Openings for which no transfer requests are on file will be filled by promotional job postings.
  - e. When openings occur for ILTO- Crane Operator Radio Controls, those employees classified as ILTO will be given first consideration based upon non-promotional requests on file at the time of the opening. Openings for which no transfer requests are on file will be filled by promotional job postings.
8. Applicants will be given thorough consideration, but this agreement does not in part or total modify the Company's right under the Master Agreement, Article IV Section 2, nor does it preclude the use of the established grievance procedure to protest Management's judgment in promotions.
9. Nothing in this agreement is intended to change any other portion of the non-skilled posting agreement.

## **BIDS - PROMOTIONAL AND NON PROMOTIONAL SKILLED**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387 that Promotional and Non-Promotional Job Bids are governed by the Ford Motor Company-UAW Agreement Article IV Section 2 and that the following provisions will govern the process for the posting & selection of bids—promotional and non-promotional, skilled.

1. When a skilled job is to be filled, the notice shall be posted on the bulletin boards provided for that purpose. Postings for skilled classifications will be posted on Wednesday where it shall remain until the following Tuesday.
  - a. Should additional openings exist on the same skilled classification & shift within thirty (30) days after it has been filled, the Company will utilize the original posting list to fill the additional opening(s).
  - b. Temporary openings are defined as those existing for a period of time not to exceed ninety (90) working days. Temporary openings that exceed 90 working days must be posted as a regular opening.
2. The notice shall contain the following: classification, rate of pay, number of openings, department and shift and any training requirements.
3. Application for the posted opening shall be made on a form provided for that purpose and must be submitted to the Company Labor Relations Office within the time period set forth in paragraph #1 above. A time and date stamp will be available for all employees and shifts for filing applications. Employees will time stamp their application, retain the employee copy, and deposit the remaining copies in the container provided for this purpose.
4. Following the posting period, the Union will be supplied a copy of the applications received for the opening. These applications will be discussed with the District Committeeperson on the shift by the supervisor.
5. The candidate selected shall be moved to the opening no later than the second (2<sup>nd</sup>) Monday following the date the selection is made. If management can not make the move to the posted job within the prescribed time limits, the employee will be compensated for all monies lost unless the posting has been canceled.
6. When an employee has been placed on a job for which she/he applied and is thereafter disqualified within 30 days of reclassification, or files a written request for removal from the classification with the Labor Relations Office within 30 days of reclassification, said employee shall return to the last classification & department held prior to the promotion in line with seniority.
7. Where an employee requests to be removed as provided in 6 above, said employee shall not be eligible to submit an application for a job for a period of six (6) months.
8. Applicants will be given thorough consideration, but this agreement does not in part or total modify the Company's right under the Master Agreement Article IV Section 2, nor does it preclude the use of the established grievance procedure, to protest Management's judgment in promotions.
9. If more than one opening is being filled on a single posting that involved date of entry seniority, all employees selected will receive the same date of entry.
10. Employees who wish to make application for non-promotional transfer in accordance with this agreement must apply for the job during the posting period and check the non-promotional box on the application.

**APPLICATION FOR NON-PROMOTIONAL TRANSFER (TO AN EQUAL  
OR LOWER RATED POSITION OF A DIFFERENT CLASSIFICATION)**

In accordance with Article IV, Section 2(b) of the Master Agreement, I hereby apply for a non-promotional transfer to the Classification of \_\_\_\_\_ in department \_\_\_\_\_.

I understand that the Company retains the right to hire and promote to fill vacancies and that this Application does not limit those rights.

I understand that if I am selected due to this application and accept the job, that I must accept it on the shift where the opening occurs, and that I cannot exercise my seniority for shift preference until the next regular shift adjustment season or shift manpower realignment.

I understand that if I am selected due to this application or if the job is offered to me and I do not accept it that I may not apply for another non-promotional job transfer for a period of six months from the date of my selection. This does not preclude me from applying for promotional posting and that this non-promotional application expires after six months if I am not selected. I also understand this application will only be considered for openings after the date of this application.

If copy is desired, complete in duplicate.

Employee's Signature \_\_\_\_\_

\_\_\_\_\_  
Last Name      First      Seniority      Social Security No.      Current Date

## BREAKDOWNS/EQUIPMENT DOWNTIME

During the course of Local Negotiations, the Union and Company discussed the policy relative to sending employees to lunch or relief due to breakdowns/out of stock or other situations of short-term equipment downtime.

Under normal circumstances, employees directly affected by the breakdown/unplanned downtime will be those sent to lunch or relief first. It is understood that this practice may vary on occasions due to isolated circumstances.

In the event it is believed that operating management is excessively deviating from the above, the appropriate District Committeeperson and Team Manager involved will discuss the subject in an attempt to resolve concerns.

## CHAIN OF AUTHORITY

The Company agrees to continue the principle that the Chain of Authority or Command running from top to bottom must be observed and will insist that this principle be properly applied. The Chain of Authority is defined as the channeling of instructions to employees from Superintendent through the immediate Supervisor. On occasion, it may be necessary for the Supervisor to ask an hourly employee to relay a message to another hourly employee. However, this employee is not to direct the work force or give a direct order. Management, in adhering to this principle, will advise an employee when a change in supervision occurs. The Company agrees to investigate and correct any abuse of this understanding.

## COMPUTERS

During 2011 Local Negotiations, it was agreed that computers will be maintained and made available for Skilled Trades Classifications to use in the course of their duties.

## COMPUTER CONTROLLED VENTILATION SYSTEM

If a decision is made by the Company to install a computer controlled ventilation system in the future, the Company agrees to consider utilization, to the extent possible, within the project specifications, the Company will utilize its seniority employees in the skilled trades in the performance of maintenance and construction work required in the installation of this computerized system.

## CONGESTION

Management in the Material Control Department reaffirms its commitment to give its special attention where legitimate complaints of congestion are evident. Continuing and repeated complaints regarding a particular congested problem will be reviewed by the Company Safety Department and Material Control Department for positive corrective action.



## COVERALLS

During 1999 Local Negotiations the parties agreed that a Coverall Committee will meet as required at the request of either party at mutually agreeable times for the sole purpose of discussing employee complaints related to the condition and availability of coveralls.

The existing 2-piece green coveralls will continue to be available. Additionally, a specific number of flame-retardant coveralls will be provided to the Welder-Generals who typically work in the yard.

Additional insulated coveralls will be provided as agreed.

Supervision will make the necessary arrangements for a temporary pair of coveralls for those employees whose clothing becomes drenched in the performance of their job.

## CRANE INSPECTION PROGRAM

A crane inspection program has been in effect and will be continued as a part of the Company's regular preventive maintenance program.

## DEFINITION OF DEPARTMENTS

This will acknowledge our intention to continue the practice of considering for Shift Preference and Overtime Equalization purpose Press as one department, and Assembly as one department.

## DEPARTMENTAL CHANGES – TRANSFER SHEET

Prior to any adjustments posted on the weekly Transfer Sheet, the Company and the Union will meet concerning the effect of such realignments upon the rights of the affected hourly employees under the Local Shift Preference and Overtime Agreements. All such changes will be posted by noon on Thursday preceding such change. Weekend crew employees who will be transferring to another shift will be provided notification by phone to their number on record upon posting of the transfer sheet. Any changes following the posting will take place a week from the following Monday. The parties also agree that any exceptions to this process would be reviewed with the Labor Relations Supervisor and the appropriate Bargaining Representative from the Union.

## DIE HOOKS

A program has been established to place hooks on dies that do not have sliding bolsters.

## DIE CLEANING

### DRAW DIES AND ADJOINING CONVEYORS

The Company assures the Union that it will continue its program of cleaning draw dies when they are removed. Further, an improved program for cleaning dies, press bolster-plates, transfers, turnovers and production aids will be instituted to assure that they are cleaned as needed, so that they are maintained free of excessive draw compound, oil and grease, consistent with the plant general housekeeping program.

Past model service dies that are heavily greased for storage are normally cleaned prior to being set. Other dies may require cleaning dependent upon the nature of the die and the operation which it performs.

### DIE ROOM DIE REPAIR

In confirmation of our discussion during Local negotiations regarding the subject of cleaning production dies entering the die room for repair, the Union contends that die maker-die tryout employees have been required to work on dirty dies. Although the Company is not aware of any specific instances of this nature involving dies containing excessive draw compound, oil and grease, slugs, etc., if this problem is encountered in the future, the Company will promptly address that problem to assure they are cleaned as needed.

Complaints that supervision are not adhering to these standards of cleanliness may be taken directly to the Labor Relations Supervisor.

## DIE STORAGE

It is the Company's intention to observe the applicable corporate standards involved in die storage areas. The applicable standards will be reviewed with the Union Health and Safety Representative. It is recognized that some areas present unique problems in compliance, however, die storage must be maintained in a manner providing proper safety for the personnel assigned to those areas.

Following the conclusion of 2011 Local Negotiations, supervision will be instructed that the following practice will govern the storage of dies. Draw dies and dies scheduled for revision and/or repair are retained in the plant. When conditions permit, other dies are removed from the plant for outside storage.

## DISCIPLINARY ACTION

The Company believes that employee disciplinary action, when necessary, should serve the purpose of correcting behavior and is not punitive in nature. The Company will ensure that the employee subject to such action is notified within five (5) of his/her working days of the determination that disciplinary action may be necessary. Once notified of the need for a disciplinary hearing, the District Representative will respond within a reasonable timeframe during the shift, to schedule a mutually agreed upon time & date to hold a hearing.

## DISCIPLINE - DISQUALIFICATION WARNING

Except in cases involving unusual circumstances that warrant such action (e.g. safety, critical job, etc.) employees being subjected to discipline will not be formally warned in writing on the #4600 (Disciplinary Action Report) that they may be disqualified..." until the normal progression of penalty imposed is significant.

## DOCK PLATE REPAIR

The Company will establish a program to facilitate the repair of damaged dock plates.

## DOLLY REPAIR AND INSPECTION-AGV & TOW

During 2011 Local Negotiations, the Union expressed concerns about the Company's plan to repair AGV & Tow dollies. The cost effectiveness of completing this repair work in-house had been established in the past. The Company and Union will meet regularly to analyze the costs and to ensure competitiveness to help keep the work in-house.

Dollies and other material handling containers in need of repair will be removed from service and repaired. Material Handling Department personnel have been assigned the responsibility to remove unsafe dollies on a continuing basis.

Dollies and other material handling containers tagged out for repair must be approved by the Material Handling Department before going back into service.

Following the conclusion of Local negotiations, all Industrial Tow Tractor Drivers will be given a safety talk by supervision on the proper procedure for initiating repair to dollies with broken/missing latches on hooks and eyes. Employees will be instructed not to pull dollies with hooks or eyes that are unsafe.

## DRAW DIE SPRAY - CONTROL

During the 1979 Local Negotiations, the Union and Company discussed the problems which develop when draw die sprays are not contained within the die cavity.

Efforts directed at reducing this problem have met with favorable results. The Company recognizes, however, that control of draw die spray is essential to the maintenance of good housekeeping in the plant. To this end, the Company agrees that efforts to contain draw die spray within the die cavity will be continued.

## DUMPSTER AREA

The area in and around the dumpster will be cleaned and deodorized on a regular basis.

## DUNNAGE CONTROL

Sufficient numbers of finger racks will be provided in the production areas so that excess dunnage will be properly placed in them rather than be placed elsewhere. Also, affected employees will be reinstructed in regards to the proper storage of dunnage, and the importance of using the finger rack facilities.

## ELECTRICAL PANEL DOORS

Current safe practices require that the electrical control panels on presses be kept closed. Electrical control panels on presses will be resurveyed to determine to what extent and for what reasons some panels may have been left open, and panel doors that cannot be secured due to damage or missing closure devices will be repaired to assure compliance with safe operating practices.

Furthermore, supervisory personnel will be reinstructed as to the importance of keeping these panels secured and clear of obstacles so as to prevent unauthorized and/or unqualified persons from entering them; it being understood that this message will be forwarded by them to all employees under their jurisdiction.

## EMERGENCY CALLS

To be considered an emergency call, the following procedure must be followed:

- (1) Call Plant Security at Telephone Number: 734-671-7131.
- (2) Identify the employee being called and the person calling.
- (3) State the employee's badge, department number, and Supervisor.
- (4) Briefly state the nature of the emergency.
- (5) Upon receipt of the emergency call, Plant Security will immediately be responsible for relaying the message directly to the employee's Supervisor and the message will not be considered completed until delivered to the employee. Security will be responsible for maintaining a log of such calls with the following information: date, time call received, name of caller, phone number of caller, type of emergency, employee's name and badge number, employee's Supervisor's name, time message is relayed to employee, name of Plant Security representative who handled the call.
- (6) The Supervisor will immediately inform the employee of the emergency and direct the employee to contact the Plant Security Office.
- (7) In the event an employee receiving an emergency call does not contact Plant Security within ten (10) minutes, the Plant Security Shift Supervisor will be notified of the delay and will contact the employee's Supervisor again. If the employee still does not report to Plant Security within ten (10) minutes after the second contact is made with the employee's Supervisor, the Plant Security Shift Supervisor will contact the Superintendent.

## EMERGENCY RESPONSE TEAM

During 2011 Local Negotiations, the Company and the Union acknowledged the continued need for a trained and certified Emergency Response Team (ERT) to ensure the health and safety of the employees at Woodhaven Stamping Plant.

The ERT Steering Committee will continue to meet for the purpose of developing local guidelines for the administration and function of Woodhaven Stamping Plant's ERT.

In addition to ERT UAW team leaders, Committee Members will consist of Company and Union representatives, to be designated, by each party.

The Committee will consider such items as, but not limited to:

- ERT membership criteria
- number of ERT members required per shift
- local emergency action policy and procedures (including annual evacuation drills)
- training requirements
- certification requirements
- recognition system

An ERT member may be required to execute administrative duties for the benefit of the team from time to time and will be asked to do so when the Human Resources Manager and the Plant Chairperson determine it is necessary.

## EMPLOYEE LOANS

Every effort will be made to assure that the higher seniority employees reduced from designated classifications are utilized to fill temporary loans to their last classification within the shift. Labor Relations will maintain and distribute an updated list of employees reduced by classification.

## EMPLOYEE ORIENTATION

The Company will provide the Union with sufficient time during the Company's new employee orientation program for Union affairs. This will be accomplished by use of videotape presentation, pretaped by a designated representative of the Union and approved by the Company.

The current orientation for new employees includes many areas of safety awareness and is conducted jointly by the Company and Union. In order to assure greater emphasis to our new employees in the use of JSA's job safety analysis and the safe and proper method of loading and unloading a press/welding press, sufficient time will be dedicated to these items and the GRASP Basic Ergonomics Video will be shown and reviewed by the instructor with the new employees.

A Unit Committeeperson may be present during the orientation process as indicated above.

## EMPLOYEE REASSIGNMENTS

During 1999 Local Negotiations, it was agreed that the following process would be used to assign work to employees, in Non-Skilled classifications, whose jobs do NOT start at the beginning of their shifts:

- Employees reporting to the same Supervisor, in the same area, in the same classification, will be assigned to work in the area by seniority (irrespective of what DROT the employee is assigned to).
- Line Feeders shall displace employees loaned to Line Feeder assignments within their department before being assigned to available work. For this purpose, Assembly shall be considered one department and Press shall be considered one department. Line Feeders whose jobs go down during the shift shall displace employees loaned to Line Feeder assignments within their basic sub-department (9072 & 9076 for Press; 9092 & 9096 for Assembly) before being assigned to available work outside the sub-department.
- Employees who cannot be placed in accordance with this process will be loaned in accordance with Article VIII, Section 22 of the Master Agreement.

It is understood that the Company and the Union may mutually agree to deviate from this process to address unique situations.

## EMPLOYEE RELIEF

Production employees will be permitted to take a beverage (e.g., pop, coffee, juice, etc.) purchased in the break area during relief periods back to their assigned work area to complete its consumption, taking proper precautions to insure cleanliness and good housekeeping.

This does not in any way change the Company policy and established practice that food and beverages, clothing and other personal property and paraphernalia (e.g., newspapers, magazines, books, storage containers, etc.) is prohibited in the work areas for any reason. Likewise, the preparation of or sale of food or drink on Company premises is also a prohibited activity.

Naturally the parties recognize that it is the responsibility of the individual involved to properly discard their beverage containers. (e.g., cups, cans) into trash containers as soon as possible and practical following the consumption of its contents.

Assurance has been given by the Union that the extension of this privilege to production employees will not require additional personnel or extensive administrative controls based on the mutually agreed to presumption and demonstrated experience that the overwhelming majority of our employees are trustworthy, responsible and have demonstrated that they possess great concern for their jobs and a unique pride in their work place.

Abuse of this privilege by employees in any department to the extent that general housekeeping and/or health and safety conditions are adversely affected would constitute proper cause for discipline and could result in this policy and practice being rescinded.

## EMPLOYEE EMERGENCY RELIEF

It is mutually agreed and understood that, in limited situations, an employee may need to use the restroom outside of his/her normal relief time. In such instances, employees must request individual relief from the supervisor. The supervisor will make every effort necessary to arrange relief in a reasonable time frame. If the supervisor cannot be contacted or relief cannot be provided in a timely manner, an employee may use the restroom, provided that, the equipment/line continues to produce product with the remaining line members. For equipment/lines with only one operator, the aforementioned process is the same, however if relief cannot be provided in a timely manner and the employee must use the restroom, he/she may do so. Additionally, it is agreed and understood that time away is kept to a minimum and is only used for restroom activities. Any suspected abuse of this privilege will be addressed by the supervisor and district committeeperson.

## EMPLOYEE RELIEF ACTIVITIES

During the course of 2011 Local negotiations, the Union voiced concern that in some instances employees complained of harassment during periods they were authorized to be on the mezzanine, in the locker rooms and front offices. Not foregoing the Company's right to make reasonable rules and regulations, the following portion of Article IV, Section 4, of the Master Agreement is reiterated.

An employee shall not be subject to discipline for his/her activities during his/her relief period so long as he/she does not interfere in any way with production, the work of his/her fellow employees and order in the plant, and does not violate plant rules.

## EMPLOYEE TRAVEL EXPENSE

Employees who are leaving the plant on authorized trips where reimbursement for travel expenses will be involved shall be issued a letter explaining the travel expense reimbursement policies applicable to their travel. Employees are expected to file their travel expense report (TER) promptly following the completion of their trip including submission of all receipts associated with the travel and included on the TER per Company Policy.

## EMPLOYEE WORK ASSIGNMENTS

It is the responsibility of supervision to review individual job assignments; and, when in their judgment, in the interest of safety, two (2) employees are required to work together; they will make assignments in this manner.

## EQUIPMENT REPAIRS

During the course of 2003 Local Negotiations, the Union raised the concern that equipment in the plant was not being adequately repaired. The Company reaffirms it's commitment to make repairs, on a timely basis, to ensure that pertinent equipment such as the Shear, Buffalo, saws, drill presses, rolling stock etc. are kept in good working condition.

## ERGONOMICS

The Company and Union agree that job rotation helps to reduce or eliminate potential ergonomic injuries to employees and will continue to rotate employees. In addition, the production line team will be allowed to rotate at any reasonable frequency (e.g. hourly) provided their proposal does not negatively impact safety, quality or productivity.

Ergonomic matting will be provided for those workstations, which require it, as determined by the Process Modification Procedure (7207).

When a decision is made to purchase new equipment or tools a review will be done to determine if replacement purchases can benefit from ergonomic design and application of ergonomic studies. The Local Ergonomic committee and the Union Health & Safety Representative will be leading the study and shall be providing valuable input in this matter.

## FANS

During the 2011 Local Negotiations, The Company agrees to stock high volume fans to facilitate alleviating air flow problems when these conditions exist: Production out-of line conditions, weld check booths, all P/E shops.

It is the Company's intent to continue to maintain roof exhausters in proper operating condition.

Complaints that exhausters are not operating will be investigated promptly and appropriate corrective action will be initiated.

A program of inspection, cleaning and maintenance of fans is in effect and will be continued to assure that they are in good operating condition by March 1 of each year. The Company reconfirmed that we will have a fan service & repair matrix schedule available to be reviewed in the power service utility building. It is the intention of the Company to keep the matrix updated on a regular basis.

The personnel-cooling fans presently installed were strategically located to provide maximum effect; however, should any major plant rearrangement be made, those fans associated with the rearrange will be relocated, as long as the overall air movement is not affected. Such relocations will be reviewed in advance with the Union Health and Safety Representative by the Safety Department, and the Union Health and Safety Representative will survey the locations of the existing fans to determine those fans which are now in obsolete locations due to plant rearrangements. Those fans will be relocated to locations which have been reviewed by the Safety Department and the Union Health and Safety Representative.

During 2011 Local Negotiations, it was agreed that fans will be installed on each of the salvage repair work tables



## PORTABLE FANS

Portable, mounting air circulating fans and yellow 24" fans will be maintained for placement into areas deemed necessary to increase the available air movement, without adversely affecting the overall air movement or decreasing the effectiveness of exhaust systems. With the Q.A. gauge areas, weld check booths and employee cooling areas in mind, the proposed location of these fans will be reviewed by the Union Health and Safety Representative for selection. In addition, portable fans utilized on dollies will be readily available for movement to areas that require additional air circulation.

## FITNESS CENTER

The Fitness Center may be utilized by WSP Employees and will be open Monday through Sunday. It is the responsibility of employees to keep equipment clean and sanitary. The cost to maintain the functionality of Fitness Center equipment & facilities will be covered by the Local Nickel Fund, contingent upon approval of the National Parties. Concerns regarding the Fitness Center should be directed to the designated Local 387 ESSP Representative.

## FIVE-DAY NOTICE

During 2011 Local Negotiations, the Union requested the that Five-Day Notice procedure from the Master Agreement, Appendix B, be included in the Local Agreement.

Our records show that is has been five or more working days since you last worked. If you do not, within 5 working days, (excluding Saturdays, Sundays and Holidays) from the above date, either report to the Employment Office for work or give a satisfactory reason for your absence to the Employment Office in writing or by telephone\*, your employment will be terminated and you will lose your seniority (unless it is impossible for you to comply with the above). If you are unable to work because of illness or injury, and so report to the Employment Office within the time stated above, you will be granted a sick leave of absence to cover the period of your disability upon presenting satisfactory evidence thereof.

To telephone, call \_\_\_\_\_ Ext. \_\_\_\_\_

\* Request call-in code number.

## FLOOR BLOCK REPAIR

In keeping with the plant's policy of safety, a program will be developed to assure that floor block repairs are conducted in a timely manner and/or are properly identified until this work is performed.

During 2011 Local Negotiations, it was agreed that J-Block floors would be scarfed on an as-needed basis.

The Company will intensify its efforts to reduce these areas to a minimum throughout the plant so as to assure safe working conditions. Complaints will be immediately investigated and prioritized so that prompt action can be taken to eliminate the areas of greatest concern first. An area requiring repair because an imminent danger exists will be immediately reported to supervision and the Senior Safety Engineer, and the area will be blocked off from vehicle/employee traffic upon approval of the Safety Department.

In addition, the Safety Engineer and the Union Health & Safety Representative will conduct periodic surveys of the plant to audit the current condition of floor block repair.

## NON-FORD VEHICLE PARKING

The parking spots on the East side of the exit lane in the hourly parking lot will be designated as the Non-Ford Vehicle Parking Area. This area will be clearly marked. The following definitions will apply to this parking policy.

1. Any car or truck bearing a Ford nameplate is exempt from this policy regardless of place of assembly.
2. Motorcycle parking will be unchanged from the current practices and defined parking areas.
3. Snow accumulation during the winter months will serve to redefine the area for this policy, however, it shall continue to be the east side of the hourly parking lot.
4. Sixty (60) days after ratification of the Local Agreement any employee parking a vehicle not in compliance with this policy will be jointly counseled by Labor Relations and the District Committeeperson on the shift. If the employee continues to violate the policy following the counseling session his/her vehicle may be stickered, booted and/or towed at owner's expense.

## GLOVES

Individual lockers will be provided for the purpose of facilitating glove and sleevelet issuance and disposal. Clean gloves will be made available daily and dirty gloves will be removed. If clean gloves are not available, supervisors will maintain a supply of clean gloves and sleeve-lets.

## GRAFFITI

Woodhaven management believes that all employees should be treated with dignity and mutual respect. Management is aware of its responsibility to safeguard its employees from being exposed to materials which are offensive and degrading in nature. However, the employees of the Woodhaven Stamping Plant have a mutual responsibility to ensure that the plant is not defaced with improper pictures or words. Such conditions can create a hostile atmosphere that is not conducive to the smooth operation of the plant. Accordingly, as a result of the talks during negotiations, the Company will take steps to eliminate pictures or writings which are improper and offensive. These areas will include the rest rooms and locker rooms. Complaints will be given immediate attention, and assignments will be made to remove the graffiti. The full cooperation of both Management and the Union are necessary to eliminate this problem.

## GRIEVANCE PAYMENTS – LIST

A list weekly will be provided to the Union showing the grievance payments made during the preceding week.

## HEATER MAINTENANCE

A program of inspection and maintenance of heaters is in effect and will be continued to assure that they are in good operating condition by September 15 of each year.

## HOUSEKEEPING

### GENERAL

The main plant, including all aisles and basement will be maintained in accordance with clean and safe housekeeping practices in such a manner as to assure safe working conditions. To avoid creation of slip hazards, aisles will not be scrubbed at shift change.

To ensure the basement area is properly maintained, the Company will ensure the following items are available and in good working order:

- Drip Pans/Retention Devices
- Portable Sump Pumps
- Absorbent Mats and Dispensers
- Scrap Magnets
- Lighting
- Oil Leaks Repaired in a Timely Manner
- Restroom
- Break Area
- Mops, Buckets and squeegees for employees to use for clean-up of their job area

The Company will continue to fumigate the locker rooms twice per year

### RESPONSIBILITIES

All employees have a responsibility to ensure housekeeping in work areas are maintained in a manner that provides a clean and safe environment. Part of the supervisor's and employee's daily housekeeping responsibilities are to insure that work areas are maintained in a clean and safe manner. In keeping with this plant policy and the discussions during Local Negotiations, safety walks to address good housekeeping principals will continue.

### BREAK AREA AND RESTROOM CLEANING SCHEDULES

The company responsible for cleaning the restrooms and break areas will establish, post and maintain a schedule that communicates timeframes that each area will be cleaned. Periodic reviews will be conducted to ensure that cleaning standards are achieved.

## BREAK AREA - IMPROVEMENTS

During 2011 Local Negotiations, it was agreed that the following break area improvements will be maintained in all designated break-areas (currently #'s 1, 2, 3, 4, 6, LCL, Basement):

- Ice Machines
- Drinking Fountains
- Refrigerators
- Painting
- Air Conditioners
- Ventilation Fans
- Table and/or Chairs
- Heaters

## BREAK AREA EXITS

All designated break areas will be equipped with two (2) entrances/exits.

## PARKING LOT

The parking lot will be cleaned and repaired as required and necessary arrangements will be made to prevent large accumulations of glass and debris. The parties recognize and acknowledge that all employees have a basic responsibility to conduct themselves in a manner conducive to good housekeeping and cleanliness when using the parking lot and that without their full cooperation, the daily conditions desired by WSP employees cannot be attained.

The Company will maintain the current lighting in the parking lot.

## HOT FOOD SERVICE

The Company will continue to provide employees with a hot food service option. The Union And Company will meet periodically to discuss other options.

## INDUSTRIAL LIFT TRUCK AND TRACTOR REPAIR - DEPARTMENT TOOLS

The present practice of providing tools for the Industrial Lift Truck and Tow Tractor Repair Department will be continued. The Company will repair or replace, as appropriate, tools damaged on Company premises from causes beyond the employees' control.

## INDUSTRIAL VEHICLES

Twice daily, industrial vehicles are checked for operational defects (i.e., horns, windshield wipers, lights, seats, brakes, etc.) by their assigned operators, when they are assigned out at the beginning of the shift and when they are returned to the marshalling area at the end of the shift. Any operational defects which are detected are reported to the appropriate supervisor at these times.

Also, at any time during the course of the day that an industrial vehicle operator detects a mechanical or safety defect in the vehicle, the employee should report this immediately to the supervisor for review of the condition. If this review is not satisfactory, the operator may request evaluation by the safety engineer.

Industrial vehicles, which have defects making them unsafe to drive are taken out of service and repaired. Vehicles in the truck repair shop which have been tagged out by the Safety Unit will only be released by the Safety Unit. Industrial vehicles in for repairs, for which a safety repair order has been issued, will only be released by a supervisor having responsibility for truck repair.

Arrangements have been made to clean the vehicle marshalling area on a daily basis during the week.

Steel cabs, heaters, and defrosters will be installed on vehicles normally assigned to outside operations and tow trucks normally assigned to the shipping island by October 1st. should weather conditions in September be exceptionally adverse, the Company will give consideration to the request of the Union to complete winterization at an earlier date.

When a cab-equipped industrial vehicle normally used outside is removed from service, its replacement will also be cab-equipped unless weather conditions do not warrant. Where side panels are missing, they will be replaced.

### AIR-CONDITIONING

All yard Hi-Los, Tows and Revelator equipped with Air Conditioning units, will be maintained.

### DISQUALIFICATION

Upon ratification of the 2011 Local Agreement, vehicle operators who are disqualified or self-disqualify must complete a form 28 in the Labor Relations office. Upon completion of the form 28, the employee must surrender his/her license to the Labor Relations Representative. The license will not be re-issued, until such time as the employee is reclassified to a new position requiring such license

### EXHAUST SYSTEMS

Exhaust systems will be maintained on industrial vehicles with enclosed cabs such that fumes are exhausted away from the cab. Corrective action will be taken on vehicles that are out of compliance.

### GOVERNORS

Industrial vehicle governors will be maintained within the range of seven (7) miles per hour. Attempts by the Company and Union to discover a "tamper proof" vehicle governor that is practical and applicable to our operations will be continued.

Management will direct supervision to reinstruct all vehicle operators to drive safely within the prescribed speed limits.

It is the vehicle operator's responsibility to operate vehicles within the prescribed speed limit.

## INSECT/PEST CONTROL

The Company will review the Union's complaints with the exterminating service vendor to assure correction of any deficiencies in the current insect and pest control procedures. In addition to the semi-monthly exterminating service which is presently provided, special attention will be given to the designated Break Areas.

Should the above action not prove to be adequate, the request that a specific break area be fumigated will be carried out at a time when it can be properly vacated and secured without interrupting normal operations.

### OUTSIDE

Following the conclusion of 2011 Local Negotiations, the Company will institute an insect control procedure. This will include spraying of outside areas adjacent to the plant, including the powerhouse area, during the summer months when conditions permit. Complaints regarding this subject will be promptly investigated by Safety and appropriate action taken.

### RESTROOMS

Plant rest rooms receive regular attention from the insect and pest control service. All plant rest rooms are sprayed for pest control as needed.

## JIG BORER AND JIG GRINDER

In confirmation of our discussions during local negotiations, it is understood that operation of the Jig Borer and Jig Grinder is assigned to the Machinist Specialist classification when he/she is available.

## JOINT HEALTH AND SAFETY MEETINGS

In a continuing effort to resolve Health and Safety complaints, two (2) Company Representatives, one of whom will be an appropriate member of management, will be available upon request to meet with the Union Health and Safety Representative and one other full-time Union Representative. The Union Representative will submit an agenda of the complaints to be discussed forty-eight (48) hours prior to the meeting. The Company agrees to provide the Union Health and Safety Representative with written disposition of the complaints discussed.

It being understood that, in the event that, on occasion, the Union has a specific reason for an additional Union Representative to be in attendance, such request for deviation will be honored.

During 2011Local Negotiations, it was agreed that the Company and Union will communicate key Health & Safety issues across all shifts.

## LADDERS

During 2011 Local Negotiation discussions, the Union expressed concern that an insufficient number of ladders were available and/or ladders were not being returned to the appropriate ladder stations.

To ensure that an adequate number of ladders are available and to facilitate the return of ladders to the appropriate ladder station, the Company agrees that:

- (1) A joint survey of ladders will be conducted and ladders will be provided at each designated ladder station.
- (2) Ladders will be stenciled to identify the ladder station that they should be returned to after use.

## **LEADERS WORKING - TOOL & DIE MAKER**

During the 2011 Local Negotiations, It is mutually agreed between Ford Motor Company, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, , that the following provisions will govern the application of the Leader classification.

- (1) The number of Leaders to journeypeople in the Tool & Die Maker classifications on a shift shall be maintained in such a manner that there shall not be more than six (6) journeypeople to one (1) leader.
- (2) Only journeypeople can be promoted to Leader. Leaders shall carry their full skilled seniority in the classification to the Leader classification.
- (3) No journeypeople shall work in the capacity of a Leader unless so classified. This does not prevent journeypeople from working together on the same job, nor does this prevent journeypeople from training apprentices. Employees classified as Leaders will continue to perform the normal duties of their basic trade where time permits.
- (4) Any trade desiring to remove a Working Leader due to job performance should present a petition to the Unit Skilled Trades Committeeperson indicating the collective desire of the majority of employees in the trade. Upon presentation of such a petition, the Company and Union will negotiate the effective date of the removal of the Working Leader and the posting of a new bid.

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein.



## **LEADERS WORKING - PLANT ENGINEERING**

During the 2011 Local Negotiations, It is mutually agreed between Ford Motor Company, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, that the following provisions will govern the application of the Working Leader classification with the exception of the Die maker and Die Tryout Leader.

1. Those trades that are populated with 40 or more will be eligible for the Working Leader classification
  - i. The number of Working Leaders to journey people will be one (1) leader to every ten (10) journey people
  - ii. The ratio of Working Leaders to journey people will be as close as possible on the shift for classifications with forty (40) or more.
2. In trades that have less than forty (40), there must be at least ten (10) on a respective shift to qualify for one (1) Working Leader within that trade.
  - i. For trades that have less than ten (10) on a respective shift, there will be temporary bids for working leaders when the occasion arises.
3. Only journey people can be promoted to Working Leaders. Working Leaders shall carry their full skilled seniority in the classification to the Working Leader classification.
4. No journey people shall work in the capacity of a Working Leader unless so classified. This does not prevent journey people from working together on the same job, nor does this prevent journey people from training apprentices. Employees classified as Working Leaders will continue to perform the normal duties of their basic trade where time permits.
5. In addition to the normal tasks assigned to their trade, Working Leaders will perform such duties as, but not limited to; determine part requirements for upcoming jobs and/or preventive maintenance of equipment; give line-ups to journey people and apprentices; maintain daily line-up book. In addition, Working Leaders will enter data in the computer system (this task is not limited to the Working leader).
6. During weekend or holiday overtime, when a Working Leader is required, the highest seniority Working Leader scheduled to work, will act as the Working Leader.
7. Any trade desiring to remove a Working Leader due to job performance should present a petition to the Unit Skilled Trades Committee person indicating the collective desire of the majority of employees in the trade. Upon presentation of such a petition, the Company and Union will negotiate the effective date of the removal of the Working Leader and the posting of a new bid.
8. Working leaders will be expected to attend mandatory meetings in their areas of responsibility.

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein.

## LINE FEEDER CLASSIFICATION

The duties of this classification shall include the operation of the Hilo B in addition to the responsibilities previously assigned to the classification of Parts and Material Handler - Extra Heavy.

This classification shall be added to the negotiated Production Occupational Group Seniority Agreement in Occupational Group 2 - Nonproduction. It shall be bracketed as C-2 with the Industrial Lift Truck Operator replacing the Industrial Tow Tractor Operator.

## LOCKERS

### ELECTRICAL PPE

During the 2011 Local Negotiations, the Company and the Union agreed to supply Personnel Protective Equipment lockers for all Electricians to house gloves and facemasks.

### LCL DOCK

The Company agrees to maintain a coat locker in the vicinity of the LCL Dock.

### NORTH END

A sufficient number of lockers will be provided at the north end of the plant in the vicinity of X-35 which may be used by employees assigned to the back yard, or are intermittently required to work outside for short periods, to store coats and hats and other foul weather type gear.

### SHIPPING DOCK

It is understood that the Company will maintain a large standard double door storage locker on the Shipping Dock which may be used by Shipping Dock employees, who are intermittently required to work outside for short periods, to store their coats and hats.

## LOCKER ROOMS

In response to the Union's position that some employees desire additional locker space, upon ratification of this agreement the Company will conduct a locker audit to determine lockers that are no longer in use and existing lockers in a mezzanine locker room will be made available to accommodate them.

## LOCKER ROOMS AND LAVATORIES-MAINTENANCE

Locker rooms and lavatories will be maintained in a state of cleanliness consistent with manufacturing operations. To ensure this state, particular emphasis will be placed on the following areas on a Monday through Friday basis.

- Checking and filling of paper towels, toilet paper and hand soap.
- Removal of used towels from waste containers and picking up towels off the floor.
- Cleaning and disinfecting of toilet bowls, urinals and fixtures.
- Cleaning of wash basins, circular and semi-circular wash facilities.
- Sweeping and mopping of floors.
- Cleaning of walls, partitions and mirrors.

The Company will conduct a periodic audit of these facilities to assist in meeting the above criteria.

## VENTILATION

During the 2011 local negotiations, the Union raised its concerns relative to ventilation in the locker rooms. The Union stated that there was an air circulation problem, and indicated their desires that corrections be made. Routine and normal maintenance should assure that the ventilation system is brought up to and maintained at a fully operational condition.

Wall mounted fans will be installed or replaced as necessary in locker rooms.

## LOCKOUT PROCEDURE

All required safety equipment, including provisions for lockout must be on the equipment before employees are required to work on such equipment if the start of the equipment either by him/her or another person would cause injury.

Instances where a particular machine requires “lockout” at more than one (1) location will be so identified as "multiple lockout required”.

## LOW-MAST HI-LO

During the 2011 Local negotiations, the Union expressed a concern regarding the lack of availability of a low masted hi-lo for use by maintenance personnel in the basement. The Company agrees to provide access to a hi-lo capable of performing the work in question.

## MAGNIFICATION LENSES FOR BURNING GOGGLES

Magnifying lenses will be provided to Tool and Die and Plant Engineering and will be available for us on specialized burning jobs upon the request of the Welder when authorized by his/her supervisor. These goggles will be of the single lens variety.

## MATERIAL HANDLING CONTAINERS

Following the conclusion of Local negotiations, instructions shall be issued to all appropriate hourly and salaried employees concerning repair procedures for material handling containers.

Repair tags will be made available to tag defective material handling containers. In addition, a communication will be sent to all appropriate hourly and salaried employees instructing them not to remove properly affixed repair tags.

## MATERIAL HANDLER OVERTIME COORDINATOR

To facilitate the coordination of the proper scheduling and charging of overtime opportunities in the Material Handler classification, in accordance with the provisions of the Non-Skilled Overtime Agreement, the Company will assign this coordination to one (1) member of management per shift.

## MATERIAL HANDLING DEPARTMENT (MP&L)

Within the MP&L Department (DROTs 0260 and 0220), ILTO employees will be consolidated into one DROT. Employees in this DROT and on the same shift will be placed in the same Overtime Equalization Group. Should it become necessary to loan employees from one classification to another classification, such assignment will be made as described by the UAW-Ford National Agreement, Volume I, Article VIII, Section 22.

## MEDICAL CLEARANCE

As provided by the Ford Motor Company UAW National Attendance Program, Employees returning to work following a period of medical leave requiring a physical examination must do so prior to their return to work. In those cases involving medical restrictions, the medical clearance must be performed by the Plant Physician prior to the employee returning to work.

## MEDICAL INTERVIEWS

No one other than authorized medical personnel will be permitted to interview an injured employee while he/she is being treated by the plant Medical Section, unless such interview is required to determine the specific cause, nature and/or extent of the injury, to remove an imminent danger or to aid in treatment of the injured employee and is authorized by the appropriate medical personnel.

All other requests to interview an injured or ill employee will be conducted only after the employee has been treated, and would not adversely affect the employee's welfare.

## MEDICAL NURSE AVAILABILITY

Under current arrangements, when the required work force on each shift is significantly less than normal, occasionally a nurse has been scheduled to work on weekends because of our concern for the health and welfare of our employees. This practice of providing the services of a nurse during such occasions will be continued to assure that adequate emergency medical coverage is provided. Complaints relative to the services provided may be taken up directly with the Labor Relations Supervisor.

## MEDICAL PASSES (FORM 5152)

Employees who claim to be unable to continue working because of the minor illness, including heat stress, will be issued a pass (Form 5152) at their request after being examined by Medical Department personnel. Only those employees who in Medical's judgment require additional personal treatment will be required to submit satisfactory medical evidence (Form 5166) that they are able to return to work before being allowed to return.

Complaints that prompt attention is not being given to employee requests will be reviewed by the Employee Relations Department and corrective action will be taken.

## MEDICAL LEAVE

If you should become disabled you must place yourself on Medical Leave of Absence the first day of the leave. Contact the Medical Department by phone 734-671-7251 and Unicare at 1-800-572-1581 to get your medical leave package sent to you.

The attending Physician report form No. 5166 must be properly completed and returned to the plant Medical Department prior to the 14<sup>th</sup> day from the date of starting the leave.

Medical leave constitutes being off work 3 days or more.

In order to receive your A & S benefits, you must file a claim with Unicare 1-800-572-1581. The forms must be returned within 20 days of the date of disability or your claim will be disallowed. Return to work form a medical leave can only be done Monday through Friday.

## MEDICAL TREATMENT OF INDUSTRIAL INJURIES

Treatment of plant injuries will be made in accordance with Article IX, Section 15 of the Master Agreement. The medical facility will designate and post hours which the doctor is available for consultation or treatment for personnel on all shifts.

## MESH SCREENING - TOW TRUCK GUARDS

A program will be instituted to provide overhead guards on tow trucks purchased for replacement of the existing fleet. Wire mesh screening will be provided in the back area of these guards.

## MICROWAVE OVENS

A microwave oven will be maintained in each break area where sandwiches are being vended. Included in the available selection of sandwiches, will be sandwiches properly prepared for use in these ovens. Management will maintain the ovens consistent with accepted standards of cleanliness. The Company and the Union recognize and acknowledge that all employees have a responsibility to properly utilize these ovens and that only items properly prepared for these ovens are to be heated in them. This cooperation is necessary for the health and safety of all employees and to insure that the ovens are available in good working order. As a result of the understanding reached in the 2011 Local Negotiations, the Company agrees to maintain one (1) back up Microwave oven to be available as a replacement. Locations agreed to: Break Area #1, #2, #3, #4, #5, #6

## MIRRORS

Following any major rearrange of operations, which significantly affects normal traffic routes, a joint safety survey will be conducted to ascertain the need for intersection mirrors.

## MISSED TAG RELIEF

Continued efforts will be made assuring that eligible employees are given their proper tag relief as provided for in the Master Agreement on a timely basis, including those employees working overtime.

Complaints that employees have not been afforded proper relief will be promptly investigated by Labor Relations.

## MOTORIZED SCOOTER - UNION USAGE

The present Safety Cart will be redesignated for use by the Union Committee when it is replaced with a new unit.

## NEWSPAPER STANDS

Newspaper dispensing machines will be located at the south end of the Security Building. These machines are available to employees only before or after their respective shifts or during their lunch periods.

## NEW MODEL TOOLING WARRANTY – BUYOFF

During the 2003 Local Negotiations, it was agreed that when New Model Tooling Warranty buyoff work is required, that the Skilled Trades Bargaining Committee person will be notified and a discussion will be held to determine and mutually agree if Woodhaven Stamping Plant Die Tryout will be required to follow or review tooling at the receiving location.

## NEW TECHNOLOGY: LOCAL TRAINING AND DEVELOPMENT

During negotiations, the Local Union expressed its concerns regarding the rapid advancement of new and changing technology and especially the need to train and/or retrain all of our employees to effectively meet this challenge.

In view of the parties interest in affording maximum opportunity for employees to progress with advancing technology, management is receptive to the idea that appropriate specialized training programs should be identified and implemented as soon as practicable so that our employees will be fully prepared to handle the responsibilities these new challenges will create.

Recognizing the Company's express rights under Article IV, Section 1, and other provisions of the Agreement, the parties mutually agree that employee appeals may be directed to the Unit Chairman and Labor Relations Supervisor for review.

## NOISE ABATEMENT

In accordance with the Company letter to Mr. Ken Bannon dated October 4, 1979: Management will review with the unit health and safety representative in sufficient detail, the noise abatement programs currently in effect and those it is planning to undertake. Management will supply this information to the unit health and safety representative in writing, with the understanding that the representative will have ample opportunity to discuss the noise abatement program with management and make recommendations designed to improve upon it.

Noise is recognized as an issue by the Union and the Company. It is proposed to incorporate the noise abatement challenge with the current Woodhaven Stamping Plant Ergonomics Committee to give it ample consideration and provide the parties of this committee the opportunity to discuss the noise abatement issues and make recommendations designed to improve upon it. This means will afford top visibility to the noise issues by all levels of Management and Union leadership.

## NON-PRODUCTION STORES

This is to confirm our conversation of Monday, December 20, 1965, relative to Non-Production Stores as follows:

The classification of "Checker-Receiving" will not be utilized in Non-Production Stores Department and the duties of that classification will be performed by employees classified as "Crib Attendant - Head Tool".

## NOTICES - COMMITTEE ROOM BULLETIN BOARD

The bulletin board will be maintained outside the committee room. This Bulletin Board will be used for all current flyers and Union activities.

## OIL AND AIR LEAKS - PROGRAM

The Company will intensify its efforts to reduce oil and air leaks to a minimum throughout the plant so as to assure safe working conditions. In this regard employees will be regularly assigned to make repairs and keep the area safe and clean. Repair of oil and air leaks records and the names of Hourly Personnel assigned to this program will be maintained in the Plant Engineering Office. These records will be available for review upon request to the Union Health and Safety Representative. The program of inspection and maintenance currently in effect will also be continued and rigidly enforced with particular emphasis on oil conditions in the plant basement. Complaints will be promptly investigated, and where necessary, corrective action will be taken promptly. Upon request the Company Safety Engineer will conduct a tour of inspection with the Union Health and Safety representative to determine the current status of oil and air leaks in the plant.

## OUTSIDE CONTRACTING ISSUES

During the 1996 Local Negotiations, the issue of outside contracting notification was discussed at length. In an effort to ensure all relevant considerations have been reviewed by the parties, the advance notification and clearance procedure will be utilized as a planning tool. The parties acknowledge that failure to comply with the provisions of the Collective Bargaining Agreement with the respect to outside contracting could result in a grievance, protesting the contemplated outside contract, including a possible strikeable issue grievance.

The company is keenly aware of the concerns of the Union relative to disputes arising from outside contractors performing work in the plant. Moreover, those instances when proper notification is not given when contractors are being brought into the plant, also this creates a negative impact on the work force. Therefore, concurrent with this agreement, the company will provide and give immediate attention to those circumstances when contractors are working without a proper clearance. Each case will be dealt with based on the circumstances and work involved.

## OUTSIDE VEHICLES - CABS

When a cab equipped industrial vehicle normally used outside is removed from service, its replacement will also be cab equipment unless weather conditions do not warrant.

## **OVERTIME - APPRENTICE**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, at Woodhaven, Michigan that the following provision will govern the overtime apprentice agreement.

- (1) In the event weekend and holiday overtime is scheduled in the skilled classifications, every eleventh employee scheduled in that classification and department and shift shall be an apprentice from that classification, department and shift. If ten journeypeople or less are scheduled for weekend and holiday overtime, no apprentice shall be brought in except as provided herein.
- (2) In those skilled classifications where there are less than ten journeypeople on a shift and there is an apprentice on course, the apprentice may be offered the weekend and holiday overtime opportunity when all journeypeople on the classification and shift have been offered the weekend and holiday overtime opportunity.
- (3) When all journeypeople by classification in the department on a shift have been scheduled for weekend and holiday overtime, apprentices may be scheduled in excess of the provisions of paragraph 1 above. Apprentices may be offered cross shift overtime opportunities on weekends and holidays only after all journeypeople in the classification have been offered the opportunity to work.



- (4) Apprentices shall not be considered for weekend and Holiday overtime opportunities until they have completed 300 hours on course. When eligible, they shall be charged the number of overtime hours equal to that held by the apprentices with the highest number of overtime hours on the classification, department and shift where they were working. Apprentices shall assume the number of overtime hours equal to that held by the apprentices with the highest number of overtime hours on the classification, department and new shift when transferring from one shift to another.
- (5) The local J.A.C. shall notify the department when an apprentice accumulates 300 hours on course and is eligible for weekend and holiday overtime.
- (6) If, for any reason, apprentices are not scheduled as outlined above, additional apprentices may be scheduled in excess of one (1) apprentice to each ten (10) journeypeople on the following weekend the journeypeople are scheduled.
- (7) With respect to daily overtime, apprentices may be scheduled when all journeypeople in the classification, department and shift are scheduled for daily overtime. Apprentices may not, however, be scheduled to work overtime in excess of the overtime scheduled for the journeypeople. Apprentices may be excused from daily overtime on their school days upon specific request by the apprentice.
- (8) The maximum overtime opportunity to be scheduled and charged to any apprentice on any day will not exceed a twelve hour shift. Apprentices voluntarily accepting opportunities in excess of a twelve hour shift will be charged for all hours worked.
- (9) Apprentices will not be assigned to tool machines unless all Machinists have been scheduled. Apprentices will not be assigned to Machinists Specialist machines unless all Machinists Specialists have been scheduled.

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement or (b) any extension of the November 3, 2007 Collective Bargaining Agreement (other than an extension for a temporary or indefinite period) and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein.

This agreement is signed subject to the approval of the National Ford Department of the UAW and the Union Affairs Staff of the Company.

## OVERTIME NON-SKILLED

During the course of 2011 Local Negotiations, it was mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, that the following provisions will govern the Non-Skilled Overtime Agreement.

1. Overtime will be scheduled as provided by Volume I Article IV Section 6 of the Ford Motor Company UAW Agreement. Additionally, Overtime will be equalized within a department by classification and shift, and scheduled in such a manner that the spread of overtime hours between employees within their classification, department and shift will not exceed thirty-six (36) hours.
2. All reasonable means will be employed to equalize overtime between shifts in line with this agreement. In this regard to avoid extraordinary imbalances of overtime hours between shifts, the Union may bring to the attention of the Company when overtime hours of one shift are inordinately higher than the hours of another shift. The Company will make efforts to assign additional overtime to the low shift. These Company efforts will include shifting daily overtime from one shift to another, scheduling unequal amounts of daily overtime on the shifts, and working the low shift on weekend/Regular Day Off (RDO) overtime and not the high shift, if schedules and requirements of plant operations permit.
3. In attempting to achieve equalization of overtime opportunities, Management agrees to the principle of scheduling the employee with the lowest number of accumulated overtime hours. In implementing procedures to accomplish this principle, scheduling will be accomplished as follows:

In keeping with the 36 hour spread referred to in paragraph 1, employees lowest in overtime hours in the classification on the shift will be scheduled to work daily overtime. In keeping with the 36-hour spread referred to in paragraph 1, employees lowest in overtime hours in the classification on the shift will be scheduled to work weekend/RDO overtime. When scheduling daily or weekend/RDO overtime, employees with the lowest overtime hours on Monday of each week will be scheduled for all overtime hours to be worked through Sunday, not to exceed 12 hours worked per day. These hours are determined by the regular Overtime Equalization Report issued on Wednesday preceding the start of the schedule period.

It is recognized that in the case of daily overtime some instances may occur where another low houred employee will be scheduled. Complaints that good judgment is not being exercised in this regard will be reviewed by the Labor Relations Supervisor

The maximum overtime opportunity to be scheduled and charged to any employee on any day will not exceed a twelve hour shift. Employees voluntarily accepting opportunities in excess of a twelve hour shift will be charged for all hours worked.

4. A record of all overtime charges will be maintained and shall be posted on bulletin boards provided on the plant wall of the Production Office, no later than 12 noon Wednesday of each workweek. The Union will be afforded electronic access to this overtime report. Any protest by an employee concerning the accuracy of this record must be made within one week of its posting.

5. New hires, rehires and reinstatements shall be charged a number of hours equal to those possessed by the employee with the highest number of hours on the same classification and shift within his/her department.
6. For the Christmas - New Year's Holiday, Thanksgiving Holiday, and Easter Holiday periods, employees with the lowest hours in an equalization group will be afforded all overtime opportunities during the holiday period.
7. All overtime opportunities will be charged at the applicable premium. An employee who is not at work for any reason, and who otherwise would have been scheduled to work will be charged for the lost time overtime opportunities at the applicable premium except as provided below:
  - a) An employee will not be charged for daily overtime refusal if the Overtime was offered in the last one (1) hour of the shift.
  - b)
    1. Those employees who are scheduled and accept weekend/RDO and holiday overtime work, but fail to report for such overtime shall be charged at twice the applicable rate for such opportunity but no more than the highest accumulated hour. Double charges shall not be made where 100% schedules are in effect.
    2. Those employees who decline daily overtime in the first four (4) hours of the shift, will be charged at the applicable premium, while those employees who are scheduled for daily overtime work, but fail to report for such overtime (unless excused by their supervisor) shall be charged at twice the applicable rate for such opportunity, but no more than the highest accumulated hour. Double charges shall not be made when 100% schedules are in effect.
  - c) Employees scheduled for Saturday and Sunday, who has an option to refuse, will be charged for both Saturday and Sunday. Employees scheduled for Saturday only, and who have an option to refuse, will be charged for all overtime opportunities for that day not to exceed 12 hours worked. The employee will not be charged for Sunday if scheduled on Saturday.
  - d) Daily/weekend/RDO overtime for days on which the employee is:
    1. Receiving Bereavement Pay or during a weekend/RDO which occurs in the three-day period as defined in Article IV IX, Section 19, of the Master Agreement (Bereavement Pay).
    2. Serving on Jury Duty.
    3. Paid Union Leave
    4. Solicited by phone at home after employee's normal work hours and refuses
    5. While on approved short term military duty
  - e) Daily or weekend/RDO overtime for temporary layoff as defined in Article VIII, Section 21, of the Master Agreement provided the layoff is not longer than one (1) week in duration.

- f) Employees transferred for a period of three (3) weeks or less as a result of a temporary layoff, as defined in Article VIII, Section 21, of the Master Agreement shall not be charged for lost overtime opportunities in their previous department and/or classification. In the event an employee returns to the same overtime equalization group at the conclusion of the layoff period the employee shall revert to the same overtime hours held prior to the transfer plus any hours charged during reclassification.
- i) The current practice within the Material Department of allowing drivers to be excused from weekend/RDO overtime so long as available drivers from other departments volunteer to work as replacements will be continued. It being understood that this arrangement is not intended to expand any of the requirements of the overtime equalization agreement. The excused MPL Driver will be charged accordingly.
- j) In the event an occasion arrives when the Union feels this procedure is not being observed, The responsible member of management and Labor Relations Supervisor will meet with the appropriate Bargaining Committee Representative to discuss alleged deviations to the process and develop a plan to come into compliance if necessary. When developing weekend/RDO overtime for Line Feeders to service production, the present procedure of giving consideration to the higher seniority employee to work such overtime within his/her normally assigned work area (sub-section) will be continued. Late schedule changes may need to be effected without regard to the respective seniority of the employees.
8. Loaned employees shall be charged with overtime on their own overtime list.
9. a) Employees placed on light duty assignment by the Medical Department will be charged for overtime opportunities lost due to such medical restrictions.
- b) If it is known in advance that overtime work will be available, employees with medical restrictions due to industrial injury, will be scheduled to work, in accordance with this agreement, when a 100% schedule is in effect.
10. Weekend/RDO overtime schedules will be posted in a prominent location in the plant by lunchtime of each respective shift on Thursday of each week. Any additions or deletions to the weekend/RDO overtime schedule made during the last four (4) hours of the day prior to the overtime day will be accomplished by personal notification to the employees affected. In the absence of such personal notification to those employees added to the schedule, the employees will not be charged. Daily overtime schedules for the following week will be posted in a prominent location in the plant by lunchtime on Thursday for each respective shift.
- 3 Crew
    - A Crew will canvass on Monday & Tuesday and post the overtime schedule within the first two hours of the shift on Thursday
    - B Crew will canvass on Tuesday & Wednesday and post the overtime schedule within the first two hours of the shift on Thursday
    - C Crew will canvass on Friday & Saturday and post the overtime schedule within the first two hours of the shift on Sunday

- 5x8

--All shifts will canvass on Monday & Tuesday and post the overtime schedule within the first two hours of the shift on Thursday

The Company will maintain a copy of all daily and weekend/RDO postings and canvass sheets by Classification/Department and Shift and the Union will be furnished electronic copies of all overtime schedules & revisions, prior to such overtime being worked.

11. The Union expressed great concern regarding the issue of employees who have left the plant following their shift of work on their last scheduled workday prior to a weekend/RDO are being notified at home that the weekend/RDO overtime schedule has been revised and their particular schedule has been canceled. This is to assure that all reasonable efforts are exerted to secure proper overtime scheduling and with the exception of unforeseen circumstances or incidents, phoning employees at home to cancel weekend/RDO overtime, should not be required. Complaints that good judgment is not being exercised in this regard may be reviewed by the Unit Committeeperson with the Human Resources Manager.
12. Except in emergencies or breakdowns, an employee shall be notified of required overtime work not later than the completion of his/her last hour of work on the day preceding such overtime.
13. The notice provisions in this section shall also apply to the resumption of overtime work whenever there is a break in the overtime schedule.
  - a. Employee(s) on a daily overtime schedule who are sent home by management without working overtime will be considered as having their overtime schedule broken. As a consequence of the interruption in the overtime schedule, these employees so affected must be notified of future overtime schedule requirements.
14. Sunday work force shall be made up of employees working Saturday, before additions are made to the Sunday schedule.
15. When scheduling daily and weekend/RDO overtime, if less than 100% of the employees on a classification in a department on a shift are scheduled and as long as a replacement can be secured, employees will be excused but will be charged accordingly. Should no qualified replacement be found, the lowest houred employee in the classification in the department on the shift must work.
  - a. When there is advance knowledge of planned absence, the Company will make every effort to schedule daily overtime by Saturday of the prior week.
16. There will be no crossing of shifts for the purposes of overtime equalization.
  - a. The Company will make every effort not to circumvent an entire shift through overtime scheduling on RDO's or holidays. However, this may be necessary in some cases for equalization of overtime purposes.
  - b. During periods of 100% daily and weekend/RDO overtime, employees will be allowed to provide relief for employees in other classifications requesting to be excused. Employees, who work in other classifications, departments or shifts in these situations, will not be charged for the overtime hours worked or refused. When adding Sunday

work, from the Saturday workforce, Management will canvass the volunteers starting with the lowest hour employees.

17. Employees forced to work on two (2) or more consecutive weekends may opt to assume high hours on the shift.
  - a. When scheduling a forced Saturday, and the department discovers they have more employees than required at the beginning of the shift, those employees who were forced to work shall be excused in the reverse order of the force. In these cases departments 92 shall be considered one (1) department and departments 72 shall be considered one (1) department
  - b. The Company agrees to make every effort to avoid scheduling 100% forced overtime situations in conjunction with Monday or Friday holidays.
  - c. Management will not force a Saturday or Sunday or any RDO's if on an AWS schedule, for employees who have four (4) hours paid vacation or paid excused absence day pre approved, for Friday or Monday/day before or day after RDO days. Employees scheduled as such must work the balance or the shift not scheduled off.
18. An employee who is reclassified, transferred to another department, or another shift will assume the highest hours on the classification on the shift to which assigned.
19. Employees will be charged for all overtime opportunities while away from the plant on company business. If the out of plant assignment is greater than two (2) weeks in length, they will be transferred to an administrative department report and will be treated as a new transfer upon their return to the plant.
20. Effective with this agreement overtime equalization hours will revert to relative '0' hours effective the first pay period of January each year of this agreement.
21. All overtime hours paid through the grievance procedure will be charged at the applicable premium.
22. Overtime schedules will be posted on clean locked glass (or similar material) enclosed boards and will reflect the date and time posted.
23. Daily overtime may be scheduled in advance (i.e. solicit for an entire week), but it is understood, that an employee can decline a daily overtime assignment in the first four (4) hours of the shift preceding the assignment, unless a 100% schedule is in effect.

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement or (b) any extension of the November 3, 2007, Collective Bargaining Agreement (other than an extension for a temporary or indefinite period) and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein.

In accordance with Article IV, Section 6, of the Master Agreement, pertaining to overtime, this agreement is signed subject to the approval of the National Ford Department of the UAW and the Union Affairs Staff of the Company.

## OVERTIME - SKILLED

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, that the following provisions will govern the Local Skilled Overtime Agreement.

1. Daily and weekend overtime shall be equalized by classification and shift and scheduled in such a manner that the spread of overtime hours between employees within their classification and shift will not exceed thirty-six (36) hours.
  - a. In attempting to achieve equalization of overtime opportunities, Management agrees to the principle of scheduling the employee with the lowest number of accumulated overtime hours. In the implementing procedures to accomplish this principle, scheduling will be conducted as follows:
  - b. In keeping with the 36 hour spread referred in paragraph 1, employees lowest in overtime hours in the classification on the shift will be scheduled to work daily, weekend, and holiday overtime. When scheduling overtime, employees with the lowest overtime hours will be scheduled for all overtime hours to be worked. These hours are determined by regular Overtime Equalization Report issued each week. The Overtime Equalization Report on Wednesday shall be used to schedule overtime commencing with the following Monday through Sunday period. It is recognized that some instances may occur where another low houred employee will be scheduled for purposes of job continuity. Complaints that good Judgment is not being exercised in this regard will be reviewed by the Labor Relations Supervisor.
  - c. The maximum overtime opportunity to be scheduled and charged to any employee on any day will not exceed a twelve-hour shift. Employees voluntarily accepting opportunities in excess of a twelve-hour shift will be charged for all hours worked.
2. All reasonable means will be employed to equalize overtime hours between shifts in line with this agreement. Company efforts will include shifting daily overtime from one shift to another or scheduling unequal daily overtime from one shift to another or scheduling unequal amounts of weekend overtime where schedules and requirements of plant operations permit.
  - a. When such efforts fail to maintain the overtime hours at a spread 52 hours or less between the shifts, shift crossing procedures as outlined in paragraph 3 below will become effective for purposes of overtime equalization. These procedures would be discontinued upon reaching a spread of 52 hours or less. The spread is determined by the high hours of the respective shifts.
  - b. The Company will make every effort not to circumvent an entire shift through overtime scheduling on Saturday, Sunday or holidays. However, this may be necessary in some cases for equalization of overtime purposes.

3. When shift crossing is required, the lists for each of the shifts for a classification will be combined for purposes of scheduling weekend and/or Holiday overtime. Lowest houred employees will be scheduled for their assigned shift while higher houred employees will be scheduled to cross shifts. There will be double crossing of shifts for the purpose of overtime equalization. Employees opting to cross shifts must comply with paragraph 11 below.
4. A record of all overtime charges will be maintained and shall be posted, in the hourly employee lobby no later than Noon Wednesday of each workweek. The Union will be supplied access to this overtime record. Any protest by an employee concerning the accuracy of this record must be made within one (1) week of its posting.
5. New hires, rehires, and reinstatements shall be charged a number of hours possessed by the employee with the highest number of hours on the same classification and shift, plus 1/10.
6. An employee reclassified and/or transferred will assume a number of hours equal to those possessed by the employee with the highest number of overtime hours in the classification and shift, plus 1/10.
  - a. Overtime groups that continue to cross shift for overtime equalization will have adjustments made to maintain their hours following transfers for shift changes. (Accumulated hours go with employee.)
  - b. This provision shall not be applicable to those employees reclassified or transferred for a period of three (3) weeks or less. They shall revert to the same hours held prior to the reclassification, or transfer.
  - c. Employees will be charged for all overtime opportunities while away from the plant on company business. If the out of plant assignment is greater than two (2) weeks in length they will be transferred to an administrative department report and will be treated as a new transfer upon their return to the plant.
7. Overtime opportunities will be charged at the applicable premium.
8. An employee who is not at work for any reason, including vacation and temporary layoff, as defined in Article VIII, Section 21, of the Master Agreement, and who otherwise would have been scheduled to work will be charged for the lost overtime opportunities at the applicable premium except as provided below:
  - a. An employee shall not be charged overtime hours for days while on approved short-term active military duty, such as annual summer encampments, training cruises and mandatory weekends.
  - b. An employee will not be charged with daily overtime refusal if the overtime was offered in the last one (1) hour of the shift.
  - c. Employees scheduled for Saturday and Sunday, who have an option to refuse, will be charged for both Saturday and Sunday. Employees scheduled for Saturday only, and who have an option to refuse, will be charged for the Saturday, but will not be charged for the Sunday, if scheduled on Saturday. (Includes employees on Vacation.)
  - d. Daily overtime for days on which the employee is:
    1. Receiving Bereavement Pay
    2. Serving on Jury Duty



- e. A weekend which occurs in the three-day period as defined in Article IX, Section 19, of the Master Agreement (Bereavement Pay).
  - f. Those employees who are scheduled and accept weekend and Holiday overtime work, but fail to report for such overtime, shall be charged at twice the applicable rate for such opportunity, but no more than the highest accumulated hours on the shift. (Double charges shall not be made where 100% schedules are in effect.)
  - g. Employees solicited by phone after scheduled work hours that refuse will not be charged.
9. All overtime hours paid through the grievance procedure will be charged at the applicable premium.
  10. Employees placed on light duty assignment by the Medical Department will be charged for overtime opportunities lost due to such medical restrictions.
  11. An employee whose medical restriction is due to an industrial injury and who is on the schedule to work overtime will be permitted to work daily and weekend overtime unless on a (40) hour restriction or such assignment would exceed the medical restriction.
  12. Employees will be solicited for interest in working daily and weekend Overtime at the beginning of the shift on Monday for the current week. Employees absent for any reason during the initial survey must notify his/her supervisor upon return to work.
  13. Initial overtime schedules will be posted in a prominent location in the plant in the vicinity of the production office by 2:00 p.m., Wednesday. Management will make every effort to post #1 shift weekend overtime schedule within the last hour of their shift Wednesday. There will be no changes to the overtime schedule after Thursday. Employee requests to be excused for the weekend will be made within the first four (4) hours of their shift on Thursday.
  14. In the event circumstances necessitate changes to the schedule following Thursday, those employees added will be given personal notification. Employees scheduled after Thursday, who request to be excused from the overtime, will not be charged for such refusal.
    - a. Notice of holiday work schedules will be posted, two (2) working days in advance of a holiday, when possible.
    - b. In the event that a holiday falls on Friday, the overtime posting date and refusal date will move back accordingly.
    - c. The Company will maintain a copy of all daily and weekend postings in the PE/ME office. All original and additional postings will be maintained and provided to the Union upon request.
  15. Overtime schedules will be posted on clean locked glass (or similar material) enclosed boards and will reflect the date and time posted.
    - a. The Union will be furnished copies of all overtime schedules, and revisions thereto, via e-mail prior to such overtime being worked. The Overtime Equalization Report will be copied and used to schedule overtime as provided in paragraphs 1, 2 and 3.
  16. When scheduling daily and weekend overtime, if less than 100% of the employees in an equalization group are scheduled and as long as a replacement can be secured, employees will be excused. Should no qualified replacement be found, the lowest houred employees in the equalization group must work.

Paragraph 11 above provides specific requirements concerning weekend schedules.

17. Employees forced to work on two (2) or more consecutive weekends may opt to assume high hours on the shift. Such requests must be made to the supervisor on the Monday for the adjusted hours to appear on the Overtime Equalization Report issued on Wednesday.
18. In the event that a holiday is attached to the weekend (Thursday, Friday, Monday or Tuesday), if any portion of the overtime package is cancelled, employees originally scheduled to work shall notify management if they desire to refuse the remaining overtime. (Reference 14a).
19. Management will not force a Saturday or Sunday/ RDO if on an AWS, for employees who have four (4) hours (half shift) paid vacation or paid excused absence day pre-approved for Friday or Monday/day before or day after RDO days. Employees scheduled as such must work the balance of the shift not scheduled off.
20. Leaders and journey people by skilled classification shall be placed on the same list for purposes of equalization of overtime opportunity.
21. Any classification desiring to eliminate the shift crossing procedures will be responsible for presentation of a petition to the Unit Skilled Trades Committeeperson indicating the collective desire of the majority of the employees on a classification. Upon presentation of such a petition, the Company and Union will negotiate the effective date of elimination.
22. The present practice of scheduling employees with the lowest hours in the classification for all overtime opportunities during the Christmas - New Year's Holiday, Thanksgiving Holiday, and Easter Holiday periods will be continued. The foregoing notwithstanding, the Bargaining Committee and Labor Relations may review a specific Holiday schedule with a view toward scheduling by shift for that specific period.
23. While it's not the Company's policy to cancel Sunday work on Saturday, there may be reasonable or unforeseen circumstances or incidents when this may occur. Complaints that good judgment is not being exercised in this regard may be reviewed by the Skilled Trades Unit Committeeperson with the Labor Relations Supervisor.
24. Effective with this agreement overtime equalization hours will revert to relative (0) hours effective the first pay period of January each year of this agreement in each classification, department. In the event of an operational shift pattern change, all accumulated overtime hours will transfer with employees to their new shift.
25. The Union expressed great concern regarding the issue of employees who have left the plant following their shift of work on Friday are being notified at home that the weekend overtime schedule has been revised and their particular schedule has been canceled. This is to assure that all reasonable efforts are exerted to secure proper overtime scheduling and with the exception of unforeseen circumstances or incidents, phoning employees at home to cancel weekend overtime, should not be required. Complaints that good judgment is not being exercised in this regard may be reviewed by the Skilled Trades Unit Committeeperson with the Labor Relations Supervisor.
26. Except in emergencies or breakdowns, an employee shall be notified of required overtime work not later than the completion of his/her last hour of work on the day preceding such overtime.
27. During vacation shutdown periods, the following will apply:

- a. All employees will revert to a 5x8 schedule
- b. Weekend Overtime will be defined as Saturday & Sunday
- c. Daily Overtime will be canvassed by low hours of employees working
  - i. Overtime lists will be combined
- d. Weekend Overtime during shutdown will be scheduled as follows:
  - ii. All employees will be canvassed for overtime opportunities during the week prior to the shutdown period, all refusals will be charged, based on schedule
  - iii. Employees not scheduled prior to the vacation shutdown period must call his/her supervisor no later than noon on Thursday of each shutdown week to determine if the weekend overtime schedule as been amended

The notice provisions in this section shall also apply to the resumption of overtime work whenever there is a break in the overtime schedule. Employee(s) on a daily overtime schedule who are sent home by management without working overtime will be considered as having their overtime schedule broken. As a consequence of the interruption in the overtime schedule, these employees so affected must be re-notified of future overtime schedule requirements.

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement or (b) any extension of the November 3, 2007 Collective Bargaining Agreement (other than an extension for a temporary or indefinite period) and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein.

In accordance with Article IV, Section 6 of the Master Agreement, pertaining to overtime, this agreement is signed subject to the approval of the National Ford Department of the UAW and the Union Affairs of the Company.

### OVERTIME SPREAD

During 2011 Local Negotiations, it was agreed that a joint committee would be established to review the overtime spread between the shifts.

### PARKING

#### HANDICAPPED PARKING PERMIT

During 2011 Local Negotiations, it was agreed to have picture identification parking permits for handicapped parking. Permits will be issued by Security and must be prominently displayed in the vehicle.

#### MEDICAL PARKING PASSES

Requests for parking passes from occupationally injured employees with current medical restrictions will be considered in the following manner.

Upon review and approval of the request by the plant physician the pass may be granted for a maximum period equal to the term of the current restriction. The parking pass will expire at the same time as the restriction.

### PERSONAL VEHICLES

During 2011 Local Negotiations, the Company and Union reaffirmed that in order to reduce traffic around the plant, NO personal vehicles, including outside contractors, will be permitted to park along side of the main building or any other building at WSP. It is understood by the parties that this parking policy will not apply to service vehicles. The WSP Labor Clearance Procedure will include notice of any vendor truck or trailer that may be required to perform a job.

### PARKING LOT

The parking lot will be cleaned and repaired as required and necessary arrangements will be made to prevent large accumulations of glass. Also, to assist in the elimination of debris, large rubbish containers will be provided. During the winter months, the Company will make appropriate arrangements for the expeditious removal of snow from roadways and parking areas. However, the parties recognize and acknowledge that all employees have a basic responsibility to conduct themselves in a manner conducive to good housekeeping and cleanliness when using the parking lot, and that without their full cooperation, the daily conditions desired by WSP employees cannot be attained.

The Company and the Union recognize that employees have a responsibility to assist the Company in maintaining the parking lot. In this regard, trash containers have been placed in the parking lot. These containers will be emptied on a weekly basis.

A security camera will be provided in an effort to maximize parking lot security.

The parking lot drains will be cleaned and maintained in order to provide proper drainage for the parking lot.

A booster battery and cables will be available on a Security vehicle to assist hourly employees start their car. However, it will be the responsibility of the hourly employee to make the necessary connections.

### CLEANING SCHEDULE

With respect to cleaning the parking lot, the Company will review the present cleaning schedule. Efforts will be made to utilize the yard sweeper in cleaning the parking lot, when the plant schedule and parking lot availability exists. This will be done on a monthly basis (weather permitting), or as agreed upon by the parties. It must be understood, however, that the total efforts of all employees must be demonstrated, in order to keep the parking lot in a condition which is satisfactory to all concerned.

### IMPROVEMENTS

A designated walkway will be striped along the east side of the security building along the main drive into the hourly parking lot. This walkway will be fifteen feet wide and parking in the walkway will not be tolerated. In addition the parking lot will be re-striped and the parking spaces will be widened.

## DRAIN

The drain system will be cleaned and repaired as required in order to provide proper drainage for the parking lot. To assist in the elimination of debris which causes the drain to plug up, the rubbish containers must be utilized. Both parties recognize and acknowledge that all employees have a basic responsibility to conduct themselves in a manner conducive to good housekeeping and cleanliness when using the parking lot.

## PAVEMENT REPAIRS

On a continuing basis, temporary repairs of chuckholes will be made during the winter season utilizing a cold patch mixture. Permanent repairs are affected following the winter season.

## PAY SHORTAGES

All shortages of six (6) hours pay or more (converted straight time hours) will be adjusted by special check upon request of the employee, providing such request is made prior to 2:00 p.m. on Friday and that the validity of such shortages can be determined.

## PERSONAL CLOTHING AND PRESCRIPTION GLASSES

The Company will continue its present practice of repair, replacement or reimbursement as appropriate for required personal clothing (including prescription safety glasses and/or frames) damaged on Company premises, beyond the employee's control, while in performance of his/her assigned duties.

## PICNIC AREA

During 2011 Local Negotiations, it was agreed that an outside picnic area will be maintained.

## PLANT ENTRANCES AND EXITS

Plant Rule and Regulation No. 41 states, "Entering or leaving building by unauthorized entrances or exits," is prohibited. This is to advise that there are two authorized entrances and/or exits to the plant.

1. The Security entrance via the escalator to the mezzanine.
2. The Hourly Employment lobby located beneath the bridge.

All other entrances and exits are unauthorized, except in cases of extreme emergency. Employees using these unauthorized entrances and/or exits may be subject to disciplinary action.

### PORTABLE MAGNET FOR BASEMENT CLEAN-UP

During the current negotiations the Union voiced concern that employee complaints have increased regarding the portable magnet intended to aid in the clean-up of the basement. The Company has reviewed these concerns with Plant Engineering Management and has determined that an appropriate magnet for the contemplated tasks has been reviewed by employees involved in these tasks and will be provided. It is understood that a low masted lift truck or other appropriate vehicle is to be utilized with the portable magnet.

### PORTABLE STEAM JENNYS

Three (3) additional portable type steam jennys will be provided for properly authorized employees to use as required. These steam jenny's will be assigned to each of the manufacturing areas.

### POWER SERVICE EMPLOYEE REPLACEMENT

Except in cases of emergency, regular five (5) day operators will not be used as replacements for seven (7) day operators. This in no way obligates the Company to replace seven (7) day operators who may be absent.

### POW-MIA & UAW FLAG

The subject flag has been proudly displayed in the Woodhaven Stamping Plant in full recognition of the issues of American servicemen missing in action or held as prisoners of war since the end of the Vietnam War. Following the conclusion of local negotiations the issue will be fully researched again with a view toward the display of the POW-MIA flag on the flag poles at the front of the building until full resolution of the issues surrounding the flag have been resolved. This display must recognize that the authorization for display will be reviewed and accordingly may result in a premature cessation of the display of the POW/MIA flag prior to conclusion and resolution of the issues which have prompted the banner and involve our joint concern.

### PREFERENCE OF STARTING TIMES

A seniority employee, upon request to his/her supervisor and provided there are no abuses, will be given consideration for his/her preferences of starting time in his/her department, shift, and classification, if there is more than one starting time. When it is necessary to deny the employee's request, the committee person will be notified, and given the reason for the denial. If there is a complaint that Supervision is not exercising good judgment in their decisions, the individual cases will be reviewed with the Labor Relations Supervisor.

### PREFERENTIAL PLACEMENT-RECALL TO DESIGNATED CLASSIFICATIONS

Recall rights to designated classifications shall be restored for employees who have been transferred to other Company locations under the Preferential Placement procedures provided the employee returns within 12 months.

## PROCESS MODIFICATION PROCEDURE (7207)

During 2011 Local Negotiations, the Union expressed concerns regarding Management's adherence to the 7207 process. This is to confirm Management's commitment to properly schedule and perform a 7207 when new or modified processes are installed. All efforts will be made to give the Union notice the day prior to the review.

- A safety review will be performed prior to start up to identify and correct safety items that would prohibit any operator from performing the function without injury.
- A preliminary 7207 will be performed sometime during the initial start up shift of production to identify corrections required to make the process production worthy.
- A formal 7207 will be performed sometime during the first week of production.

The objective of this program is to provide production worthy tools capable of safely making quality parts in a timely manner.

## PROPANE TANKS

As in the past, management will insist that propane tanks be stored in a safe manner. At this time, it is intended that such tanks will not be stored in the plant.

## **PROTECTIVE EQUIPMENT AGREEMENT**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, that the following provisions will govern the exercise of protective equipment.

The Company will maintain a sufficient quantity and variety of sizes of clean coats, gloves, coveralls, boots and aprons in the Production Stores Crib to meet daily requirements. These clothing articles will be laundered before being issued to employees.

- (1) Appropriate hand protection will be available to all employees as required by job.
- (2) Leather arc welding gloves will be made available to all welders using hand held arc welding equipment.
- (3) Rubber or plastic gloves will be made available for those jobs, which require the employee to immerse his/her hands in corrosive or irritant liquids. Upon proper supervisory authorization, waterproof gloves will be made available to employees who are assigned outside.
- (4) Rubber footwear will be furnished on those jobs, which require the employee to work in wet areas on a continuous or emergency basis. The Company agrees to review the sizes of footwear currently maintained; additional footwear and sizes will be added as required.
- (5) Die makers and Apprentices assigned to the die room will be furnished a bib-type apron or coveralls, with issue limited to one article a week.
- (6) Salvage Repair and Floor Inspectors may request bib-type aprons with issue limited to one article a week. Salvage Repair employees opting for the apron issue will not be eligible for issuance of coveralls.
- (7) Carpenter type aprons will be available for issue to carpenters.
- (8) Skull caps will be available in general stores for all employees.

- (9) Coveralls or uniforms will be made available to each employee, and they will be permitted to exchange said garment for a clean one on the designated days. The coverall committee will continue in effect. Should the coverall committee be unable to resolve any disputes, the Human Resources Manager will review the disputes.
- (10) Tank tops may only be worn in the backyard, in vehicles with enclosed cabs, and on jobs in the non-production crib, specifically authorized by the Safety Department. Tank tops are prohibited in all other areas.
- (11) Employees who are normally assigned outside will be issued clip-on tinted glasses to wear over their safety glasses upon the proper authorization of their supervisor.
- (12) Shade 5 flip up burning/grinding glasses will be available in the crib.
- (13) Insulated coveralls will be made available for employees assigned to work outside during cold weather.
- (14) Flame retardant insulated coveralls will be made available for millwrights & welders working outside during cold weather.
- Any changes to the Corporate/SBU rules regarding appropriate PPE requirements will take precedence.

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement or (b) any extension of the November 3, 2007 Collective Bargaining Agreement (other than an extension for a temporary or indefinite period) and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein.

In accordance with Article X, Section 4 of the Master Agreement, pertaining to local protective equipment agreements, this agreement is signed subject to the approval of the National Ford Department of the UAW and the Union Affairs of the Company.

### PUMP CRIB

During the 2011 Local Negotiations, the Company and the Union recognized the necessity of the pump crib for plant operations. Therefore, it will be expanded to accommodate clutches, pumps and valve repairs and will be relocated to the Machine Repair bullpen.

### QUAD HUT - REPAIR TEAM

During 2011 Local Negotiations, it was agreed that a Quad Hut would be maintained for the Rack Repair Team.



## QUALITY OPERATING SYSTEM COORDINATORS (QOSC)

During 2011 Local negotiations, the parties discussed the Quality Operating System Coordinators (QOCS) positions. This understanding is to confirm that the local parties will abide by the Letters of Understanding in the Master Agreement concerning QOSC's including using the bid and selection process outlined by the National Parties.

Additionally, QOSC's will not be scheduled to work overtime as QOSC's without prior agreement of the local parties, they will only be scheduled for overtime in their base classification after all other people in the base classification have been offered such overtime.

In the event of a reduction in QOSC's, the lowest seniority will be reduced back to their base classification. The Quality Operating System and QOCS's will be a topic at monthly Joint Quality Meetings.

## QUALITY CONTROL PAINTING

The painting of Quality Control equipment and facilities will be performed by Plant Engineering Personnel. Painting associated with inspection functions will continue to be performed by Quality Control Personnel.

## RACK MAINTENANCE PROGRAM

During the course of 2011 Local Negotiations, the Company and Union agreed that since 1993, the Rack Team has proven its potential for cost savings to Woodhaven Stamping Plant. Due to this proven record, the Rack Team will be given the opportunity to bid on all rack modifications, repairs, and teardowns. Where the team can meet or beat the outside vendors bid, and also meet the time constraints, the Rack Team will be given the work.

The established joint committee will:

- identify and obtain any additional data that the team requires,
- share this information with team members to ensure their understanding,
- outline a bid process for consideration of new work,
- provide feedback and coaching to team members.

A self-directed work team has been established within MP&L, Equipment requiring minimal investment, such as air hammers, wrenches, hammers, screwdrivers, a bar straightener, and burning tools, etc. will be provided to the team; major investments in tools and equipment must be cost-justified.

The Rack Repair team can be operated independently, as a strategic business unit. The Company is committed to providing them with updated information that they need to make good business decisions, and to assign to them all rack work that they can competitively perform, within the existing team constraints, on a total cost basis.

Work techniques that may be employed by the members of the self-directed work team would include, with proper training, burning such items as latches, frozen channels, nuts and bolts.

The joint committee will meet at least bi-weekly, or with greater or lesser frequency upon the concurrence of both parties.

The intent of the Rack Repair team is to repair racks (not act as a labor pool). Any concerns about this process will be directed to the Labor Relations Supervisor for prompt resolution.

## RACK MAKE-UP AREA

Sanitary toilet facilities and a drinking fountain will be provided in the vicinity of the rack make-up area.

The Company reaffirms the commitment made to the Union during 1979 Local Negotiations that heaters in the rack make-up building will be maintained in satisfactory operating condition. Maintenance, when required, will be handled on a priority basis.

The opening in the north wall of the rack make-up shed will be provided with a windbreak to eliminate the drafting conditions complained of during the winter months.

## RACK PREPARATION

The Company recognizes that it would be advantageous for efficient operations if all incoming racks were completely prepared before entering the plant. However, the exigencies of production and variations in rack return arrivals from assembly plants will on occasion preclude a 100% outside rack preparation program.

The plant will intensify its efforts to have the assembly plants return the racks to Woodhaven Stamping Plant with bars, racks and screens in a more orderly fashion so that should it be necessary for racks to go directly to production lines from rail cars or to enter the plant without outside preparation, inside preparation will be held to a minimum.

Under normal conditions, the repair of latches and screens and the removal of excessive dunnage will be performed outside. However, on occasions when it is necessary for these functions to be performed in the plant, they will be performed in such a manner so as not to create a hazardous condition.

When it is required that racks be prepared inside, it will be accomplished in such a manner so as to avoid aisle congestion conditions. Should abnormal conditions arise that cannot be corrected by Production supervision, Production management will receive assistance from the Material Handling Department to resolve the problem.

## RACK REPAIR

### OUTSOURCING

To assure that racks requiring only minor repair work which have been performed at this location by our employees are not inadvertently outsourced with racks requiring extensive and/or major repairs, they will be inspected for this purpose in a designated holding area prior to any racks being shipped out.

### WELDING

The Union expressed its interest in having the General Welders perform required welding for rack repair. The Union also expressed their feelings as to the capabilities of the General Welders to perform necessary welding in an efficient and competitive manner. Therefore, at the successful

conclusion of negotiations, the Company will implement a pilot program for a defined period of time, to allow the Welder Generals to perform certain welding functions. It must be understood that this work will be performed for a definite period of time, and the success of this program will be reviewed at its conclusion for further disposition. The parties will discuss the time for which the pilot program will last.

### RACK WHEEL LUBRICATION

An appropriate preventive maintenance program will be instituted to insure that rack wheels are adequately lubricated on a regular basis.

### PROCESS CHANGES

During 2011 Local Negotiations, the Company reaffirmed that when new process changes affect rates or staffing, the Union will be informed of the change along with the expected engineered running capacity

### RELATIVES - MANAGEMENT

During the course of negotiations, the Union expressed their concerns about the issue of members of management supervising relatives who are employed at Woodhaven. The Union indicated that they felt it is improper for management to supervise their relatives, and requested the Company's stated position on this issue.

The Company has a longstanding policy that relatives of employees should not be supervised directly by a relative. It is understood that when such circumstances arise, the morale of other employees can be adversely affected. Instances where transfers or placements, result in an employee being supervised by a member of their immediate family, should be brought to the attention of hourly personnel for disposition.

### REMOTE DOOR OPENERS

During 1999 Local Negotiations, it was agreed that twenty-five (25) remote control devices will be installed on outside vehicles and six (6) infrared door openers will be installed on outside doors.

### REPLACEMENT OF LIGHTS

Procedures will be incorporated to facilitate the replacement of burned out lights on an as needed basis.

### REST ROOM MAINTENANCE

Rest room maintenance is a normal and continuing obligation. Re-painting and other maintenance activities are scheduled as necessary. The Union may bring specific facilities to the attention of management where it is felt that the maintenance schedule could use some adjustment or other improvement.

All locker rooms and adjoining washroom and toilet facilities are surveyed regularly on a weekly basis and a report of this audit is forwarded to the Plant Engineering Department and the Personnel Services Office.

This procedure has proven very effective in bringing about prompt corrective action particularly where it is discovered that these facilities have been damaged beyond repair or have been removed (i.e., seats, paper holder, soap dispensers, sink and urinal fixtures, soap and towel dispensers, Bradley basins, etc.).

In an effort to improve conditions, reduce employee complaints and protect these facilities from damage, the Company will continue its locker and washroom observations. Pipefitters will be assigned to the required repairs.

Deodorizers will be installed in each of the hourly rest rooms, and they will be regularly maintained so as to effectively perform their designated purpose.

### ROLLAWAY CARTS

Carts or framework equipped with wheels to accommodate personal toolboxes will be made available to employees on skilled classifications.

In addition, requests for carts of the type described above will be based upon the individual job requirements for employees classified as Set-Up, Inspector Floor and Repair Salvage.

A supply of five (5) carts will be maintained in the general stores crib for issuance to employees.

### ROOF LEAKS

The Company reaffirms that complaints of roof leaks will be investigated promptly and necessary corrections completed in a timely manner.

### ROOF WALKWAY

During the 1996 local negotiations, the parties discussed the issue of the roof walkway. The Union expressed their desires to have a roof maintenance program. As a result of these talks, the Company agrees to have a survey conducted by April 15 of each year, to determine the condition and the repairs which need to be effectuated. Upon the conclusion of the survey, appropriate repairs will be scheduled. Areas requiring repair/deteriorated walkways will be replaced using fiberglass walkways.

### SAFETY BLOCKS

The correct size of safety blocks will be provided for all presses with attached wedges. They are required to be used when working in dies. Periodic audits of safety blocks and safety wedges will be conducted. Arrangements have been made to replace safety blocks as necessary.

### SAFETY – RACK HEIGHTS

In the interest of pedestrian safety, the Company and Union agree to maintain a reasonable stock rack height along aisles and production workstations.

## SAFETY SURVEYS

The Safety Engineer and the Union Health and Safety Representative conduct daily safety surveys of specific areas of the plant.

Management of the Woodhaven Stamping Plant reaffirms its position to cooperatively participate with the Union on these matters, and as requested, welcomes the opportunity to conduct a joint Company-Union safety survey of this plant following the conclusion of the negotiations. As in the past, safety items requiring attention will be prioritized and prompt action will be taken first on the more serious items of concern.

## SAFETY TALKS

The Company will continue its present Safety Talk program. The Supervisor or other Company Representative will make presentations to employees on Safety and related matters periodically, but not less than monthly. The supervisor's presentations will be given orally to the employees involved with an opportunity for employees to present reasonable questions on the subject matter in order to gain a fuller understanding of the subject to be covered in the safety talk. To assure compliance with these procedures and format of presentation, the Safety Engineer will conduct periodic audits of these activities.

## SALVAGE REPAIR OVERTIME COORDINATOR

To facilitate the coordination of the proper scheduling and charging of overtime opportunities in the Salvage Repair Classification, in accordance with the provisions of the Non-Skilled Overtime Agreement, the Company will assign this coordination to one (1) member of management per shift.

## SCRAP CHUTE COVERS

Following the conclusion of Local negotiations, a joint Company/Union survey will be conducted to identify which scrap chute covers require a non-skid type surface.

Upon conclusion of the survey, a program will be initiated to provide the non-skid surface to the scrap chute covers identified. Priority will be given to covers which in addition to requiring a non-skid surface require other repairs.

## SECURITY TOURS

In an effort to improve conditions, reduce employee complaints and protect these facilities from damage and pilferage, the Company will continue its locker and washroom observations. At the present time, these observations are made by Security personnel on an irregular schedule at least twice per shift. These observations are not limited to the toilet facilities.

## SENIORITY – INVERSE

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, that the following will govern the inverse seniority provisions outlined in Article VIII, Section 21(e) of the Agreements between the Parties.

Local Management recognizes that to make inverse seniority applications feasible, it is desirable to provide advance notice of layoffs to which inverse seniority may be applicable. Based on the prior layoff experience at the Woodhaven Stamping Plant, local Management normally can provide reasonable advance notice of such layoffs and such reasonable notice will be provided to the Union, where possible, except where layoffs are occasioned by labor disputes, breakdowns, or any other conditions beyond the control of local Management.

When Management determines that layoffs are required, the length and nature of the layoff period will be designated when possible by Management based on its judgment as affected by the circumstances existing at the time it occurs. The nature, cause and length of such layoff shall be communicated to the Union consistent with the above paragraph.

Employees desiring to work during periods of layoff covered by the Inverse Seniority provisions above will execute an appropriate application card to be provided by the Company. Applications will only be available for change during Shift Preference selection periods (See Shift Preference Language). Such application shall remain in effect unless an employee serves written notice to cancel or change in which case the application shall not take effect until the second Monday following the date of cancellation or change.

It is further agreed that where Inverse Seniority is applicable, the individual groups shall be by classification and department, except for the following classifications which shall be combined as indicated and regarded as separate groups:

- (a) Industrial Lift Truck Operators
- (b) Industrial Tow Truck Operators

It is further agreed that the following procedure will be utilized to develop schedules during periods of inverse seniority layoff.

(1) Employees who have filed a card indicating a preference for working during periods of Inverse Seniority are scheduled first. These employees are noted on the seniority lists with a W in the VOL column. To the extent possible, these employees are scheduled to work on their assigned shift with the lower seniority employees being assigned to other shifts from their assigned shift.

(2) Employees who have not filed a current preference to work card will be scheduled to work in inverse seniority order. Employees scheduled in inverse seniority order will be utilized on their assigned shift or on other shifts where vacancies in the schedule exist. This schedule is subordinate to the scheduling of employees with preference to work cards.

(3) When a work schedule for an Inverse Seniority period is developed sufficiently in advance, paragraphs one and two above will be combined. The lower seniority employees not required on their assigned shift will be utilized on other shifts where vacancies in the schedule exist irrespective of the procedures specified in paragraphs one and two above. Late changes to the schedule will be performed under the procedures of paragraphs one and two above.

(4) Shift preference cards are not considered under Inverse Seniority scheduling procedures.

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement or (b) any extension of the November 3, 2007 Collective Bargaining Agreement (other than an extension for a temporary or indefinite period) and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein.

In accordance with Article VIII, Section 21 (e) of the Master Agreement, pertaining to inverse seniority, this agreement is signed subject to the approval of the National Ford Department of the UAW and the Union Affairs Staff of the Company.

## **SENIORITY**

### **PRODUCTION OCCUPATIONAL GROUP**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, that the following provisions will govern the Production Occupational Group Seniority Agreement.

#### **DESIGNATED CLASSIFICATIONS:**

1. In the Designated Job Classification list, employees in such designated classifications shall have seniority by their Job classifications within the designated group.
  - a. If there are two or more job classifications in the same group and perform similar work that are distinguished as A-1, A-2, etc., A-1 will have the right to bump A-2, etc.
  - b. If there are two or more designated job classifications in the same group that are interchangeable and bracketed together, the employee with the least seniority in the interchangeable job shall be laid off first.
2. An employee in a designated job classification may not exercise his/her seniority against any other designated job classification in his/her occupational group except as specified in No. 1 above.
3. An employee in a designated job classification, if he/she is subject to a layoff, after having exhausted his/her seniority on his/her designated job classification, shall then exercise his/her seniority status and rate of pay, in Group 1 in the Labor Pool. The employee with the least seniority in the rate bracket in the Group I affected shall then exercise his/her seniority against the employee with the least seniority in Group I.
4. **LABOR POOL:** Employees in Group I, in the event of a reduction in force, shall exercise their seniority within their classification, within their department, and then exercise their seniority against the employee in Group 1 with the least seniority.
5. Employees in Labor Pool (IZ) job classifications in an occupational group shall not have the right to exercise their seniority against any employee in a designated job classification within the Occupational Groups 2Y or 3Y.
6. **RECALL:** It is agreed that in the event of a cut in production, necessitating a reduction in force, the Company, upon an increase in production schedule, shall have the right to recall employees demoted from designated jobs rather than promote an employee with greater seniority.
7. **TRANSFERS:** When a seniority employee is transferred from one occupational seniority group to another within a plant, he/she shall carry his/her full accumulated seniority to the new group and shall retain no seniority in his/her old group.
8. **UTILITY/Team Leader:** An employee holding a Utility classification, in the event of a reduction in force, shall in the first instance exercise his/her seniority in the same classification that he/she holds. If he/she does not possess sufficient seniority to retain his/her Utility status, he/she will then exercise his/her seniority against the least seniority employee on the classification which established his/her Utility rate. If he/she does not possess sufficient seniority, he/she shall exercise his/her seniority in the same manner as any other employee being reduced from that classification.



9. **RECALL:** Recall will be in reverse order as provided in Article VIII, Section 18 of the National Agreement.
10. **INTERPRETATION:** It is further agreed that in the event of a dispute as to the interpretation of any of the provisions of the 'Occupational Group' causes of this agreement, either party shall have the right to refer the dispute forthwith to the impartial Umpire.

**GROUP 1Z - LABOR POOL**

Die-Set Utility, Major Press Lines

Automation Tender - Major Press Lines

Automation Tender - Welding Lines

**GROUP 2 - NON-PRODUCTION**

DESIGNATED (2Y):

Baler Operator – Steel (Red Circled)

A-1 Inspector Floor

B-1 Checker- Material Control

C-1 Industrial Lift Truck Operator-Crane Operator-Radio Controls

C-2 Industrial Lift Truck Operator

C-3Linefeeder

D-1 Checker- Receiving

D-2Checker- Shipping

Crib Attendant - Head Tool

E-1 Industrial Tow Tractor Operator-(AGV Tender)

E-2 Industrial Tow Tractor Operator

**GROUP 3 - PRODUCTION**

DESIGNATED (3Y):

A-I Crane Operator (Manitowac) (Red Circled)

A-2 Set Up

A-3 Crane Operator - Radio Controls (Red Circled)

B-I Automatic Blanking Press Operator & Set Up & Control

C-I Special Panel Build-up and Modify/Repair Salvage

Automation Tender - Major Press Lines Utility/Team Leader

Automation Tender - Welding Lines Utility/Team Leader

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement or (b) any extension of the November 3, 2007 Collective Bargaining Agreement (other than an extension for a temporary or indefinite period) and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein and is subject to

modification based upon any agreement made by the National Parties as contained in the UAW Ford Motor Company National Agreements.

In accordance with Article VIII, Section 14 of the Master Agreement, pertaining to local production occupational group seniority agreements, this agreement is signed subject to the approval of the National Ford Department of the UAW and the Union Affairs Staff of the Company.

**FORD MOTOR COMPANY  
WOODHAVEN STAMPING PLANT**

**INTERNATIONAL UNION, UAW  
LOCAL 387**

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BUSINESS STAMPING UNIT**

**REGION 1-A REPRESENTATIVE**

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**Darryl Goodwin, International Representative**

**U.S. UNION RELATIONS MGR**

**NATIONAL FORD DEPARTMENT**

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**Jim Larese**

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**Larry Schrader**

## **SENIORITY - SKILLED OCCUPATIONAL GROUP**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, that the following provisions will govern the Production Occupational Group Seniority Agreement.

### **SKILLED SENIORITY**

Employees in classifications contained in Group I through III below shall have seniority by classification except where bracketed.

### **BRACKETED CLASSIFICATIONS**

Employees in the bracketed classifications will be designated as A-1, A-2. A-1 will have the right to bump A-2; but A-2 will not have the right to bump A-1. The same bumping arrangement applies to B-1, B-2.

#### **GROUP I**

##### **TOOL & DIE DEPARTMENT**

Tool & Die Maker

B-1 Cutter Grinder

Welder- Tool & Die

Machining Specialist

Machinist

#### **GROUP II**

##### **PLANT ENGINEERING DEPARTMENT**

Carpenter-All Around

Electrician

Industrial Lift Truck & Tow Tractor Repair

Machine Repair

Millwright

Plumber- Pipefitter

Stationary Steam Engineer

Welder- General

Welding Machine & Welding Fixture Repair

#### **GROUP III**

##### **QUALITY ASSURANCE DEPARTMENT**

Inspector - Tool & Layout

### **LEADER CLASSIFICATION:**

Employees holding the classification of Leader shall maintain their journeypeople seniority date. In the event of a reduction in force, they shall exercise seniority first within their Leader Classifications and then in accordance with the Skilled Seniority Agreement.

**LAYOFFS:**

In the event of a layoff from the skilled classifications, an employee in the skilled classifications contained in this agreement shall:

1. Elect to take a layoff and accumulate seniority as outlined in the Master Agreement, or
2. An employee may elect to fill an open requisition, provided however that an employee must return at the first opportunity to his/her skilled classification. Failing to do so after notification by management, an employee shall forfeit all claims to recall to his/her former skilled classification.
3. In the event an employee with Appendix "C" seniority is reduced from a skilled classification, an employee may, at the time of the reduction exercise his/her Appendix "C" seniority on the last classification held immediately prior to his/her promotion or last recall to the skilled classification.

An employee with basic seniority in any occupational group of this agreement who subsequently transfers to more than one date of entry classification in the same or into another occupational group shall have recall rights on their basic classification.

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement or (b) any extension of the November 3, 2007 Collective Bargaining Agreement (other than an extension for a temporary or indefinite period) and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein and is subject to modification based upon any agreement made by the National Parties as contained in the UAW Ford Motor Company National Agreements.

In accordance with Article VIII, Section 14 of the Master Agreement pertaining to local skilled group seniority agreements, this agreement is signed subject to the approval of the National Ford Department of the UAW and the Union Affairs Staff of the Company.

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**NATIONAL FORD DEPARTMENT**

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Jim Larese

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Larry Schrader

### **SENIORITY TIES**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, at Woodhaven, Michigan, that the following provisions will govern the Seniority Ties Agreement.

1. For this purpose, the last four (4) digits of the employees Social Security number will be used. The employee with the highest such digits will be considered to have the greater seniority: i.e., the employee whose last four digits are 1119 would be considered to have greater seniority than the employee whose last four digits are 1118.
2. In the event the last four digits of two or more employees with the same plant seniority date are identical, the last five digits will be used, or the last six, if necessary.
3. On skilled classifications where two or more employees on the same classification have identical date of entry seniority, then Company seniority shall be used to break ties. If Company seniority fails to break the tie, then it will be broken by plant seniority. If plant seniority fails to break the tie, then it will be broken by the use of Social Security numbers as outlined in paragraphs 1 and 2.
4. The relative seniority among those receiving the July 1, 1965 date of entry plant seniority, by virtue of the Union Recognition Agreement dated July 1, 1965, shall be determined on the basis of their Company service.

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement or (b) any extension of the November 3, 2007 Collective Bargaining Agreement (other than an extension for a temporary or indefinite period) and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein and is subject to modification based upon any agreement made by the National Parties as contained in the UAW Ford Motor Company National Agreements.

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**FORD MOTOR COMPANY  
WOODHAVEN STAMPING PLANT**

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**Larry Schrader**

## SET-UP

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, at Woodhaven, Michigan, that the following provisions will govern the Set-Up Agreement.

1. Employees classified as Set-Up will continue to perform die setting duties and related functions.
2. On the Major Press Lines, Set-Up personnel will adjust conveyors, and move conveyors and other equipment in and out of the bay in which they are working and in the adjacent bays to perform their die set. (For purposes of this agreement, the blanking area will be considered a single bay). Where the equipment requires the use of a crane, the movement will be performed by Set-Up personnel, attached and specially adapted automation equipment between presses on the press lines will continue to be installed and removed by employees of the Plant Engineering Department.
3. In the small press area, Set-Up personnel will move conveyors and such related equipment, including die guards, in and out of a press and from one press to another. Where cranes are needed to move this equipment, Set-Up personnel will be used.
4. Conveyors which are in need of repair and are being moved to the repair shop or those conveyors being resumed after being repaired in the shop will be moved by Millwrights.
5. Set-Up personnel will continue to move dies, to and from regular storage areas, wash rack and repair area, to and from the die room and to and from the press lines.
6. Set-Up personnel will be assigned to the opening and closing and turning of dies outside of the Tool & Die room with the exception of the Small Press areas, where Die Tryout will continue to perform this function.
7. Set-Up personnel will move scrap chutes in the press lines involved in die setting. Plant Engineering will move and replace scrap chutes when necessary for repair.
8. Set-Up personnel will remove all die guards involved in the set-up of Small Presses, OBB's and Major Presses. Tool and Die personnel will remove and replace die guards when working on dies or securing O.K. panels.
9. In the pressroom and small press area, Set-Up personnel will continue to make trial runs after set-up to prove out the set-up, and in conjunction with Tool and Die Department obtain approval from Quality Control of O.K. panels.
10. Die Set personnel will be assigned to the removal and installation of stationary bolster plates.

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**NATIONAL FORD DEPARTMENT**

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**Larry Schrader**



## SET-UP UTILITY

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387 at Woodhaven, Michigan, that the following provisions will govern the Set-Up Utility Agreement.

Employees classified as Set-Up Utility will continue to assist in die setting duties and related functions that do not require the use of a crane (restricted from obtaining a crane license), and will continue to support production. Some examples of tasks include, but are not limited to the following:

- Move dies to and from regular storage areas, wash rack and repair area, die room and to and from the press room.
- Assist in cleaning area before and after a die set.
- Hooking and Unhooking die cables
- Make trial runs to prove out set-up in conjunction with Tool & Die

In the event of a reduction, Die Set Utility will be reduced before Die Setters. Additionally, Die Setters will not work in production when the die set is complete, however Die Set Utility will.

This agreement shall become effective concurrently with the effective date of (a) any new Collective Bargaining Agreement which replaces the November 3, 2007 Collective Bargaining Agreement or (b) any extension of the November 3, 2007 Collective Bargaining Agreement (other than an extension for a temporary or indefinite period) and shall remain in effect for the same period as such new or extended Collective Bargaining Agreement, except as otherwise expressly provided herein and is subject to modification based upon any agreement made by the National Parties as contained in the UAW Ford Motor Company National Agreements.

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**SENIORITY LISTS**

The Union will be provided with access to the seniority list each month. The Company will post one (1) copy of the seniority list monthly.

**SERIOUS INJURY NOTIFICATION**

The Company Safety Engineer will promptly notify the Union Health and Safety Representative or his/her acting replacement of serious injuries. In cases where the above mentioned Union representative cannot be contacted, the Company will make appropriate efforts to promptly inform the Local Union Chairman, or in his/her absence, the designated replacement.

## **SHIFT PREFERENCE**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Woodhaven Stamping Plant, and the International Union, UAW, Local 387, on September 29, 2003, at Woodhaven, Michigan, that the following provisions will govern the exercise of shift preference.

The Company agrees to the principle that senior employees should be given consideration in the assignment of shifts. However, it is recognized that it is impossible to operate the plant efficiently with all higher seniority employees on any one shift and, therefore, seniority alone cannot be the sole determining factor in applying the above principle.

For the purpose of permitting senior employees to exercise preference in choice of shifts it is agreed that the following rules will apply:

1. Effective the first Monday in February, the first Monday in May, the first Monday in August, and the first Monday in November, and continuing for two (2) consecutive weeks in each instance, seniority employees desiring to change their current shift preference shall be given the opportunity of making their shift preference known by filing their application with the Hourly Personnel Office. A copy of the application so filed will be made available to the employee and the Union. Any employee who does not turn in a shift preference application card during the prescribed period and who has a bump card on file in the Hourly Personnel Office will be considered as desiring no change in his/her preference of shifts. Employees who do not have a shift preference application card on file in the Hourly Personnel Office will be considered as having no preference of shifts. A notice of the application period shall be posted on the plant bulletin board.
2. Employees shall exercise shift preference by classification and department.
3. All shift changes resulting from paragraph I above shall take place the first work day of the fifth week.
4. An employee may be hired, rehired, or reinstated for two (2) weeks on any shift and then will be replaced by the senior employee desiring that shift who has an application as provided above. Such bump shall be effective no later than the first Monday following the two (2) week period.
5. Employees who are unable to file an application for shift change in accordance with paragraph 1 above due to absence from the plant on official leave of absence, vacation, and/or layoff due to a reduction in force or apprentices upon graduation, will be permitted to file an application for shift transfer within the first full week following their return to work.
6. In the event of a reduction in force, shift adjustments will be made for those employees affected by the reduction in force, in accordance with their shift preference of record. In the event an employee is displaced for any reason beyond his/her control, his/her shift preference of record will be honored within two (2) weeks provided he/she so requests within a week and he/she has sufficient seniority.
7. An employee transferred in accordance with the existing Promotional procedure may be bumped by a more senior employee on his/her classification or may bump a junior employee on his/her classification no later than two (2) weeks after the transfer. Such bump shall be effective no later than the first Monday following the two (2) week period. The senior employee's second choice will be honored after exhausting his/her first shift preference choice. This provision is also applicable to a graduating apprentice.

8. An employee transferred in accordance with the Non-Promotional procedure shall not exercise seniority for shift preference until the next regular shift adjustment season or shift personnel realignment.
9. The seniority date to be utilized in applying the provisions of this Agreement is to be plant seniority for the non-skilled classifications and the skilled date of entry seniority as set forth in the Skilled Occupational Group Seniority Agreement.
10. Deviation from this Agreement may be made by mutual agreement between the Unit Bargaining Committee and Plant Labor Relations.
11. It is further agreed that the Union will notify Plant Labor Relations immediately of any complaints that supervision has not exercised reasonableness in shift adjustments and Labor Relations will be given the following week to make adjustments before the Union resorts to the grievance procedure.
12. No apprentice shall displace a journeypeople on a shift.

### SHIPPING DOCK - APRONS

It is acknowledged that during the course of the 1996 agreement some serious issues were raised concerning storage practices and other housekeeping issues involving the Shipping Dock Aprons. This is to assure that it is the Company's intent to provide safe working conditions for all employees on the Shipping Dock. This is especially true for Industrial Lift Truck Operators who are charged with the responsibility for moving racks into and out of boxcars and the storage areas. It is intended that appropriate space be allocated for ingress and egress for the Industrial Lift Truck Operators to permit them to perform their assigned tasks in a safe and proper manner. On the loading side of the boxcar a trial process will be developed with alternating storage and work areas as discussed during the 1996 local negotiations. To ensure good judgment is being exercised in this area the floor will be striped to identify storage areas.

### SKILLED TRADES - CLEAN-UP EXPECTATIONS

During the course of the 2011 Local Negotiations, the Company and Union extensively discussed the need to ensure work areas are in a clean and safe condition before, during and after Skilled Trades Employees perform work in an area. In confirmation of our discussion, it is agreed that Skilled Trades Employees will not be required to perform general clean-up duties. Employees on skilled classifications are expected to clean up the debris which they generate in the normal performance of their duties. Additionally, unless cleaning responsibilities are specifically assigned, it is expected that Skilled Trades Employees assigned to perform work will ensure the area of his/her assignment is safe before, during and after the work is performed. The aforementioned expectations include that tasks will be completed in such a manner that does not create a hazard or additional clean-up responsibilities for other employees.

## SKILLED TRADES - HIRING

THIS IS A COPY OF THE LANGUAGE FROM THE MASTER AGREEMENT TO CONFIRM MANAGER'S COMPLIANCE WHEN HIRING SKILLED TRADES, SO AS TO MAINTAIN THE QUALITY STANDARD OF OUR TRADES.

A journeyman being considered for hiring must generally satisfy one of the following criteria:

- Completion of a bonafide apprenticeship program, with standards equivalent to the UAW-Ford Apprenticeship standards or eight (8) years of experience in the trade.
- Experience and training equivalent to that required in a bonafide apprenticeship program having standards equivalent to those under UAW-Ford program.
- Local agreements having journeyman definitions will remain in effect, subject to the understanding that such local agreements shall not provide for experience requirements greater than eight (8) years for a journeyman.

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## SNOW REMOVAL

During the winter months, the Company will make appropriate arrangements for the expeditious removal of snow from roadways and parking areas. Similarly suitable efforts for the removal of snow from the employee entrances will be affected with appropriate equipment. A supply of deicing salt will be kept available to assist in the deicing of entrance walk surfaces.

## STRAIGHT EIGHT WORKING AGREEMENT

Through the course of the 2011 Local Negotiations, the Company and Union have recognized the need to examine all opportunities to improve the effective and efficient operation of Woodhaven Stamping Plant. Based on the mutual desire to continue to meet customer demand and to create greater windows of time for preventative maintenance, the Company and Union have agreed to a traditional five-day, Monday-Friday eight (8) hours per day operating pattern.

Most employees in non-skilled classifications will work a straight eight hour shift including requisite relief time per the Master Agreement, during which they may take a meal and personal relief. Under current operating conditions the schedule for these employees will be as indicated below.

Skilled trades employees not working an AWS, will work a traditional five-day, eight hour schedule that will include a 30 minute unpaid lunch to facilitate cross-shift communication and work hand-offs.

	1 <sup>ST</sup> SHIFT	2 <sup>ND</sup> SHIFT	3 <sup>RD</sup> SHIFT
START TIME	11:00 PM	7:00 AM	3:00 PM
1 <sup>ST</sup> BREAK <u>Between</u>	<u>1:30 AM and 3:00 AM</u>	<u>9:30 AM and 11:00 AM</u>	<u>5:30 PM and 7:00 PM</u>
2 <sup>ND</sup> BREAK <u>Between</u>	<u>4:30 AM and 6:00 AM</u>	<u>12:30 PM and 2:00 PM</u>	<u>8:30 PM and 10:00 PM</u>
QUIT TIME	7:00 AM	3:00 PM	11:00 PM

Nothing herein limits the Company's sole right to determine or change starting or quitting times or operating patterns as expressly provided in Article IV, Section I of the Master Agreement, or extends any rights or special privileges to the employees involved.

### STEAM BOOTH EXHAUST

The existing exhaust stack at the Tool and Die Department steam booth will be vented through the roof and maintained.

### STOCK TABLES

Supervision will be re-instructed that they shall inform the employees who are responsible for hand stacking blanks on stock tables that such blanks should not be stacked in excess of twelve (12") inches high. Material Handling procedures regarding palletized blanks shall be observed and protective posts shall be installed on intermediate and other lines as needed.

### STOOLS

Upon request, stools will be provided in the layout crib machine shop, and the fixture area (Bay L/3) where the use of such stools will not interfere with efficiency or create a safety hazard.

### STOP SIGNS

A joint survey will be conducted to determine the intersections where stop signs are necessary. They shall be of the conventional octagon shape with red background and white letters. Following any major rearrange of operations which significantly affects normal traffic routes, a joint safety survey will be conducted to ascertain the need for stop signs.

### TARDINESS

If an employee is being coded late, the Supervisor will notify the employee on the same day and advise the employee the amount of time the employee is being docked.

## **TEAM LEADERS/UTILITY (WORKING) NON SKILLED**

The provisions of the 2011 UAW Ford National Agreement, Appendix J, "Memorandum of Understanding—Continuous Improvement Forum" and Appendix J, Exhibit 2, "Work Groups/Teams," will supersede the local agreement regarding Team Leader/Utility classified employees. The local parties have agreed to implement the National Agreement as soon as feasible. Until that time, the local parties will continue to operate under the provisions of the Team Leader/Utility Agreement currently in effect.

## **TELEVISION SYSTEM**

During 1999 Local Negotiations, it was agreed that the Company would provide access to three Local News Stations, and the following cable stations: CNN Headline News, ESPN, The History Channel, and The Discovery Channel.

## **TEMPORARY CLASSIFICATIONS**

In the course of 1979 Local Negotiations, the Union raised questions concerning the scheduling of employees on Temporary classifications for overtime work assignments.

The following procedure is now established for those employees who are assigned to temporary classifications.

Employees assigned to temporary classifications will be reclassified and moved to the overtime list of the classifications. They will assume the highest accumulated overtime hours on the classification on the shift to which assigned. Upon completion of the temporary assignment, the employee will be reclassified and returned to the permanent classification overtime list where he/she will again assume the highest hours on the shift to which assigned.

Those employees who are temporarily classified and have been on the temporary classification for a 30 (thirty) day period or have been previously assigned to the same temporary classification for a 30 (thirty) day period will be replaced by a senior employee desiring that shift who has an application on file, provided that the senior employee is permanently classified or, if temporarily classified, has been so classified for greater than a 30 (thirty) day period. Such bump shall be effective no later than the first (1st) Monday following the above noted thirty (30) day periods.

The Hourly Employment Office has established a follow-up procedure on all temporary reclassifications. This procedure provides for a reminder notice at the conclusion of the temporary assignments, at which time the Wage Administrator follows up to determine the status of the temporarily reclassified employee and takes appropriate action.

## TEMPORARY VEHICLE AND CRANE PERMITS

Temporary operating permits for cranes or vehicles will only be issued by the Safety Unit.

## TOOLS - SET-UP, MATERIAL CONTROL CHECKER, AND INSPECTOR FLOOR

When tools and other equipment are necessary to perform job assignments, they will be provided to the employees upon request.

## TOOLBOX OR TOOL DAMAGE

The Company will continue its present practice of repair, replacement or reimbursements as appropriate for required personal toolboxes and tools damaged on Company premises from causes beyond the employee's control.

When it is determined that a valid claim exists, such claim will be settled within sixty (60) days. In the event this time is exceeded, the Human Resources Manager will have thirty (30) days to resolve the issue.

## TOOLBOX REMOVAL - IDENTIFICATION PROGRAM

A two-part card system will be developed to properly identify the owner of personal toolboxes being removed from the plant. After being sealed by the Non-Production Stores Crib, a numbered card will be affixed to the toolbox and a similarly numbered card will be given to the employee. Upon exiting the plant, the employee will be required to sign and surrender his/her card to Security. Security will verify the card number with the card number on the toolbox permitting the employee to remove the box. Security will retain the card for three (3) months at which time it will be destroyed.

## TOOL CABINETS - MACHINE SHOP

Skilled Trades employees working in the machine shop will have adequate storage facilities to safely secure large Company provided (commercial type) tools, operational aids, and equipment which they regularly use on a daily basis in the normal performance of their respective jobs.

## TOW DRIVER - NORTH YARD

During 1979 Local Negotiations, the discussion of the classification normally assigned to roadway clean-up (not operation of the street sweeper) debris pick-up, screen and bar recovery, tractor mounted broom, and general sweep up duties in the North yard, indicated that vehicle operations was a fairly frequent aspect of the work assignment. At the Union's request, the classification of Industrial Tow Driver will be assigned to the duties as discussed. The foregoing, notwithstanding a Linefeeder, may be assigned to supplement the efforts of the tow driver normally assigned to these duties.

## TRAINING ASSIGNMENTS - SHIFT PREMIUM

A review of applicable shift premium payments will be made for specific training assignments by the Labor Relations Supervisor at the request of the Unit Skilled Trades Committeeperson.



## TRAINING – ATMPL

During the course of the 2003 Local Negotiations, the Company and the Union discussed to need for expanded training within the ATMPL classification. Specifically, the parties identified the de-stacker unit on #9 press line and overall automation of remaining press lines as areas requiring expanded training.

As a result of these negotiations, the parties jointly agree to refer these concerns to the Joint Training Steering Committee for suggestions on how to resolve such matters. Through this process, the parties seek to use the area versatility matrix process to provide training to employees who display an interest in such training.

## TRAINING - EQUIPMENT

New and inexperienced employees of a classification shall be given basic familiarization with their equipment and the controls for their equipment as well as applicable safe practices as the initial phase of their on-the-job training. This indoctrination and training will be provided by qualified personnel.

## TRAINING – QUALITY

During the course of the 2003 Local Negotiations, the Union expressed a series of concerns regarding the amount of training that is given to employees in the Inspector Floor classification. As a result of these negotiations, the parties jointly agree to allow employees who are new to the Inspector Floor classification ample training that will aid them understanding their responsibilities. Training may include, but will not be limited to, areas such as FPA (Ford Production Audit) Evaluation, SPC (Statistical Process Control), Weld Quality Systems, Proper Use of Tools, and Weld Checks. Such training will involve a combination traditional classroom settings as well as on-the-job-training.

## TRAINING - SAFETY

This will confirm our discussion during 2011 Local Negotiations that the safety of all employees is important to the Company and Union. A review of employee safety training records will be conducted upon request of the UAW H&S Rep.

## VACATION SCHEDULE NOTIFICATION

In accordance with the provisions outlined in Article IX, Section 25 of the Master Agreement, vacation slips (Form 2611) will be made available to all employees. Employees will be given written disposition (Form 2611) of their application for vacation within three (3) days.

Nothing in the foregoing is intended to change or modify the agreements and understanding between the parties as set forth in the Master Agreement and Letters of Understanding.

## VACATION SHUTDOWN – ELECTION CARDS

Employees requesting to work during a scheduled shutdown, as defined in the Master Agreement, will fill out a “Shutdown Election Card” stating the weeks and shift they are willing to work. All shutdown election cards will be available by March 1<sup>st</sup> of each year. All cards must be date stamped and turned in to Labor Relations by March 31<sup>st</sup> of each year. There will be NO changes to the cards permitted by employees after March 31<sup>st</sup>. An employee with no card on file will be considered a refusal.

## VENDING MACHINES

During 2011 Local Negotiations, it was agreed that vending machines would be maintained in the following areas:

<u>Column Number/Location</u>	
<u>B-2</u>	<u>N-19</u>
<u>Basement C-14</u>	<u>Production Office</u>
<u>C-22</u>	<u>R-1</u>
<u>Fitness Center</u>	<u>Security Lobby</u>
<u>L-3 Tool &amp; Die</u>	<u>U-33</u>
<u>M-24</u>	<u>V-17</u>
<u>M-32</u>	<u>V-26</u>
<u>M-8</u>	<u>Y-35</u>

The parties understand that the coffee machines will be monitored for usage, and if the vending company determines that usage is insufficient, Labor Relations will give advance notice to the Union prior to a machine being removed.

## VENDING MACHINES - SERVICE

Arrangements have been made with the vendor to ensure that vending machines needing service will be given prompt service. Each vending machine will be serviced as needed.

## VENTILATION

The Union and Company Health and Safety Representatives will maintain monitoring equipment to check the operational efficiency of ventilations systems. Complaints of inadequate ventilation will be checked by the Health and Safety Representatives and appropriate measures will be taken to ensure proper operation of the plant ventilation systems.

Deficiencies will be corrected in a timely manner. In addition, surveys will also be conducted in conjunction with plant re-arrangements which could have an adverse effect on ventilation systems. Appropriate adjustments will be made as determined necessary by the survey results.

A program of inspection and maintenance of air exhaust and intake equipment is currently in effect and will be continued to assure that such units are in good operating condition prior to the seasonal needs.

The company will review the cleaning schedules for the main basement ventilation intake fans following the conclusion of Local Negotiations. The basement exhaust fans will also be included in the review. The purpose of the review will be to determine the establishment of an appropriate cleaning schedule for the subject equipment. Establishment of the cleaning schedule will be followed by appropriate determination and installation into Maximo

### VESTIBULE DOOR HEATERS

Vestibule door heaters will be inspected periodically to insure that they are maintained in operating condition to meet seasonal needs. Necessary repairs will be made expeditiously.

### VESTIBULE OVERHEAD DOORS & PERSONNEL DOORS - MAINTENANCE

A program of inspection and maintenance of vestibule overhead (vehicle exit and entrance) doors is currently being conducted by the Plant Engineering department and will be continued to assure that doorways remain readily accessible and in good operating condition to meet the seasonal needs. Also, employees will be reinstructed of their responsibility and obligation to keep these doors closed after use.

### WATER DISPENSERS/PURIFIERS

During the 2011 Local negotiations, the Company and the Union agreed to maintain the purified water systems in each break area. These units will service coffee machines; ice machines and water fountains within all break areas. Additionally, all distilled water dispensers in work areas will be inspected daily and noted on Supervisors daily GRASP check sheet to ensure a proper level of cleanliness and to ensure an ample water supply for the shift.

### WELDER MAGNIFYING LENSES WELDER GENERAL

Five magnifying lens plates will be provided to Welder General and will be available for use on special jobs upon the request, when authorized by his/her supervisor.

## WORK STANDARDS

The right of the Company to establish and enforce the expected amount of production is recognized. Such expected amount of production shall be fair and equitable and shall be set on the basis of normal working conditions, the quality of workmanship, and the normal working capacities of normal experienced operators, with due consideration to fatigue and the need for "personal" time.

If an employee or his/her Committeeperson requests from his/her supervisor the expected amount of production for an eight (8) hour period, and such a figure has been determined by the Industrial Engineering Department, the employee or his/her Committeeperson will be advised of such figures. If such figures have not been determined, the Industrial Engineering Department will be requested to establish the expected amount of production as soon as possible. This expected amount of production will remain unchanged unless the conditions upon which the original amount of production was established changes.

When a study is to be made for the purpose of establishing a standard, the employee on such job shall be notified at the time the study is to be made. If the employee requests his/her committeeperson, the supervisor will call the committeeperson. When a study is made for purposes other than establishing a standard, the purpose of the study will be made known to a Union representative upon his/her request. At the Bargaining Committee's request, a review of the elemental breakdown will be provided by an Industrial Engineer to a designated Union Representative.

At the request of the Bargaining Committeeperson, representatives of the Industrial Engineering Office and the Labor Relations Office will be made available to meet and discuss specific work standards complaints.

In addition, when management contemplates discipline for failure to follow instructions, failure to perform, or restricting production, as it relates to the above paragraph, and the Union demonstrates to management that a temporary suspension of action for the purpose of further clarification of the facts is warranted, a suspension for a period of twenty-four (24) hours will be granted.

## WORK-SOURCING

During the 2003 Local Negotiations, the parties discussed the necessity for proper communication in the event that work is being sent out of the building. The Company recognizes the importance of notification and agrees to continue to follow the guidelines set forth by the Master Agreement.

## YARD SERVICE AND STORAGE AREAS

In accordance with the understanding reached during 1990 Local negotiations, the Company has stated it will continue to maintain work areas in the yard used for service and/or storage.

Deficiencies will be corrected in a timely manner. Complaints of poor maintenance will be checked by the Union Health & Safety representative and the Company Safety engineer.

## **RE-AFFIRM D-2 COMMITMENT**

1. Proper storage of oxygen tanks on the manufacturing floor will be accomplished by securing the tanks to a stationary object or by positioning the tank in a holder. Oxygen tanks will not be transported in a horizontal position on forks, and will be transported to and from work locations in an appropriate carrier. Propane tanks to be stored outside in a safe manner.
2. Arrangements have been made to clean the vehicle marshaling area on a daily basis during the week.
3. Plant aisleways will be maintained in such a manner as not to constitute a safety hazard. Continued emphasis will be given to the proper placement of racks, dollies and containers. Immediate attention will be directed toward "C" and "V" aisles.
4. The Company reiterates its intention to eliminate congestion in the plant and to maintain adequate access to and from workstations. Excessive oil and water on the floor will be promptly mopped up so as not to create a hazard. Slugs and scrap will not be allowed to accumulate to the degree of becoming unsafe. Drip pans in the Metal Assembly Area will be cleaned on a regular basis. Complaints will be promptly investigated and where necessary, corrective action will be taken.
5. All Supervision have been reinstructed regarding safety practices and their obligations under the Master Agreement.
6. Employees are provided gloves which are in good repair and which provide ample protection.
7. Employees are not required to wear gloves worn by others unless first laundered. This will be reemphasized with all supervision.
8. Employees are not required to load railroad cars without a dock plate in position.
9. It is supervision's responsibility to check the Medical Section if a question arises concerning an employee's medical restrictions.
10. All Supervision have been reminded of Company policy related to employee relations. They are aware of their obligations in the treatment of hourly employees.
11. Eyeglass cleaning stations are serviced daily during the week. They will be maintained in such a manner as to offer employees cleaning tissues.
12. Experience has indicated that the pulling of dolly trains down the north-south shipping dock aisles in excess of three (3) is not unsafe. Dolly trains are limited to three (3) in the manufacturing area and appropriate supervision and hourly employees will be reinstructed accordingly.
13. Employees handling side bars on door assembly racks will be instructed by supervision at the beginning of the shift to stand clear when welding repairs are being made.
14. Employees will not be required to work under or in scrap chutes when scrap is being generated.
15. Quality Control Standard panels will not be hung over electrical panel doors so as to obstruct access to the electrical panel door latch.
16. On temporary production grinding operations, shields will be provided as necessary.
17. Supervision will be instructed that excessive water at workstations will be mopped up promptly and cardboard is not to be used to cover or soak up water.

18. The Company provides necessary safety equipment on operations requiring such equipment. All supervision will be re-instructed to assure that the prescribed safety equipment is on the job. Employees will not be required to run the operation without the equipment the Safety Unit determines is necessary.
19. Industrial vehicles, which have defects making them unsafe to drive are taken out of service and repaired. Vehicles in the Truck Repair Shop which have been tagged out by the Safety Unit will only be released by Safety. Industrial vehicles in for repair, for which a repair order has been issued, will only be released by a member of the Plant-Engineering Department having responsibility for truck repair.
20. Employees required to hand load or unload presses will be provided with press control, except where a barrier precludes the possibility of placing their hands, fingers or any part of the body in the crush points of the press.
21. The recent understanding that tubs or baskets are not to be stored in the row immediately next to the crib above the crib wall is being adhered to.
22. Complaints that presses which are claimed to be drifting over the top an excessive amount, will be checked by the Safety Unit. Any found by the Safety Unit to be in need of adjustment will be tagged out immediately and repaired.
23. Complaints that welding machines are double cycling will be promptly reported to the Safety Unit. Production will not be run through such equipment until Safety approves the operation.
24. To prevent water and oil from accumulating on the floor on the Truck Floor Pan Assembly Line, trenching and a pit was built. Drip pans in the Metal Assembly Area will be cleaned weekly, if required. Floor conditions at the Horse Collar Assembly Line will be kept free of odor.
25. Only qualified employees will be assigned to work in automation equipment and are required to observe the safety lockout procedure. All supervision has been informed of this requirement.
26. The Supplemental Cafeteria is swept once each shift and will be mopped on a daily basis during the week. The drinking fountains will be maintained and kept in proper working condition. Vending personnel shall be re-instructed on proper cleaning procedures. Tables will be cleaned after the serving period, and chairs will be cleaned as needed.
27. Four (4) portable platform ladders for use in the High Bay and five (5) portable platform ladders for use in the Low Bay. Additional step and extension ladders have been received and ladders will be stationed in the basement. Employees are not required to use a ladder having a defect which makes it unsafe. Ladder stations will also be established in the manufacturing areas.
28. Complaints that temporary electrical wiring has existed for unreasonable length of time or creates an unsafe condition will be reviewed by the Safety Department; where necessary, corrective action will be taken. The blanker area will be maintained in a satisfactory degree of housekeeping. Oil will be mopped up and slugs will be picked up. Containers were provided in the area for disposing of banding steel and debris.
29. Personnel stands and palm button stands will be maintained in accord with good housekeeping practices.

30. When grip tows are not available, and the movement of racks cannot be safely performed by one person, supervision will secure additional manpower.
31. For the duration of this agreement, one Committeeperson will be allowed over and above the number provided for under Article IV, Section 4 of the Master Agreement. Such Committeeperson will be a qualified person appointed by the Regional Office and the National Ford Department, whose duties will consist of handling health and safety matters.
32. To confirm our discussion regarding the D-2 settlement, of the medical pass issue, the following procedure will be used to implement the language.
33. Employees with serious injuries and/or illnesses shall be issued a medical pass immediately.
34. Employees having minor illnesses shall be issued a medical pass as soon as a replacement is available (i.e., employee is to be relieved in the next turn and if a relief person is not available, other arrangements will be made to release the employee). At no time should the time exceed reasonable limits.
35. Employees who claim to be unable to continue working because of minor illnesses will be issued a pass (Form 5152) at their request after being examined by Medical personnel. Only those employees who in Medical's judgment require additional personal treatment will be required to submit satisfactory medical evidence (Form 5166) that they are able to return to work before being allowed to return.
36. Complaints that prompt attention is not being given to employee requests will be reviewed by the Labor Relations Office and corrective action will be taken.
37. It is the direct responsibility of the supervisor to ascertain expiration date of Vehicle Permits of employees under his/her supervision, and to make the necessary arrangements with the Medical Department to have persons with expired permits re-examined. After the employee has been examined by Medical Department and found to be physically qualified, he/she will be issued a Form 5150 which he/she will take to the Safety Department where his/her new permit will be issued.



Ford Motor Company

Woodhaven Stamping Plant  
20900 West Road

September 23, 2003

Mr. R. E. Humphrey  
Chairman, Local 387

Dear Mr. Humphrey:

Subject: Zero Tolerance for Harassment

During the 2003 Local Negotiations, the Company and Union discussed their long-standing and shared commitment to ensure a work place free from discrimination, harassment, and violence. Threatening, disrespectful language or inappropriate behavior will not be overlooked nor condoned. The standard of zero tolerance for harassment of any type is understood, communicated and enforced. Breaches of this standard are considered serious misconduct and are handled accordingly.

Woodhaven Stamping Plant must have a culture of inclusion, where employees interact with dignity and mutual respect. We value the differences in employees' backgrounds, and maximize the benefits derived from a diverse workforce.

Woodhaven Stamping Plant is a world-class facility with a workforce that is second to none. We work jointly to ensure that employees feel proud to work here.

Sincerely,

Bonnie Wojewoda  
Human Resources Manager

Concur: \_\_\_\_\_

R. E. Humphrey  
Chairman, Local 387





## Woodhaven Stamping

February 18, 2011

### Stop Button Policy Letter

QUALITY is the lifeblood of Ford Motor Company and Woodhaven Stamping Plant.

Quality performance is one of the key determining factors used to determine where to source new work and jobs.

EVERYONE has responsibility for the following:

1. **Strict process adherence to established QOS.**
2. **DON'T ACCETP, MAKE or PASS along obvious defects.**
3. **Use the Stop Button Process to prevent scrap and rejects from passing on to YOUR customer.**

Each employee has the right and obligation to use The Stop Button Process, in order to prevent scrap and/or non-conforming product from leaving the line. The Stop Buttons are the red buttons at the end of the conveyors

Step #1 – Stop Line

Step #2 – Notify Supervisor

Step #3 – Contact your UAW Quality Rep, Quality Manager or QOSC.

\*In the event containment actions are necessary refer to The SBU Containment Procedure VOPQUG-004, Product Containment and Preventative Action for appropriate steps

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Jerry Lawson  
UAW Plant Chairman

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Andy Herbert  
Plant Manager

---

Angela Bantom  
UAW Quality Representative

---

Marla Dillard-Lemons  
Quality Manager

(PLANT/UNIT NAME)  
QUALITY CONCERN RESOLUTION REQUEST

Submitted by (Employee/Team)	Department/Area	Shift	Date
<i>Describe Quality Concern:</i>			
Date of Discussion: _____		Supervisor Signature: _____	
UAW Signature: _____			
Corrective Action Implemented: Yes ___ No ___		Date: _____	
<i>Corrective Action:</i>			
Corrective Action Implemented: Yes ___ No ___		Date: _____	
UAW Signature: _____		Superintendent/Manager: _____	
Corrective Action Implemented: Yes ___ No ___		Date: _____	
Local Quality Committee Signatures: Bargaining Chairperson: _____			
Plant Manager: _____			



September 22, 2011

To: Jerry Lawson  
Chairman Local 387  
Subject: Quality Training

During the course of the 2011 Local Negotiations, the Union expressed a series of concerns regarding the amount of training that is given to employees in the Inspector Floor classification. As a result of these negotiations, the parties jointly agree to allow employees who are new to the Inspector Floor classification ample training that will aid them understanding their responsibilities. Training may include, but will not be limited to, areas such as FPA (Ford Production Audit) Evaluation, SPC (Statistical Process Control), Weld Quality Systems, Proper Use of Tools, NDT (Non Destruct Testing) and Weld Checks. Such training will involve a combination of traditional classroom settings, as well as on-the-job training.

Sincerely,  
Michael Lank  
Human Resources Manager

Concur: Jerry Lawson  
Chairman, Local 387



October 1, 2011

Jerry Lawson  
Chairman Local 387

Subject: Woodhaven Stamping Plant 50<sup>th</sup> Anniversary

Dear Mr. Lawson:

During the 2011 Local Negotiations, the Company and the Union discussed the significance of the 50<sup>th</sup> anniversary of the Woodhaven Stamping Plant in 2015. This milestone event represents the long-standing commitment by employees, the UAW and Ford Motor Company to work together to create products and a workplace that is world class.

Both parties agree that a joint 50<sup>th</sup> Anniversary Celebration Committee will be established in 2014 to design an event to celebrate this landmark occasion.

Sincerely,

Michael Lank  
Human Resources Manager

Ford Motor Company



Woodhaven Stamping Plant  
20900 West Road  
Woodhaven, Michigan 48183  
September 23, 1996

Jim Hall, President  
Local 387, UAW

Subject: "Best-In-Class" Quality Program

Dear Mr. Hall:

During the current negotiations the Company and the Local Union reaffirmed their joint commitment to the principles and objectives of continuous improvement in all of the operations of the Woodhaven Stamping Plant.

A very meaningful dialogue was established regarding these commitments in the area of Quality. This dialogue has served to expand the knowledge of both parties as it relates to the "Best-In-Class" Quality Program that was established in 1987. The national parties agreed that this program would not expire with the collective bargaining agreements. These particular issues are of sufficient impact that the Quality Program has become a "living document" permitting the parties to continuously improve, support and expand the UAW-Ford "Best-In-Class" Quality Program outside the collective bargaining agreement.

This dialogue has proven most satisfactory in achievement of a real comprehension between the parties for development of appropriate avenues of communication and realization of the factors which promote perception of the circumstances that will aid in the implementation of appropriate Quality Objectives as a significant and most important aspect of our operations.

Yours truly,

*F. T. Drabek*

F.T. Drabek

Manager Human Resources

July 15, 1974

FORD MOTOR COMPANY

Metal Stamping Division

Woodhaven Stamping Plant

Mr. J. T. Gregory, President

Local 387 - UAW

24250 Telegraph Road

Flat Rock, Michigan 48134

In the course of recent discussions, the Union raised questions concerning the indiscriminate reassignment of an employee to another job within his/her classification. Although we are not aware of any actual case in which such reassignment occurred, this is to advise you that it is not Company policy to indiscriminately reassign an employee within his/her classification.

In the event it is necessary to loan employees from one classification to another classification, the employee will be loaned in accordance with the terms of the Local Agreement and the provisions of Article VIII, Section 22, of the Master Agreement.

The Company will schedule meetings with all operating floor supervision for the purpose of explaining the Company's obligation with regard to reassignments and loans.

Complaints that supervision have not acted in accordance with this letter may be referred to reassignments and loans.

Complaints that supervision have not acted in accordance with this letter may be referred directly to the Plant Industrial Manager for review.

J.G. Grotz, Manager

Industrial Relations Department



September 22, 2011

To: Jerry Lawson  
Chairman Local 387

Subject: Community Service

The Company and Union have individually supported community efforts for decades. The Company has established corporate citizenship as one of the key operating strategies to ensure global competitiveness. A cornerstone to the Union movement has historically been strong support for community service activities. During the course of the 2011 Local negotiations, the Company and Union discussed to continue this tradition of continuing community service and support in the Downriver community, with exploring new avenues in which to further our shared goals

Sincerely,

Michael Lank  
Human Resources Manager

Concur: \_\_\_\_\_

Jerry Lawson  
Chairman, Local 387



October 7, 2011

To: T.J. Gomez

President UAW Local 387

Subject: Cooperation & Joint Improvement Efforts

During the course of the 2011 Local Negotiations, the Company and Union acknowledge that at both the National and Local Union levels, the parties have engaged in a variety of improvements, promotions, and recognitions which have served our common interests.

Woodhaven Stamping Plant is dedicated to the quality of our products and the safety of our employees. By making a commitment to improve employees' level of engagement and morale based upon ONE Ford Values, we will be one step closer to delivering the business results that we strive to achieve. Likewise, embracing diversity at WSP promotes a culture that encourages every individual to contribute fully to the success of their workplace while achieving maximum personal fulfillment.

Fortunately, the implementation of an all-inclusive two-way communication operating system currently underway is showing results. Further, we believe that employees who are positive about their jobs, share a respect for diversity, and have the communication they need to succeed, will tend to have lower absenteeism rates, higher productivity, and fewer workplace accidents.

The Woodhaven Improvement Taskforce is a UAW-Ford joint effort that was created with those goals in mind and will serve as an example of our continued cooperation in regard to improvement efforts.

Sincerely,

Michael Lank

Human Resources Manager

Concur: \_\_\_\_\_

T.J. Gomez

President, UAW Local 387



Body and Assembly  
Ford Motor Company

Woodhaven Stamping Plant  
20900 West Road  
Woodhaven, Michigan  
Mailing Address  
P O. Box 327  
Trenton, Michigan 48183

To: All Employees

It is the policy of the Company and the Union to support all areas outlined in the Master Agreement to fully utilize the work force and to be dedicated to productivity and quality improvements.

The common goal of both parties is to actively support current programs and to search for and create new methods, training programs and other improvements that enhance our competitive position. Our top priority is customer satisfaction.

Woodhaven Stamping Plant will continue to demonstrate corporate leadership in the quality of our operations. Continued improvements in our products, quality productivity and people will enable us to maintain the highest standards of competitiveness.

We unquestionably realize that our productivity and operational effectiveness can only be accomplished through employee cooperation and the full utilization of the abilities and knowledge of our entire work force.

Management reaffirms its confidence and continuing commitment to sponsor and provide to the fullest all of our ongoing National and Local programs such as, Employee Involvement, New Technology Training, Best-In-Class Quality, Employee Assistance, Job Security-GEN, Educational Training and Assistance and the Mutual Growth Forum, etc.

Both parties recognize the need for and the potential benefits of positive change which involves the introduction of area work groups, and highly recommends that everyone promote this concept and fully participate in these activities.

Likewise, we all agree that employee safety, welfare and the dignity of the individual demands a priority position in all of our daily endeavors.

Finally, nothing in the aforementioned is intended to supersede, modify or amend any National or Local Agreements.

*A. E. Suemnick*

A. E. Suemnick  
President  
UAW - Local 387

*E. C. Galinis*

E.C. Galinis  
Plant Manager



Ford Motor Company

Woodhaven Stamping Plant  
20900 West Road

October 12, 1999

Mr. J.E. Hall  
President/Chairman, Local 387

Dear Mr. Hall:

During the course of 1999 Local Negotiations, the Company raised concerns about operating efficiencies, and our ability to improve our competitive position on a worldwide basis, in the highly competitive stamping business. The Company and Union agreed that we would work together to continuously improve in this regard.

Employees are the source of our strength and will be trained, trusted, and given an ever-increasing role in making decisions in the workplace. Data about our competitive standing will be shared with them, and they will be jointly encouraged to take the necessary actions to "move the needle" on our competitive position. We look forward to this new and more empowered and collaborative approach.

Sincerely,

C.A. Cirbes  
Human Resources Manager

Concur: \_\_\_\_\_

J.E. Hall, President  
Local 387, UAW



September 21, 2011

Jerry Lawson, Plant Chairman

Woodhaven Stamping

U.A.W. Local 387

With the introduction of new technologies, which includes programs such as M.F.M (Maximo for Maintenance), the parties recognize that additional training and responsibilities is needed.

New programs, such as M.F.M., rely upon the input and tracking of data for these programs to operate effectively.

Management will meet with the appropriate Union Representatives to discuss the training and employees who will be participating in these programs. Recognizing that both parties support these concepts, the combined efforts and mutual concern of the parties involved will enhance the cooperation required of the participating employees.

Mike Lank

Human Resources Manager

Woodhaven Stamping

July 10, 2010

## Woodhaven Stamping Plant Skilled Trade Project

### Coordinators

- Skilled Trade Project Coordinators (STPC) will be established at Woodhaven Stamping Plant in accordance to pages 160 and 161 of the SKILLED TRADES BOOK dated Nov. 3<sup>rd</sup> 2007.
- In addition to pages 160 and 161 STPCs will also be required to fulfill the following job requirements:
  1. Record and maintain safety records of tools used on assigned projects.
  2. Safety check verification of tooling, harnesses, lifting and rigging equipment.
  3. Evaluation, concurrence and documents required for Pre-Task Analysis.
  4. Administration and retention of project related safety talks.
  5. Application process of FAS08-111 (Aerial lifts / MEWP) assigned to projects.
- Woodhaven Stamping Management will post the need for a STPC for a period of 7 days. Posting will begin on a Wednesday and end the following Wednesday at 4:30 p.m.
- Upon posting conclusion, Skilled Trades from the required classification will elect a candidate from the posted list for the coordinator position. WSP management and UAW representatives will be present when ballots are counted and coordinator is elected. Results will be posted same day.
- Disqualification petitions for STPC may be submitted after 30 days to WSP management and UAW representatives (jointly).
- STPC will be required to post and update overtime lists (for their respective classifications), charges, schedules, and report to WSP management eligibility for overtime in accordance to National and Local agreements.
- This agreement will not have any affect on the current leader to journey person ratio as outlined in the Local agreement.
- Upon mutual agreement STPCs may be reassigned to any shift regardless of seniority. This move will be to facilitate project work.
  - Incumbent employees on assigned shifts will not be displaced due to STPC assignments.
- Upon mutual agreement the company and Union may agree to deviate from the overtime equalization process in the event of unforeseen circumstances.
- During times of Bump or realignment employees moving shifts will assume the hours of the highest non STPC hour employee on the shift (in classifications that do not cross to equalize overtime). This will continue until such a time as the hours are back in spread on the shift.

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B. Dudley – P.E. Manager

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C. Pfaff – Skilled B.C.



September 28, 2011

To: T.J. Gomez

President Local 387

Subject: UAW Local 387 Woodhaven Picnic

Recognizing the cooperative spirit that exists at the Woodhaven Stamping Plant, the Company and Union, in an effort to foster and continue positive employee relations, are agreeable to review the feasibility of sponsoring an annual picnic for Hourly employees at UAW Local 387 grounds. Our exploration of this subject will include the feasibility of financing this event from joint funds.

Sincerely,

Michael Lank

Human Resources Manager

Concur: \_\_\_\_\_

T.J. Gomez

President, Local 387



November 7, 2011

Jerry Lawson

Chairman UAW Local 387

Woodhaven Stamping Plant

Subject: Supplemental List

During the course of 2011 negotiations, it was brought to the attention of Management that the Union was encountering a problem with several of the employees that had been selected by Management to be loaned outside of their classification (i.e. Linefeeder, Inspector, Salvage Repair). While the employees were well qualified, it was the Union's position that because they were of lower seniority, other employees who were equally qualified and had greater seniority were very dissatisfied with Management's actions.

Management agrees to help resolve this problem by generating a supplemental list of employees that have the desire to perform these jobs. The employees will be in order of seniority and will be utilized as needed, on the shift and in the department the employee is on.

Sincerely,

Mike Lank

Human Resources Manager



October 24, 2011

Mr. Christopher Pfaff  
Skilled Bargaining  
Woodhaven Stamping  
Local 387

Mr. Pfaff

During the 2011 Local Negotiations, the Company and the Local Union discussed at great length the Welder Fixture Repair classification at Woodhaven Stamping Plant.

Although the classification was designated as "Will Not Re-Populate" in the 2007 National Agreement, the parties agree that the duties performed by Welder Fixture Repair are important to the operational effectiveness of the Plant.

This letter affirms our joint commitment to ensure a smooth transition of work as the current members of the Welder Repair classification vacate the classification. If issues arise, both parties agree to meet locally to ensure the intent of the National Agreement Letter of Understanding titled, "Automation and Welder Fixture Repair Placement Process" is fulfilled consistent with the Company's needs and expectations for a high level of craftsmanship in the amount of work needed on the assembly side of the plant.

Sincerely,

Mike Lank  
Human Resources Manager  
Woodhaven Stamping

Concur: \_\_\_\_\_

C. Pfaff, Skilled B.C.  
Woodhaven Stamping, Local 387



Ford Motor Company

Woodhaven Stamping Plant  
20900 West Road

October 7, 2011

Jerry Lawson

Chairman UAW Local 387

Woodhaven Stamping Plant

Subject: Linefeeder Classification

During the course of 2011 negotiations, the Union pointed out the need to realize significant cost savings and raised the fact that reinstating the Linefeeder classification would go a long way in achieving necessary cost savings due to the difference in pay rates between Production and Linefeeder classifications.

Management investigated pay differences and agreed with the Union that there may be significant cost savings for Woodhaven Stamping Plant realized by reinstating the Linefeeder classification in the Press and Assembly areas. As such, Linefeeders will be repopulated in Press and Assembly Departments through the non-promotional bid process contained in the agreement while Linefeeders in the MP&L Department will continue to attrit as previously agreed.

Mike Lank

Human Resources Manager





Ford Motor Company

Woodhaven Stamping Plant  
20900 West Road

October 12, 2011

Mr. Jerry Lawson  
Chairman, Local 387

Dear Mr. Lawson:

During the course of 2011 Local Negotiations, the Union raised concerns about assignments of Tool & Die personnel to work that is normally done by production employees. This letter reaffirms the Company's expressed commitment to properly utilize Tool & Die personnel. Once the required changes are made, Tool & Die personnel are expected to run a sufficient number of panels that ensures quality parts. The exact number required is predicated on the extent and nature of the changes that were made. Generally, that should be up to fifty (50) parts that meet all quality specifications.

The Company reaffirms it's commitment to use Production employees to perform regular production runs.

Sincerely,

Mike Lank  
Human Resources Manager

Concur: \_\_\_\_\_  
Jerry Lawson, Chairman  
Local 387, UAW

## LUNCH TIME - SIGN OUT

Mr. James E. Hall  
Local 387 - U.A.W.  
24250 Telegraph Road  
Flat Rock, Michigan 48134

Dear Mr. Hall:

During the course of recent discussions, the Union requested that the Company eliminate the requirement that employees leaving the plant at lunch time have a pass, or sign out at the Security Office. In support of this request the Union explained that the parties had made considerable progress in the development of an atmosphere which has promoted mutual respect and trust. The Union further stressed that the maturity of the work force, employee dedication to their employment and the recognized responsibility to remain on their jobs until their lunch period, and further, to be back on their jobs at the end of their lunch period was accepted and well understood by all employees.

Management recognizes the considerable progress achieved in the development of the atmosphere promoting trust and respect between the parties and employees. It is unfortunate that at times restrictions have to be utilized which affect all employees which are necessary to control the behavior of those few employees which at times have difficulty accepting the responsibilities of employment and need strict rules and regulations to control their behavior.

Management also promotes change which in the end will result in a cooperative achievement of fewer controls being required. Employee integrity, self control, and acceptance of responsibility are key factors which could enable the Company to eliminate the sign out requirement during lunch periods only. However, the Union is reminded that under certain conditions controls are necessary to effectuate appropriate employee conduct. The Company is willing however, to lift the requirement with the following understanding.

Effective with the ratification of the local agreement the requirement that employees have a pass, or sign out at the Security Office when leaving the plant for lunch will be eliminated. It is understood, however, that employee abuse will not be tolerated. In the event that Management determines that employee abuse of this privilege lend this arrangement undesirable, the parties will meet to determine those measures required to continue this arrangement. However, should employee abuse continue, this privilege will be suspended until such time as the parties can determine any mutually acceptable arrangement which could again result in the privilege being reinstated. Employees, however, will continue to be required to properly identify themselves when entering or exiting the plant and sign out when leaving the plant for other circumstances as is currently expected.

L.F. Neuman  
Employee Relations Manager



October 5, 2011

To: Chris Pfaff & Mark Tackett  
Bargaining Representatives, Local 387  
Subject: Quality & Continuous Improvement

During the course of the 2011 Local Negotiations, the Company and Union extensively discussed operating efficiencies and our joint objective to improve WSP's competitive position in the Stamping Business. The Company and Union agreed that, to secure future work for the facility and thus secure jobs, we would work together to continuously improve the operation, both in Production as well as in the Skilled Trades area.

As such, we will continue to optimize the facilities Quality and Continuous Improvement using sources readily available to us, including but not limited to process standardization and all elements of Volume I Appendix J of the Ford UAW Agreement.

Sincerely,

Michael Lank  
Human Resources Manager

Concur: \_\_\_\_\_  
Chris Pfaff & Mark Tackett  
Bargaining Representatives, Local 387



**Inter Office**

**Vehicle Operations  
Woodhaven Stamping Plant**

October 25, 2011

Mr. Jerry Lawson,  
Chairman, Woodhaven Stamping Plant  
UAW Local 387

Dear Mr. Lawson:

Subject: Die Set Support

In the course of the 2011 Local Negotiations the Company and Union discussed the need to reduce die set times to help Woodhaven Stamping become more competitive, globally, to attract new business. To this end the parties agreed, that at the start of each shift, press room management will assign classified die-set utility personnel to each die set team. This will ensure each die set team has consistent and dependable support to assist in performing all aspects of the dieset (except operating the crane). The purpose is to improve the efficiency of die staging activities to reduce overall die set times which in turn will lead to increased press uptime and yields. When die set duties are completed, the die set utility employee will be returned back to press production operations.

The parties agree to regularly monitor die set performance and to make adjustments as necessary to achieve continuous improvement.

Sincerely,

Mike Lank  
Human Resources Manager  
Woodhaven Stamping Plant

Concur: \_\_\_\_\_  
Jerry Lawson, Chairman  
Woodhaven Stamping Plant, Local 387



**Inter Office**

**Vehicle Operations**

**Woodhaven Stamping Plant**

November 28, 2011

Mr. Chris Pfaff,  
Acting Chairman, Woodhaven Stamping Plant  
UAW Local 387

Dear Mr. Pfaff:

Subject: Blanker Operations

In the course of the 2011 Local Negotiations the Company and Union engaged in extensive discussions regarding improving the competitiveness of Woodhaven Stamping Plant. The Union expressed a strong desire to bring new work and/or resourced/outsourced work back into the plant, but recognized the only way to achieve this goal is to improve equipment uptime and throughput. To do so, the Company and Union recognize that we must jointly find new ways of performing work that will enable our employees to help the business operate more efficiently. Specifically, the parties agreed to make changes to blanker operation work practices. As such, and in accordance with the UAW- Ford Collective Bargaining Agreement, Appendix J, the parties agree to the following:

The work team concept will be applied in Blanker Operations. All non-skilled employees assigned to the Blanker area (currently, Blanker 7 and AP-1) will work as a team and be responsible for all duties required to operate the blanker area. These duties shall include, but are not limited to, operating all blanking equipment, driving hilos to perform linefeeding and loading and moving coils, inspection, salvage repair, die setting (with the exception of staging), operating the crane within the blanker area, and maintaining the cleanliness and safety standards in the area. All team members will be trained and licensed to safely perform these duties. These changes will assist in improving work flow, throughput, and reduce downtime while ensuring a trained, dedicated, and stable team that has 100% ownership over their area.

The parties agree to regularly monitor productivity performance in the blanker area to ensure performance objectives are being met and to make adjustments as necessary to achieve continuous improvement.

Sincerely,

Mike Lank  
Human Resources Manager  
Woodhaven Stamping Plant

Concur: \_\_\_\_\_  
Chris Pfaff, Acting Chairman  
Woodhaven Stamping Plant, Local 387



November 16, 2011

Chris Pfaff

Acting Chairman UAW Local 387

Woodhaven Stamping Plant

Subject: Work Station Fans

During the course of 2011 negotiations, the Company and Union discussed and agreed upon the need to alleviate excessive heat conditions as much as possible during hot weather months.

In an effort to address these issues, the Company and Union have agreed, that upon ratification of the Local Agreement, the Union Health and Safety Representative and a Company Safety Engineer will complete a survey of all workstations and the locations of current fans. In areas where the Health and Safety Representative and the Safety Engineer deem additional high volume fans are necessary, additional fans will be obtained and mounted.

Sincerely,

Mike Lank

Human Resources Manager

# SKILLED TRADES

## WORK ASSIGNMENTS

## GUIDELINES



**LOCAL AGREEMENT  
SKILLED TRADES WORK ASSIGNMENT  
GUIDELINES**

The following definitions of skilled trades work assignment practices have been agreed upon by representatives of Local 387, U.A.W. and the Ford Motor Company, Woodhaven Stamping Plant, pursuant to paragraph 6 of the Skilled Trades Supplemental Agreement. These definitions do not include all work assignments performed by the trade involved. It is understood that these definitions are subject to the provisions of paragraph 5 and 6, and Exhibit II of the Skilled Trades Supplemental Agreement and the Company letters to the Union, dated December 7, 1970, Subject, Skilled Trades Work Assignments, and October 4, 1979, concerning application of the foregoing to certain non-apprenticeable Appendix F, [Skilled Trade] classifications.

This agreement shall not prejudice either party with respect to work assignments which were discussed but which did not result in agreement upon definition of past practices. The parties also reserve the right in the future to include practices that have not been discussed at this time.

**EXHIBIT II  
SKILLED TRADES WORK ASSIGNMENTS**

It is the policy of the Company to assign work between Skilled Tradespersons in conformity with the principles set forth by the Ford-UAW Umpires in Opinion A-223, A-278, B-14, and other umpire memoranda. This statement is intended as a reaffirmation of these principles. In making job assignments, management intends to respect the importance and prestige of its tradespersons. But, without "multiple hair-splitting refinements and cumbersome and unreal distinction." Indeed, the efficient operation of the Company's plants demand the full utilization of the talents of each trade.

Nothing contained herein is intended to supersede or otherwise change the UAW-Ford National Agreement related to the Skilled Trades including but not limited to Appendix J and all Letters of Understanding pertaining to the Trades.



## FACTORS TO BE CONSIDERED IN MAKING JOB ASSIGNMENTS

### Central Skills

Tasks, which require the unique and central skills of one particular trade, are assigned to that trade (unless such tasks are incidental to a principle job being performed by other tradespersons as discussed below).

### Overlapping Capabilities

To determine whether a particular skilled assignment falls within the scope of two or more trades and thus, properly assignable to of any one of these trades, several criteria must be considered, no one of which by itself is controlling.

- Level of skill involved
- Type of apprenticeship training
- Tools required
- Nature of the material being worked on
- Generally accepted notions of the trade
- Other criteria (e.g., composition and size of the skilled work force)
- Past practices in a plant relating to skilled tasks (invariable, certain and unchallenged over such a long period that an agreement is assumed)

The first six of these criteria will be considered in making the determination of whether a skilled task falls within the scope of two or more trades or only one. Past practice is a limiting factor and is binding in ordinary situations if by clear and convincing proof it can be shown to exist as a fact by the party relying on it.

### INCIDENTAL WORK

Incidental work is a comparatively minor task that is complementary to a principle job.

In determining whether a task is incidental and thus properly assignable to the tradespersons performing the principle job, the following points must be considered (past practice or normal scope of the trade has no significance in incidental work):

- Time involved in relation to the principle job. A minor task or series of minor tasks performed sporadically over the duration of the principle job are incidental even though the cumulative time may be fairly large.
- Whether the task is within the capabilities of the principle tradespersons.
- Whether the task can safely be performed by the principle tradespersons. Incidental tasks are not limited to those arising in the course of the principle job, but may occur also at the beginning or end of the job.

### EMERGENCIES

In the event of breakdowns and other unforeseen incidents that interrupt the flow of production as well as fires, accidents and the like, assignments may be made without regard to trade lines although trade lines are not to be disregarded where the time within which the repairs are to be made and the availability of the appropriate tradespersons permit their observance.

## CARPENTERS

1. Perform rough and finish carpentry, repair and construct wooden structures, concrete forms, platforms, flooring, wooden benches, tables, scaffolding, counters, and display boards.
2. Repair or install ceiling tile, floor tile, Plexiglas and roofing.
3. Replace wood floor blocks (J-block).
4. Repair and/or modify pecan floor block. (Pecan floor blocks can be removed and replaced by trade involved in the course of their work assignments unless more than three full blocks are to be removed).
5. Move, replace and repair Hauserman partitions, including glass replacement.
6. Finish cement and/or concrete, including laying block and brick, new or old. Saw cutting of concrete including removal and repair. Drilling holes for installing dowels in concrete, reinforcing bar (re-rod) and wire mesh for concrete pour
7. Glazing, window repair and/or replacement, with glass or plastic substitute, excluding installation on industrial vehicles. [Reference Industrial Truck Repair # 9]
8. Repair or replace doors, door closures, latches, door locks, and broken panels on wooden doors.
9. Perform crating and bracing on machine parts and equipment.
10. Perform ceramic tile and plaster wall patch repair.
11. Paint building, signs, resource dies and equipment (except welding fixtures and new construction dies). The painting of Quality Control equipment and facilities will continue to be performed by Plant Engineering personnel. Painting associated with inspection functions will continue to be performed by Quality Control personnel. [Reference Electrician #35]
12. Engrave signs and name plates. [Reference Electrician #35]
13. Paint aisle ways, walkways, and storage area floor identification lines.
14. Hang all signs and nameplates in offices, mezzanine, garage and garage pad. [Reference Millwright #63]
15. Hang all flags and banners unless special clips or cables are to be used. (When special clips or cables are required, Millwrights will hang them).
16. Initial installation, path changes, replacement and repair of magnets for A.G.V. System in and plant wide.

## **TOOL AND DIEMAKER**

1. Try out dies, including spotting in-metal clearance, when dies are released by the Die Room.
2. Maintain, repair and replace details; improve dies, including rubber, plastic or synthetic materials.
3. Maintain and repair tooling, jigs, and fixtures of the type constructed by Diemakers, (except Quality Control fixtures).
4. Make coordination changes, engineering changes, tool corrections and die improvements.
5. Maintain, repair, replace and improve scrap chutes, lubricating systems, locating gauges, die automation, such as lifters, kickers, brackets, guide rails, and production aids attached to the die, except for electrical wiring. [Reference Electrician #5 & #7]
6. Fabricate and install replacement scrap chutes attached to the die.
7. Install, adjust and repair air blow offs for dies.
8. Remove, replace and recharge air and nitrogen charged cylinders, which are connected to the die.
9. Locate cylinders in air ram adapters.
10. Drill and tap holes into dies and fabricate brackets required to mount safety guards, scrap chutes, production aids, etc., to the die.
11. Obtain Quality Control standard, (OK panel) in pressroom, Small Parts, Blanker, and Assembly Areas where die related.
12. Install sub dies.
13. Maintain, repair and replace nutter heads, impact dies or anvils when integral part of the die.
14. Install and remove parallels and risers.
15. Troubleshoot dies while in production.
16. Adjust press rams and binders in conjunction with die tryout (except those now manually adjusted with large hex wrench).
17. Finalize gauge layout on dies.
18. Maintain punch and binder pressure on draw dies.
19. Remove and replace cylinders in air ram adapter in need of repair.
20. Construct, maintain, repair, replace, locate and mount the fingers on the rails of transfer unit (Livernois Transfer). [Reference Machine Repair #3]
21. Maintain, repair, and replace locating pins, punches, buttons, gauges, locators, lifters, die sections, cams, cam slides and nutter heads on hydraulic and air piercing units.
22. Fabricate and maintain guards when secured to the die in production areas.
23. Install, remove and adjust extractors or transfers when part of the die.
24. Try out, maintain and repair, clinch and or pre-clinch 45 degree and all hem dies.
25. Sharpen Shear knife blade(s). [Reference Machine Repair #30]
26. Remove and replace cut-off dies. (Die Setters install and remove dies that can be removed.)
27. Construct, repair, and improve dies or details.
28. Construct Quality Control checking fixtures and hand applies (models) required by process.
29. Construct Tool and Die related tools, dies, jigs, and fixture stand tooling aids including use of rubber, plastic or synthetic materials.

30. Make engineering changes and repair tools, dies, jigs, and fixtures.
31. Make coordination changes, tool and die corrections and improvements.
32. Construct and repair bolster plates, except mechanical portions.
33. Set up and operate Electrical Discharge Machine (ELOX)
34. Install, including fittings, all details shown in die designs during construction. [Reference Electrician #8]
35. Drill, tap and build-up dies for press adaptation, including punch plate and bullring.
36. Installation of "Dutchmen" and replacement of broken heel blocks where machining is required.
37. Reboring and rebushing of bolster plates in die room.
38. Construct, clinch or pre-clinch dies, punch plates, bullrings, parallels and risers.
39. Perform machining only if drilling and tapping three (3) or more sections are required.

## ELECTRICIAN

1. Install, maintain, troubleshoot, wire and revise wiring of main control, auxiliary, brake, automation control, kicker, heat induction welding systems and timer panels (excluding maintenance and troubleshooting of brain units on welding timer panels). [Reference Welder Repair #15].
2. Install and maintain sequence lighting (except on welding fixtures).
3. Install, maintain, repair, and revise electrical equipment on air and hydraulic power units. Electricians wire up to base of valve on hydraulic power pack units. [Reference Welder Repair #4].
4. Install and maintain safety disconnects on panels including timer panels.
5. Install and maintain electrical receptacles and plugs (except on welding fixtures). [Reference Welder Repair #5].
6. Connect and disconnect wires from source to welding to fixture junction boxes (except plug ins), including ground wire from hanging welding gun transformers to building ground. (Reference Welder Repair #6).
7. Install and maintain limit switches (except on welding fixtures), including the wiring and maintenance of limit switches in dies.
8. Initially install, wire and maintain limit and proximity switches on new construction dies when the brackets are provided by Plant Engineering.
9. Initial electrical installation of shielded arc gas welding equipment.
10. Maintain and repair shielded arc gas welding power units.
11. Install and repair electrical components on electric hoist, including the installation and adjustment of disc brakes.
12. Install, grease, maintain, repair, connect or disconnect wiring on electric motors, generators, clutches, and brakes, including automation equipment, conveyors and turnovers. [Ref.; Millwright # 18, Machine Repair # 21].
13. Maintain and clean electrical portion of Eddy Current and Dynamatic Clutches, including slip rings and coils. [Reference Machine Repair # 25].
14. Troubleshoot and cycle with Welder Repair new installations of welding machines, welding fixtures and guns with necessary corrections for proper sequence before releasing said equipment to Welder Repair for production. [Reference Welder Repair # 12].
15. Install electrical conduit, ductwork, raceways and cable racks (except on welding fixtures). [Reference Millwright #38 & #49].
16. Wire and maintain battery chargers.
17. Repair Arc welding machines.
18. Fabricate mounting brackets for electrical components (e.g. panels, cabinets, conduit, junction boxes, and limit switches, except in dies and welding fixtures). [Reference Welder Repair #5, Electrician # 8].
19. Install, maintain and adjust electrical press automation controls.

20. Maintain and repair electrical automation equipment.
21. Initially install and replace electrical components on heating equipment, refrigerators, and air conditioning, except for minor repairs.
22. Repair A.C. circuits and chargers on plant personnel carriers.
23. Install and maintain, clean and repair light fixtures
24. Perform initial installation of automation wiring for drop stop plugs and kickers where such are external to a welding fixture. [Reference Welder Repair #2].
25. Remove and replace personnel cooling fans as needed to perform maintenance and repairs normally performed Electricians. [Reference Millwright # 28]
26. Maintain and repair electric motors, emergency stop, cycle hold buttons, run receptacle control stations, annunciator or trouble display panels raceways for wiring and the "Tool Control Center" on index or "whirly bird" machines (except minor adjustments made by Welder Repair in the performance of their own work).
27. Install, re-time, or readjust rotary cams on transfer devices, electric cams, and associated MSDIC controls.
28. Repair hand held pendants for robots.
29. Make electrical repairs to electric drill motors.
30. Clean motors and other electrical equipment when primary voltage is on.
31. Install electrical components and maintain C02 welder up to and including wire feed motor.
32. Install, repair, replace and maintain solid state units: sequence timers, weld timers, cam limits, controllers, etc. [Reference Welder Repair #5. Pipefitter #21].
33. Install, replace, and maintain the whips from the primary of the weld timers to the cam lock receptacles.
34. Install, maintain the main power supply conductors from the base duct to the line main disconnect switch for welding robots.
35. Paint sub-stations, and stencil for identification purposes, welding and building power busses, swing plugs and high voltage panels and cubicles. [Reference Carpenter #11]
36. Anchor electrical panels to the floor. [Reference Millwright #46]
37. Repair and maintain electrical and electronic systems of robots. [Reference Welder Repair #16, Machine Repair #27].
38. Install, maintain and trouble shoot safety barriers, cycle buttons, stop buttons, start-stop control panels. [Reference Welder Repair #2].
39. Install, remove and maintain LPD drive motors and knee drive motors. [Reference Electrician #26 and Machine Repair #21]
40. Transport and repair main drive press motors. [Reference Machine Repair #21]
41. Repair the vision system checking device [Reference Welder Repair #18]

## INDUSTRIAL TRUCK REPAIR

1. Perform mechanical, electrical, and hydraulic repairs to industrial related vehicles and equipment operated by gasoline, liquid petroleum gas and D.C. electricity.
2. Repair and rebuild parts for industrial vehicles such as starters, generators, engines, transmissions, differential gearboxes, power takeoffs, and winches.
3. Repair and rebuild hydraulic parts for vehicles such as hydraulic cylinders, pumps, valves, steering units and hydraulic lines and hoses.
4. Change tires on industrial vehicles, including solid type tires using hydraulic press.
5. Service and change batteries for battery operated hilos (e.g. Hilo Battery Service Station).
6. Repair battery cable ends in the battery charging areas.
7. Repair and rebuild battery-operated material handling vehicles, (grip tows, transporters etc.). Millwrights fabricate such items as battery boxes and grip tow frames; Welder General performs required welding. [Reference Millwright #26].
8. Operates special armature lathe to perform rebuilding of vehicle starters and generators.
9. Remove and replace pre-cut glass and plastic windows on industrial vehicles.
10. Remove and replace sheet metal on vehicles such as cabs and panels and installation of doors.
11. Install grip tow hydraulic tank guards (Welder General will perform any necessary welding). [Reference Millwright #26]
12. Maintain Manitowoc crane, except cables and sheaves. [Reference Millwright #22 and Machine Repair 12].
13. Install new canvas doors on industrial vehicles. (Any fabrication of sheet metal to be done by the Millwrights.) [Reference Millwright #4]
14. Perform all repairs of air conditioners in hilos and tow trucks, evacuate refrigerant and recharge units after repairs are complete.
15. Remove and install safety bars for batteries on industrial vehicles. (Reference Millwrights #65).
16. Replace, maintain and install chains, sprockets, hydraulic cylinders and motors, shafts, bearings, hoses, control valves, D.C. relays, D.C. wiring and lift carriages on battery changing carts.
17. Repair and maintain all D. C. Generators, cable and magnet assemblies mounted on an industrial vehicle or made to be carried by an industrial vehicle.
18. Repair and maintain all pedal powered vehicles, e.g., bicycle and tricycles, including mounted safety devices.

## INSPECTORS TOOLING AND LAYOUT

1. Set production standards for production runs in press and assembly areas.
2. Layout and inspect Q.C. Bull's Eyes. Make up and submit all inspection sheets and drawings and enter all information for ISO process control plans pertaining to floor Bulls Eyes and master standards into the ISO system directly to ensure corrections and Ford Standards are achieved.
3. Layout and inspect engineering changes incorporated in Die Tryout and vendor production parts.
4. Layout and inspect new parts and model fixtures, hand applies and templates used in checking production parts.
5. Certify checking fixtures, including the removal of details for subsequent repair or correction by the Tool & Die activity.
6. Check and draw up description of Tool Correction Orders and coordination changes.
7. Construct body build-ups to check mating parts and simulate actual body in white builds.
8. Gauge check and sticker code material.
9. Place three axis body lines and read outs, both flush and margin, for builds and for coded material.
10. Reject or approve S.T.I.R. (Special Tool Inspection Report) on new or engineering changed inspection tooling or production parts.
11. Identify checking points on checking fixtures, layout if necessary, prepare inspection data sheet, and P.I.S.T. (Points Inside Specified Tolerances) on parts to assure part meets capabilities.
12. All CMM (Coordinate Measuring Machine) three-axis measuring machine related work, check of parts and fixtures (repetitive), all set up and programming.
13. Layout and inspection for special build, layout of holes, slots, and form location, prototype work, and utilize available machines in the creation of templates involved in their assignments.
14. Perform all CMM 3-axis measuring machine-related work. Check all parts and fixtures (repetitive). Perform all setup and programming, to include running all programs and operations involving the CMM checking part standards and engineering changes, trim changes, margin and flushness to include all CMM gauge alignments, recertification and EI changes. Requalify CMM heads and handle fixtures while readying them to be checked.



## MACHINE REPAIR

1. Maintain, repair, and rebuild machines, presses, and small air tools, such as drills, and grinders. [Reference Electrician #29].
2. Maintain, repair, and rebuild hydraulic systems and their components, such as pumps, valves, hydraulic drives for conveyors, machines and presses, except hydraulic systems on industrial vehicles and welding fixtures. [Reference Industrial Truck Repair #3, Welder Repair #4].
3. Fabricate, repair and maintain locating flutes and drives for index and transfer units including conveyors. [Reference Die Tryout #20].
4. Maintain, repair, and rebuild mechanical devices including extractors and kickers, which are air operated and electrically controlled for removing parts from presses. [Reference Die Tryout #19].
5. Repair and rebuild lubricating systems and their components (such as pumps and valves, oil and grease distribution blocks, copper and steel tubing, nylon and teflon lines) except on or in dies, overhead cranes and conveyors.
6. Build, rebuild, and maintain tip-ups, turnovers, prebend machines and loaders, including maintenance of drive sprockets for tip-ups and turnovers, except framework. [Reference Millwrights #7 & #25].
7. Maintain and replace nutters, air clutch, gearbox and all oil and lubrication lines for index or “Whirlybird” machines.
8. Install shock absorbers or cushions for automation rails.
9. Maintain and repair steel coil feeder units on Blankers.
10. Dismantle and assemble presses for installation and relocation, except press bed by Millwrights. [Reference Millwrights #34]
11. Drilling and tapping of holes in C-Frame angle support.
12. Install nutter tracks attached to hoppers.
13. Remove and replace drive belts on production machines and presses.
14. Remove and reinstall “crash compactors” counter balance safety absorbers, in conjunction with press repair. [Reference Millwright #45].
15. Remove lift station cylinders for repair and reinstall when not part of die or welding fixture.
16. Remove, replace, maintain and repair gears, cylinders, gearbox, slides, and rails on hydro and air powered piercing unit (Pressroom). [Reference Die Tryout #17]
17. Unloading, loading and moving press parts from outside trucks in conjunction with on-going repairs or installations. [Reference Millwright #33 & 60].
18. Secure four-poster Welding Press Crown. [Reference Millwright #61].
19. Major repair and maintenance of ISI unit and hydraulic drives. [Reference Welder Repair #121].
20. Maintain ram of Hydraulic Welding Presses.
21. Install press main drive and large compressor motors in utility (power house) building. [Reference Electrician #12]
22. Major repair and maintenance of the fork lift adjustments hydraulic system of high-rise crane. [Reference Millwright #22]
23. Install, maintain and repair pressroom transfer press automation rails.

24. Check and level press rams.
25. Install dynamic clutch slip ring assembly. [Reference Electrician #13].
26. Maintain, repair and rebuild hydraulic systems and their components including hydraulic presses.
27. Performs mechanical repairs and maintenance to robots, such as belts, pulleys, clutches, and bearings. [Reference Welder Repair #17, Electrician #37].
28. Remove or replace skirts on low profile device LPDs and C-frame knees on work being performed.
29. Maintain, repair and rebuild hydraulic systems and their components, such as pumps, valves and cylinder devices for track well drawbridges. (Reference Millwright #64).
30. Remove and reinstall knife blades(s) from the Shear. If sharpening is required, the knife blade will be given to Tool & Die to sharpen. (Reference Die Tryout #25).
31. Repair, maintain and adjust clamps, including contour blocks and suction cups, and the arms that hold them, on any automation that moves a part into or out of a welding fixture.
32. Maintain, replace or adjust the nutter track or piercing unit assembly including hopper and track up to the die or welding fixture. (Reference Tool & Die #17).
33. Repair and maintain cast iron idle stations after released for production.
34. Machine repair classification will install and remove doppin bridges where the doppin moves from side to side on the bridge. This would include the tapping plates. (Welder General will perform welding on and burning off of the plates.) Machine Repair will install Doppin if not attached. (Reference Millwright #70)
35. Machine Repair classification will install cross bars and the moveable unit from press to press. (Reference Millwright #71)

## MILLWRIGHT

1. Fabricate, install and repair monorails, beams, A-frames, structural steel, cranes, crane hoist rails, heat ducts, cribbing, lockers, stationary scaffolds, reinforcing steel, portable elevators, fences, fire extinguisher hangers, hose-reel brackets, hoods, exhaust stacks, gates, suction and blower ducts, personnel-cooling fans, man-hole covers, steel stock pins, steel personnel stands, conveyor carriers (hooks), duct hangers, floor pit frames, grating and palm button stands.
2. Fabricate, install and repair mechanical safety stops (crane rails) and floor stops.
3. Fabricate and repair sheet metal siding (building).
4. Fabricate and repair sheet metal on industrial vehicles. Minor repairs performed by Industrial Truck Repair. [Reference Industrial Truck Repair #10 and #13].
5. Fabricate, repair and make initial installation of apron deflectors, and scrap chutes not attached to die, except installation during die set.
6. Fabricate and repair conveyor mounting tie-ins in low bay.
7. Fabricate and repair framework for turnovers, loaders, turn tables, transfer tables, pre-benders, skate rollers, speed rollers, conveyors, etc. [Reference Machine Repair #6].
8. Fabricate, install and repair push-through rails.
9. Fabricate, and repair air operated pushers for racks, including removal and replacement of push cylinders.
10. Fabricate, install (excluding die sets) and repair conveyors, including replacement and adjustment of V-belts on drive units (belt, V-belt, chain, roller slat, monorail, scrap) except repair of air and electric clutches on conveyors. [Reference Machine Repair #3, Electrician #12]
11. Install floor chain and monorail conveyors.
12. Fabricate and repair frames for holding fixtures, including welding bucks. Fabrication and repair of framework attached to or part of Quality Control checking fixtures and shown in the design is performed by Diemakers. [Reference Diemaker #4].
13. Initial installation and repair basic framework of rack turn around. [Reference Pipefitters #20].
14. Transport and set into position sub-bases for Quality Control checking fixtures which require leveling.
15. Fabricate, install and repair external feed rolls, such as the ones used on the flex roll machines or discharge of blanks.
16. Install cranes, non-production machines, such as pedestal grinders, drill presses, die room and machine shop machines, blowers, fans, and roof heaters. Move presses from one crane bay to another.
17. Install overhead doors and plant fire doors, including panels, rails and drive units. Wooden door panels are repaired and replaced by Carpenters. [Reference Carpenters #8].
18. Initially mount and align electric clutch on conveyors. [Reference Electrician #12].
19. Fabricate and repair steel tanks such as washer tank for Blankers.
20. Operate mobile crane (cherry picker), cat tractor and power winches as tools of the trade to perform Millwright work.
21. Mount air and hydraulic power packs to welding presses, C-frames, or balcony, but not to welding fixture. [Reference Welder Repair #4].
22. Repair and maintain mechanical portion of cranes and hoists including the replacement of cables and sheaves on winches, including Manitowoc crane. Machine Repair repair air-operated hoist motor, including replacement of cables in crib. [Reference Machine Repair #22]
23. Renovate conveyors, install shafts, bearings, sprockets, chains, etc., including the removal, replacement. and repair of gearboxes, also the removal and installation of hydraulic clutches and maintenance of sprockets on V-belt conveyors.

24. Clear plugged press scrap chutes when necessary to work from the basement.
25. Perform initial installation of turnover devices. Perform initial construction as required of added framework for existing turnovers and/or loaders. [Reference Machine Repair #6].
26. Initially construct and mount guards or replacement guards which are to be mounted or secured to a press and fabricate guards as required for grip tow hydraulic tank. (Welder General will perform welding as required)
27. Perform initial set up and tryout of new production aids for new jobs.
28. Remove, move and reinstall personnel cooling fans when only movement or relocation of the fan is involved. This does not affect movement performed by other trades in connection with the performance of their own work. [Reference Electricians #25].
29. Install or remove as required channels or rails that form the foundation upon which presses or "C" frames may be set.
30. Replacement of (conveyor type) broken belts on Blanker dies and Pressroom D-Stackers.
31. Moving conveyors in need of repair and not being moved in association with a die set.
32. Moving and hauling conveyors (Example: hauling conveyors from line to repair shop).
33. Movement of large press parts entering or leaving the plant, and deliver to site or storage and from storage to site, or from storage to storage. [Reference Welder Repair #11, Machine Repair #17].
34. All floor layout, installation, setting, removal, alignment and leveling of New Equipment, press beds and "C" frames.
35. Replacement of (conveyor type) broken "V" belts on draw die turnovers.
36. Unloading and transport of knee presses.
37. Fabricate, erect, install and remove inspection booths, pre-fabricated huts, plant break area (sound proof) walls, including insulation and H.V.A.C. systems and duct work. [Reference Carpenters #5]
38. Fabricate (channel iron type) duct raceways for laying electrical wiring in plant floor. [Reference Electrician #15]
39. Repair, not including electrical, ventilation and heating fans such as belts, bearing shafts, blades and scrolls.
40. Major repairs to scrap tubs, dollies, hooks and eyes.
41. Install and maintain scrap baler conveyors, dumping hoppers and turnovers involving scrap systems.
42. Fabricate, install, and maintain steel ladders, platforms, balconies, stairways, guard rails and catwalks.
43. Install and repair rails, cables, counter balances, gear-boxes and steel structured framework on overhead doors.
44. Install fixed upper and lower angle supports on "C" frame welding presses.
45. Remove, replace, fabricate and repair, crash compactors, counterbalance safety absorbers. [Reference Machine Repair #14].
46. Anchor machinery to floors. [Reference Electrician #36].
47. Install brake shoes on remote control cranes.
48. Fabricate frames for bridge extractor on presses.
49. Fabricate duct raceways for electrical wiring. [Reference Electrician #15].
50. Initial installation and/or modification of outriggers, idle stations and rail supports not attached to the welding fixture. [Reference Welder Repair #2].
51. Fabricate frame on I.S.I. Units and attached to "C" Frame. [Reference Welder Repair #8].
52. Initial installation of power packs on presses and hydro pierce.
53. Mounting safety lock cylinders.
54. Replacement of (conveyor type) broken belts on Blanker dies and Pressroom D-Stackers.
55. Fabricate, install and repair risers and/or framework for welding wire feed motors.

56. Dismantle machinery being scrapped in the yard.
57. Initial installation (mounting) of robots to base plates.
58. Revamping and installation of rollers on sandwich station.
59. Basic construction and major repair to framework of freestanding skate rollers. [Reference Machine Repair #6]
60. Load and unload equipment, including loaders and turnovers, also, one truck to another.
61. Attach the crown on Four Post Welding Press on a temporary basis for movement of press. [Reference Machine Repair #18]
62. Maintain, repair, remove and replace wheels, and repack bearings on Die Haul Trailer. [Industrial Truck Repair will remove and replace rubber tires on rims.]
63. Hang all traffic, location, information and line number signs outside the plant and on the plant floor. [Reference Carpenter #14].
64. Repair drawbridges, including removal and replacement of hydraulic cylinders on the drawbridges. Drawbridges have long and slim cylinders that are easily removed by quick release pins. [Reference Machine Repair #29]
65. Fabricate safety bars for battery bar arms on all industrial vehicles. [Reference Industrial Truck Repair #15]
66. Fabricate and repair battery changing stations and cart framework cam rollers, rails and guide rails.
67. Load, unload and move all checking fixtures coming into and going out of WSP. [Reference Welder Repair #14]
68. Fabricate, install repair swing-away die block arms.
69. Fabricate, install, replace and repair all bolster rails and floor rails (floor tracks) outside of press beds only, including building up and grinding.
70. Millwright classification will install and remove doppin bridges on units that stay in a fixed position. (Doppin does not move side to side.) This would include the tapping plates. (Welder General will perform welding on and burning off of the plates.) Machine Repair will install doppin if not attached. [Reference Machine Repair #34]
71. Millwright classification will install and shoot from press to press the tapping plates of the Hess Unit. (Welder General will perform welding on and burning off of the plates.) Once plates are in position, Machine Repair classification will install cross bars and the moveable unit from press to press. [Reference Machine Repair #35]

## PIPEFITTERS

1. Install, maintain, repair and replace piping for main feed lines and building utilities.
2. Initially install new piping on presses and automation equipment.
3. Install, maintain, repair and replace piping on "C" Frame and Four Post Welding Press.
4. Fabricate hoses for initial installations. Also fabricate new hoses for replacement stock.
5. Initially install tubing on mastic, zinc, and deadener installations, including spray systems.
6. Install, maintain and repair pumps in conjunction with building utilities.
7. Initially install air valves on presses, automation equipment, and welding machines (except table top, portable and special welders).
8. Fabricate, maintain and install hoses and piping for push through actuating cylinders and floor hoist.
9. Fabricate, and install brackets and supports for piping installed by pipefitters.
10. Clean strainers on process water lines.
11. Repair and replace piping and equipment on lawn sprinkling system. Install, repair and replace plumbing fixtures and related piping.
12. Initially install new supply piping for power packs on pre-tack machines, "C" frames, and Four Post Welding Presses, and build-up new pneumatic power packs as required.
13. Rebuild piping and hoses as required on prebenders, loaders and pre-clinchers when such machines are being brought into the shop for rebuilding.
14. Initially install directional valves, piping and hosing as required on shock absorbers for transfer units.
15. Install, maintain and repair air and water source and supply piping for index or "whirly bird" machines, including water lines for cooling control panel. Install original index welder air and hydraulic piping from fixture to directional valve.
16. Relocate and/or replace source or supply piping as required when presses are being relocated.
17. Install, lubricate and replace gas valves and burners on building gas heaters.
18. Install, replace and maintain water heat exchangers and steam trap on coil (utility building, baler house, hydraulic drives).
19. Install, replace and maintain plant system plumbing and drain lines.
20. Install, replace and repair air details and air bags for rack turnaround and airlift tables, including ergonomic air lift tables.
21. Initially install, maintain, make major repairs and replace process water manifolds in electrical panels, such as W.C.C. panels.
22. Install piping and repair steam cleaners.
23. Initially install main line service, water, hydraulic, and air supply for welding robots.
24. Install, maintain, repair and replace all components of the compound blank wash system up to the blank washers.

## POWER SERVICE/REFRIGERATION

1. Operate air compressors
2. Check and maintain air compressor oil levels, cooling water and intake air filters
3. Maintain and make minor repairs to all compressors in Utility building and plant [Reference Machine Repair #21, Electrician 12]
4. Operate and maintain process water pumps and screens (i.e. grease bearings)
5. Maintain and control proper process water, compressed air pressures and temperatures
6. Clean screens and maintain plant process water filtration systems in the utility building
7. Change temperature and pressure gauges
8. Analyze and treat process water
9. Operate Air Dryer
10. Make gas and air adjustments
11. Maintain and control oily waste separation still [Reference Pipefitters #6 & 10]
12. Grease pumps
13. Operate roof heaters and exhaust and ventilation fans
14. Change air filters and gauges on roof units
15. Grease and adjust roof units
16. Clean and brush heat exchange tubes on indirect fired heater units
17. Maintain burner units on direct fired heaters (i.e. remove and drilling port)
18. Operate office, mezzanine and basement fans
19. Lubricate fan units
20. Change air filters
21. Maintain and replace pneumatic controls
22. Operate all boilers
23. Maintain proper water levels and steam pressure in all boilers
24. Maintain chemical treatment to boiler water
25. Blow down boilers and clean tubes
26. Lubricate pumps, air blower and steam valves
27. Operate and maintain air-conditioning and refrigeration units [Reference Industrial Truck Repair #14]
28. Adjust packing on water pumps
29. Charge refrigeration units to ensure proper storage and disposal of all refrigerants [Reference Industrial Truck Repair #14]
30. Maintain and repair refrigeration units including electrical and soldering repairs within the unit
31. Change filters and gauges on air conditioners
32. Wipe down and clean equipment in Power Service department

## **WELDER GENERAL**

Performs welding, burning, brazing, silver soldering and heating (by arc or torch) as required in the work assignments of general maintenance trades (Electricians, Pipefitter, Machine Repair, Industrial Truck Repair, Millwrights, and Carpenters) and all duties previously performed by Welder Tool & Die

## **WELDER REPAIR**

1. Construct, maintain, try out, and repair welding fixtures (including original, reconstruction, modification, and engineering changes) used for production purposes (i.e. resistance, CO<sub>2</sub> (MIG) and arc welding processes). Such equipment shall include, holding, C-frame, press table top, piano, single point, over and under, and special fixtures. The foregoing processes will include fabrication of all fixture details, by any welding process available.
2. Construct, maintain, tryout and repair automation, (drop stops, transfer rails, kickers, extractors, ejectors, lifters, strippers, outriggers, idle stations, etc.) when the primary base mounting is to the welding fixture "C" frame platen or welding press platen. [Reference Millwright #50 and Electrician #38].
3. Install, and/or remove welding fixtures, production aids, automation, conveyors, roller racks, and related equipment to facilitate change over of welding lines, utilizing required vehicles to accomplish equipment movement. Cycles and tryout the welding lines to secure Quality Control approval of parts.
4. Constructs and maintains hydraulic power unit on provided framework. Maintains air packs. (Pipefitters initially install air valves on automation that is part of the stationary framework). [Reference Electrician #3, Millwright #21].
5. Installs, repairs, and maintains sequential welding timers, brain units, back panels, probe control panels, and electrical components such as wiring limit switches within the welding fixture, including removal and replacement of whips connected to hydraulic and air valves outside the fixture but control the welding process. Repairs, maintains and adjusts welding timer panels and trouble shoots through auxiliary panels.
6. Constructs, assembles and attaches Portable Welding Gun Accessory Trays (skirts or shrouds) to transformer housing. (Hang and try out completed unit on rail). Maintain portable welding gun installations. (Electricians connect and disconnect wires from power source to portable welding gun transformers, junction boxes, and install ground wire from the hanging welding gun transformers to building ground on new installations). [Reference Electricians #6].
7. Performs preventive maintenance, weld checks for OK panels, trouble shoots, analyzes, checks and maintains hydraulic fluid levels on welding operations.
8. Install, remove, and make adjustments on I.S.I. extractors or transfers when in the welding fixture.



9. Replace valves on power packs.
10. Maintain and repair all equipment on index or “whirly bird” machines used for welding, locating, and unloading parts (examples: air cylinders, air probes, limit switches and replacement of solenoid valves). Make necessary adjustments in Tool Control Center panel as necessary for weld schedule. [Reference Electrician #26].
11. Load and unload welding fixtures entering and leaving the plant.
12. Trouble shooting new installation of welding fixture and guns with necessary corrections and cycling out for proper sequence with Electrician before equipment is released to Welder Repair for production. [Reference Electrician #14].
13. Hang portable gun transformers.
14. Construct, maintain, tryout and repair production processing checking fixtures.
15. Adjust, replace and changeover induction welders and welding coils. [Reference Electrician #1].
16. Perform welding related maintenance and repair to weld tool head mounted on robot, and make necessary “weld point” corrections. [Reference Electrician #37]
17. Perform related maintenance and repair to weld tool head mounted on robot, and make necessary "weld point" corrections (moving parts or welding guns) by manually stepping robot through the program. [Reference Electrician #14, #27 and Machine Repair #27]
18. Aim Vision systems in process checking fixtures. [Reference Electrician #41]