

LETTER OF UNDERSTANDING # (tbd)

12-Hour Shift Work- 4/5/5/4/5/5 Rotation

The following shift schedule will be piloted in the Maintenance department effective January 1, 2023.

Following the successful pilot of the 4 by 5 rotation in the Maintenance department, the following shift schedule will be effective for Production, starting January 1, 2024.

General Operating Conditions

1. The system involves four (4) shifts on, five (5) off followed by five (5) shifts on, four (4) shifts off followed by five (5) shifts on, five (5) shifts off, on a continuing basis.
2. The shifts will start at 6:00 a.m. and 6:00 p.m.
3. Pay will be made on the basis of hours worked within the existing and normal fourteen (14) day pay period.
4. Overtime will be at the rate of time and one-half ($1 \frac{1}{2} X$) times for hours worked after twelve (12), and up to and including fifteen (15). After fifteen (15), double (2X) time will apply.
5. Reasonable notification of absence from work will become even more important. It was agreed that the maximum possible warning

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should be given, with a minimum being two (2) hours.

6. Anyone scheduled to work during a normal rest period shall be paid at a rate of time and one-half ($1 \frac{1}{2} X$) except for the first and last day, when double (2X) time shall be paid.
7. Statutory holidays – days worked will be paid at twelve (12) hours single time and twelve (12) hours at time and one-half ($1 \frac{1}{2} X$) for the equivalent of thirty (30) hours pay for a twelve (12) hour shift worked.
8. Twelve (12) hour shift employees will be entitled to the specified number of calendar weeks off work for vacation time each year based on their years of seniority. Vacation pay will equal two (2%) percent of annual gross pay per week of entitlement. Article 13.02 is applicable to twelve (12) hour shift employees.
9. A premium of one dollar fifty (\$1.50) cents/hour shall be paid to all employees who work a shift starting at 6:00 p.m.
10. A full shift commencing within eleven (11) hours of the completion of the previous shift shall be paid for at the rate of time and one-half ($1 \frac{1}{2} X$).
11. All other articles of the Collective Agreement remain in effect.

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12. Those employees forming part of a twelve (12) hour shift system may, (instead of receiving holiday pay) bank six (6) statutory holidays in a calendar year.
13. **For the purpose of computing overtime, the normal week shall be:**
 - **four (4) shifts on, forty-eight (48) hours, the normal shift shall be twelve (12) hours,**
 - **five (5) off followed by five (5) shifts on, sixty (60) hours, the normal shift shall be twelve (12) hours,**
 - **four (4) shifts off followed by five (5) shifts on,**
 - **five (5) shifts off, sixty (60) hours, the normal shift shall be twelve (12) hours,**
 - **on a continuing basis.**
143. Employees shall receive three (3) paid fifteen (15) minute rest periods and a twenty (20) minute paid lunch break.

**FOR THE EMPLOYER:
CANADA MALTING CO. LTD.**

**FOR THE UNION:
UFCW LOCAL 401**

**Kelsey Schenk
Manager Human Resources**

**Chris O'Halloran
Executive Director Local No. 401**

Date:

Date:

CALENDAR 2025

A Block
B Block



January						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

CANADA MALTING STAT HOLIDAYS 2022

Jan 1	New Year's Day	Jul 1	Canada Day	Oct 13	Thanksgiving Day
Feb 17	Family Day	Jul 11	Stampede Parade Day	Nov 11	Remembrance Day
Apr 18	Good Friday	Aug 4	Heritage Day	Dec 25	Christmas Day
May 19	Victoria Day	Sep 1	Labour Day	Dec 26	Boxing Day
		Sep 30	Truth and Reconciliation		