

**LOCAL AGREEMENTS**

**between**

**UNITED AUTOMOBILE WORKERS**

**LOCAL 249**

**8040 N.E. 69 Highway  
Pleasant Valley, Missouri 64068  
(816) 454-6333**

**and**

**FORD MOTOR COMPANY  
Kansas City Assembly Plant  
Claycomo, Missouri  
Ratified on October 20, 2019  
Effective on November 4, 2019**

## 2019 LOCAL NEGOTIATING TEAM

### UAW LOCAL 249

Jim Fisher, Bargaining Chairman  
Steve Chorbak, Bargaining Committeeperson  
Dean Freed, Bargaining Committeeperson  
Don Picard, Bargaining Committeeperson  
Ron Pangborn, Skilled Trades Bargaining Committeeperson  
Jason Starr, President  
Todd Hillyard, International Representative  
Chad Troncin, Scribe

## IMPORTANT PHONE NUMBERS

Union Hall	816-454-6333
Credit Union	913-905-7000
Financial Secretary	816-454-6333
Insurance Benefits	816-454-6333
Employee Emergency Information Hotline (select #1, #1, #1, #24 for KCAP)	800-603-FORD
Attendance Tracking System (ATS)	866-893-0576

## IN PLANT EXTENSIONS

Committeeroom	816-459-1539
	816-459-1995
Union Safety Office	816-459-1210
	816-459-1407
	816-459-1605
Labor Relations	816-459-1230
Medical Department	816-459-1237
Company Safety Representative	816-459-1239
Plant Security	816-459-1249
Reporting Absence	866-893-0576
Workmen's Compensation	816-459-1478
	816-459-1190
Employee Assistance Representative	816-459-1226
UAW Quality Liaison	816-459-1232
Dealership Concerns	816-459-1232
Local Quality Hotline	816-414-5588
Fitness Center	816-459-1945
Work Standards Representative	816-459-1466
Ergonomics	816-459-1213

## OTHERS

NESC Center	800-248-4444
Ford/UAW Legal Service	800-482-7700
A-Plan	800-348-7709
TESPHE	800-248-4444
Unicare (medical leave)	877-475-9652
Unicare (life insurance)	800-843-8184
BC/BS KC	816-395-2700
BC/BS-Michigan	800-482-5146
Delta Dental	844-223-8520
SVS Vision – North	816-452-8999
SVS Vision – South	816-373-0003
Quality Hotline Number	866-723-3937

## WEBSITES

A-X-Z Plan	<a href="http://www.axz.ford.com">www.axz.ford.com</a>
401K/Med & Den/Retirement Credits	<a href="http://www.myfordbenefits.com">www.myfordbenefits.com</a>
Ford Employee Discount Merchandise	<a href="http://www.at.ford.com">www.at.ford.com</a>
UAW Local 249	<a href="http://www.local249.org">www.local249.org</a>
Payroll	<a href="mailto:hpayout@ford.com">hpayout@ford.com</a>

## SIGN-UP SCHEDULE

		Page
Paint Booth Preference	January	57
Supplemental Receiving Inspection	January	58-59
Supplemental Overtime – Across Systems	January	33-34
Material Handling Area Preference	February	58
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Appendix “F” Area Preference	August	93
Skilled Trades Project/Const Crew	June - December	146-147
Department 85	November	124
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Designated Classification R.I.F.	November	12
Supplemental Housepainters	November	59
Project Construction Crew	June – December	146

## BEREAVEMENT

Traditional 5 x 8 Schedule:

5 Days – Spouse, Child, Stepchild and Parents

3 Days – Brother, Sister, Stepbrother/Sister, Stepparent, Grandchildren,

Grandparent, Great Grandparent, Spouses Parent, Spouses Stepparent, Spouses Grandparent and Spouses Great Grandparent.

AWS 4 x 10 Schedule:

4 Days – Spouse, Child, Stepchild and Parents

3 Days – Brother, Sister, Stepbrother/Sister, Stepparent, Grandchildren,

Grandparent, Great Grandparent, Spouses Parent, Spouses Stepparent, Spouses Grandparent and Spouses Great Grandparent.

**INTERNATIONAL UNION  
UNITED AUTOMOBILE WORKERS OF AMERICA  
LOCAL UNION 249**

**Dear Brothers and Sisters of UAW Local 249**

I am pleased to announce that the 2019 Local Agreement with Ford Motor Company has been completed. I have had the honor over the last 15 years to serve the members of Local 249 as a committeeperson, a member of the Bargaining Committee, and as Chairman. I can personally tell you that this was one of the most detailed and challenging processes I have ever been through. The Kansas City Assembly Plant has grown dramatically and proven to be very profitable for Ford Motor Company over the years. The company, however, attempted to go after several concessions that we successfully rejected. After completing months of contentious negotiations, the 2019 Local Agreement provides significant gains for our members.

I would like to recognize our Local negotiating team Steve Chorbak, Dean Freed, and Don Picard who represented our Production Bargaining Committee, Ron Pangborn who is our Skilled Trades Bargainer, Jason Starr who is our Local 249 President, and Chad Troncin who served as our Scribe. I commend them for the months of preparation long before, and during the negotiations. Our negotiating team had one goal, and that was to address the concerns our members had raised in proposals. Their effort and passion are the reasons the gains in this Local Agreement were achieved. They spent many hours in long meetings and lots of time away from their families. They did an excellent job helping present information. I would also like to recognize our District Committeeman. They helped us with documentation for the proposals. I have always been proud of the way this group works as a team. Without their experience and ability to work hard together this agreement would not have been possible.

I would also like to thank our appointed representatives for being available and providing documentation any time they were asked to participate. The experience of this group was valuable and critical in making gains in the many areas we did during the 2019 negotiations.

I wish to also recognize and thank Todd Hillyard, Region 5 Servicing Representative for our Plant. This was Todd's 4th Local Agreement negotiation for UAW Local 249. Todd is also a Local 249 member and served as Chairman for three (3) terms during his time at KCAP. His experience and expertise with the language in our past agreements was extremely valuable.

Last but not least, I want to thank our membership for their patience and support during the months of negotiations. The 2019 Local Agreement is the result of many long days of united efforts from your local leadership team, but without your proposals and support none of this would have been possible.

Finally, I asked every member to take the time to read and understand your Local Agreement. With knowledge comes true power. Our Local Agreement cannot be enforced without the help of all of our members.

**Sincerely and Fraternaly,  
Jim Fisher, Plant Chairman  
UAW Local 249**

## ELECTED IN-PLANT NUMBERS

### Bargaining Committee

816-414-5832

816-414-5831

816-459-1193

816-414-5654

### Skilled Trades

All Shifts 816-414-5723

### MP&L

A Crew/#2 Shift 816-414-5653

B Crew/#3 Shift 816-459-2138

C Crew 816-414-5653

### Stamping

#1 Shift 816-414-5723

#2 Shift 816-414-5744

#3 Shift 816-459-1394

### Transit Body

#2 & #3 Shift 816-414-5714

### Transit Paint

#2 & #3 Shift 816-414-5726

### Transit Trim

#2 & #3 Shift 816-414-5698

816-459-1995

### Transit Chassis

#2 & #3 Shift 816-459-1995

816-414-5696

### Pre-Delivery

A & B Crew 816-414-5727

C Crew 816-414-5653

### Truck Body

A Crew 816-459-1394

B Crew 816-414-5743

C Crew 816-414-5744

### Truck Paint

A Crew 816-414-5727

E Coat 816-414-5734

B Crew 816-414-5727

E Coat 816-459-1773

C Crew 816-414-5734

E Coat 816-414-5734

### Truck Trim

A Crew 816-414-5743

816-459-1773

B Crew 816-459-1773

816-414-5734

C Crew 816-414-5743

816-459-1773

### Truck Chassis

A Crew 816-459-1773

816-459-1539

B Crew 816-414-5734

816-459-1539

C Crew 816-459-1773

816-414-5636

## IMPORTANT SUGGESTIONS

1. Read the agreements, both Master and Local Agreement carefully. It is your responsibility to learn their contents. If you have any questions, contact your committeeperson.
2. Learn the difference between a gripe and a legitimate complaint and/or grievance.
3. Discuss any complaints you may have with your supervisor and committeeperson immediately. You only have 3 working days to file most grievances.
4. Keep informed. Read the plant bulletin boards daily and/or check the Local Union website periodically ([www.local249.org](http://www.local249.org)) or download UAW Local 249 app. Know the plant rules and regulations, many of which are listed on the following pages.
5. Your supervisor has an obligation to call your committeeperson, if you so request.
6. DO NOT sign any papers without first reading them. Be sure of what you are signing. If you have questions, call your committeeperson.
7. VERY IMPORTANT - Keep the Union and the Company informed of your correct address and telephone number. Employees will be issued a receipt of the change and it is important to keep this receipt for future reference. This is your responsibility. It could affect the status of your employment.
8. 5-DAY NOTICE - If at any time you should receive a 5-Day notice (certified mail) report to Labor Relations immediately in person. Report the reason for your absence and submit documentation. Remember the name of the person you spoke with. If for any reason you are unable to report in person, you must call in and you must follow the instructions given to you. In most cases you will be instructed to provide documentation. Again, get the name of the person you spoke with. Just calling in will not fulfill your obligations. You must follow the instructions given to you.
9. Employees with less than 6 months seniority who are absent for any reason must report in Labor Relations and give the reason for their absence. Remember who you spoke with. If you are absent for a period of three (3) or more days and fail to report the reason for your absence, you are subject to an immediate termination without a 5-Day notice being sent to you.
10. Attend the regular business meeting of your Local Union (3<sup>rd</sup> Sunday of each month).
11. Vote in all union elections. You have an obligation to let the leadership know your position.

### CONCURRENT EFFECTIVE DATE

It is mutually agreed that all letters and agreements associated with the 2019 Local Agreement for Kansas City Assembly Plant and UAW Local 249 are concurrent with the effective dates of the 2019 Master Collective Bargaining Agreement.

## CALL IN PROCEDURE

All hourly employees are required to call-in before the start of their shift/crew to report an absence or tardy. The toll-free number to access the Attendance Tracking System (ATS) is 866-893-0576. To use this number, you will need the following information when you call in:

- Your Social Security Number
- Your Ford Service Date (Note: you must follow the instructions for the system to work. Example: 01/04/95 will not work; 01/04/1995 will work)
- Follow the automated answering system as to why you will be absent or late
- Enter in your estimated return to work date
- Write down your confirmation number & bring that number into Labor Relations when you clear to return to work
- Calling this number does not excuse you from your AWOL or Tardy. Use of this call-in system is mandatory.
- Employees must now call in unplanned absences at least 30 minutes prior to the start of the shift to avoid discipline.

If you are off five (5) days and have not reported to the Company, you will be sent a 5-Day Notice.

**5-DAY NOTICE** - If at any time you should receive a 5-Day Notice (Certified Mail) report to Labor Relations immediately in person. Report the reason for your absence and submit documentation. Remember the name of the person you spoke with. If for any reason you are unable to report in person, you must call in and you must follow the instructions given to you. In most cases you will be instructed to provide documentation. Again, get the name of the person you spoke with. Just calling in will not fulfill your obligations. You must follow the instructions given to you.



## MEDICAL LEAVES OF ABSENCE

In addition to employee's rights to certain leaves of absences an employee may qualify for other personal medical leaves of absence as well as Accident and Sickness Disability Benefits in certain circumstances. These are negotiated benefits under the provisions of the UAW-Ford Collective Bargaining Agreement which you may be eligible to receive providing you meet certain criteria and obligations as required.

It is important that all employees understand their responsibilities related to medical leaves of absences and to ensure they are properly fulfilled. Employees requiring a medical leave are responsible for:

- 1) Providing proper and timely notification to the company (Plant Medical and Labor Relations) of their need for such leaves.
- 2) Obtaining the proper medical forms (5166) and having them properly completed.
- 3) Providing the proper and completed medical forms (5166) and/or medical documentation to Plant Medical within the required time period. (14 days from last day worked in most cases.)
- 4) Properly clearing Plant Medical and closing the leave before returning to work. This must be done at least 1 business day prior to your scheduled return to work date in most cases. Plant Medical is not adequately staffed to clear employees and properly close medical leaves on days which are not considered normally scheduled work days (i.e. weekends and holidays).
- 5) Employees cleared from an approved medical leave must notify Labor Relations of their return prior to reporting to work to ensure leave was properly closed. This should be done in sufficient time to ensure the employee reports to work by their scheduled start time.
- 6) In the event you are unable to return to work and properly clear Plant Medical by the date required, you may be required to extend your medical leave. This should be done prior to your initial return to work date when at all possible. You must notify Plant Medical of your need to extend the leave and provide proper medical documentation as instructed as soon as possible.

Failure to properly meet these obligations within the required time limits may jeopardize eligibility for A&S Disability Benefits and most importantly, it may result in the termination of your employment. Considering the seriousness of these implications, you are strongly advised to personally assure these obligations and requirements are properly met. Avoid relying on your doctor and/or others to meet them for you to ensure your job is protected when at all possible.

Effective May 1, 2008, employees requiring a medical leave, including No Work Available (NWA) medical leaves, must call Unicare's new medical leave at 1-877-475-9652 within five (5) days of their last date worked. Employees that receive a medical restriction issued from Plant Medical are required to review those restrictions to try and find a job in which the employee can perform the essential functions and is within their current medical restrictions. Employees who are unable to be placed on a job due to their medical restrictions must submit the

Medical Restriction Placement form and provide a copy and receive a receipt from Labor Relations indicating they are on a NWA leave. Unicare will take the employees information required to initiate the medical leave and start the disability claims process. Employees will be mailed a medical leave/disability claim package and information required to justify the medical leave and the disability claim for benefit payments. Failure to follow this process may jeopardize your employment status, create delays in disability claim processing and/or disqualify you for disability benefits. Employees may obtain a benefit bulletin provided by the NESB which outlines the *New Medical & Disability Claim Filing Procedure* and the specific actions required of employees, time limits for doing so as well as other important information regarding their medical leave process. Copies of the benefit bulletin may be obtained from the Hourly Personnel office.

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**FORD MOTOR COMPANY  
KANSAS CITY ASSEMBLY PLANT**

**RULES AND REGULATIONS**

For purposes of promoting the safety of employees and property, and maintaining order and efficiency, "Rules and Regulations" are established as necessary concerning conduct on Company property and the use of facilities. Some of the violations which may result in corrective action or discipline are as follows:

- ... Smoking where prohibited
- ... Failure to wear safety glasses as required
- ... Leaving food or trash in lockers overnight
- ... Failure to leave extra clothing or outside wearing apparel in assigned locker
- ... Littering and/or failure to keep work area clean
- ... Causing, attempting to cause, leading, or participating in an unauthorized work stoppage or slowdown
- ... Failure to use designated entrance and exit in entering and leaving the plant
- ... Failure to have I.D. cards when entering or leaving the plant
- ... Failure to open lunch boxes and/or packages for inspection at the gate
- ... Crossing over raised assembly lines going to or leaving work area
- ... Defacing or writing on plant walls, partitions, floors, etc.
- ... Sitting on stock or in vehicles
- ... Improper driving and/or parking
- ... Cameras in the plant
- ... Unauthorized visitors in the plant
- ... Theft from fellow employees or Company
- ... Unauthorized possession of Company property
- ... Assault, brawling, fighting, horseplay, running or scuffling
- ... Possession of concealed, dangerous or illegal weapons
- ... Any act of threat
- ... Malicious or careless destruction of Company property
- ... Careless workmanship
- ... Under the influence of, or in possession of intoxicants or narcotics
- ... Gambling or possession of gambling paraphernalia
- ... Refusing to perform job assigned
- ... Sleeping or loafing
- ... Disobedience or disrespect to proper authority
- ... Taking up of collections or making any type of solicitation without permission from Labor Relations
- ... Working under an assumed name or furnishing any other false data to the Company
- ... Absenteeism, tardiness, or failure to call-in
- ... Leaving job before proper time
- ... Leaving job or plant during working hours without Supervisor's permission
- ... Improper use of lockers, vending machines, cafeteria or other facilities
- ... Fraudulently applying for, or collecting Unemployment Compensation or Insurance



... Failure to observe rules of safety and fire prevention which are required to safeguard all employees and Company property

The foregoing list is not intended to be a complete list of rules of conduct for employees. All employees are expected to conduct themselves in accordance with accepted standards of good behavior. Appropriate action may be taken with reference to any form of misconduct on Company property.

Local Agreement  
Occupational Seniority  
Group Agreement  
Kansas City Assembly Plant  
Effective November 4, 2019

## OCCUPATIONAL SENIORITY GROUP AGREEMENT

It is mutually agreed between Ford Motor Company, Body and Assembly Division, Kansas City Assembly Plant and the International Union UAW Local 249, at the Kansas City, Missouri Plant that the following provisions will govern Occupational Seniority Groupings.

### Occupational Group I - General Labor Pool

		<u>9/14/2020</u>	<u>9/19/2022</u>
Assembler Paint	01-0-2710	\$30.735	\$31.655
Trim Stock to Car	01-0-4320	\$30.735	\$31.655
Assembler Chassis	01-0-1650	\$30.735	\$31.655

### Occupational Group II - Body Departments

#### DESIGNATED CLASSIFICATIONS

Utility - Body Construction - Group 2	58-0-0099	\$31.110	\$32.040
Utility - Body Construction - Group 3	58-0-0169	\$31.110	\$32.040
Team Leader – PWG	60-0-0010	\$1.50 above	\$1.50 above
Door, Deck, Hood - Fit and Adjust	38-0-1530	\$31.005	\$31.935
Welder, Arc-Acetylene & Gas	54-0-0170	\$31.005	\$31.935
Metal Finisher	41-0-0140	\$31.005	\$31.935
Dinger	38-0-0960	\$31.575	\$32.520
Transfer & Line-Up	27-0-0230	\$30.860	\$31.785
Metal Touch Up and Repair	38-0-0190	\$31.120	\$32.055
Line Up Scheduler	04-0-1380	\$31.005	\$31.935
Utility Quality Upgrader	58-0-0299	\$30.850	\$31.770
Assembly – Check & Adjust Utility	04-0-0179	\$31.110	\$32.040

#### UNDESIGNATED CLASSIFICATIONS

Welder, Spot & Gun Sub-Assembly	54-0-0550	\$30.860	\$31.785
Welder, Spot & Gun (Off Buck)	54-0-0540	\$30.860	\$31.785

### Occupational Group IV - Paint Departments

#### DESIGNATED CLASSIFICATIONS

Utility - Paint - Group 2	58-0-0139	\$31.110	\$32.040
Utility - Paint - Group 3	58-0-0249	\$31.110	\$32.040
Team Leader – PWG	60-0-0010	\$1.50 above	\$1.50 above
Paint Mixer	43-0-0320	\$30.860	\$31.785
Paint Repair	38-0-0460	\$31.120	\$32.055
Paint Sprayer Prime & Enamel	43-0-0510	\$31.005	\$31.935
Paint Sprayer Finish	43-0-0517	\$31.005	\$31.935
Behr Equipment Operator	43-0-0910	\$31.430	\$32.375
Paint Solution & Process Equip Attendant	43-0-0550	\$31.005	\$31.935

Transfer & Line-Up	27-0-0230	\$30.860	\$3.785
Polisher - Paint – Wheel	72-0-0230	\$31.005	\$31.935
Utility Quality Upgrader	58-0-0299	\$30.860	\$31.785
Assembly – Check & Adjust Utility	04-0-0179	\$31.110	\$32.040

#### UNDESIGNATED CLASSIFICATIONS

Block Sander	72-0-0550	\$30.860	\$31.785
Body Sealer	45-0-0010	\$30.860	\$31.785
Masker	43-0-0210	\$30.735	\$31.655

### Occupational Group III - Trim Departments

#### DESIGNATED CLASSIFICATIONS

Utility - Trim - Group 2	58-0-0129	\$31.110	\$32.040
Utility - Trim - Group 3	58-0-0209	\$31.110	\$32.040
Team Leader – PWG	60-0-0010	\$1.50 above	\$1.50 above
Trim Panel & Remotes	01-0-2440	\$30.860	\$31.785
Trim Repair - Including Glass	38-0-0870	\$31.110	\$32.040
Glass Setter Moveable	01-0-2630	\$30.860	\$31.785
Trim Molding – Garnish	01-0-3780	\$30.860	\$31.785
Door, Deck, Hood - Fit & Adjust	38-0-1530	\$31.005	\$31.935
Dome Light Installation	01-0-2270	\$30.860	\$31.785
Transfer & Line Up	27-0-0230	\$30.860	\$31.785
Lazy Back Installation	01-0-2880	\$30.860	\$31.785
Assembly – Check & Adjust Utility	04-0-0179	\$31.110	\$32.040

#### UNDESIGNATED CLASSIFICATIONS

Front Seat Install	01-0-2530	\$30.860	\$31.785
Heater Installation	01-0-2700	\$30.860	\$31.785
Windshield & Backlight Installation	01-0-3970	\$30.860	\$31.785
Instrument Panel Installation	01-0-1670	\$30.860	\$31.785

### Occupational Group V - Chassis Departments

#### DESIGNATED CLASSIFICATIONS

Utility - Chassis - Group 2	58-0-0149	\$31.110	\$32.040
Utility - Chassis - Group 3	58-0-0319	\$31.110	\$32.040
Team Leader – PWG	60-0-0010	\$1.50 above	\$1.50 above
Repair – General	38-0-0260	\$31.110	\$32.040
Repair – Motors	38-0-0520	\$31.390	\$32.330
Body Decker	01-0-0240	\$30.860	\$31.785
Motor Decker	01-0-1020	\$30.860	\$31.785
Transfer & Line-Up	27-0-0230	\$30.860	\$31.785
Lazyback Installation	01-0-2880	\$30.860	\$31.785

Utility Quality Upgrader	58-0-0299	\$30.860	\$31.785
Assembly – Check & Adjust Utility	04-0-0179	\$31.110	\$32.040
Utility – General	58-0-0119	\$31.110	\$32.040

#### UNDESIGNATED CLASSIFICATIONS

Front Seat Installation	01-0-2530	\$30.860	\$31.785
Truck Tire Mount and Assembly	01-0-3800	\$30.735	\$31.655
Hoist - Operator - Transmission to Motor	01-0-1050	\$30.735	\$31.655
Roadability Machine Operator	04-0-1640	\$30.735	\$31.655
Check & Shim - Caster & Camber	04-0-0600	\$30.860	\$31.785

### Occupational Group VI - Material Department

#### DESIGNATED CLASSIFICATIONS

Assembly Stock Checker	05-0-0130	\$31.110	\$32.040
Checker – Assembly Stock Utility	05-0-0139	\$31.120	\$32.055
Industrial Lift Truck Operator	52-0-0360	\$30.810	\$31.735
Industrial Lift Truck Operator (Utility)	52-0-0369	\$30.005	\$31.935
Crib Attendant - Head Tool	12-0-0170	\$30.860	\$30.785
Crib Attendant – Head Utility	12-0-0179	\$31.005	\$31.935
Stock Status Control & Follow Up	17-0-1540	\$31.005	\$31.935
Stock Status Control & Follow Up <u>Upgrade</u>	17-0-1541	\$31.005	\$31.935
Receiving & Stock Clerk	08-0-0380	\$30.860	\$31.785
Checker Unit List	05-0-1440	\$31.005	\$31.935
Checker Unit List Leader	05-0-1447	\$31.005	\$31.935
Schedule Clerk	08-0-0410	\$31.005	\$31.935
Checker Receiving	05-0-0260	\$30.860	\$31.785
Del Park Filtering System Operator	25-0-0630	\$31.430	\$32.375
Utility – Others (Check-Rec Utility)	05-0-0269	\$31.005	\$31.935
Clerk – Miscellaneous	08-0-0290	\$30.860	\$31.785
Spraybooth & Duct Cleaner	23-0-0080	\$30.860	\$31.785
Special Yard Maintenance	23-0-1130	\$30.860	\$31.785
Industrial Tow Tractor Driver	52-0-0370	\$30.540	\$31.455
Lye Tank & Kolene Operator	53-0-0260	\$31.110	\$32.040
Power Sweeper Operator	23-0-1030	\$30.195	\$31.100
Transfer & Line-Up	27-0-0230	\$30.860	\$31.785
Emissions Test Operator	04-0-0160	\$30.860	\$31.785
Line Up Scheduler – Office Leader	04-0-1387	\$31.005	\$31.935
Team Leader – PWG	60-0-0010	\$1.50 above	\$1.50 above
Assembly – Check & Adjust Utility	04-0-0179	\$31.110	\$32.040

#### UNDESIGNATED CLASSIFICATIONS

Linefeeder	27-0-0220	\$30.810	\$31.735
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## Occupational Group VII

### DESIGNATED CLASSIFICATIONS

Inspector – Final	05-0-1800	\$31.110	\$32.040
Inspector - F.A.I.	05-0-1840	\$31.110	\$32.040
Inspector – Receiving	05-0-1080	\$31.110	\$32.040
Inspector - Road Test	04-0-1740	\$31.110	\$32.040
Inspector - First Class Group	28-0-0030	\$31.110	\$32.040
Inspector – First Class Group B	28-0-0020	\$31.110	\$32.040
Inspector – Fasteners (Trim)	05-0-1820	\$31.110	\$32.040
Inspector – Body (Transit)	05-0-1760	\$31.110	\$32.040
Inspector – Body (Truck)	05-0-1770	\$31.110	\$32.040
S.P.C.	58-0-0520	\$31.110	\$32.040
Utility Quality Upgrader	58-0-0299	\$30.860	\$31.785
Assembly – Check & Adjust Utility	04-0-0179	\$31.110	\$32.040

## Occupational Group VIII – Material Sorting Center (MSC)

### DESIGNATED CLASSIFICATIONS

Transfer & Line-Up	27-0-0230	\$30.860	\$31.785
Utility – Chassis – Group 2	58-0-0149	\$31.110	\$32.040
Team Leader – PWG	60-0-0010	\$1.50 above	\$1.50 above

## Occupational Group VIII – Stamping

### DESIGNATED CLASSIFICATIONS

Team Leader – PWG	60-0-0010	\$1.50 above	\$1.50 above
Die Set Up – Utility	81-0-0209	\$31.575	\$32.520
Die Set Up	81-0-0200	\$31.685	\$35.630
Metal Finisher	41-0-0140	\$31.005	\$31.935
Repair Salvage	38-0-1610	\$31.110	\$32.040
Stamping Floor Technician – Utility	81-0-0809	\$31.230	\$32.165
Assembly – Check & Adjust Utility	04-0-0179	\$31.110	\$32.040
Inspector – Floor	05-0-0890	\$31.110	\$32.040

### UNDESIGNATED CLASSIFICATIONS

Stamping Floor Technician	81-0-0800	\$31.110	\$32.040
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## Appendix “F”

### Power House

Stationary Steam Engineer	35-7-0170	\$35.885	\$36.960
Stationary Steam Reskill	35-7-017R	\$35.885	\$36.960
Refrigerator and AC Maint and Install	35-7-0820	\$35.885	\$36.960

### Maintenance Department

Carpenter – All Around	25-7-0440	\$35.490	\$36.555
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Electrician	25-7-0770	\$35.885	\$36.960
Electrician – Leader	25-7-0777	\$36.450	\$37.525
Tool Maker & Template Maker	50-7-2050	\$35.885	\$36.960
Plumber-Pipefitter	25-7-2340	\$35.590	\$36.660
Tool Repair (Repair-Power Tools)*	16-7-0250	\$35.355	\$36.415
Industrial Truck Mechanic	25-7-1200	\$35.490	\$36.555
Clerk-Maintenance	08-0-0270	\$31.005	\$31.935
Clerk-Maintenance Utility	08-0-0279	\$31.110	\$32.040
Millwright	25-7-1660	\$35.590	\$36.660
Sheet Metal Worker*	25-7-2950	\$35.590	\$36.660
Welder – General	55-7-0430	\$35.590	\$36.660
Waste Disposal Equip Oper & Minor Maint*	25-7-2800	\$35.490	\$36.555
Inspector - Tooling & Layout	06-7-0300	\$35.885	\$36.960
Tool & Die Maker	50-7-2070	\$35.885	\$36.960
Tool & Die Maker Leader	50-7-2077	\$36.450	\$37.525
Integrated Controls Technician Transit Body	25-7-0830	\$36.975	\$38.085
Integrated Controls Technician Transit Paint	25-7-0840	\$36.975	\$38.085
Integrated Controls Technician Transit Final	25-7-0850	\$36.975	\$38.085
Integrated Controls Technician Stamping	25-7-0860	\$36.975	\$38.085
Integrated Controls Technician Truck Body	25-7-0870	\$36.975	\$38.085
Integrated Controls Technician Truck Paint	25-7-0880	\$36.975	\$38.085
Integrated Controls Technician Truck Final	25-7-0890	\$36.975	\$38.085

- Will Not Repopulate (WNR)
- Subject to classification consolidation per the 2015 National Agreement.

### **Appendix “F” - Seniority**

Seniority in Appendix “F” classification shall be by date of entry on a non-interchangeable basis and when a reduction in force in any of the Appendix “F” classifications is necessary, the employee being reduced, upon written request, shall be returned to the last non-skilled classification held prior to the Appendix “F” job, and there exercise their seniority as a member of that group. If they had no prior non-skilled classification, they then may exercise their seniority in the General Labor Pool (Group 1). If the employee elects to by-pass their right to exercise their seniority in the Plant and take a layoff to await recall to their Appendix “F” classification, they must make their wishes known by written requests within five (5) days from date of notification of the layoff. An employee so electing a layoff will have recall rights in accordance with the National Agreement.

### **REDUCTION IN FORCE**

DESIGNATED CLASSIFICATION

In the event of a reduction in force, an employee on a Designated Classification shall exercise their seniority as follows:

1. By seniority within their classification, within their Occupational Group.
2. Undesignated Classifications within their Occupational Group.
3. Labor Pool within their Department.
4. Available Work.
5. Labor Pool Plantwide.

In a reduction of Dinger, Utility, Repair, Repair Motors, Team Leader, Stock Status Control & Follow Up, Assembly Stock Checkers, Line Up Scheduler, all Inspection Classifications, S.P.C., Unit List Checker, Metal Finisher, Behr Equipment Operator and Paint Solution and Process Equipment Attendant, the employee affected shall return to the last classification held by them prior to being promoted. In the event the employee does not have seniority to return to the last classification held, provisions of the National Occupational Grouping Agreement shall apply.

Any employee reduced from a designated classification will have recall rights back to the classification from which they were reduced for a twenty-four (24) month period as long as they do not change classifications after being reduced.

A designated classified employee may, in writing within 60 days after ratification of the agreement, and annually thereafter during the month of November, indicate an irrevocable election in the event of a reduction in force to take Labor Pool within department, rather than exercise their rights as a designated employee. This will be posted and no interim additions, deletions or substitutions will be permitted.

In the event of a Reduction in Force (RIF), if the employee is recalled within 90 days back to their previous classification, they will revert back to the overtime hours they had when the Reduction in Force (RIF) occurred.

#### UNDESIGNATED CLASSIFICATION

In the event of a reduction in force, an employee on an Undesignated Classification shall exercise their seniority as follows:

1. By seniority within their classification within their department.
2. Exercise their seniority against the employee with the least seniority in group of Undesignated Job Classifications in the Occupational Group.
3. Labor Pool within their department.
4. Available Work.
5. Labor Pool Plantwide.

#### GENERAL LABOR POOL

In a reduction in force, an employee on a Labor Pool Classification shall exercise their seniority as follows:

1. By seniority within their classification within their Department.
2. Labor Pool within their Department.
3. Available Work.
4. Labor Pool Plantwide.

In the event of a reduction in force affecting departments 1860 (Truck Pre-Delivery) or 2850 (Transit Pre-Delivery), employees will remain in their respective system. Employees affected by this reduction will have recall rights to the Pre-Delivery department from which they were reduced as long as they have seniority and hold the current classification in their home department.

In the event of a reduction-in-force in a department, other than a reduction to-the-street, the highest seniority employee who has requested consideration for a non-promotional transfer will be canvassed and have the option to be reduced to their designated area replacing the lowest seniority employee affected by the reduction-in-force. This process will be completed equal to the number of employees affected by the reduction-in-force or until the non-promotional list of available employees has been exhausted. If there is an insufficient number of non-promotional "requests", the reduction-in-force will be conducted in a normal manner. Employees who "decline" these opportunities will be ineligible to request a non-promotional transfer for the next two (2) semi-annual sign up periods.

No employee will be reduced until the Reduction in Force is completed by Labor Relations and a copy is provided to the Union. It is agreed and understood by the parties that any future permanent reductions in force at the Kansas City Assembly Plant will be implemented in accordance with the terms of the National Agreement dealing with seniority imbalances so requested by the local Union.

This agreement shall become effective concurrently with the effective date of the new Collective Bargaining Agreement which replaced the November 15, 2015 Collective Bargaining Agreement, and shall remain in effect for the same period as such new Collective Bargaining Agreement, except as otherwise expressly provided herein.

In accordance with Article VIII, Section 9 of the Master Agreement, pertaining to Occupational Seniority Agreements, this agreement is signed subject to the approval of the National Ford Department of the UAW and the Human Resources Staff of the Company.



## **BREAKING OF SENIORITY TIES AGREEMENT**

It is mutually agreed between the Ford Motor Company, Kansas City Assembly Plant, and the International Union, UAW Local 249, that the following procedure will be applied regarding breaking of seniority ties:

1. Employees, except those of Appendix "F" classifications, in the Kansas City Assembly who have a common seniority date (the day of hiring into or transferring into the Kansas City Assembly Plant) will have their seniority status determined by last four numbers of social security. High last four is the most senior.
2. In a case where two or more employees with the same last four have a common Plant seniority date the seniority tie will be broken on an alphabetical basis by their last name and then first name.
3. Where seniority is a factor involving employees in Appendix "F" classifications who have the same date of entry, plantwide seniority shall be the determining factor. Where their plantwide seniority date is the same, the provisions of (1) and (2) above will apply.
4. Preferential Hires with a common plant date of entry will use Company seniority as a "tiebreaker". Where the Company seniority date is the same, the provisions of (1) and (2) above will apply.

## **SHIFT PREFERENCE AGREEMENT**

It is mutually agreed between Ford Motor Company, Kansas City Assembly Plant, and the International Union, UAW Local 249, that the following provisions will govern the exercise of shift preference:

1. Shifts will be identified in accordance with Article IX, Section 6(c), of the 2019 Agreement or a comparable clause in any new agreement.
  
2. In exercising shift preference, eligible seniority employees will exercise their seniority against an employee on an identical classification in the same department. Employees with plant wide classifications (Material Handling; Appendix F) will exercise their seniority plant wide. Employees classified Inspector Road Test will exercise their seniority within their respective system only. Employees in Pre-Delivery (departments 1860 and 2850) will exercise their seniority by classification within their respective department only. In the event the number of employees eligible to transfer out poses a risk to operations, the parties will work together to develop a plan to mitigate any adverse impact to the business.
  
3. Employees may make application for shift change at any time. Shift preference applications will be obtained and submitted at the Labor Relations Office. Applications must be submitted two weeks prior to effecting a requested shift change. A copy will be provided to the employee upon request. Employees who have applications on file and are laid off must reapply when reinstated to be considered for a shift change.
  
4. A seniority employee may exercise their shift preference against a non-seniority employee pursuant to the conditions of Paragraphs 2 and 6, on the first Monday after the non-seniority employee has completed forty-five (45) days of employment.
  
5. The exercise of shift preference will be accomplished in the following manner:
  - a. Employees will be selected every two (2) weeks from those who have made application for shift change in the following numbers:

<b>Department</b>	<b>Truck</b>	<b>Transit</b>
<b>Body</b>	5	5
<b>Paint</b>	5	5
<b>Trim</b>	7	7
<b>Chassis</b>	7	7
<b>MSC</b>	2	2
<b>Predelivery</b>	3	3
<b>Stamping</b>	3	
<b>Maintenance</b>	N/A	

Labor Relations will publish the shift bumps every other Wednesday. The shift bumps will be emailed to the Union and Management, and will also be posted outside the Labor Relations office. Management will be responsible to give employees notice of shift bump moves the week they are published. Labor Relations will input the DROT changes the Friday prior to the bump occurring (no submission from floor necessary); all bumps will automatically be effective on Monday. (See below example). Any changes regarding the bump must be mutually agreed to with the Bargaining Committee and Team Manager prior to the original bump date occurring.

	M	Tu	W	Th	Fr	Sa	Su
Week 1			Bump published				
Week 2					DROT change		
Week 3	Employee moved		Bump published				
Week 4					DROT change		
Week 5	Employee moved						

b. After exercising shift preference, an employee may not again exercise shift preference until six (6) months from the effective date of their shift change.

c. Employees who cancel their shift preference before the shift bump is published will not be penalized. Employees, who cancel their shift preference request after the shift bump has been published, will be unable to exercise their shift preference for six (6) months from the date of bump was requested.

d. All active shift preference requests will expire 1 year from the date of the request.

e. In light of future model launches and major manpower movement, the parties agree that it is imperative that our safety, quality and productivity are not compromised. As a result, the parties mutually agree to the suspension of management's obligations relative to manpower movement timing during these periods. Appropriate steps will be taken to limit churning twenty (20) days prior to Job 1 and thirty (30) days after Job 1. Plant management reserves the right to limit manpower movement for an additional thirty (30) days post Job 1 in the event business circumstances warrant those actions. In the event of the additional thirty (30) days being utilized, a written notification will be provided to the Bargaining Chairperson.

6. An employee may exercise their shift preference rights against an employee who is on medical leave of absence. An employee properly on a temporary classification may only exercise their shift preference rights on their permanent classification. A seniority employee may, in accordance with the other provisions, exercise their shift preference against the permanent classification of an employee who is temporarily classified on another job.

7. No employee's classification will be changed for the purpose of avoiding or affecting a shift change.

8. None of the above shall be applicable to employees assigned to 7-day operations.

9. It is understood that regardless of the personnel transactions which may be made in accordance with the contract during the life of this Agreement, no employee will be allowed to exercise their shift preference rights except as specified in this Agreement.

10. A special shift preference application will be developed for employees assigned to departments on a three shift/crew operation. These employees will be allowed to designate a first and second choice on the new applications. These applications will be provided in Labor Relations. The employee being bumped will have the option of the two (2) other crews (if applicable) and may designate which one he/she wants to go to as long as he/she can hold by seniority. All employees will submit completed applications to Labor Relations.

11. In the event there are temporary part-time or STS employees, the plant manager and plant chairperson will agree upon their placement unless they are used for 120 days or less.

12. STS employees may be utilized for 120 days without being subject to the shift preference provisions.

13. Permanent job openings will continue to be bid and filled per the local CBA.

This agreement shall become effective concurrently with the effective date of the new Collective Bargaining Agreement which replaces the November 15, 2015 Collective Bargaining Agreement, except as otherwise expressly provided herein.

In accordance with Article VIII, Section 28(a) of the Master Agreement, pertaining to local shift preference agreements, this agreement is signed subject to the approval of the National Ford Department of the UAW and Ford Labor Affairs.

## **JOB BIDDING AGREEMENT**

It is mutually agreed between Ford Motor Company, Kansas City Assembly Plant, and the International Union, UAW Local 249, that the following provisions will govern the exercise of bidding on local job openings.

In administering the Company's policy of promoting employees from within whenever practical and in accordance with Article IV, Section 2, of the National Agreement between the parties, the following provisions regarding bidding on job openings will be observed.

- 1) Openings in the Repair, Utility and Team Leader classifications shall be filled only by the employees in the occupational group in which the openings occur. An employee holding the classification of Repair, Utility or Team Leader may bid on openings within the occupational group in any of these respective classifications exclusive of the existing classification held. Inspectors bidding on Team Leader will be considered for Team Leader openings in the occupational group they held prior to classification as inspection. In addition, openings in designated and undesignated classifications may be bid on by all employees plant wide unless otherwise specified in this agreement.
- 1a) All permanent openings in designated classifications shall be posted as job bids. Employees must meet qualifiers contained in this agreement and in some cases be from the same occupational group to be eligible for certain classifications.
- 2) Job openings will be placed on the bulletin boards outside Labor Relations and Q-52 door and Truck Paint building, Truck Body building, Stamping and Truck Final north entrance by the Union. The notice will specify the classification, rate, and date by which applications must be submitted and the Department, shift and occupational group in which the opening exists.
- 2a) Job bids will also be posted on the online KCAP Hourly SharePoint website and the TV Monitors by the Labor Relations Office.
- 3) Employees shall have seven (7) days from the date the opening is posted to apply for the opening on the KCAP Hourly SharePoint website. Employees will apply for the openings by electronically signing their name, CDS I.D., and Global I.D. number (GID), to the job bid for which they are applying.
- 4) In such cases jobs requiring additional skills (e.g.: computer experience) may indicate "special bid slip required". Applicants must complete the "special bid slip" and apply online to be considered eligible. Completed applications are to be emailed to [KCLabor@ford.com](mailto:KCLabor@ford.com) with the bid number in the subject line of the email. If the applicant does not have email, the "special bid slip" and additional materials may be provided to the Labor Relations Office.

- 5) This agreement does not in any way limit the right to temporarily loan or place another employee on any opening which arises in connection with the job posting procedure.
- 6) All applicants will be given thorough consideration. This agreement does not in part, or in total, modify the Company's right under the National Agreement nor does it preclude the use of the established grievance procedure to protest Management's judgment in filling openings.
- 7) An employee selected for a bid will be notified and required to sign an accept or decline form. Failure to sign the form within 24 hours of notification is considered a decline.
- 8) The employee selected for the job opening will be released not later than ten (10) working days after selection. The employee selected for a secondary job opening will be released not later than fifteen (15) working days after the selection. If an employee is on medical leave longer than two (2) weeks in duration of becoming eligible for an opening, he or she may be bypassed on bid selection.
- 9) In light of future model launches and major manpower movement, the parties agree that it is imperative that our safety, quality and productivity are not compromised. As a result, the parties mutually agree to the suspension of management's obligations relative to manpower movement timing during these periods. Appropriate steps will be taken to limit churning twenty (20) days prior to Job 1 and thirty (30) days after Job 1. Plant management reserves the right to limit manpower movement for an additional thirty (30) days post Job 1 in the event business circumstances warrant those actions. In the event of the additional thirty (30) days being utilized, a written notification will be provided to the Bargaining Chairperson.
- 10) When an employee has been placed on a job for which they have applied as the result of posting and if they thereafter voluntarily request to be removed from the job within one (1) working day, they shall be returned to their former classification and department. The one (1) working day requirement may be extended for certain jobs with mutual agreement between the UAW and Labor Relations (i.e. clerks, MP&L classifications).
- 11) When an employee has been placed on a job for which they have applied as a result of posting, and, if they are disqualified within thirty (30) working days, they shall be returned to their former department. If an employee is disqualified after thirty (30) working days, they will be placed on available work within their former department, but this would not necessarily preclude their being assigned to their previous classification.

- 12)Jobs vacated within sixty (60) days, under the above provisions of Section 3, of the Agreement shall not be cause for the issuance of a further job posting to fill the vacancy so created. However, prior to the 60-day period, qualified seniority employees who bid on the original opening will be given consideration to fill the vacancy created. Nothing in the above is intended to abrogate, abridge, limit or modify the Company's rights under Article IV, Section 1, of the Master Agreement.
- 13)Jobs vacated by employees selected in accordance with the above will not be cause for the issuance of a further job opening notice to fill the vacancy so created. This paragraph does not restrict the Union from filing a grievance protesting the Company's selection under Article IV, Section 2.
- 14)To be eligible to bid on opening for Paint Repair, an employee must be qualified finish paint sprayer. If no qualified finish paint sprayer receives the bid, seniority employees from the posted department, who bid on the original opening, will be trained to fill the opening.
- 15)To be eligible to bid on openings for Behr Equipment Operator, an employee must be a qualified finish paint sprayer and from same occupational group. If no qualified finish paint sprayer receives the bid, seniority employees from the posted department and from the same occupational group, who bid on the original opening, will be trained to fill the opening.
- 16)To be eligible to bid on openings for a Team Leader in the paint booths, an employee must be a qualified finish paint sprayer and from same occupational group. If no qualified finish paint sprayer receives the bid, seniority employees from the posted department and from the same occupational group, who bid on the original opening, will be trained to fill the opening.
- 17)To be eligible to bid on openings for Paint Mixer, an employee must be from the same occupational group.
- 18)To be eligible to bid on openings for Dinger, employees must have prior metal finish experience.
- 19)To be eligible to bid on openings for Assembly Check & Adjust in Body Shop, employees must be fitter qualified.
- 20)To be eligible to bid on openings in Metal Finisher, employees must be from the same occupational group.
- 21)To be eligible to bid on openings for Team Leader over the Metal Finishers must have prior Metal Finish experience.

- 22) To be eligible to bid on openings for Stock Control and Follow Up, and Unit List Checker in the Material Handling Department, employees must be presently holding a Material Handling classification.
- 23) To be eligible to bid on openings for Motor Repair, you must have prior repair experience.
- 24) All primary openings in the Paint Departments (Truck and Transit) will be filled by a job posting.
- 25) Notification of openings in Appendix "F" classifications will be posted on the bulletin boards listed in #2.
- 26) Employees may be ineligible for a Job Posting if they:
- i. Have accrued nine (9) or more AWOL days in the preceding twelve continuous calendar months of employment.
  - ii. Have accrued three (3) or more disciplinary penalties or, one (1) disciplinary penalty of three (3) days or more.
  - iii. Have accepted another job opening in the preceding six (6) calendar months unless the new job opening is at an equal or higher rate of pay.
  - iv. Are medically restricted and unable to perform the essential functions required for the job posting.
  - v. When an employee declines an assignment after they are placed on a job for which they have applied, they shall not be permitted to apply for any other job for six (6) months.
  - vi. Any employee who becomes eligible and then declines a job opening will not be eligible to bid on another job opening for six (6) months, unless it is for a promotional opportunity. However, an employee would remain eligible for active bids preceding the declined bid.
- 27) Temporary jobs that continue to exist beyond ninety (90) days will be posted for bid on a permanent basis or the temporary assignment will end. When the temporary assignment ends the employee will be returned to their former classification and department, on the basis of lowest seniority first (same as a reduction in force). In special cases, discussion will occur between the Company and the Bargaining Committeeperson concerning exceptions to this process. Management will continue to discuss with the Union regarding temporary backfill assignments for replacement personnel as a result of a temporary job.
- 28) Any changes to job bids after they have been posted should be agreed to by both the Company and affected Union representatives. Any issues arising out of this understanding will be properly referred to the weekly Manpower meeting.



29)In periods of shift redeployment or excessive manpower movement, the Company and Union may mutually agree to alternative methods as needed.

The undersigned agree that they will be governed by the guidelines as established by the National Ford Department, UAW and Ford Labor Affairs\_at the point in National Negotiations when a national decision is mutually arrived at governing the subject of promotions.

This agreement shall become effective concurrently with the effective date of any new Collective Bargaining Agreement which replaced the November 15, 2015 Collective Bargaining Agreement, and shall remain in effect for the same period as the new Collective Bargaining Agreement except as otherwise expressly provided herein.

In accordance with Article IV, Section 2, of the Master Agreement, pertaining to Local Agreement, this Agreement is signed subject to the approval of the National Ford Department of the UAW and Ford Labor Affairs.

## OVERTIME EQUALIZATION AGREEMENT

### PRODUCTION AND OTHER MISCELLANEOUS DEPARTMENTS

It is mutually agreed between the Ford Motor Company, Kansas City Assembly Plant, and the International Union, UAW Local 249, that the following procedure will be applied in the equalization of overtime in the Production and other miscellaneous departments in accordance with Article IV, Section 6, of the Master Agreement.

1. Overtime opportunities shall be recorded whether worked or not worked.
2. An employee's overtime equalization record will be maintained on the principle of hours paid.
  - 2a. Department overtime reports will be posted weekly next to the DROT in each zone.
  - 2b. It is recognized that the following are **not** to be charged:
    - All overtime, worked or refused supplementing a maintenance classification or work refused not in the employee's regularly assigned department.
    - Overtime refused during a lunch or break period.
    - Employees on a properly scheduled Military Leave of Absence, Jury Duty, Union Business or Bereavement.
    - Overtime refused by employees called at home on the day the overtime is to be worked.
    - Overtime refused by employees who have changed shifts/crews due to training will not be charged overtime refusal.
  - 2c. During the months of January and July the Labor Relations Supervisor will meet with the Bargaining Committee to ensure proper charging in each department by supervisors and Labor Relations. In the event the local parties cannot resolve any disputes surrounding the proper charging of employees, the issue will be referred to Labor Affairs and the National Ford Department for resolution.

### 3. Overtime Scheduling Process

Insofar as it is practical, Management will make every reasonable effort to equalize overtime of a continuing nature among qualified employees on identical classifications in the same department and shift/crew. Management will make all reasonable efforts to equalize overtime opportunities among shifts/crews in their respective equalization groups.

- 3a. Team Leaders will be combined with Utility by department for equalization purposes.
- 3b. The parties agree to use the established formula to equalize overtime between the shifts in the event all shifts/crews are not needed on a premium day.

- This process is done by determining the average overtime hours for each classification in which the overtime opportunity exists.
- The shift with the least number for the total sum of the average hours within the classification needed will be scheduled.

3c. Each department Team Manager will schedule a weekly meeting with their District Committeeperson to discuss any RDO (regular day off) overtime needs, or early/over overtime opportunities within their department. During this meeting, the parties will also discuss the current overtime spreads to determine any hours that may need to be adjusted/corrected, as well as review the department roster to ensure all employees are properly classified and placed in the correct overtime groups.

3d. To provide opportunities to our C Crew employees, it is agreed to offer voluntary full-shift production overtime opportunities on Company Holidays to C Crew employees first, and then to the other shifts/crews as per overtime equalization.

3e. The local parties agree to evaluate an electronic solution to conduct an overtime interest/scheduling survey. Should the parties be able to develop this solution, upon mutual agreement it may be implemented during the life of this contract.

4. The Company recognizes it is undesirable to schedule overtime in such a manner that an employee will accumulate more than thirty-two (32) hours of overtime in excess of employees on the same classification in the same department. In the event the overtime spread exceeds thirty-two (32) hours on identical classifications within a department and shift/crew, the Company will make an attempt to equalize the overtime opportunities to those qualified employees with a lower number of hours.

5. It is understood in assigning overtime work to complete a job, or under other similar circumstances, it may be necessary for some employees to receive more overtime work than other employees.

6. Separate overtime equalization records by classification, department, and shift/crew will be maintained weekly, and these records will be made available for review by the employee or designated Union representative.

7. An employee who is properly scheduled to work overtime, and fails to work such overtime opportunity, will be charged the number of hours which they would have been paid.

7a. An employee who volunteers to work an overtime assignment and fails to report to work will be charged double the number of hours they would have been paid for working the assignment.

8. An employee on Personal or Medical Leave of Absence or on vacation or medically restricted to an incidental work assignment or hours limitation, will be charged for the overtime hours they would have been paid. On days that an employee receives

bereavement pay, jury duty pay or military pay for annual active duty for training, they will not be charged for overtime hours had they been available to be scheduled.

9. A new hire, rehire, employee reinstated from a reduction in force layoff, transferred employee, an employee reinstated to rolls after being off for any reason for longer than 90 days (excluding employees returning from Active Duty Military Leave), or an employee who has been permanently reassigned to another classification, shall be charged overtime hours equal to the highest employee on an identical classification in the department. All other reinstatements will be placed in the same relative overtime standing they had upon being terminated. An employee who exercises shift preference shall assume hours equal to the highest employee in their classification on their new shift within their department.

10. For non-production overtime opportunities, all permanently classified employees will be offered the overtime opportunity before temporary classified employees, as long as there is a minimum of eight (8) hours from their last shift worked.

10a. In the event of a single shift of production overtime opportunity, should that shift have insufficient manpower to cover any operations, the opposite shift Team Leaders and Utility Operators will be surveyed by low overtime hours in the affected department in order to obtain sufficient personnel.

10b. If there is still not sufficient personnel to run the shift, all classifications will be surveyed by low overtime hours in the affected department in order to obtain sufficient personnel.

10c. If there is still not sufficient personnel to run the shift, all classifications will be surveyed by low overtime hours in the affected system in order to obtain sufficient personnel (special skills/requirements could create exceptions i.e. Behr Operator, Dinger, Repair, etc.).

11. For the purposes of applying this Agreement, each employee, by classification, will be assigned a zero hour overtime balance within 30 days as of the ratification date of this agreement.

12. In the event of a new model launch, employees will equalize overtime opportunities within their classification, within their respective Process Coach's Zone, during the period commencing twenty (20) working days prior to Job #1 and to continue for thirty (30) working days after Job #1.

Shifts/crews will be surveyed on an alternating basis to determine if interest and manpower are sufficient to alternate shifts within the limits of corporate policy and existing law.

This agreement shall become effective concurrently with the ratification of the local agreement and shall remain in effect for the same period as the 2019 Collective Bargaining Agreement, except as otherwise expressly provided herein.

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

## **CROSS SYSTEM OVERTIME AGREEMENT**

If there is insufficient personnel to work an overtime opportunity from within the system, employees will be surveyed utilizing the cross system overtime provisions outlined below.

An annual sign-up will be conducted during the third and fourth weeks of January each year beginning in January 2020, whereby employees may express interest in working supplemental overtime across system lines, i.e., Transit to Truck or Truck to Transit.

Following the completion of the sign-up, a cross-system overtime list will be prepared in seniority order by department, by shift/crew, of the employees who have requested these assignments. Employees from this list will be selected in seniority order for available voluntary overtime. They shall be offered the opportunity to work on available work within their respective seniority group first, (special skills/requirements could create exceptions). The Company may then schedule employees to any available work system wide regardless of present seniority group, providing they are not otherwise scheduled to work in their own department or system.

Employees will be ineligible for consideration for the work assignment if they have accrued an unexcused absence during the week in which the opportunity occurs and/or have accrued three (3) or more unexcused absences in the six (6) month period immediately preceding the week in which the opportunity occurs.

Such overtime opportunity, whether worked or refused, shall not result in an overtime charge to the employee for the purpose of overtime equalization within their respective department and group. In addition, employees refusing the opportunity to work such overtime on three (3) occasions during the effected period following the annual sign-up, will be removed from the listing. An employee who is scheduled per the above and fails to report, for any reason other than bereavement or military leave, will have their name removed from the listing.

## QUALITY CONTROL OVERTIME EQUALIZATION AGREEMENT

It is mutually agreed between the Ford Motor Company, Kansas City Assembly Plant, and the International Union, UAW Local 249, that the following procedure will be applied in the equalization of overtime in accordance with Article IV, Section 6, of the Master Agreement as it applies to the Quality Department.

1. Overtime opportunities shall be recorded whether worked or not worked.
2. An employee's overtime record will be maintained on the principle of hours paid.
  - 2a. Overtime reports will be posted weekly in the Pre-Delivery Departments and next to the DROT.
  - 2b. It is recognized that the following are **not** to be charged:
    - All overtime, worked or refused supplementing a maintenance classification or work refused not in the employee's regularly assigned department.
    - Overtime refused during a lunch or break period.
    - Employees on a properly scheduled Military Leave of Absence, Jury Duty, Union Business or Bereavement.
    - Overtime refused by employees called at home on the day the overtime is to be worked refusal.
  - 2c. During the months of January and July the Labor Relations Supervisor will meet with the Bargaining Committee to ensure proper charging in each department by supervisors and Labor Relations. In the event the local parties cannot resolve any disputes surrounding the proper charging of employees, the issue will be referred to Labor Affairs and the National Ford Department for resolution.
3. Insofar as it is practical, Management will make every reasonable effort to equalize overtime of a continuing nature among qualified employees on identical classifications in the same department and shift/crew. Management will make all reasonable efforts to equalize overtime opportunities among shifts/crews in their respective equalization groups. (see paragraph 5)
  - 3a. To provide opportunities to our C Crew employees, it is agreed to offer voluntary full-shift production overtime opportunities on Company Holidays to C Crew employees first, and then to the other shifts/crews as per overtime equalization.
4. The Company recognizes it is undesirable to schedule overtime in such a manner that an employee will accumulate more than thirty-two (32) hours of overtime in excess of employees on the same classification in the same department. In the event the overtime spread exceeds thirty-two (32) hours on identical classifications within a department and shift/crew, the Company will make an attempt to equalize the overtime opportunities to those qualified employees with a lower number of hours.

4a. Each department Team Manager will schedule a weekly meeting with their District Committeeperson to discuss any RDO (regular day off) overtime needs, or early/over overtime opportunities within their department. During this meeting, the parties will also discuss the current overtime spreads to determine any hours that may need to be adjusted/corrected, as well as review the department roster to ensure all employees are properly classified and placed in the correct overtime groups.

5. For the purpose of applying Paragraphs 3 and 4, the overtime equalization groups for inspectors will be as follows:

- a. Inspector - Receiving
- b. Inspector - Road Test
- c. Department 2850 Inspector – Final and Inspector First Class Group B
- d. Department 1860 Inspector – Final and Inspector First Class Group B
- e. Inspector – FAI (Torque)
- f. Inspector - Fasteners
- g. Inspector (assigned to Body, Paint, Trim & Chassis Department)
- h. Team Leaders will be combined with Utility by department for equalization purposes.

With reference to group b through h (listed above), these employees will equalize only within their respective system.

In regards to Departments 2850 & 1860, the parties agree to use the established formula to equalize overtime between the shifts/crews in the event all shifts are not needed on a premium day.

- This process will be done by determining the average overtime hours for each classification in which the overtime opportunity exists.
- The shift with the least number of the total sum of the average hours within the classification needed will be scheduled.

6. It is understood in assigning overtime work to complete a job, or under other similar circumstances, it may be necessary for some employees to receive more overtime work than other employees.

7. Separate overtime equalization records, by equalization group within the department and shift/crew will be maintained weekly, and these records will be made available for review by the employee or designated Union representative.

8. An employee who is properly scheduled to work overtime, and fails to work such overtime opportunity, will be charged the number of hours which they would have been paid.

8a. An employee who volunteers to work an overtime assignment and fails to report to work will be charge double the number of hours they would have been paid for working the assignment.



9. An employee on Personal or Medical Leave of Absence or on vacation or medically restricted to an incidental work assignment or hours limitation, will be charged for the overtime hours they would have been paid. On days that an employee receives bereavement pay, jury duty pay or military pay for annual active duty for training, they will not be charged for overtime hours had they been available to be scheduled.

10. A new hire, rehire, employee reinstated from a reduction in force layoff, transferred employee, an employee reinstated to rolls after being off for any reason for longer than 90 days (excluding employees returning from Active Duty Military Leave), or an employee who has been permanently reassigned to another classification shall be charged overtime hours equal to the highest employee on an identical classification in the equalization group in the department. All other reinstatements will be placed in the same relative overtime standing they had upon being terminated. An employee who exercises shift preference shall assume hours equal to the highest employee in their classification on their new shift within their department.

11. For the purposes of applying this Agreement, each employee, by classification, will be assigned a zero hour overtime balance within 30 days as of the ratification date of this agreement.

This agreement shall become effective concurrently with the ratification of the local agreement and shall remain in effect for the same period as the 2019 Collective Bargaining Agreement, except as otherwise expressly provided herein.

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

## MATERIAL DEPARTMENT OVERTIME EQUALIZATION AGREEMENT

It is mutually agreed between the Ford Motor Company, Kansas City Assembly Plant, and the International Union, UAW Local 249, that the following procedure will be applied in the equalization of overtime in the Material Department in accordance with Article IV, Section 6, of the Master Agreement.

1. Overtime opportunities shall be recorded whether worked or not worked.

2. An employee's overtime equalization record will be maintained on the principle of hours paid.

2a. Overtime reports will be posted weekly on a bulletin board at B-24, North LCL Dock and South LCL Dock next to each DROT.

2b. It is recognized that the following are **not** to be charged:

- All overtime, worked or refused supplementing a maintenance classification or work refused not in the employee's regularly assigned department.
- Overtime refused during a lunch or break period.
- Employees on a properly scheduled Military Leave of Absence, Jury Duty, Union Business or Bereavement.
- Overtime refused by employees called at home on the day the overtime is to be worked refusal.

2c. During the months of January and July the Labor Relations Supervisor will meet with the Bargaining Committee to ensure proper charging in each department by supervisors and Labor Relations. In the event the local parties cannot resolve any disputes surrounding the proper charging of employees, the issue will be referred to Labor Affairs and the National Ford Department for resolution.

3. Insofar as it is practical, Management will make every reasonable effort to equalize overtime of a continuing nature among qualified employees on identical classifications (except as agreed upon below in Paragraph 12) in the same - preference area and shift. Management will make all reasonable efforts to equalize overtime opportunities among shifts/crews in their respective equalization groups.

3a. To provide opportunities to our C Crew employees, it is agreed to offer voluntary full-shift production overtime opportunities on Company Holidays to C Crew employees first, and then to the other shifts/crews as per overtime equalization.

4. The Company recognizes it is undesirable to schedule overtime in such a manner that an employee will accumulate more than thirty-two (32) hours of overtime in excess of employees on the same classification in the same preference area and shift. In the event the overtime spread exceeds thirty-two (32) hours on identical classifications within a preference area and shift, the Company will make an attempt to equalize the overtime opportunities to those qualified employees with a lower number of hours.

4a. Each department Team Manager will schedule a weekly meeting with their District Committeeperson to discuss any RDO (regular day off) overtime needs, or early/over overtime opportunities within their department. During this meeting, the parties will also discuss the current overtime spreads to determine any hours that may need to be adjusted/corrected, as well as review the department roster to ensure all employees are properly classified and placed in the correct overtime groups.

5. It is understood in assigning overtime work to complete a job, or under other similar circumstances, it may be necessary for some employees to receive more overtime work than other employees.

6. Separate overtime equalization records, by classification, by preference area, by shift/crew, will be maintained weekly, and these records will be made available for review by the employee or designated Union representative.

7. An employee who is properly scheduled to work overtime, and fails to work such overtime opportunity, will be charged the number of hours which they would have been paid.

7a. An employee who volunteers to work on overtime assignment and fails to report to work will be charged double the number of hours they would have been paid for working the assignment.

8. An employee on Personal or Medical Leave of Absence or on vacation or medically restricted to an incidental work assignment or hours limitation, will be charged for the overtime hours they would have been paid. On days that an employee receives bereavement pay, jury duty pay or military pay for annual active duty for training, they will not be charged for overtime hours had they been available to be scheduled.

9. An employee who exercises shift preference shall assume hours equal to the highest employee in their classification on their new shift within their preference area. A new hire, rehire, employee reinstated from a reduction in force layoff, or transferred employee, an employee reinstated to rolls after being off for any reason for longer than 90 days (excluding employees returning from Active Duty Military Leave), or an employee who has been permanently reassigned to another classification shall be charged overtime hours equal to the highest employee on an identical classification in the department by preference area. All other reinstatements will be placed in the same relative overtime standing they had upon being terminated.

10. For the purposes of applying this Agreement, each employee, by classification, will be assigned a zero overtime balance within 30 days upon receipt of notice of ratification.

11. For the purposes of applying Paragraphs 3 and 4, the following exceptions are noted:

- a. Employees classified Assembly Stock Checkers will equalize overtime in the same preference area and shift/crew.
- b. Employees classified Receiving Checker and Receiving Checker (Utility) will be combined for the purpose of equalization of overtime in the same preference area and shift/crew.
- c. When insufficient rail dock or LCL dock employees are available for overtime opportunities, employees classified as Checker Receiving - Utility, shall be given the first opportunity for the available overtime.

12. The Company will make every reasonable effort to equalize overtime between shifts/crews for the L.C.L., Rail Dock and Department 0180. On Monday of each week the overtime will be reviewed and the shift/crew with the low overtime will be scheduled for next available weekend opportunity.

13. The Company will institute the posting of the Material Handling weekend overtime pass list on Thursdays. It is understood that this pass is a tentative schedule only and subject to additions and deletions as determined by inbound material unloading needs dictate.

14. The parties agree to use the established formula to equalize overtime between the shifts/crews in the event all shifts are not needed on a premium day.

- This process is done by determining the average overtime hours for each classification in which the overtime opportunity exists.
- The shift with the least number for the total sum of the average hours within the classification needed will be scheduled.

15. Crib Attendant Head Tool and Head Crib Attendant Utility will be combined for equalization purposes by department and shift/crew.

This Agreement shall become effective concurrently with the ratification of the Local Agreement and shall remain in effect for the same period as the 2019 Collective Bargaining Agreement, except as otherwise expressly provided herein.

In accordance with article IV, Section 6, of the Master Agreement, pertaining to Overtime Agreement, this Agreement is signed subject to the approval of the National Ford Department of the UAW and the Labor Affairs Office of the Company.

## APPENDIX "F" OVERTIME AGREEMENT

It is mutually agreed between the Ford Motor Company, Kansas City Assembly Plant, and the International Union, UAW Local 249, that the following procedure will be applied in the assignment of overtime in accordance with Article IV, Section 6 of the Master Agreement.

The parties held extensive discussions surrounding the topic of skilled trade overtime. As a result, the parties developed the opportunity for plant-wide overtime opportunities while recognizing the business needs of each area.

1. Overtime may be equalized by area/shift/crew then plantwide to maximize the utilization of the most qualified skilled trades personnel and provide overtime opportunities within each classification.

1a. Any skilled trades employee assigned to an AWS work pattern may elect, on their overtime card, to work OT on their RDO in the following order:

- i. OT opportunities on their RDO within their AWS work pattern. If none available, then
- ii. OT opportunities on their RDO within the Traditional work pattern on the shift that falls within their normal work time. D crew aligns with #3 shift and E crew aligns with #1 shift.

Scheduling tradespersons assigned to an AWS work pattern for available OT opportunities within the Traditional work pattern will be accomplished through equalization of hours with the tradespersons assigned to the Traditional work pattern for that specific OT opportunity as follows:

- i. OT hours for tradesperson on the Traditional work pattern scheduled to work four (4) hours over for the available OT opportunity
- ii. OT hours for tradesperson on the Traditional work pattern scheduled to work four (4) hours early for the available OT opportunity
- iii. If the OT hours for tradesperson on the AWS work pattern is lower than BOTH tradespersons on the Traditional work pattern indicated above, the AWS tradesperson may be scheduled for the available Traditional work pattern OT opportunity.

2. All overtime hours paid or overtime opportunities refused shall be recorded including alternative work schedules, except hours worked outside of trades classification.

3. The Union recognizes Management's right to deviate in cases of break-downs or emergencies including loss of production. It is understood in assigning overtime work to complete a job, or other similar circumstances, it may be necessary for some employees to receive more overtime work than other employees. (These inequities will be corrected in accordance with the principle that management will make every

reasonable effort to equalize overtime of a continuing nature among qualified employees within their respective classification/area, and shift/crew.)

In the event that manpower needs cannot be met within the classification, area and shift/crew, supplements will be done by lowest hours within classification on a plant wide basis. If manpower needs are still not met, the Company may require mandatory overtime in the area first and then plant wide.

In the event that the overtime spread exceeds two hundred (200) hours within the classification and shift/crew, management will schedule the low-hour employee within the classification and shift/crew on a plant wide basis until the overtime spread is equal or less than two hundred (200) hours within the classification and shift/crew.

The areas will be defined as Transit (Body, Paint, Final) and Truck (Body, Paint, Final), Stamping, and Central Maintenance for overtime scheduling.

For overtime scheduling purposes, the departments will be allowed to schedule in area skilled trade employees notwithstanding overtime spread thresholds for the nine (9) mandatory production days established in Appendix H in the Master Agreement.

Department trades that are mandatory to work weekends to cover production shift to ensure the department achieves the required manning and skill set to support production. The tradesperson will only be excused if he/she uses a prescheduled day off, either the day immediately prior to and/or the day following the production weekend, or the required to operate number has been met.

The parties agree to use a formula to equalize overtime between shifts/crews in the event all shifts/crews are not needed on a premium day (RDO or holiday). The process to determine the shift/crew to schedule will be as follows:

1. The overtime hours for each needed classification will be averaged by shift/crew and added together.
2. The lowest sum of the averages will be the shift/crew scheduled to work the overtime opportunity.
3. Deviations from the above formula may be considered if circumstances warrant and with mutual agreement between the respective management and Skilled Trades Bargaining Committee.

The parties recognize that during launch periods, it is critical for skilled trades in their base department to obtain the required training and be involved in the de-bug process. This may result in overtime spreads temporarily exceeding the agreed to area and plantwide overtime spread limits. If this situation occurs, the parties will identify the issue and work together to develop solutions that consider employee concerns and business requirements and ensure that the overtime spread is brought back within the agreed upon amounts.

4. Separate overtime records, by classification, and shift/crew will be maintained weekly and made available for review by the employees and/or designated Union representative.

5. An employee who has not advised the Company of their availability to work, but is properly scheduled to work overtime and fails to work such overtime opportunity will be charged triple the number of hours which they would have been paid.

5a. When employees in a classification accept an overtime assignment and are properly scheduled and fail to report to work they will be charged triple the number of hours they would have been paid for working the assignment.

5b. An employee who advises the Company of their availability to work overtime, is properly scheduled, and then subsequent to this scheduling, declines an overtime assignment, will be charged triple the overtime they would have been paid for working the assignment unless special circumstances arise and agreed to by the Department ME Manager, the employee will be excused and charged the appropriate hours.

6. An employee on Personal or Medical Leave of Absence or on vacation or medically restricted to an incidental work assignment or hours limitation, will be charged for the overtime hours they would have been paid. On days that an employee receives bereavement pay, jury duty pay or military pay for annual active duty for training, or while on union business, they will not be charged for overtime hours had they been available to be scheduled. Employees who are off work due to jury duty, military leave or union business will maintain their overtime hours when they return to work if they are within the spread of their classification and shift/crew. If their overtime hours are below the lowest employee or above the highest employee within the classification and shift/crew, they will maintain their overtime hours. However, these hours will not be utilized when determining the spread used to schedule the low-hour employee within the classification and shift/crew on an area/plantwide basis.

6a. A new hire, rehire, or employee reinstated from a reduction in force layoff, or employees transferred from another plant shall be charged overtime hours equal to the highest employee on an identical classification and shift/crew assigned after completing their new hire orientation. A graduating apprentice shall be charged overtime hours equal to the highest employee on an identical classification and shift/crew. All other reinstatements will be placed in the same relative overtime standing they had upon being terminated.

6b. When an employee changes a shift/crew or department, they will maintain their overtime hours when they return to work if they are within the spread of their classification and shift/crew. If their overtime hours are below the lowest employee or above the highest employee within the classification and shift/crew, they will maintain their overtime hours. However, these hours will not be utilized when determining the spread used to schedule the low-hour employee within the classification and shift/crew on plantwide basis.

6c. Project Coordinators, Team Leaders, Tooling Equipment Specialists (TES) may be required to work additional overtime based on job assignments. When returning to their previous assignment, they will maintain their overtime hours when they return to work if they are within the spread of their classification and shift/crew. If their overtime hours are below the lowest employee or above the highest employee within the classification and shift/crew, they will maintain their overtime hours. However, these hours will not be utilized when determining the spread used to schedule the low-hour employee within the classification and shift/crew on plantwide basis.

7. Overtime opportunities shall be recorded whether worked or not worked.

8. An employee who desires to equalize overtime on any shift/crew must make their intentions known by submitting an electronic request on the KCAP website by the end of the employee's regular shift/crew on Tuesday, one (1) week prior to the week to be scheduled. The pass will be completed and published a week in advance. After the pass has been published, if changes are required the employee will have the ability to refuse the overtime without incurring a triple charge with advance notice. An employee will be charged overtime whether worked or not provided work was available and they would have been eligible to work.

8a. A tradesperson will not be charged overtime refusal if offered overtime the same day of the opportunity or after the tradesperson's end time the previous workday, regardless of signup.

8b. All journeymen, as defined in paragraph 17, will have the opportunity to work overtime before an apprentice is offered the opportunity to work overtime on their shift/crew. All journeymen will be scheduled to work overtime before an apprentice provided an overtime equalization slip has been turned in for a shift/crew change.

8c. During the vacation shutdown period and the Christmas shutdown period the employee who desires to equalize overtime on any shift/crew must make their intentions known by submitting an electronic request on the KCAP website by the end of the employee's regular shift/crew Tuesday, four (4) weeks prior to the start of the shutdown period.

9. All employees starting the apprenticeship program or transferring apprentices will receive the highest hours of the current on course apprentice in their respective classification on all shifts/crews, when entering the program.

10. For the purpose of applying this agreement, each employee assigned to the Skilled Trades Maintenance Department, Appendix "F" Classification, will be given a zero hours overtime balance at a mutually agreed upon date between the UAW Chairperson and the HR Manager after the ratification of this agreement.



11. On the first day of February of each year, or more often as necessary, for the duration of this Agreement, where overtime hours are not equal, the plus hours will be recorded.

12. As early as possible each week, the company will notify Appendix "F" employees of the numbers and area of Appendix "F" employees by classification that will be required to work on an upcoming weekend or holiday. All mandatory overtime will be posted as early as possible as soon as the need is known. Work requirements for upcoming weekends may be the topic of the Labor Clearance/Good & Welfare meetings and potential mandatory requirements for holiday weekends will be communicated as soon as the need is known.

13. All Appendix "F" employees, except employees classified repair-power tools or assigned as seven day operators, will be required to notify the Company by the end of the #3 shift on Tuesday of their availability to work overtime on Monday through Sunday of the following week. This notification will be via the KCAP website.

14. During periods of four day holiday weekends and Christmas holiday downtime, the overtime lists will be maintained daily.

15. Journeymen - Definition.

The company and the union agree that the following represents our understanding that "Journeyman" is defined as any person:

(a) who has served a bona fide apprenticeship (meeting the apprenticeship standards established by the Federal Committee on Apprenticeship) and has a certificate which substantiates a claim on such service.

(b) who has had eight (8) years practical experience in the trade and can establish satisfactory proof thereof, and

(c) who has experience and training equivalent to that required in a bona fide apprenticeship course as set forth in 17 (a).

Departments initiating a change to the overtime pass will be responsible for the notification to all affected employees.

The overtime pass shall be posted Thursday one (1) week prior to the weekly scheduled overtime.

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

## **NON-PROMOTIONAL TRANSFER AGREEMENT**

In administering the Company's policy of transferring employees to an equal or lower rated classification and in accordance with Article IV, Section 2(b) of the National Agreement between the parties, the following procedure is observed:

1. Employees who wish to transfer to an equal or lower rated classification requiring a classification change, can make their request known by signing a book in the Labor Relations Office, semi-annually during the months of June and December.
2. A provision is made in the book for the employee to designate their request to transfer to a specific department.
3. The applicants will be allowed to indicate a single choice of transferring to the available non-promotional openings within the Transit System or Truck System.
4. Should openings occur in the Assembler Paint classification in the Truck Paint Department between the ratification of the 2015 Local Agreement and the conclusion of the December 2014 Non-Promotional sign up, a special sign up will be implemented. Following the completion of the December 2014 Non-Promotional sign up, all Assembler Paint openings will be filled via the non-promotional transfer system.
5. If there are documented "declines" from the canvass list, management will only continue down the list equal to the number of "declines" and then may fill any available "slots" with new-hire employees.
  - 5a. If any employee is canvassed for a non-promotional move and "declines" the non-promotional transfer opportunity, that employee will be ineligible to request a non-promotional transfer for the next two (2) semi-annual sign up periods.
  - 5b. If an employee has accrued nine (9) or more AWOL days in the preceding twelve (12) continuous calendar months of employment that employee will be ineligible to request a non-promotional transfer.
  - 5c. If an employee has accrued three (3) or more disciplinary penalties or one (1) disciplinary penalty of three (3) days or more that employee will be ineligible to request a non-promotional transfer.
6. Once an employee is canvassed for a non-promotional transfer, he/she will have 24 hours to accept or decline. Failure to do so will result in an automatic decline. Once the employee is reassigned the move is irrevocable.
7. The Non-Promotional Book will remain active for six (6) months.
8. It is understood that nothing in this procedure limits the rights of the Company to fill non-promotional openings in the absences of new hires.

9. The unit chairman will be provided a copy of the semi-annual sign-up book and a copy of specific non-promotional planning sheets as employees qualify for the non-promotional moves.

## **MANPOWER PROVISIONS**

### **Classified Job Preference By Seniority**

Permanent opening(s) in the following classifications will be filled by the seniority employee within the department and classification in which the opening(s) occurs,

#### **OPENING:**

Chassis Repair Hole  
Tutone Booth<sup>1</sup>  
Tutone or Re-run line  
85/86 Utility General  
  
85/86 NOVA-C/Audit<sup>2</sup>  
Weld Tear Down  
Relief<sup>3</sup>  
Transit Paint Parts Chaser  
  
DMR

#### **CLASSIFICATION:**

Repair General and/or Repair-Motors  
Finish Spray Painter  
Masker and/or Block Sander  
Utility – Chassis – Group 2  
Utility – Chassis – Group 3  
85/86 Inspector  
Inspector Body  
Utility  
Utility Relief – General Body Paint & Enamel #2  
Metal Touch Up and Repair

In cases of temporary absences in the following classifications, the Company recognizes that it would be desirable for the most senior qualified Utility Floater to have preference to Transfer and Line Up Sequencing, Inspector Final, E-Coat Tender, Dingers, Transit Paint Parts Chaser, Relief Route, Team Leader, Paint Mixer, Repair, DMR, Truck Paint Upgrader and Behr Operator during the regular operators absence. If there is another job for which the most senior floater is the only qualified operator, the most senior floater may then be bypassed for one of the above openings. The selection made by the Utility Floater will remain for the duration of the absence.

<sup>1</sup> This preference is only to work in the booths not to any specific spray assignment within the booth.

<sup>2</sup> Employees affected by a Reduction-In-Force from this assignment will be recalled to this assignment as a result of their home system openings.

<sup>3</sup> This preference is to either an "open" relief route or to "bump" the lowest seniority Utility currently on a route. If the Utility is obtained through a secondary opening (excluding shift bumps), the employee must wait for the next available opening.

### **Launch Team**

Product Specialists will repair current model units on overtime or straight time only after current model year repair employees have been offered the overtime opportunity. Should modifications to this agreement need to be reviewed due to major campaigns or major rework the parties will agree to meet and discuss any changes requested.

### **Paint Booth Preference**

Annually, during the first two weeks of January, employees classified "Paint Sprayer – Finish" in the Paint Departments, may exercise their seniority rights to booth preference by signing a preference card, obtained from their committeeperson, stating their booth preference.

### **Paint Booth Cleaning**

When Paint Booth overtime opportunities arise, the following steps will be taken in order:

1. Behr Operators
2. Utility and Team Leaders from the Process Floor
3. Process Floor Operators
4. Qualified Utility and Team Leaders from Base Floor
5. Senior qualified from Base Floor

### **Offline Repair**

Repair classification openings will be filled utilizing the Job Bidding Process. Offline Repair openings within the respective repair classifications will be filled by the senior employees within the occupational group, within the department when an opening occurs.

### **Establishing Relief Routes**

When establishing relief routes for non-environmental relief, and the Relief Survey indicates four (4) or more operators require relief, a relief route will be established.

### **Loans Within The Plant**

Employees utilized as floaters will be loaned by low seniority first. Temporary utility will be loaned by low seniority before permanently classified utility employees are loaned from the department.

### **Floaters Within A Classification**

The current system for resolving back pay issues will be continued to cover any concerns employees may have with regard to working out of their regular classification or on multiple operations.

### **Material Handling Manpower**

During the course of the 1999 Local Negotiations there was considerable discussion regarding open positions within the Material Handling department. It is the Company's intent to fill open Material Handling positions within forty-five 45 days of the date of posting is released for selection. In the event that positions remain open beyond the 45-day time frame, the Plant Manager and the UAW Bargaining Chairperson may meet to discuss specific circumstances. The Material Handling department will provide sufficient manpower for absenteeism replacements for the various Manufacturing Departments.

### **Assignment of Receiving Checkers, Utility Receiving Checkers, Tow Tractor Drivers, Linefeeders and Assembly Stock Checkers**

In keeping with the intent of our discussion during local negotiations, an annual survey will be conducted during the month of February by the Material Handling Department for the purpose of giving due consideration to assigning senior qualified employees among Receiving Checkers, Utility Receiving Checker, Tow Tractor Drivers, Linefeeders, and Assembly Stock Checker to the North L.C.L. Dock, South L.C.L. Dock, Truck Body L.C.L. Dock, Stamping L.C.L. Dock, Rail Dock, Truck Body Rail Dock, Transit Body, Transit Trim & Chassis, Truck Body, Truck Trim & Chassis, Truck Paint, Stamping Sub-Assembly, Stamping Press and MSC.

**Supplementing - Receiving-Inspection** - An annual seniority sign-up will be conducted during the month of January to determine high seniority employees from Material Handling to supplement the Receiving Inspection Department for the purpose of operating a hi-lo (industrial lift-truck). In the event it is necessary to loan employees to the Receiving Inspection Department, the most senior Receiving Checker on the shift will be loaned. When it is necessary to deviate from the above, the Committeeperson will be notified in advance when practicable.

In addition, a survey will be conducted annually, only of the twelve (12) most senior Final Inspectors who express an interest in supplementing the Receiving Inspection department for the purpose of replacing a Receiving Inspector and/or the Sewing Machine Operator. Requirements will be filled from the list in seniority order, by shift.

### **Housepainters**

This letter will serve to confirm the Company's position that house painting assignments will not be given to production employees. However, this does not prohibit a production employee from painting his own individual tool box or individual module table, as specified in existing Umpire Opinions. All openings in the Housepainter classification will be filled by a job posting.

**Supplementing - Housepainters** - In order to provide department and system wide lists for Supplemental Painters, an annual sign up program will be conducted during the month of November. Two columns will be provided for the election of December through May and of June through November. Each election selected must be signed. Updated lists will be provided to Department Managers within one month after the sign up period. It is recognized that employees selected to work as Supplemental Housepainters will be afforded work associated with this election only. They will not be permitted to work in any other capacity within the Carpenter – All Around classification. Housepainters may be required to demonstrate skills necessary to perform required work. The Supplemental – Housepainters may be used only when all other Carpenter – All Around are unavailable.

### **Special Assignments**

It is mutually agreed that, should any special assignments be necessary, the Company and Union will continue the current practice of negotiating the terms associated with such assignments.

## **PERSONAL PROTECTIVE EQUIPMENT**

### **Protective Equipment**

The Company recognizes the need for protective equipment on certain jobs. The district committeemen and department managers will meet each year during the month of September to review the needs for protective equipment.

The Company will continue to furnish protective equipment to employees who are assigned to the areas as indicated:

#### **E-Coat**

Protective covers will be provided for employees shoes who are regularly assigned to the Transfer and Line-Up jobs in Transit and Truck E-Coat.

#### **Outside Pre-Delivery Work**

Coveralls, insulated boots, rain gear, winter liner, aviator type hat and overshoes of the type presently furnished to Pre-Delivery employees assigned to outside areas will be provided no later than November 1 each year.

#### **Paint and Body Shop**

Coveralls, skull caps and gloves upon request.

Employees who are assigned as Sprayers will be provided with three (3) inch tape and shop towels for preparing themselves for work.

### **Cut Free Gloves**

An appropriate selection and supply of cut free gloves will be available in General Stores for use on jobs designated by the UAW Safety Representative and the company Safety Engineers.

### **Sprayer Gloves**

It is the Company's intention to continue to provide gloves of the proper size and of the material technology required for the current paint application process. In addition the supervisors have been instructed to make an immediate change should anything occur in the procedure whereby a paint sprayer is issued a pair of gloves which are too small.

### **Gloves**

The Company reaffirms its commitment to provide gloves of the proper size. Secondly, measures will be taken to prevent the return of gloves to vendors which will be unusable after washing and patching. In addition, when possible, the company will attempt to purchase American made gloves.

### **Leather Palm Gloves**

During the recent local negotiations the Union mentioned problems concerning the issuance of leather-palm gloves.

This will confirm our understanding that these gloves will be issued to the following operations:

- L.C.L. Dock
- Tire pickers
- Receiving checkers working on the dock unloading:
  - Transmission
  - Mufflers
- Center pan press operators
- Tow tractor drivers
- Spring operator Truck Chassis
- Paint Mixers (Oil House)
- Truck Paint Transfer and Line-up
- Special yard maintenance
- Spray booth cleaners
- Linefeeders

### **Overshoes**

Under present operating conditions, employees assigned to perform the following operations will be authorized to use the rubber slippers available in General Stores:

- Dept 1410 - Body Washoff & Hang
- Dept 2400 - Body Washoff & Hang
- Dept 1810 - Battery Install
- Dept 2800 - Battery Install
- Dept 1810 - Gas Fill
- Dept 2800 - Gas Fill
- Dept 1810 - Power Steering Fill
- Dept 2800 - Power Steering Fill
- Dept 1810 - Radiator Fill
- Dept 2800 - Radiator Fill
- Dept 1810 - Brake Fill & Brake Repair
- Dept 2800 - Brake Fill & Brake Repair
- Water Test Employees

### **Coverall Stocking**

The Company will assign a Crib Attendant to stock coveralls in the Truck Paint building and the Transit Paint Department.

### **Coverall and Aprons**

The Company will continue to provide coveralls and aprons to employees assigned to operations which require their use. Aprons and coveralls will be supplied as requested on such operations. Short sleeve coveralls will continue to be provided to employees as

in the past in approved areas. Long sleeve coveralls will be mandatory in the Truck, Transit Body and Truck, Transit Paint departments. Complaints and problems associated with coveralls should be addressed to the shift Material Superintendent. Complaints or problems associated with aprons should be addressed to area Production Superintendents.

**Aprons, Tool Holders, Safety Pads, Seat Cushions:**

It is the Company's intention to continue to produce aprons, tool pouches/holders, safety pads and seat cushions to support production at Kansas City Assembly Plant. The exception would be a unique requirement beyond the current capability.

**Winter Clothing**

Protective winter clothing (coats and insulated overalls) will be provided for all employees regularly assigned to outside work assignments including all LCL employees, no later than October 1<sup>st</sup> of each year.

Employees will be responsible for their winter clothing. These employees will be issued only one coat and/or insulated coveralls unless they are damaged. Damaged winter clothing will be replaced within one week when the damaged piece of winter clothing is turned into the appropriate manager.

**Rain Gear and Other Protective Clothing**

Rain gear and other protective clothing, including winter gear for unforeseen unique emergency situations, ie: water main breaks, is available in General Stores for use of employees who are working outside during the inclement weather. This is not meant to expand the number of employees authorized winter gear by their manager.

**Truck Paint Maintenance/Plant Services Employees**

Maintenance/Plant Services employees assigned to the Truck Paint Department will be provided coveralls of the same type that are issued to Maintenance/Plant Services employees assigned to the Transit Paint Department.

**SCHEDULING PROVISIONS**

**Relief - Short Shift**

It is imperative that two and one half hours prior to intended shift's end, all relief operators will be notified of their individual work scheduled hours. They will be required to work these hours. This commitment would not apply if there were unforeseen situations such as major breakdowns, stock shortages, or Acts of God requiring shut down.

**Early Lunch/Reliefs**

In the event of an early lunch, it is understood that the regular morning relief shall be completed immediately following lunch. The afternoon route shall begin after a thirty (30) minute wait period during which no relief will be afforded.



In all cases when employees' lunch periods are changed, the Area Manager, Off-Shift Manager or their designated replacement, will contact Labor Relations to give a reason for the change. Labor Relations will then make all reasonable attempts to notify the Committeeperson(s) affected. Labor Relations will maintain a written record of the early lunch consisting of: the reason for the change, who made the call, and what committeeperson was contacted. In cases where employees in a department are not provided a six-minute advance notification of an early lunch, the employees will receive a thirty-six (36) minute lunch period.

### **Lunch/Break Periods**

It is the intention of Management to provide appropriate relief to all employees as provided in the Master Agreement and will not alter the lunch period or relief schedule unless it is a true emergency. A 15 minute breakdown will not be considered an emergency under normal operation conditions. The company will only move one break/lunch per shift or crew after a 15 minute loss of production in the affected department (Stamping, Body, Paint, Trim and Chassis).

The parties reaffirm the provisions of Article X, Section 6 of the Master Agreement concerning the advancing or delaying of an employees' lunch period.

### **Relief - Before/After Lunch**

It is the intent of the Kansas City Assembly Plant under normal, non emergency situations that employees will be afforded appropriate relief both before and after the established lunch period.

### **Mass Relief-Shutdown Notification**

In cases where employees in a department are not provided a six (6) minute advance notice of a shutdown for mass relief, the employees will receive compensation from the Company for the six (6) additional minutes at the time of the improper notice. In the event of a major breakdown in excess of thirty (30) consecutive minutes, these provisions do not apply in the affected department.

### **Hours in Excess of Ten Per Shift/Crew**

Production numbers will be communicated to the Chairperson daily, subject to changes based on production requirements.

Mandatory daily overtime beyond 10 hours will be used if the production requirements have not been met. Mandatory overtime will not be used to fill additional parts/units to the kitties or overhead lines above the production requirements.

The Company will notify any daily losses (by shift/crew) incurred in a department to the UAW Committeeperson, which may require make up of loss production.

### **Quit Time Notification**

Under normal operating conditions, employees will be given notification no later than one hour after the end of the scheduled lunch period as to their scheduled quitting time. Once employees have been notified of a quitting time, the time will not be increased unless there is a production interruption of greater than fifteen (15) minutes in the affected department.

In cases where employees in a department are not provided a six (6) minute advance notice of an early quit time, the employee will receive compensation from the company for the six (6) additional minutes. In the event of a major breakdown in excess of thirty (30) consecutive minutes, these provisions do not apply in the affected department.

### **Work Assignments**

During negotiations the Union indicated some supervisors were giving work assignments to employees during their lunch periods. This will confirm that under normal circumstances, it is not plant policy to give employees work assignments during their lunch period. All supervisors will be reminded of this policy.

### **Environmental Relief**

Under present operating conditions, employees receiving environmental relief are relieved on a regular schedule and except in rare circumstances or emergencies they are not required to work beyond a two hour period without relief.

The following operations will be provided with environmental relief:

- Sprayers assigned to spraying operation in Transit enclosed booth.
- Sprayers assigned to spraying operations in Truck enclosed booth.
- Sprayers assigned to spraying in Pre-Delivery enclosed booth.

### **Prep Time**

Under current operating conditions prep time will be provided for the following:

- ° Fine wire welders - .1
- ° Paint Sprayers assigned to spray paint operations, Utility assigned as Paint Sprayer to cover absenteeism, and Utility Relief assigned to Paint Sprayer relief routes in Transit and Truck spray booths - .3

### **Starting Times**

Greater seniority employees in the same classification, department and shift designation, who express a desire for a different starting time within the shift, will make their wishes known to the Department Superintendent who will schedule the change. The Material Department will exercise their start time election within their preference area. After exercising a start time change, an employee may not again exercise start time change until six (6) months from the effective date of their start time change.

### **Material Handling/Receiving Inspector Starting Times**

During the recent negotiations the Union indicated a problem existed in these areas concerning early starts, primarily starting times beginning at 5:00 a.m. and changing to a 4:00 a.m. start.

This is to confirm our understanding, that when a 4:00 a.m. starting time becomes available, preference to that starting time will be given to the qualified senior employee in the classification. After exercising a start time change, an employee may not again exercise start time change until six (6) months from the effective date of their start time change.

### **Military Reserves/National Guard Duty**

Employees who are members of the National Guard or Military Reserves will be given flexible schedule consideration when he/she has weekend military obligations and who notify their Process Coach at least one week in advance. These considerations may include but not limited to; early quit (12:00 midnight), working RDO's or take personal/vacation time to meet a 40 hour week. National Agreement provisions reference National Letter of Understanding "Employees Called to Duty with Reserve Forces".

The parties agree that in the event of a major disaster, employees who AWOL, due to serving in National Guard or Reserve Forces, will not have their documented absence disqualify them from any entitled benefit or count towards attendance related discipline. Employees may be required to verify their credentials and their requirement to respond to said emergency.

### **Emergency Telephone Calls**

In the event of a family emergency the family member should contact Plant Security, 459-1249. When a family member calls Plant Security with an emergency situation for an employee, the caller should be prepared to provide Plant Security with the following information: employee's name, global ID (if possible), department, the caller's relationship to the employee and the nature of the emergency. When an emergency telephone call is received in Plant Security, the name of the employee, the time of the call, and the message will be recorded in an Emergency Call Log Book. The message will then be forwarded to the employee's supervisor. At the time the message is delivered to the department, the name of the party notified and the time will be recorded in the log. Once the message is given to the employee, the supervisor will be required to call back to confirm that the message was given. If this confirmation is not received in Plant Security within a reasonable time (15 minutes), a second call will be made to assure that the message was delivered.

### **Leaving the Plant (Illness)**

When an employee leaves the plant because of an alleged illness or injury and through Labor Relations is advised to see a physician, they must see a physician, urgent care or ER prior to the start of their next shift, or within 24 hours, whichever is sooner.

All employees must be cleared to return to work prior to the start of their shift.

### **Medical and Restrooms**

The Operation Managers will address a letter to all supervisors instructing them of their responsibility for handling medical and restroom requests. The supervisors are to remind their employees that all medical and restroom requests are to be made directly to them except in an emergency. Abuse of either of these privileges will be dealt with on an exception basis only after counseling with area committeeman and Labor Relations. Accusations of supervisory disregard for the procedure will also be investigated by a member of the Bargaining Committee and manager of the department.

### **Training Hours**

When a sufficient number of employees require training on a given shift, the employees will not be required to change shifts to receive the training.

### **Material Handling Temporary Layoff**

In the event of a temporary layoff, the Material Handling department will exercise inverse seniority by area preference by combining both shifts.

## **CALENDAR PROGRAM**

General Provisions:

- The parties recognize the importance of providing time off in each zone in a manner that maintains efficiency of operations while giving due consideration to the desires of employees.
- The Company agrees to establish a minimum number of employees to be off each day within each zone. Each zone will allow a minimum of 8% of the employees on-roll to be scheduled off each day for any combination of vacation, excused absence or family days. These provisions do not exclude those employees that have exhausted their paid days off as long as their absence does not negatively impact operational effectiveness.
- Once operation needs have been met, due consideration will be given to additional requests for time off. Similarly, the number of employees eligible for time off may be reduced if unplanned absenteeism or medical leaves are excessive in the zone. Should the number allowed off per day in the zone need to be changed for the above reasons, the parties will meet to review documentation and agree on any changes. Once the absences return to normal, the time off allowance will also be returned to its normal state.
- All day off requests must be submitted in writing using the appropriate form to the Process Coach by the employee. If an electronic form becomes available during the life of this agreement, the parties agree to explore the opportunity and feasibility of moving to the new process.
- Requests for Vacation, Excused Absence Allowance, Family Days and unpaid personal time off will be approved or denied by the Process Coach, with a written response provided to the employee, two (2) scheduled work days of the request.

If the response to the request for time off is not returned to the employee within two (2) scheduled work days, the employee will automatically be granted the time off.

- Once approval for time off is granted, the employee's day off cannot be cancelled without the employee's concurrence, except where eligibility requirements listed below have not been met or in the case of emergencies.
- An employee must use all paid personal time prior to requesting unpaid time off.
- Employees using Vacation, Excused Absence Allowance or Family Days will have first priority on a "first come" basis.
- Paid personal time may be scheduled for more than one (1) day; however, it must be done in blocks. This will assure that every qualified employee in the zone has a fair opportunity to be scheduled off.
- Requests for unpaid personal time off cannot be made more than thirty (30) days ahead of the requested time absent.
- Employee with an approved day off for their last scheduled regular day of work (RDW) for the week, and then a mandatory weekend overtime day is subsequently scheduled, will have the option to be automatically excused for the mandatory overtime work day.
- The parties agree that the intent of this program is not to provide entitlement for unpaid time off. The intent is to provide a fair and equitable program for employees to receive consideration for their time off requests.

#### Responsibilities:

- Each zone Process Coach will maintain one locked display cabinet to post monthly calendars. Only the Process Coach will have access to the calendars for control purposes.
- The current month and two succeeding months calendars will be displayed. This procedure will be posted on the current calendar board for employee review.
- The current Process Coach will honor time off approved by the previous Process Coach.
- Upon request, Process Coach will provide H308 printouts displaying excused absence record.
- Employees approved for paid vacation (outside the annual scheduling process) paid or unpaid personal time off will be placed on the calendar by the Process Coach.
- An employee cannot request additional unpaid personal time on the calendar until they have taken all previously scheduled and approved days off.

#### Eligibility:

- The following conditions apply to requests for unpaid personal time off when an employee has five (5) or more AWOL days during the twelve (12) months preceding their request:
  - An employee cannot request unpaid time off if he/she has an AWOL day within the thirty (30) day period preceding their request.

- An employee having been approved for unpaid time off will have such approval cancelled if he/she has an AWOL day between the approval day and the requested day off.
- Any employee that has one (1) week or more discipline for absenteeism is not eligible for unpaid time off for twelve (12) months following their last AWOL penalty.

### **Early Out (FLiP)**

In order to assure a fair and equitable policy for letting employees go home, if a zone has excess employees that are not needed to cover an operation in another zone or department, the following policy will be affected.

- A Process Coach will rotate through every eligible employee in his/her zone by using the DROT for that zone. This DROT will be posted in a display case next to the calendar display. All DROT's will be kept in a binder for three (3) months for reference once removed from the display case. Once the Process Coach has gone through the DROT, they will repeat the process each time "FLP" opportunities are available. Offers to "FLP" whether accepted or not will be recorded as accepted.
- If an employee's turn for a "FLP" becomes available and there is no one qualified to replace them, that employee will automatically receive first consideration for the next "FLP" opportunity.
- If an employee has a verifiable emergency they will be moved to the top of the list and this will be considered their opportunity for the current rotation.
- On scheduled production overtime days (Saturdays/Sundays/Holidays) employees will still be surveyed according to the regular production day process outlined for "FLP". An employee who elects to go home (accepts the "FLP") on a Saturday/Sunday/Holiday production day will be considered as having taken their turn according to the "FLP" process. However, if an employee declines to go home on a Saturday/Sunday/Holiday production day will not have that decline count against them.
- If an employee has accrued five (5) AWOL days in a twelve (12) month time period, they will be automatically disqualified from this "FLP Program". Additionally, in order for an employee to qualify, they have to be AWOL free during the preceding calendar month to be eligible.
- It is the employee's responsibility to notify the Process Coach of their eligibility if they have been disqualified as a result of unacceptable attendance.
- The Process Coach is responsible for determining if the employee re-qualifies to participate in this process.

## **PAYROLL PROVISIONS**

### **Payroll Shortages**

During the course of Local Negotiations, there was much discussion regarding employee payroll shortages generated by supervision at the Kansas City Assembly Plant. The parties agreed that is a fundamental and critical function to properly pay and/or code DROTS for employees based on hours available for work. As a result, the following actions will be taken immediately upon ratification of the 2019 Local Agreement:

- A letter will be distributed to all supervisors of hourly personnel, emphasizing the importance of properly paying and coding of employees and assure that DROT reports are posted within the first two hours of each shift.
- Employees are responsible to check the posted DROT daily for accuracy and identify any discrepancies as early as possible. They then must notify their supervisor of any discrepancies.
- Training and/or counseling sessions will be conducted, where necessary, for supervisors relative to proper timekeeping practices.
- A procedure will be established whereby employees loaned to another section or department will be issued a supervisor's pass at the time of the loan. This pass will identify the time the employee was loaned. Borrowed employees will be issued a second pass by the receiving section or department upon completion of the shift or release. This pass will identify the number of hours paid by the borrowing supervisor and will be given to the employee. The employee must return the pass to their home department supervisor upon returning to their home department and zone. Particular attention by both the supervisor and employee is required to verify the accuracy of the Borrow/Loan situation.
- The provisions outlined in Volume IV-A of the National Agreement allow for pay shortages in excess of four (4) hours to be processed either as a separate payment or as part of the regular payroll process.
  - Adjustments to be included in regular payroll must be received by 9:00A.M. CST on Monday.
  - Adjustments as a separate payment must be received by 9:00A.M. CST on Wednesday – employees must complete the “special check request” option on the Past Period Pay Adjustment form.
  - All pay adjustments will be processed via direct deposit or pay card in line with how regular pay is processed.
  - Copies of PPA's may be provided upon request.

The Company recognizes that it is the supervisor's responsibility to ensure that employees under their direct supervision are properly paid. In the event there are frequent violations of any of these provisions, concerns will be addressed with the appropriate Superintendent or Area Manager. If violations persist beyond the Superintendent or Area Manager, they should be brought to the attention of the Human Resources Manager.

### **Paycheck Distribution**

Paychecks for employees who do not have direct deposit will be mailed to the employee's address on record. It is the employee's responsibility to ensure their address is accurate in the Hourly Personnel office.

### **Receipts - Paid Personal/Vacation**

Upon completion of Local Negotiations, the Company will, upon request of the employee, provide to them "receipts" (H-308) of Paid Personal and/or Vacation requests when they are submitted by supervision.

### **DROT's Coding**

The following Absence Codes are to be used to record an employee's absence from the plant:

A - AWOL  
M - Medical Leave  
L - Late  
E - Exc'd in advance - with pay  
U - Exc'd in advance - Union Business  
J - Jury Duty  
V - Vacation  
7 - Military Leave  
P - Exc'd w/out pay  
Z - Bereavement  
Y - Refused Overtime  
G - Exc'd Go-Home (F-L-P)  
R - Family Day  
9 - Vacation Shutdown

The use of all other absence codes (e.g.; B, D, H, K, N, Q, S, T, & W~~7 & 9~~) will be assigned only by Labor Relations for each individual occurrence.

### **Pay Procedures and Reporting - Truck Body**

Appendix "F" and Plant Services employees scheduled to work out of area overtime in Truck Body will be instructed to report to the Truck Body cafeteria for assignment. A letter will be written to Truck Body management to assure that employees are picked up for their overtime assignment and that employees are advised as to specifically what supervisor will assign and pay them on such overtime assignments.

## **ENVIRONMENTAL PROVISIONS**

### **Plant Clean-Up**

During the recent local negotiations the Union expressed concern over plant clean-up conditions in certain specific areas. To ensure that sanitary conditions exist, locker rooms, restrooms, showers and cafeterias are maintained on a regular basis. Specific complaints regarding these areas should be directed to appropriate department



superintendent or Plant Services Supervisor by the committeeman registering the complaint.

It is the Company's intent to place placards in all restrooms which will identify an emergency phone number to be used for the repair and/or cleanup of flooded restroom.

The Company periodically reviews the frequency of use of these facilities to determine the adequacy of the maintenance and to determine if changes may be required. During weekends or other non-production periods the Company will determine the appropriate number of employees using facilities such as restroom and cafeterias and will make appropriate arrangements to ensure that these facilities are maintained in a clean and sanitary condition.

Once each week the local Company Safety Engineer will accompany the Unit Health and Safety Representative on a tour of the facility to inspect the working environment. Recommendations made as a result of these inspections will be given the utmost consideration. Particular attention during the inspection will be given to vending areas, water coolers, microwaves, pits, docks, restrooms, cafeteria, paint booths, roadways and locker rooms to ensure that the level of cleanliness is consistent with good housekeeping practices.

All bulletin boards will be cleaned by Plant Clean-Up personnel on an as needed basis.

Problems of a reported or continuing nature should be brought to the attention of the Labor Relations Section.

### **Locker Inspection**

It is the intent of the Company to notify both the Union and employees before general locker checks or fumigation takes place.

### **Restroom Maintenance**

The Company recognizes its responsibility to maintain the restrooms. All restrooms will be thoroughly cleaned and equipment that is in bad order will be repaired. The restrooms will be cleaned as required and any complaints regarding restrooms should be directed to Clean-up Supervisor or proper Manager. The company will institute, on a trial basis, steam cleaning of restrooms to determine the effectiveness and safety of this method.

### **Cleaning of Fans and Vents**

Fans, vents and vent hoods will be cleaned and/or reconditioned to assure optimum service by warmer weather. Fans will be cleaned annually, beginning not later than February 1<sup>st</sup> each year. In addition, fans, vents and vent hoods will be inspected periodically to insure continued optimum operation. New installations and fans in need of repair shall be marked in such a way as to assure installation at the appropriate location. Any concerns regarding fans, vents or vent hoods will be discussed with the Department Superintendent, tracked on a matrix and resolved at the weekly

departmental good and welfare meetings. Required maintenance will follow this process. The parties will continue to pursue the development of more efficient and effective fan cleaning methods.

### **Spray Booth Cleaning**

Added emphasis will be given to the cleaning of paint hoses, the spray booth floor and grates, to ensure they are properly being cleaned on a timely basis.

### **Wire Weld Booth - Cleaning of Filters**

A schedule will be developed to assure that regular filter changes and cleaning is accomplished in both the Truck and Transit Wire Weld Booths.

### **Parking Lot Clean-Up**

It is the Company's intention to maintain parking lots at the same present level of clean-up. Should concerns arise in the future over the maintenance of the hourly parking lots, they should be discussed with the Labor Relations Supervisor so that corrective action can be taken.

### **Blowing During Production Hours**

The Plant will continue its policy of no blowing in any production department for plant clean-up purposes during production operating hours. In addition, there will be no blowing during lunch periods, within fifteen (15) minutes of department starting times, or ten (10) minutes after completion of the shift.

### **FTPM**

The company reaffirms its commitment to continuing the FTPM work groups. Team Leaders will:

- Follow the FPS guidelines and lead FTPM actions within their work group to improve job/station performance.
- Work with the Team Managers/other members of supervision to schedule the appropriate FTPM activities, including required training, while ensuring FTPM opportunities are rotated among shifts.
- Be responsible for maintaining a list of qualified and interested team members to perform FTPM in their work group, rotating opportunities between qualified employees.

This in no way limits management rights as per the National Collective Bargaining Agreement, nor does it preclude employees from continuing to establish 5S work practices in their areas on a daily basis.

## **HEALTH & SAFETY PROVISIONS**

### **Safety Meetings**

Safety meetings will be conducted on a monthly basis for hourly employees and a safety matrix shall be retained in the Health & Safety Office.

### **Evacuation Procedure**

Plans for evacuation will be included in each department's periodic safety talks to ensure the safe evacuation of plant personnel in the event of an emergency.

In addition, a severe weather Single Point Lesson (SPL) that includes shelter-in-place locations and procedures will be provided to all employees prior to April 15<sup>th</sup> each year.

### **Cold Weather Monitoring**

Concerns with exposure to cold weather in areas of the plant near doors and docks may be directed to the Safety Department. Safety will monitor the cold weather exposure and implement corrective actions as required. Actions may include but are not limited to issuing personal protective equipment (e.g. winter clothing), providing additional heaters, repairing equipment, etc.

### **Area Ergonomic Committee Participation**

It is understood that where practicable such ergonomic discussions will be incorporated within departmental safety team meetings and small work group activities.

The Company reaffirms its commitment to the ergonomic process and provided assurances to the Union that action will be taken to enhance involvement of individual employees in these meetings. This will be accomplished through the establishment of a rotational pattern of participation.

### **Top Twenty (20) Ergonomic Issues**

All available ergonomic funding will be actively pursued to facilitate progress on ergonomic issues. Ergonomic challenges unresolved by the Ergonomic Coordinators and Area Management, or the Local Ergonomic Committee, may be discussed at the Plantwide Safety Meetings.

### **Ventilation**

The following steps will be taken to reduce ventilation problems in the plant:

- In early spring a fan survey will be conducted in order for Maintenance to repair fans prior to hot weather. The District Committeeperson and Department Manager or designee will conduct the survey by April 15<sup>th</sup> of each year. The survey will be signed and provided to Plant Safety who will track all open issues to closure in the SOS meetings.
- The timing and/or cycling of fan houses, fresh air make up units, exhaust fans and any other ventilation units that are controlled by the computer, will be reviewed to ensure that consideration is given to weather conditions.
- Each spring the Plant Engineering Manager will review with the Union the summer schedule of ventilation units. The Plant Engineering group will review with the UAW Health and Safety Representatives the ventilation status identifying

operating schedules. A list of exhaust and supply fans that should be operational will be provided. Any fans that are listed as a concern that should be operational will have a corrective work order generated and tracked to closure.

- All restrooms will be inspected to ensure that ventilating systems are operating properly. During the weekly inspection tour particular attention will be given to restroom ventilation.
- A roof crew will be assigned to the roof to check and repair all exhaust fans and roof equipment. All roof equipment will be put on PM schedule.
- Fans will be installed at picnic break areas where practical.
- Filters will be re-installed in the Big Foot units and monitored using the plant PM system. The filters will be cleaned or replaced based on differential pressure as required.
- The Company will clean the ventilation system one time prior to the filters being installed.
- The Company and Union reaffirms commitment to the Letter of Understanding dated October 9, 1999, Volume 4A regarding Plant Ventilation.

### **Maintenance of Fans and Heaters**

Prior to seasonal use it is the Company's intent that all fans and heaters are in proper working condition. Specific lists of inoperative fans should be submitted to appropriate management well in advance of the seasonal use so that corrective action can be taken on a timely basis.

### **Fan Relocations**

Operations that are new or relocated and require a layout will have the fan location on the layout. Production Engineering has been instructed to include fan relocations in their plans when moving an operation. It is understood that both Committeemen must agree to drawing.

### **Fans and Water Coolers**

Adequate fans and water coolers will be available in Stores to assure that they are available as needed.

### **Water Fountains/Dispensers**

With present technology, water fountain/dispenser lines will be soldered with non-lead solder. All new installations and repairs will be completed with non-lead solder. A qualified pipefitter will be made available on each shift to replace inoperable water coolers in the plant when necessary. Clean-Up Employees will be specifically assigned to clean water fountains at a frequency that will assure the sanitary conditions of such fountains. When there is a problem related to a water fountain/dispenser in the plant,

Area Maintenance will be responsible to service the fountain/dispenser, including service to the filter and sump pump. Water fountain filters will be placed on a quarterly PM schedule and a tag affixed indicating the last date of service. Water quality standards will be maintained and the Pipefitter SPOC will determine up to five (5) additional test points as required.

### **Drains**

Water fountains that have potential for back up from the draining system will have a device installed that will prevent the back up of water.

### **Sanitation Covers**

All restrooms will have a toilet seat cover dispenser.

### **Floor Conditions/Non-Skid**

Employees will not be required to work in water or oil without adequate protection or equipment. New materials and methods of eliminating slippery conditions are becoming more commonly available. Plant Engineering will continue to experiment with these new methods and equipment to find the best possible solutions to eliminate slippery conditions. A letter will be maintained on file in Vehicle Operations Facility Engineering and with the Kansas City Assembly Plant Manufacturing Engineering Managers office to include non-skid grating in all future installations.

In an effort to reduce the risk of injury associated with walking/working surfaces, the parties will evaluate and use alternative flooring materials (plywood, rubber matting) where jointly agreed as may be applicable.

### **Plant Floor**

It is the Company's intention to maintain plant floors. A survey will be conducted to determine necessary repairs.

### **Roof Leaks**

Roof leaks will be identified during periods of inclement weather and a listing developed. This list will be the basis from which ongoing roof repairs will be scheduled.

### **Roof Identification**

All "buildings" on roof or equipment on roof that has personnel entry doors will be clearly marked for identification purposes.

### **Asbestos Removal**

During the course of local negotiations the Union expressed a health and safety concern regarding asbestos in the plant. The removal of all asbestos insulating material continues to be a long term objective at Kansas City Assembly Plant. Consideration will be given to removing asbestos where practical rather than repair it.

### **Windows Transit Chassis - Repair Hole**

The windows in the Transit Chassis repair hole will be caulked.

### **Outside Lighting**

Plant Security will monitor the lighting and report malfunctions to Maintenance for repair.

### **Perimeter Roadway**

During the course of local negotiations there was discussion regarding the upkeep of the perimeter plant roadway. This will confirm the Company's intention to make every reasonable effort to maintain the roadway in an acceptable condition. The Company Safety Engineer and the UAW Health and Safety Representative will conduct periodic audits of the roadway and forward their observations to the Plant Engineering Department.

### **Rail Road Crossings**

During local contract negotiations the procedures surrounding rail switches were discussed. Recognizing the potential hazards associated with these activities if the proper procedures are not followed, the Company agreed to conduct an annual review of the subject procedures with the UAW Health and Safety Representatives. Any resulting changes to existing procedures will be immediately communicated to all Security personnel. A copy of these procedures will be posted in the Security facility and a copy provided to the UAW Health and Safety Representatives.

Additionally, Security personnel performing rail switch activities will continue to record any equipment deficiencies (e.g. warning lights and bells) and immediately forward their observations to the appropriate maintenance activity for corrective action.

### **In-House Railroad Tracks**

Investigation reveals that the in-plant railroad tracks are within acceptable tolerance levels. Complaints of unloading problems due to unlevel tracks should be directed to the Safety Engineer.

### **Material Handling Hands On Training**

MP&L and Safety will establish a hands-on safety training program for new MP&L employees. This includes identification of a training area. It is understood that the training area may change as the plant layout changes. This area will be established within 60-days after ratification.

### **Material Handling Safe Practices**

At the conclusion of local negotiations a letter will be sent to all Material Handling Supervisors which will re-state the Company's safety practices for Material Handling Equipment.

### **Overhead Doors**

This will confirm our understanding that safety measures will be taken to insure that inoperative overhead doors are properly secured.

### **L.C.L. Docks**

Prior to inclement weather, Maintenance will check the heaters and doors to ensure that they are in proper working order. Dock Supervisor will have the responsibility to notify Maintenance of any mechanical failure to the doors or heaters. Additionally, a joint survey involving the district committeepersons, the Material Handling Manager and a member of Plant Engineering will be conducted to determine if any violations exist. Necessary repairs will be made in a timely manner.

### **Rail Dock Runs, Dollies and Bridge Guard Rails**

A Maintenance Program has been established to insure that Rail Dock Runs, Dollies, and Bridge Guard Rails in need of repair are being repaired as required. This will confirm the Company's intention to provide the necessary supply of material dollies to maintain material requirements and repair bad order dollies as required. In addition, the Company reinforces its position that the practice of equipment operators obtaining dollies earlier than their regularly scheduled start times is not condoned.

### **Dock & Trailer Inspection**

The Dock and Trailer Inspection Single Point Lesson will be completed annually by March 1<sup>st</sup>. In addition, inspections are to be performed consistent with the "Dock Lock – Trailer Unload Process". This process will be reviewed and updated as required.

### **Disabled Equipment**

The plant intends to move disabled equipment in a safe manner. All disabled vehicles will be moved in accordance with page 3, paragraph 6 of the PMHV (Operators) Handbook.

### **Winterizing Outside Equipment**

The Company will take steps to insure that outside industrial equipment will be winterized by November 1<sup>st</sup>. This includes cabs and/or doors, windows and heaters.

### **Repair of Industrial Equipment**

It is the Company's intent to ensure that no equipment deemed unsafe is removed from the repair shop by anyone, supervisory or otherwise, for any reason. In order to improve the administrative control to accomplish this, the responsibility for release of a unit will be transferred to appropriate Maintenance supervision.

Upon completion of repairs on a unit, the shift Maintenance supervisor responsible for fork truck garage operation will sign off on a log indicating repairs have been completed to his satisfaction. In the event of unusual circumstances or emergencies, a unit may be released prior to completion of repairs provided it meets the following guidelines:

1. No safety items in need of repair.
2. The equipment will not sustain damage due to incomplete repairs.
3. The supervisor requesting release of a unit on which the repairs have not been completed will be required to sign a log indicating reason for early release of that unit.

Periodic audits at the request of the Bargaining Chairman will be made by the Labor Relations Section to insure that the above procedure is being implemented in accordance with established guidelines.

### **Motorized Vehicles - Governors**

All vehicles requiring governors will have the governors calibrated in accordance with safety regulations during the course of the A.B.C. inspection.

### **Industrial Equipment Fans**

Industrial Lift Truck Operator fans will be maintained in General Stores and will be available for installation on equipment as required.

### **Propane Fill**

The controls have been enclosed with a cyclone fence and a gate with a locking device. Material Handling employees have been instructed regarding the procedure for filling propane tanks. Violations of safe practices in filling propane tanks should be brought to the attention of appropriate management.

### **Stock Rack Top Tiers**

Material Handling practices preclude the placing of small unbanded stock on top tier racks in production operation areas. Complaints concerning the above should be brought to the attention of the Safety Engineer.

### **Inspection of Hoist and Balancer**

The hoists and balancers along with cables, chains, eye hooks, pins, end stops, rails, and trollies have been placed on a preventive maintenance program which insures that they are checked in accordance with a specific schedule by a Maintenance employee. Concerns resulting from inspections should be discussed at the weekly Health and Safety meeting.

### **Pest Control**

A reputable pest control contractor has been selected to provide his services in controlling in-plant pests. He has been given instructions to pay particular attention to locker rooms, restrooms, vending areas, cafeteria, L.C.L. Dock and "A" Dock. Should complaints arise concerning areas not mentioned above, they should be given to the Plant Engineering Supervisor so that they can be relayed to the pest contractor for eradication of the pests. Present system provides for contractor to service plant monthly, or more frequently if specific need arises.

During local negotiations there were complaints of insects being a problem on the #3 shift. The areas will be reviewed to determine the requirements and appropriately needed "Bug" lights will be installed.

### **Radios/Confined Space**

In confined space entry, all attendants will be provided with a radio for communication. Additionally entrants who will be working out of the line of sight of the attendant will also



be provided a radio. Radios for this purpose will be available for check-out in the Plant Security Office.

### **Cafeteria - Health Inspection**

The Plant Physician or Associate Physician will conduct monthly health inspections of plant food service areas. Reports of such inspections will be forwarded to the Plant Human Resources Manager for corrective action.

### **Cafeteria - Transportation of Food Service Items**

Food service items transported from the main cafeteria kitchen to outlying food service facilities will be transported in vehicles appropriate for transportation of food service items.

### **Emergency Response Equipment**

The Company Safety Engineers and the UAW Health and Safety Representatives will undertake an annual review of Plant emergency response procedures and equipment to assess their applicability with regard to existing Plant conditions. A report detailing their findings will be furnished to the Human Resources Manager.

### **Ambulance Service**

During the recent negotiations the availability of public ambulance service was discussed. A community emergency, fully equipped ambulance, with trained personnel is available if needed.

### **Restrooms and Break Areas**

As new plant expansions and area modifications are developed as formal projects and layouts are available, the Company will review these projects with the Union in the weekly Outside Contractor meetings to determine the need for additional employee services.

## **SKILLED TRADES**

### **Appendix "F" Special Assignment**

Employees on an Appendix "F" classification may register during the month of August, their desires, if any, to be assigned to the Central Maintenance Shop, Transit Body, Truck Body, Transit Paint, Truck Paint, Transit Final, Truck Final, or Stamping Operations. Such requests will be considered on an annual basis based on manpower requirements, and in line with the employee's ability. Where several qualified employees request consideration, the Company will include in its evaluation the seniority of the employees involved. Each employee may designate one preference area. Employees will move to their preference area(s) on current working shift and the moves will be completed by the end of September. Any employee whose seniority will not allow their preferred area will be assigned to fill available openings. Employees exercising shift preference must carry area preference with the shift bump.

### **Work Assignment - Skilled Trades**

In the event that new equipment, facilities, or tooling is introduced into the Kansas City Assembly Plant that incorporates technology or methods not currently addressed in the "Lines of Demarcation" section of the Local Bargaining Agreement, the Company and the Bargaining Committee will meet for the purpose of resolving the newly created or changed work assignments.

Any needs for Appendix "F" supplemental employees will be agreed between the Company and UAW in the Labor Clearance/Good and Welfare meetings prior to utilizing supplemental employees.

### **Vehicle Operation Facility Project Review**

The company will discuss facility projects to be submitted to Vehicle Operations General Office with Skilled Trades Committeepersons on a monthly basis at a regularly scheduled contractor's meeting.

### **Outside Contracting Reviews**

The Company recognizes the right of the Skilled Trades Bargainer to participate in the weekly Outside Contracting Reviews.

If the Material Handling Department has an outside contractor issue that requires resolution, a designated member of the Material Handling Department will attend the Outside Contractor Meeting.

### **Contractors**

Contractors will be provided an information packet that outlines safety requirements, parking areas and lunch room utilization. Concerns needing clarification should be directed to the appropriate Manufacturing Engineering Manager.

### **Industrial Equipment in Truck Paint**

Industrial powered equipment will be serviced by Industrial Lift Truck and Hi-Lo Repair classification in Truck Body.

### **Rebuilding Fork Lifts/Tows**

During the course of local negotiations there was discussion concerning the repair and rebuild of industrial vehicles/equipment by outside vendors. The Company will continue to evaluate the feasibility of rebuilding industrial vehicles/equipment on site within legal restraints and contractual language constraints.

### **Small Tool Repair**

A cart will be provided to Small Tool Repair to service the Truck Body Shop as required.

### **Refrigerant Equipment**

As refrigeration systems in the plant are replaced with systems containing R134A the repair of these systems will progressively be assigned to plant tradespersons.

## **EMPLOYEE SERVICE AVAILABILITY**

### **Medical Department Staffing**

The Medical Department will be adequately staffed during full production hours. For non-production hours, a nurse will be available when one hundred (100) or more employees are scheduled to work on a particular shift for the respective medical areas. This applies to Stamping, Truck Body, and Main Medical offices.

In addition, a full time Doctor is available on the #2 shift, a part time Doctor is available on the #3 shift to ensure that employees reporting for return-to-work clearance will receive proper medical attention to determine their ability to return to work.

### **Workers' Compensation Personnel**

Workers' Compensation personnel will be available to handle employee's claims on the afternoon shift every Monday, Wednesday and Friday until 5:00 p.m.

### **Hourly Personnel Office**

Except in unusual or emergency situations, the Hourly Personnel Office will be open during the hours of 8:30 a.m. to 5:00 p.m. each Monday and Tuesday, and 7:00 a.m. to 3:30 p.m. for the remainder of the week.

These hours will be established upon the ratification of the Local Agreement.

### **Cafeteria - Hours**

The hours of operation of the Truck Body cafeteria facility will be scheduled in such a way as to assure that employees assigned to this department have the opportunity for food services.

### **Insurance/Benefits Information**

Information regarding employee's benefits may be obtained by calling the NESC at 1-800-248-4444.

## **GENERAL PROVISIONS**

### **Address Change Forms**

Employees changing address and phone number in the Hourly Personnel Office/Labor Relations will complete a duplicate form which is to be signed by the employee and Company Representative. The employee will receive a copy of the form which will be his/her copy of proof of address/phone change.

### **Convoy Drivers**

Under normal operating conditions, convoy drivers will be allowed to pick up finished units in rows 1-9 and in the Wagon Rows located just north of Truck Water Test.

Should unique circumstances warrant a need for convoy drivers to operate outside of these designated areas, the Union will be notified in advance of any changes being made.

### **Dual Supervision Agreement**

During local negotiations the Union raised the problem caused by a situation referred to as Dual Supervision. In response to the discussion the Company agreed to distribute a Management Bulletin on this subject. Distribution of the Bulletin will be made two weeks from local ratification.

### **Elections – UAW General or Plant Wide**

For the duration of this agreement, UAW Local #249 General or Plant Wide Elections may be conducted at the following three (3) locations: 1. Main Building - executive garage; 2. Truck Body - cafeteria and 3. Truck Paint – cafeteria or any additional areas as identified by Local 249.

### **Exterior Personnel Gates**

It is anticipated that all current exterior personnel gates will remain open during the life of this agreement.

### **General Stores**

It is the intent of the Kansas City Assembly Plant to process materials used in the manufacturing process, other than bulk deliveries for Paint Systems, through General Stores upon receipt.

### **Good & Welfare Meetings**

Good and Welfare meetings will be held at a mutually agreed upon monthly date for the Transit and Truck systems unless otherwise agreed by the Unit Chairman. Every attempt will be made to assure that the proper managers are in attendance. This will include the Plant Manager and/or the Assistant Plant Manager of the respective system. It is recognized that there may be times when the appropriate managers are unavailable. In such cases the meetings will be rescheduled based on the mutual consent of the Unit Chairman and the Labor Relations Supervisor.

### **Information Hot Line**

The Company will maintain an information "Hot Line" for employees use to verify work schedules. 1-800-603-FORD

### **Line Speed and Spacing**

The Company reaffirms its commitment and all parties concerned will be instructed to maintain published line speed and spacing. For the purpose of verifying line speeds the conveyors will be marked at the appropriate check points. The line speed and spacing are checked at the beginning of each shift. Additionally, random checks will be instituted during the course of the shift. Any discrepancies will be corrected by the appropriate tradesperson (electrician) as directed by the Department Engineer and Management will take appropriate follow-up action to ensure that proper line speed and spacing is maintained. It is the Company's intention that all line speed control boxes will be locked and that the Departmental Engineer will be responsible for insuring locks are in place. The spacing on the Chassis flat tops in Transit and Truck will be controlled by

the feeder line. This will ensure that the Chassis line flat top spacing will be uniform and will average the uniform published spacing from the control point of one unit to the control point on the following unit. Once each week the Department Engineer will forward a copy of the line speed and spacing log to the Human Resources Manager. The log will be available for review by the Union.

### **Locker Rooms**

It is the Company's intention to maintain the locker rooms at an acceptable level. The employees should inform Plant Security of any lockers that are in need of repair.

### **Motorcycle Helmet Storage**

An additional bar will be installed on all present and future coat racks where feasible to accommodate storage for motorcycle helmets.

### **Motorcycle Parking**

Motorcycle parking will be at all entrances to the plant.

### **Operator Instruction Sheets (O. I. S.)**

OIS and JSAs will be maintained via a computer data base for operations within a zone and/or department. Employees and/or work groups will have access to these documents and may determine if, and/or where they desire to maintain them, as long as they are maintained in an orderly manner.

In the event that an OIS sheet is missing a reprinted signed copy will be placed on the Operator's workstation.

No OIS sheet will be changed without signatures of notification by the IE, Supervisor, Operator's and District Committeeperson. This sheet will remain on the Operator's workstation.

Before any work can be added to an Operator, the Company will provide a copy of the completed manage the change form with all signatures to the Committeeperson.

### **Overspray**

It is the Company's intent to continue their present procedure whereby employees alleging damage to their automobiles as a result of overspray from paint stacks, may report such incidents to a designated management representative, for investigation and appropriate action.

### **Paint Testing**

Under present operating conditions the paint lab attendant is responsible for the analysis of incoming batches of paint. BASF and other vendors' representatives will serve in the capacity of technical advisors.

### **Parking Lot Protection**

This will confirm our understanding reached during local negotiations concerning the subject of parking lot protection:

The Kansas City Assembly Plant has taken a number of affirmative steps to minimize the number of thefts of cars and their accessories from the Plant's parking lot, including: the installation of mercury vapor lamps, the obtaining of a Claycomo Village ordinance of trespassing, whereby a trespasser can be convicted of a misdemeanor; the obtaining of closer police and judicial cooperation, the repairing of defective fencing. Additionally, Kansas City Assembly Plant will continue to use present or improved surveillance system.

### **Previous D(1) and D(2) Agreements**

D(1) and D(2) Agreements which are applicable will remain in effect during the life of the new agreement.

### **Rules and Regulations**

The Company will give advance notice to the Union and employees prior to requiring compliance with a new plant rule or regulation. The Company recognizes the right of the Union to question the reasonableness of the Company's rules or regulations through the Grievance Procedure.

### **Stalled Vehicles**

Plant Security will continue to have booster cables available for loan to employees whose vehicles need to be jump started.

### **Stocking of Supplies in the Plant**

It is the intent of the Kansas City Assembly Plant that deliveries will be received and stocked by Kansas City Assembly Plant employees. Nothing in this procedure would prohibit suppliers from doing audits and performing counts of their parts stocked in the various sites and/or other locations in the plant.

### **Tool Storage**

Metal Finish employees assigned to the Transit Body Shop will be provided storage for tools and equipment needed to perform their operations near their operation stations.

### **Veteran's Recognition Week Celebration**

The Company will designate a Salaried employee to work with the U.A.W. Veterans Committee in organizing and planning a "Veterans Recognition Week".

FORD MOTOR COMPANY  
Kansas City Assembly Plant  
Brandee Hughes  
Jon Proden  
Randy Clawson  
Doug Faulkner

INTERNATIONAL UNION, UAW  
Local 249  
Jim Fisher  
Steve Chorbak  
Dean Freed  
Don Picard

Jeff Koski  
Wes Edwards

Ron Pangborn  
Jason Starr  
Chad Troncin

Human Resource Staff:  
Date:

Region #5  
Todd Hillyard

National Ford Department:  
Date:

**L O C A L L E T T E R S  
O F  
U N D E R S T A N D I N G**

**The following is presented so  
that you may know the terms of  
various Letters of Understanding  
negotiated between  
UAW Local 249 and the Company.**

**(\*effective October 21, 2019)**



FORD

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local #249  
8040 N.E. 69 Highway  
Pleasant Valley, MO 64068

Dear Mr. Hillyard:

**Subject: 3 Crew Scheduling**

During the course of the 2011 Local Negotiations, the Union expressed several concerns regarding the 3 Crew schedule.

The Union expressed concern regarding the use of 3 Crew mandatory overtime up to 0.7. In order to address the concern, the following actions will occur until the 3 Crew operating pattern concludes:

- KCAP will use the Master Agreement language regarding mandatory production hours for 3 Crew operating patterns.
- Department Managers will meet weekly with District Committeepersons during the Good & Welfare Meeting to evaluate production hours and hours worked in each department.
- The joint Local Continuous Improvement forum (LCIF) will monitor the mandatory production hours and discuss appropriate adjustments to the posted schedules.
- Mandatory overtime over 10.0 hours will not be used to build service stock.

The Union also had a concern over shift changes from C crew to A crew. In the event that an employee moves from a C-crew schedule to an A-crew schedule, the employee will not be required to work Monday during the week in which the change is effective. The employee will be given the opportunity to work the day shift on Friday at the straight time rate in order to make 40-hours for that week only.

Very truly yours,  
Kevin Legel, Manager  
Human Resources

## FORD

Vehicle Operations  
Ford Motor Company

To: Area Managers  
Off Shift Managers  
Department Superintendents  
Manufacturing Processing Specialists  
Labor Relations Supervisor

CC: Jeff Schmidt, Chairman, UAW Local 249

From: Steve Majer

**Subject: Back Pay**

During the course of the 2007 Local Negotiations, the UAW leadership expressed concerns regarding pay issues arising from temporary assignments or reclassifications.

The following steps will be taken to improve the back pay process:

- Electronic Temporary Blue Cards will be created
  - When an employee is placed on a temporary classification for three (3) days, an electronic temporary blue card will be sent to Hourly Personnel
- At the end of the thirty (30) days, Hourly Personnel will email the Supervisor to confirm the employee's temporary status. The District Committeeperson will be copied on this email.
- Settled or denied first stage back pay grievances will be directed to the Labor Relations Supervisor.

Very truly yours,  
Steve Majer  
Human Resources Manager

## FORD

Vehicle Operations  
Ford Motor Company

To: Jeff Schmidt, Chairman, UAW Local 249

From: Steve Majer

CC: Greg Horton, Labor Relations Supervisor

**Subject: Calendar Program**

During the course of the 2007 Local Negotiations, the Company and the Union discussed the number of people to be allowed off work with the current calendar program. The company reconfirms their commitment to the existing calendar program in this agreement.

Concerns regarding adherence to this program can be brought forth by a Bargaining Committee member and discussed during the Manpower meetings. Further discussions can be brought forth to the Plant Labor Relations Supervisor.

Very truly yours,  
Steve Majer  
Human Resources Manager

**FORD**

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
8121 NE 69 Highway  
Kansas City, MO 64119-0009  
UAW Local # 249  
8040 N.E. 69 Highway  
Pleasant Valley, MO. 64068

Attention: Todd Hillyard, Unit Chairman

**Subject: Cleaning of Fitness Center, Break Areas and Restrooms**

This letter will confirm our understanding reached during the 2015 Local Negotiations that the fitness center, plant restrooms and break areas will be painted on an annual basis. In addition, such facilities will be cleaned twice daily and deep cleaned monthly.

Very truly yours,  
Greg Horton, Manager  
Human Resources

**FORD**

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local #249  
8040 N. E. 69 Highway  
Pleasant Valley, MO 64068

Attention: Rich Reynolds, Unit Chairman

**Subject: COE Employees**

The Kansas City Assembly Plant will institute the following procedure to be used when augmenting the maintenance work force with production employees during model changeover:

1. Qualified production employees may be used to perform functions related to those performed by Skilled Tradesmen.
2. Such production personnel shall be reclassified to the Appendix "F" classification appropriate for the work they are performing and shall be designated as "Changeover Employees" (COE).
3. These employees shall not accumulate Appendix "F" Seniority.
4. At the conclusion of the model changeover period, these temporary changeover employees will be returned to their permanent non-Appendix "F" classifications.

Very truly yours,  
L. J. Papalas, Manager  
Employee Relations

**FORD**

Body and Assembly  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009

To: All Supervisors of Hourly Employees

**Subject: Dual Instructions**

During the 1990 Local Negotiations, the Union expressed concern over employee confusion resulting from conflicting instructions given by two or more members of management. Typically, this situation is created when a General Supervisor or Superintendent changes the instructions of the immediate Supervisor in his absence.

Management recognizes it is more desirable for employees to take instructions from their immediate Supervisor. When it is necessary for someone other than the immediate Supervisor to change employee instructions it is incumbent upon that individual to communicate the change to the immediate Supervisor as promptly as possible. Adherence to this sound management principle will do much to eliminate unnecessary confusion among hourly employees.

It is also the responsibility of department management to insure that hourly employees are advised of changes in supervision which affect them.

Very Truly Yours,  
L. J. Papalas, Manager  
Employee Relations

**FORD**

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local #249  
8040 N.E. 69 Highway  
Pleasant Valley, MO 64068

Dear Mr. Hillyard:

**Subject: ERT Training Schedule**

During the course of the 2015 local negotiations, both the Company and the Union expressed their support of the ERT (Emergency Response Team) program. This program has proven to be beneficial to the Company and employees at KCAP.

It is mutually agreed to have a joint meeting the first week of December of each year to discuss the training/drill plans for the ERTs during the upcoming year. Attendees in the meeting will be the Skilled Trades Bargainer, the Plant ME Manager, the Risk Manager, UAW Health and Safety Representatives and the plant ERT lead.

During this meeting, the joint parties will agree upon a training/drill schedule, while keeping in mind methods in which to maximize attendance and also be inclusive of all shifts.

The company will continue to hold monthly ERT training drills per the national agreement, and meet the requirements of the SOS (Safety Operating System) that mandates ERT members attend eight (8) out of twelve (12) yearly meetings with the option to reschedule members who are not able to attend.

Very truly yours,  
Greg Horton, Manager  
Human Resources

## FORD

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local 249  
8040 N. E. 69 Highway  
Pleasant Valley, Missouri 64068

Attention: Bruce Bittle,  
UAW Local 249 Bargaining Chairperson  
Kansas City Assembly Plant

**Subject: Local Ergonomic Program**

Dear Mr. Bittle,

During 2003 local negotiations the parties engaged in considerable discussion surrounding the local ergonomic program. The Union identified concerns regarding the level of hourly, supervisory and engineering participation in the ergonomic process and the incorporation of sound ergonomic principles, including the use of tools such as the Facility Workstation Ergonomics Review checklist, during job design or redesign. The Company expressed its desire to protect the health and safety of its employees and its support of the ergonomic process.

The Company reaffirmed its intention to provide opportunities for designated salaried and hourly employees to receive appropriate ergonomic training. The Company reviewed the existing ergonomic process and identified specific action plans designed to enhance the application of ergonomics at Kansas City Assembly Plant. Included in these plans is an agreement to conduct a survey, during 2003, of current and future training needs relative to ergonomics. Results of this survey will be shared with the UAW Health and Safety representatives who will assist in the subsequent development of appropriate training initiatives, which will commence in 2004.

Special emphasis will be placed on increasing the expertise and capability of area supervisors and industrial engineers pertaining to the application of ergonomics in the job design process. Additionally, consistent with the intent of resolving ergonomic issues at the earliest stage, actions will be undertaken to increase the role and participation of CIWG's in the identification of ergonomic concerns and potential solutions.

Very truly yours,  
Robert J. Bryce, Manager  
Human Resources



FORD

Mr. Jim Fisher  
Bargaining Chairperson  
UAW Local #249  
8040 N.E. 69 Highway  
Pleasant Valley, MO 64068

Dear Mr. Fisher:

**Subject: Facilities Items**

During the course of the 2019 Local Negotiations, the following facilities items were agreed to as a part of the local agreement settlement.

As a result, during the course of the 2019 Local Agreement, these items will be implemented.

- Add an additional two (2) doors at Q-52 for exit and entrance of the plant.
- Install two (2) new lactation rooms.
- Refurbish honor wall for Veterans.
- New heater for Transit Repair area N-15.
- Repair the wall at ZE-57.
- Purchase 16 new picnic tables.
- Purchase and install new TV's for all breakrooms.
- Purchase five (5) burden carriers for Skilled Trades.
- Purchase and install 11 new ice machines.
- Install three (3) call boxes on turnstiles.
- Refurbish fitness center to include the following:
  - Ceiling fans
  - Flooring
  - Shower stalls
  - Install ventilation
- Install 9 covered smoking shelters.
- Severe weather alert system for Pre-Delivery.
  
- The Company will continue the following from the 2011 Local Agreement:
  - Maintain no less than five (5) new or refurbished water coolers and ten (10) fans in general stores from June through August.
  - Continue to purchase coolers as needed during summer months for production areas to keep ice in.

Very truly yours,  
Brandee Hughes, Manager  
Human Resources

**FORD**

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local #249  
8040 N. E. 69 Highway  
Pleasant Valley, MO 64068

Attention: Rich Reynolds, Unit Chairman

**Subject: Article X, Section 3 "Foreman Working"**

During our recent negotiations it was brought to the attention of management that the Union was of the opinion that certain foremen frequently violated the provisions of Article X, Section 3. In an effort to correct this situation, management will arrange to have the Operation Managers meet with the Union on a monthly basis when requested, to discuss any problems relating to alleged foremen working violations.

This is not to be construed as restricting the Union's right to utilize the grievance procedure to protest claimed violations.

Very truly yours,  
L. J. Papalas, Manager  
Employee Relations

**FORD**

Vehicle Operations  
Ford Motor Company

To: Jeff Schmidt, Chairman, UAW Local 249  
Cc: Phillip Brooks, American Food and Vending  
From: Steve Majer, Human Resources Manager  
**Subject: Food Services Committee**

During the course of the 2007 Local Negotiations, the UAW leadership expressed concerns over the status of food services and vending equipment. In an effort to communicate and resolve these concerns, a food services committee will be formed which will include UAW Committeepersons and a representative of the Human Resources department that will meet with a representative from American Food and Vending on a quarterly basis.

In addition, these parties will discuss and investigate feasible options for Truck Paint food service.

Very truly yours,  
Steve Majer  
Human Resources Manager

**FORD**

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local # 249  
8040 N. E. 69 Highway  
Pleasant Valley, Missouri 64068

Dear Mr. Hillyard:

**Re: Heat Relief Conditions**

During the course of 2015 Local Negotiations the Company and the Union discussed at great length potential measures to reduce the impact of high temperatures within the plant.

As a result of these discussions the following measures will be implemented:

- An adequate number of ice chests will be strategically located throughout the plant to provide ice for employees during the summer months.
- Measures will be taken to assure that the above indicated ice chests are fully stocked on a daily basis from May 15 through September 30.
- Each employee will be provided a heat reducing neck wrap annually when conditions indicate their use.
- Exhaust and ventilation will be serviced as a regular part of the plant preventive maintenance program.
- The company will undertake a comprehensive evaluation of the effects of extreme environmental conditions in areas throughout the plant, and explore innovative methods for dealing with extreme temperature conditions.
- The joint committee will review individual areas where unique characteristics negatively impact environmental conditions and assist in the development of strategies and recommendations for mitigating the effects of heat in these areas.
- The joint committee will review and modify, as necessary, the KCAP Heat Stress Program and report the results back to plant management during the weekly Safety Process Review Board.

The parties have agreed to explore additional measures as appropriate to improve employee comfort during the summer months.

Very truly yours

Greg Horton, Manager  
Human Resources

**FORD**

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local # 249  
8040 N. E. 69 Highway  
Pleasant Valley, Missouri 64068

Dear Mr. Hillyard:

**Re: National Heat Stress Program**

Heat stress is an important issue affecting the health and safety of our employees. The parties reaffirm commitment to the National Heat Stress Program developed by the National Joint Committee on Health and Safety.

Further, this letter reaffirms the Letter of Understanding dated October 9, 1999 titled Company Heat Stress Program and provisions in Appendix S UAW-Ford Memorandum of Understanding for the Health and Safety of Employees regarding heat stress.

Very truly yours  
Greg Horton, Manager  
Human Resources

**FORD**

Vehicle Operations  
Ford Motor Company

To: Jim Fisher, Chairperson, UAW Local 249

From: Brandee Hughes

**Subject: Holiday Lunch Appreciation**

Dear Mr. Fisher,

During the course of the 2019 negotiations both the Union and the Company discussed the importance to increase morale and show appreciation for our employees.

The Company will provide fifteen (15) minutes of paid time adjacent to the normally scheduled lunch period on the last working day prior to the Thanksgiving Holiday period and the Christmas Holiday period to accommodate employees wishing to celebrate these Holidays.

Very truly yours,  
Brandee Hughes  
Human Resources Manager

**FORD**

Body and Assembly  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009

To: Area and Department Managers  
Superintendents  
Manufacturing Planning Specialists  
Supervisors of Hourly Employees

cc: C. Maitland  
D. Savchetz  
F. Buck, DO

From: J. Hathhorn

**Subject: Medical Pass Procedures**

Effective immediately all Hourly Employees requiring medical treatment or consultation will be serviced by the Plant Medical Activity only if they are in possession of a valid pass from their immediate supervisor dated the day of the medical visit or consultation is to be administered. The pass shall be stamped "In" and "Out" by the employee at the Plant Medical Activity to identify arrival and departure times of the employee to be treated.

The following are exceptions to this policy and employees falling under one of these categories will be treated without a supervisor's pass. Employees reporting to the Plant Medical Activity under these exceptions should report to the Plant Medical Activity in sufficient time to clear medical prior to the beginning of the shift.

- . Cases of an emergency nature
- . Employees clearing medical from an authorized Medical Leave of Absence
- . Employees specifically directed by the Plant Medical Activity to report to the Plant Medical Activity prior to return to work

Questions concerning this procedure may be directed to the Plant Physician.

Your cooperation in assuring compliance with this procedure is appreciated.



## FORD

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local #249  
8040 N. E. 69 Highway  
Pleasant Valley, MO 64068

Dear Mr. Hillyard:

**Subject: Medical Placement Procedures**

During the current negotiations the parties discussed the Company and Union's efforts with respect to the placement of medically restricted employees in the following manner:

1. Within their classification and department on either shift.
2. If there are no jobs within their classification and department, then the Company will seek a job in the Labor Pool within their own department on either shift.
3. If there are no Labor Pool jobs available in their department then the Company will seek a Labor Pool job plant wide on either shift.

If all of the above efforts fail to place medically restricted employees, the Company will designate a member of Labor Relations and a member of the Medical Department in conjunction with a District Committeeperson to place such restricted employees in accordance with the terms of the Master Agreement, which are not diminished in any manner by this letter.

Employees with personal medical restrictions will not be medically placed on operations within Department 85 or 86 or on classified jobs.

The Company will make all reasonable attempts to maintain records of which employee has been medically placed on what specific operation based on medical restriction and/or determination by the plant physician that a specific operation is within the employee's restriction.

The parties are aware that because this process is cumbersome, in the event that employees are placed on no work available and the employees subsequently become aware of an assignment they can perform, they shall bring the matter to the attention of the Company and the Union. All parties agree that the Company will not incur, or be subject to, any liability until such date that the employees identify jobs they can perform through the grievance procedure.

Very truly yours,  
Kevin Legel, Manager

Human Resources

## FORD

Vehicle Operations  
Ford Motor Company

To: Area Managers  
Off Shift Managers  
Department Superintendents  
Manufacturing Processing Specialists  
Supervisor of Hourly Personnel

From: Brandee Hughes

**Subject: Releasing Employees to Medical or Restroom**

During local negotiations it was brought to our attention that employees have been refused permission or required to wait for excessive periods of time after requesting a pass to Medical or the restroom.

As supervisors, you have the responsibility to provide a pass to Medical, if requested, or relief to go to the restroom as soon as possible (anticipated to be within twenty (20) minutes from the time of request).

Medical evaluations and opinions are the responsibility of the Medical Department and questions regarding medical situations should be referred to them. Suspected employee abuse of either Medical or restroom privileges should be discussed with the Superintendent and the employee's committeeperson. Further concerns can be raised with the Labor Relations Supervisor and a member of the Bargaining Committee for resolution.

Alleged abuses by supervisors will be investigated by the Human Resources Manager. Repetitive offenses by a supervisor will be reported to the Plant Manager.

Very truly yours,  
Brandee Hughes, Manager  
Human Resources

**FORD**

Vehicle Operations  
Ford Motor Company

To: Area Managers  
Off Shift Managers  
Department Superintendents  
Manufacturing Processing Specialists  
Labor Relations Supervisor

From: Kevin Legel

**Subject: Material Planning and Logistics (MP&L) Relief**

During the course of the 2011 Local Negotiations, the UAW leadership expressed concerns regarding certain MP&L operators not having enough time for personal relief. In the event specific concerns are raised, the District Committeeperson and Superintendent will discuss those concerns. Further concerns can be raised with the Labor Relations Supervisor and a member of the Bargaining Committee for resolution. If it is determined that relief is required, the Company agrees to provide the appropriate amount of relief.

Very truly yours,  
Kevin Legel, Manager  
Human Resources

## FORD

Vehicle Operations  
Ford Motor Company

To: Jim Fisher, Chairman, UAW Local 249

From: Brandee Hughes

CC: Jon Proden, Labor Relations Supervisor

**Subject: MP&L Team Leader**

During the course of the 2019 Local Negotiations, the Company and the Union discussed the continued success of the MP&L Team Leaders here at Kansas City Assembly Plant. The company reconfirms their commitment to the following language:

MP&L Team Leader postings will bid by system (Truck, Transit and Stamping).

MP&L Team Leader positions will not be included in the annual Area Preference Sign up.

For purposes of shift preference and start time bumps, Team Leaders will exercise their respective seniority in the Truck System (Main Plant) only, Truck Body only, Transit System only or Stamping System only.

Very truly yours,  
Brandee Hughes  
Human Resources Manager

FORD

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local #249  
8040 N.E. 69 Highway  
Pleasant Valley, MO 64068

Dear Mr. Hillyard:

**Subject: Outside Contractors/Vendors**

During the course of the 2015 Local Negotiations, the Union expressed concern regarding the identification of outside contractors and vendors working in the plant.

As a result, within ninety (90) days of ratification of the Local Agreement, an identification process for outside contractors and vendors working in the plant.

The process will include:

- A form of identification (sticker) and an end date be displayed in a visible location ie. hard hat, badge, etc.
- Compliance procedure.
- Notification to the local Union.
- A matrix will be submitted identifying work location, contractor and number of trades by classification with a start date and end date for each Labor Clearance.
- Each department will be responsible for updating their portion of the matrix, the distribution of the stickers to those contractors working in their area, and providing completed matrix to the skilled trades committee persons during the Labor Clearance meeting.

The process will not apply to vendors who report to work at KCAP on a daily basis (e.g. American Food and Vending, BASF, Team Solutions, etc.).

Very truly yours,  
Greg Horton  
Human Resources Manager

**FORD**

Vehicle Operations  
Ford Motor Company

To: Area Managers  
Off Shift Managers  
Department Superintendents  
Manufacturing Processing Specialists  
Labor Relations Supervisor

CC: Jeff Schmidt, Chairman UAW Local 249

From: Steve Majer

**Subject: Charging of Overtime**

This letter will confirm our understanding reached during the 2007 Local Negotiations that all overtime equalization hours paid to an employee through the grievance procedure shall be recorded as hours charged.

In addition, employees on Union Business or an employee who has changed shifts for training will not be charged overtime refusal for hours they were not available to work.

Single Point Lesson:

During the course of the 2007 Local Negotiations, the UAW leadership expressed concerns regarding the charging of overtime in a consistent manner. To address those concerns, the Company will provide plant management with a single-point-lesson (Overtime and Charging of Overtime) that details proper procedures for the charging of overtime. This letter will be distributed quarterly.

Very truly yours,  
Steve Majer  
Human Resources Manager

**FORD**

Vehicle Operations  
Ford Motor Company

To: Area Managers  
Off Shift Managers  
Department Superintendents  
Manufacturing Processing Specialists  
Labor Relations Supervisor

CC: Jeff Schmidt

From: Steve Majer

**Subject: Plant Safety**

This letter will reconfirm our joint understanding and commitment to safe work practices at the Kansas City Assembly Plant. All hourly and salaried employees as well as outside vendors and contractors are required to comply with safe work practices and procedures.

Any concerns regarding this matter should be immediately brought to the attention of the Plant Safety Department.

In the event safety issues are presented by the local UAW leadership, appropriate Ford personnel will interface with 3rd party facility managers and work toward resolution of legitimate safety concerns.

Very truly yours,  
Steve Majer  
Human Resources Manager



## FORD

Vehicle Operations  
Ford Motor Company

To: Jim Fisher, Chairperson, UAW Local 249

From: Brandee Hughes

**Subject: Plumber/Pipefitter Single Point of Contact**

During the course of the 2019 Local Negotiations, the parties discussed the importance of having a Single Point of Contact for combustion safety equipment, cross connections, drinking water quality processes, and other special programs associated with the Plumber/Pipefitter classification.

As such, it was agreed to utilize the Plumber/Pipefitter Leader classification to designate one (1) Plumber/Pipefitter to this position. The position will be posted within 90 days of ratification of this agreement. Plumber/Pipefitters who wish to be considered for the open position will be selected from those eligible Plumber/Pipefitters who sign the job bid in accordance with the provisions of the local Job Bidding Agreement and final selection will be made based on merit, ability, and seniority as the tiebreaker.

It is agreed that this process will be jointly evaluated six (6) months after selection of the Plumber/Pipefitter Single Point of Contact and the parties maintain the right to discuss and mutually agree to any modifications of the aforementioned process.

Very truly yours,  
Brandee Hughes  
Human Resources Manager

## FORD

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local #249  
8040 N. E. 69 Highway  
Pleasant Valley, MO 64068

Attention: Jeff Schmidt, Unit Chairman

**Subject: 2850/1860 Pre-Delivery**

During recent negotiations, the Union requested that Management explore the possibilities of placing Transit employees in Departments 2850 and Truck employees in Department 1860 on the basis of seniority.

The Kansas City Assembly Plant, under present operating conditions, observes the following practices in the assignment of personnel to Departments 2850 and 1860:

- An employee desiring to transfer into Departments 2850 and 1860 within their classification shall register their intent in the Hourly Employment Office, annually during the month of November.
- Additions and reductions in each classification in Departments 2850 and 1860 are made with due consideration to seniority and ability, where practicable.
- Employees with nine (9) or more AWOLS in a prior twelve (12) month period are ineligible for consideration for Department 2850 and 1860 openings.
- An employee, selected for placement into Departments 2850 and 1860, will be released not later than 10 working days after selection. It is understood that in the event circumstances prevent this, the problem will be explained in writing to the Unit Chairman and Plant Manager, detailing the reason for the delay.
- A record will be maintained in Labor Relations which will identify the openings as either temporary or permanent.
- Employees who desire to be removed from Departments 2850 and 1860 will make their wishes known by filling out a request form in Labor Relations in writing, and by providing their Superintendent with a copy of this request. Transfers out of Departments 2850 and 1860 will be made in a timely manner at a rate of not more than two (2) per month. Employees desiring to be removed will be returned to their former classification and department.

- Temporary loans to Departments 2850 and 1860 will be made by consulting the sign-up book located in Labor Relations. Decisions are to be made with due consideration to seniority and ability, where practicable.

The Union is aware that efficiency and quality in the Plant must not be jeopardized and that assignments in strict seniority order are not a realistic or practical objective.

Sincerely,  
Steve Majer, Manager  
Human Resources

**FORD**

Vehicle Operations  
Ford Motor Company

To: Todd Hillyard, Chairperson, UAW Local 249

From: Steve Majer

**Subject: Prep Time**

This letter will confirm our understanding concerning the duties of prep time and better describe how the current allotment of prep time is distributed throughout a workday. The words "preparatory time" does not accurately describe the time involved. That time is not merely for preparation before spraying commences but also for undress and clean up after spraying ceases, consideration is also given to the clean-up for lunch, during break periods, and at the end of the shift.

Very truly yours,  
Greg Horton  
Human Resources Manager

**FORD**

Vehicle Operations  
Ford Motor Company

To: Jeff Schmidt, Chairman, UAW Local 249

From: Steve Majer

**Subject: Project Coordinator Job Acceptance Form**

Successful completion of project work is in the mutual interest of the local parties. To that end, a Project Coordinator Job Acceptance Form will be jointly implemented to maintain continuity and planning of project activity.

This form will include the following information:

- Name of Project
- Length of Project
- Start & End Dates
- Signature of Skilled Trades person
- Company and Union Signatures

The approved Project Coordinator will not be subject to the shift bump during the duration of the project.

Very truly yours,  
Steve Majer  
Human Resources Manager

**FORD**

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local 249  
8040 N. E. 69 Highway  
Pleasant Valley, Missouri 64068

Attention: Jeff Schmidt,  
UAW Local 249 Bargaining Chairman  
Kansas City Assembly Plant

**Subject: Preventive Maintenance Program**

Dear Mr. Schmidt,

During these negotiations the Union discussed at length issues concerning the Plant Preventive Maintenance Program. This letter will serve as a record of commitment resulting from these discussions.

It is mutually agreed between the parties that the Kansas City Assembly Plant Preventive Maintenance Program should be reviewed and strengthened to provide the most positive effect on quality, cost, efficiency, and the health and safety of the working men and women of the plant. To this end, a Preventive Maintenance Committee will be formed to evaluate and identify opportunities for improving the preventive maintenance processes within the plant. This committee will consist of the Plant Engineering Manager and one member of the Plant Bargaining Committee.

The parties will evaluate the effectiveness of the process from time to time and discuss potential areas of improvement.

Records regarding the P.M. program will be available in Maintenance for review by the district committeemen and Plant Health and Safety representatives.

It is understood that the provisions of this agreement do not diminish the Company's right to manage the plant preventive maintenance process and recognizes management's sole right to determine what the preventive maintenance process will include, on which equipment preventive maintenance will be performed, the frequency of preventive maintenance checks and actions, and the number of employees and classifications which are to perform preventive maintenance checks and actions.

Very truly yours,  
Steve Majer, Manager

Human Resources

## FORD

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local # 249  
8040 N.E. 69 Highway  
Pleasant Valley, MO. 64068

Attention: Jeff Schmidt, Chairman, UAW Local 249

**Subject: Production Work Elements**

During the course of 1999 Local Negotiations, the Union raised the issue of assigning production elements to the Inspector, Group Coordinators and Repairman classifications. It is not the intent of the Company to assign production elements to these classifications.

However, from time to time, it may be appropriate to assign some work until elements can be properly assigned to assembly operations.

During the Competitive Operating Agreement (COA) negotiations in 2006, it was agreed that production work elements may be assigned to Inspectors within the Pre-Delivery Departments consistent with ability, cost efficiencies and core functions. The UAW District Committeeperson will be given advance notice where reasonably possible.

If the Union feels abuses are being made in these assignments, the Labor Relations Supervisor will investigate and make corrections where necessary.

Very truly yours,  
Steve Majer  
Human Resources Manager



## FORD

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
UAW Local 249  
8040 N. E. 69 Highway  
Pleasant Valley, Missouri 64068

Attention: Todd Hillyard, Bargaining Chairman  
Kansas City Assembly Plant

**Subject: Programmable Logic Controllers**

During these negotiations, the Union expressed concern with the safety implications of the latest automation applications linking the capabilities of programmable logic controllers. Recognizing the impact of computerization on the manufacturing process and more specifically on maintenance procedures, representatives from Vehicle Operations will immediately be asked to evaluate such technical, computer, and robotics applications to determine appropriate safety and ECPL procedures. UAW Health and Safety Representatives and Skilled Trades Representatives will be encouraged to participate in this evaluation.

Subsequent to this evaluation, necessary safety changes will be made to bring this computer network application into compliance with division and corporate guidelines. Additionally, reasonable efforts will be made to ensure Kansas City Assembly Plant's facility conformance with proper ECPL, tooling, and robotics safety procedures and requirements. All affected personnel will be made aware of this new system, its capabilities, and any new ECPL procedures. Employees who had been previously trained in these topics will be retrained and updated as required on an ongoing basis. Programming changes must be approved by the Area Manufacturing Engineering Manager and documented. Appropriate skilled trades employees shall be notified when such changes are made.

Remote access computers used to monitor key processes should primarily be used for monitoring and read-only reviews of system programs. In the event a program change may be necessary, a qualified skilled trades employee should be actively involved. It is recommended that all edits be made as close to the equipment as possible. All employees that have responsibility for the equipment should be made aware of all locations of programming terminals/controls of equipment.

Very truly yours,  
Greg Horton, Manager  
Human Resources Department

## FORD

Vehicle Operations  
Ford Motor Company

To: Area Managers  
Off Shift Managers  
Department Superintendents  
Manufacturing Processing Specialists  
Labor Relations Supervisor

CC: Todd Hillyard

From: Greg Horton

**Subject: Quality Leadership System (QLS)**

During the course of 2007 Local Negotiations, the parties recognized the mutual interest in maintaining the integrity of the Quality Leadership System (QLS) in order to protect our product quality. The parties agreed that improving and protecting quality is critical to the future success of the Kansas City Assembly Plant. To that end, appropriate hourly and salaried employees will be issued QLS access IDs. Supervisors and/or other salaried personnel retain the right to make product quality decisions.

In the event an Inspector or Repairperson has concerns regarding any work instruction relative to a specific QLS buyoff, he/she should document this concern in the comments section of QLS and contact the local Quality hotline at (816) 414-5588.

Consistent with the Information Technology Policy Manual and Directive B-109, each user is responsible for ensuring his/her password remains confidential.

When management updates a Form 7030, the member of management will notate their update by identifying themselves in the "Performed By" section of the Concern Investigation & Corrective Action section.

Any issue or concerns with the above process will be reported to the Quality Manager.

Very truly yours,  
Greg Horton  
Human Resources Manager

**FORD**

Vehicle Operations  
Ford Motor Company

To: Area Managers  
Off Shift Managers  
Department Superintendents  
Manufacturing Processing Specialists  
PVT Managers

CC: Jeff Schmidt, Chairman, UAW Local 249

From: Steve Majer

**Subject: Notification to the UAW Quality Representative**

The parties recognize the importance of informing the UAW Quality Representative of quality issues or concerns that arise such as "stop shipments" or "stop builds". The Company will make every reasonable effort to notify the UAW Quality Representative in these circumstances and to advise of required corrective actions.

Very truly yours,  
Steve Majer  
Human Resources Manager

## FORD

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
UAW Local # 249  
8040 N.E. 69 Highway  
Pleasant Valley, MO. 64068

Attention: Todd Hillyard, Bargaining Chairperson

**Subject: Quality Stop Button Procedure**

During these negotiations, the parties discussed the importance of product quality and the priority focus that it is given by our workforce. It was acknowledged by the parties that as part of our ongoing efforts to improve the plant's Quality Operating System, additional benefit would be realized through the consistent and timely application of the Stop Button Procedure.

During our discussions, the union raised specific concerns regarding occasional inconsistent application of the stop button procedure and lack of timely communication between Process Coach and employee about required containment plans. The company agreed it is not desirable to take actions that may detract from our focus on quality yet identified occasions when deviations to the stop button procedure are required. Such deviations can occur in order to help maintain efficient plant operations while not compromising product quality. In cases where deviations are required, such changes (including any interim containment plans that may be in place) should be communicated by operations management as soon as they are reasonably able to do so. It is understood the intent of such communication is to ensure regular operator(s) understand and adhere to all actions being taken. Operator concerns about the stop button procedure, its proper application, and/or containment plans, should be properly directed to their supervisor.

### Stop Button Procedure

The purpose of this procedure is to define when and how the stop-button program is to be used at the Kansas City Assembly Plant.

The scope of the procedure includes all production departments where a line stoppage could enhance the overall quality of the product. This scope does not cover areas where a line stoppage could be detrimental to the overall quality of other units (i.e. Paint). These instances are to be addressed separately by the respective Departments.

Each zone Process Coach is responsible to inform each operator of the stop button program or alternatives consistent with the Local Agreement. Each production operator shall be responsible to follow this procedure when they are unable to complete the

assigned task. Supervision has the responsibility to ensure that the stop button program is properly administered without reprisal to any operator.

In the event an operator is unable to complete their assigned task, they will use the “quality” button to signal the Team Leader or Process Coach assigned to the zone.

The “quality” light may also be used by the operator to signal for assistance with other quality-related instances such as:

- worn tooling bit
- broken air hose
- defective/suspect/damaged parts
- other potential stock/tooling issues

If there is no response within a (3) unit margin, the operator shall use the stop button to stop the line until the Process Coach responds. The Team Leader is to use the stop button to stop the line (if needed) when repairs can be made in a reasonable amount of time within the zone. If repairs cannot be made within the zone, the Team Leader will document the concern in QLS and turn the line on.

This quality stop button procedure is not intended to include Delta items that are covered under processes which should be outlined in each operator’s OIS sheet.

Very truly yours,  
Greg Horton, Manager  
Human Resources

**FORD**

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local #249  
8040 N. E. 69 Highway  
Pleasant Valley, MO 64068

Attention: Bruce Bittle, Unit Chairman

**Subject: Rebalance/Job Changes**

During the course of Local Negotiations there was considerable discussion regarding the notice to the District Committeepersons of proposed/intended changes to operator assignments during the rebalance period. It is the intent of the Company to continue the practice of weekly meetings between the Department Superintendent and the District Committeepersons from both shifts of the proposed changes for operations that are to occur during that specific week.

Very truly yours,  
E. W. Thompson, Manager  
Human Resources

**FORD**

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009

To: Jeff Schmidt, Building Chairman, UAW Local 249

**Re: Relief – Lunch Periods**

During the course of 2007 Local Negotiations, the Union expressed concerns regarding the relieving of employees for lunch periods.

It is the Company's intent to shut down the line for lunch (total department or areas at one time) as has been done in the past.

The Company reaffirms their commitment to the 2007 Master Agreement regarding "Rescheduling of Employee Relief and Lunch Period s- Car and Truck Assembly Plants".

When it is deemed necessary to work an area or operation during the normal lunch period, the operator(s) assigned to that (those) operation(s) will be offered the opportunity first to accept the overtime associated with working through lunch in accordance with Article IV, Section 6 of the Master Agreement. Employees not desiring to work through lunch will be provided a lunch period in accordance with Article X, Section 6 of the Master Agreement.

Very truly yours,  
Steve Majer  
Human Resources Manager

**FORD**

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local # 249  
8040 N.E. 69 Highway  
Pleasant Valley, MO. 64068

Attention: Jeff Schmidt, Unit Chairman

**Subject: Relief – Mass vs. Tag**

During the course of Local Negotiations, the subject of Tag Relief was discussed. It is emphasized that the Kansas City Assembly Plant operates on a “Tag Relief” system based on our current operating pattern and business circumstances.

It is not the intent of the Company to utilize Mass Relief on a repetitive or regular basis. This provision in no way supersedes the Company’s rights under Article IV, Section 1 of the Master Agreement. Employees from the loaning zone(s) affected by a mass relief situation will be afforded the opportunity to go home prior to employees from the subsidized department.

Very truly yours,  
Steve Majer  
Human Resources Manager



## FORD

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local # 249  
8040 N.E. 69 Highway  
Pleasant Valley, MO. 64068

Attention: Bruce Bittle, Unit Chairman

**Subject: Relief - Practices**

During the course of Local Negotiations, the subject of employee relief was discussed at some length. It is again restated that the Kansas City Assembly Plant operates on a "Tag Relief" system except in emergency situations, i.e., breakdowns excessive absenteeism, etc.

The following will help to clarify the Company's policy with regard to relief:

- As department/system shutdown for events beyond the Company's control results in some employees receiving extra relief and other employees being under relieved, the employees who are under relieved will not be compensated.
- Employees will be considered as being "on-the-clock" for time spent in Plant Medical if the time spent in the medical facility does not exceed one (1) hour.
- It is the intent of the Kansas City Assembly Plant under normal, non-emergency situations that employees will be afforded appropriate relief both before and after the established lunch period.
- Should questions arise in any of the above named examples, these questions should be brought to the attention of the Department Superintendent.

Very truly yours,  
E. W. Thompson, Manager  
Human Resources

FORD

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local #249  
8040 N.E. 69 Highway  
Pleasant Valley, MO 64068

Dear Mr. Hillyard:

**Subject: Roof Work**

During the course of the 2011 Local Negotiations, the Union expressed concerns regarding skilled trades assignments on the roof.

When a skilled trades employee is assigned to work on the roof, that employee will be accompanied by a second skilled trade employee.

Very truly yours,  
Kevin Legel, Manager  
Human Resources

FORD

To: Area Managers  
Crew Managers  
Department Superintendents  
Manufacturing Process Specialists  
Production Supervisors

CC: Todd Hillyard

**Subject: Safety Responsibilities**

During the course of 2011 Local Negotiations, the parties recognized our mutual interest in the safety of all employees who work in our facilities. It is everyone's responsibility to ensure health and safety concerns are addressed properly and quickly.

As a result, the Safety Department agreed to distribute this reminder of our Health & Safety responsibilities. This letter will be distributed two times per year and updated as appropriate based on changes to safety standards.

When a safety concern is raised, it is the Supervisor and Superintendent's responsibility to drive the concern to closure. This will often include involving others to assist. For example, if there is a clean-up concern, the Supervisor will need to continue to follow-up with the clean-up management team until the concern is closed. If a supervisor is not receiving an appropriate response to a concern, the issue must be elevated until there is closure.

The following is not all inclusive but are some of the critical safety responsibilities of our KCAP team.

- Identify and resolve safety concerns.
- Ensure complete and current OIS/JSA sheets are available for every job.
- Complete Periodic Job Observations (PJO's).
- Complete daily interactive GRASP sheets.
- Complete non-standard production work JSA's as required.
- Ensure required safety training is completed on time.
- Conduct thorough OHSIM incident investigations.
- Ensure compliance with proper personal protective equipment (PPE).
- Follow the safety manage-the-change procedures.
- Address ergonomics concerns with the involvement of the Local Ergonomics Committee (LEC).

Thank you for your attention to safety. Remember to adhere to basic safety processes, think safety before you act, communicate safety in all directions, and follow-up on safety issues until they are resolved.

Kevin Legel, Manager

Human Resources

FORD

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local #249  
8040 N.E. 69 Highway  
Pleasant Valley, MO 64068

Dear Mr. Hillyard:

**Subject: 2015 Shift Redeployment Principles-Nonskilled**

During the current negotiations the parties discussed the need to rapidly and effectively redeploy shifts between the two assembly systems at Kansas City Assembly Plant in order to provide high quality vehicles and meet customer demand while, at the same time, considering the impact this redeployment has on the employees.

In the event that market conditions should warrant an additional shift of production, the following principles will be utilized to staff the applicable system.

- The Labor Relations Department will post a seniority list of each classification within the production systems. At the time of this posting, all classifications and shift bumps will be frozen.
- Upon Labor Relations posting a seniority list by classification within the production systems, there will be a 4-day window to make necessary classification corrections. After the 4-day window, all classifications will be considered proper and changes will be frozen.
- Initial moves will be made by classification from department to department only (i.e. Transit Body to Truck Body, Transit Trim to Truck Trim, etc.)
- Labor Relations will distribute a notification bulletin to all employees in advance of the survey period. Management will survey all employees in the system not adding a shift for system and shift preference to determine who will redeploy to the system adding a shift. Employees will have 1 day to sign up for their system/shift preference. Failure to make a selection for any reason will result in employees being assigned by seniority within their classification.
- Eligible employees in the system adding a shift that wish to exercise shift preference will have the opportunity to sign up for their preferred shift. A preference book will be available in the Labor Relations Office.
- Shift bumps will be frozen for 90-days after the launch of the new shift.
- All employees in either system who have previously signed a Job Opportunities posting or Transfer of Operations to transfer out of the plant will not be eligible to change systems and will remain in their current classification.
- In the event the number of employees within a classification does not match department to department, there may be RIF or lateral classification changes within the occupational groups to reach the required manpower levels.

- After the survey process is complete, openings will be filled by using the following steps:
  1. Use of the non-promotional transfer agreement, where applicable.
  2. If there are still openings within classifications, the lowest seniority employee(s) within the classification will be assigned to the opening(s).
  3. Survey employees by seniority who previously held the classification in which there are openings.
  4. Management will determine if additional openings need to be filled. Job Postings will be used to fill remaining classified openings.
- In the event the Transit shift reduction is reversed within 6 months, the employees who were redeployed will have recall rights to their previous system. After 6 months, the redeployed employees shall be considered part of their new system and no longer retain recall rights to their former system.
- Employees may be required to work overtime and/or cross system during training periods prior to the launch of the new shift.
- The Company and the Union will meet to discuss the skilled trades shift pattern to determine if adjustments are required to provide adequate coverage to support production throughout the plant.
- It may be necessary, based on launch timing, to re-open the MP&L and Skilled Trades area preference sign-ups after the new shift has launched.
- If a new shift is added, all employees placed on the new shift shall be charged overtime hours equal to the highest employee in the identical classification and department, on the opposite shift(s).
- Once a vacation or excused absence allowance request is granted, an employee's day off will not be cancelled without the employee's concurrence, except in the case of an emergency.

If the market conditions require future shift redeployment between the two KCAP assembly systems, the local parties will use these guidelines to develop the shift redeployment principles.

Very truly yours,  
Greg Horton, Manager  
Human Resources

## FORD

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local #249  
8040 N. E. 69 Highway  
Pleasant Valley, MO 64068

**Subject: Skilled Trades D and E Crew Shift Bump**

During the course of the 2015 Local Negotiations, there was significant discussion regarding the effect of employees who are moved to D and E Crew after the annual area sign up has been completed. Employees who are moved to a D and E Crew shift on a shift bump will be eligible to indicate the weekday RDW (regular day of work) they prefer.

It is therefore mutually agreed that a skilled trades employee who is being bumped to a D and E Crew pattern may, within two weeks of moving to the shift, request the RDW of their preference within that department only. Should the employee moving to D and E Crew have higher seniority than the employee currently working that RDW, the higher seniority employee will be eligible to move to that RDW. This will not constitute a separate shift bump, nor will it be the cause for another employee to initiate a shift bump.

The RDW within the D and E Crew patterns will not constitute a specific “bump” within itself. Employees will be bumping to D or E Crew, and from there their RDW will be determined.

Very truly yours,  
Greg Horton, Manager  
Human Resources

## FORD

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local #249  
8040 N. E. 69 Highway  
Pleasant Valley, MO 64068

### **Subject: Skilled Trades Overtime Practices**

During the course of the 2007 Local Negotiations, the UAW leadership expressed concerns over the subject of administering Skilled Trades overtime.

- The Skilled Trades Overtime Pass will be kept in a locked glass cabinet in each area.
- Prior to start time changes involving skilled trades employees, the company will provide a two (2) week notice before initiating the change, unless business needs predicate the change be made sooner.
- All rental or contractor owned equipment needing repair will be taken off-site, or notification will be provided to the UAW prior to initiating repairs.
- As new technology comes into the plant, the training department will work with Management and skilled trades representatives to identify training needs.
- A skilled trades committee will be created to review and jointly recommend resolution of disputes involving skilled trades work assignments.

Very truly yours,  
Kevin Legel, Manager  
Human Resources



## FORD

Mr. Todd Hillyard  
Bargaining Chairperson  
UAW Local #249  
8040 N. E. 69 Highway  
Pleasant Valley, MO 64068

### **Subject: Skilled Trades Project/Construction Crew Sign Up**

A bi-annual sign up program will be conducted during the month of December and June for Skilled Trades employees to indicate their interest in participating in a Project/Construction Crew should the need arise.

Two columns will be provided for the election of quarterly periods to indicate their interest during the sign-up period. In December, the selection will be February – April, May – July. In June, the selection will be August – October, November – January. Each election selected must be signed in the column for which they wish to sign up. Updated lists will be provided to the Skilled Trades Bargainer and the ME Team Managers within one month after the sign up periods.

Employees interested in working on the Project/Construction Crew will be selected according to their base classification for the work being performed. Employees will be offered to work by low overtime hours. Overtime hours worked will be recorded, and regular charging rules apply. Employees who elect to be on the Project/Construction Crew must make themselves available for the work to be performed.

In cases where critical skills exist that would cause a detriment to the department the employee normally works, and the employee is scheduled to work, the Company will address this need with the Skilled Trades District Committeeperson.

An employee on the Project/Construction Crew may at times be scheduled to work during normal shift hours.

If there are not enough Skilled Trades signed up to cover manpower needed on a project, supplements can be taken from Skilled Trades that are signed up for overtime on the regular pass and are not scheduled.

Employees who signed up for the Project/Construction Crew and refuse the assignment, or AWOLs during a scheduled Project/Construction Crew assignment, will not be eligible to be scheduled on the project/Construction Crew for the remainder of the sign-up period and will also be prohibited from participating in the next quarter the following sign-up period. The next available low-hour signee to the Project/Construction Crew Sign Up will be added/assigned to replace them, if needed.

The parties recognize that this is a new process at Kansas City Assembly Plant, therefore it is jointly agreed that this document will be a living document that can be re-

opened and modified upon mutual agreement. Further, this agreement can be canceled with a 30-day written notification by either party.

Very truly yours,  
Greg Horton, Manager  
Human Resources

**FORD**

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local # 249  
8040 N. E. 69 Highway  
Pleasant Valley, Missouri 64068

Attention: Bruce Bittle, Unit Chairman

**Subject: Union Membership/Outside Contractors**

During the 1999 Local Negotiations, the Union expressed the concern of Skilled Trades personnel with outside contractors working in the plant without being signatory to a Union. It is the intent of the Company to utilize Union Contractors whenever possible. It is recognized that in some instances it may not be possible to use Union personnel. In such cases it will be discussed with the presentation of the Labor Clearance in the Outside Contracting Review meeting.

Very truly yours,  
E.W. Thompson, Manager  
Human Resources

## FORD

Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
P.O. Box 11009  
Antioch Station  
Kansas City, MO 64119-0009  
UAW Local # 249  
8040 N. E. 69 Highway  
Pleasant Valley, Missouri 64068

Attention: Jim Fisher, Bargaining Chairman

### **Re: Vendor/Supplier Sorting/Rework**

Dear Mr. Fisher,

During the course of 2019 Local Negotiations, the Union discussed at length the proper functions of various vendors/suppliers at the Kansas City Assembly Plant. Specifically, the Union voiced concern regarding vendors/suppliers performing sorting and/or rework in the plant which the Union considers to be properly assignable to Kansas City Assembly Plant employees.

As a result of these discussions, it is mutually agreed that:

- Vendors/suppliers must abide by all plant safety, security procedures, and contractual work arrangements. Vendors/suppliers who fail to follow these policies will be addressed.
- All personnel employed by a vendor/supplier will be required to wear an orange vest (or another different colored high visibility vest that is approved by Corporate Safety that distinguishes them from Ford Motor Company employees) while on the premises.
- Vendors/suppliers associated with the plant may function in a technical or advisory capacity within the plant.
- Subsequent to the effective date of this agreement, if sorting or rework of parts is required, UAW members will be used.
- Where representatives of a vendor/supplier must perform sorting and/or rework of their respective parts, such sorting and/or rework will be performed at centralized location in the Receiving Inspection area and not on the production line or in production areas.

- Should a vendor/supplier be required to complete any sorting and/or rework outside the Receiving Inspection area, the union will be notified of the location for such sorting and/or rework.
- This letter is not intended to apply to UAW employees from other Ford facilities covered by the UAW/Ford Collective Bargaining Agreement.
- Steps will be taken following the effective date of this agreement to properly identify all vendors/suppliers doing business at the plant. A letter will be sent to the various vendors/suppliers indicating that they will be required to register at Plant Security when they enter the plant. In addition, they will be required to wear an appropriate identifying badge to assure ease of identification as visitors. This procedure will in no way restrict a supplier from reviewing their material prior to, during and after installation.
- All vendors/suppliers visiting the plant for supplier quality issues must contact the Incoming Salaried Quality Representative and sign in on the I.Q. logbook.
- A list of all vendors/suppliers with badge access will be provided to the Union on a quarterly basis.
- The Company will require all vendors/suppliers to provide the following information for posting daily in a designated Company location and will be made available to the UAW upon request.
  - Name of the company and telephone number
  - On-site manager and telephone number if any
  - Name of company representative overseeing project on each crew/shift
- Any vendor/supplier carrying any chemical, substance or potentially harmful item into the plant will be required to register that item or substance with the Safety Office. This registration in the Safety Office will be available to UAW Health and Safety Representatives.
- The top QR's will be reviewed at the Local Continuous Improvement Forum (LCIF) meetings.
- A document invoice/shipper must be used to remove materials from Company premises utilizing the established exit(s) identified by the Company. This information will be made available to the UAW Quality Representative weekly.
- In the event the above terms cannot be adhered to, Management will notify the appropriate District Committeeperson of the quality containment plan. The rationale will be explained to the District Committeeperson in question as soon as practicable.

Sincerely,  
Brandee Hughes  
Human Resources Manager

**FORD**

Mr. Jim Fisher  
Bargaining Chairperson  
UAW Local # 249  
8040 N. E. 69 Highway  
Pleasant Valley, Missouri 64068

Dear Mr. Fisher:

**Re: Voucher/Uniform Program**

The following agreement was reached regarding the voucher/uniform program at Kansas City Assembly Plant. This program will be offered one time after the ratification of this agreement.

All employees not in Paint or Skilled Trades will be offered a \$300 voucher to be used over the life of the contract for purchasing American-made/Union-made uniform/work apparel through a Company-approved vendor. These employees will no longer be eligible to participate in the coverall program.

All employees in Paint and Skilled Trades will be offered a \$100 voucher to be used over the life of the contract for purchasing American-made/Union-made uniform/work apparel through a Company-approved vendor.

All Employees will be eligible for a one (1) time 30-day sign up period to occur in the first quarter of 2020.

Very truly yours  
Brandee Hughes, Manager  
Human Resources

**LINES OF DEMARCATION**  
**Kansas City Assembly Plant**  
**Skilled Trades**

The following definitions of past practice have been agreed upon by representatives of Local 249 UAW and Ford Motor Company, Kansas City Assembly Plant pursuant to Paragraph 6 of the Skilled Trades Supplemental Agreement. These definitions cover past practices referred to by the Union and do not necessarily include all work assignments by the trade involved.

**Electricians**

1. Repair, maintain, and test electrical equipment such as transformers, motors, welding equipment, timers, stud welders and associated components, lighting equipment, conduits, wire duct, wire traps, switch gear, disconnects, starters, push buttons and related equipment and devices.
2. Remove and install weld transformers on welding robots.
3. Use portable winches, electric or hand driven, for pulling wires and wiring into conduits, manholes and ducts.
4. Install electric signal systems; conduit for wire, light fixtures; power for control, push buttons, doors and gate interlocks, limits and safety devices used electrically. Perform electrical maintenance and program (PLC) and robotics.
5. Repair, replace, adjust and set electrical brushes, electric starting switches, relays, push buttons on electric driven welding equipment, and welding generator on gas driven welders.
6. Maintain battery charges and emergency lighting batteries. (except onboard chargers)
7. Fabricate and install final inserts, brackets, supports, sleeves, and hangers (including CatTrack) used in connection with the electrician classification. Final hangers used by other crafts in their line of work will be fabricated and installed by the crafts using them.
8. Install solid state weld timers and control panel's not requiring rigging or hoisting.
9. Maintain and change electrodes (knock out points) on both stationary and portable welding equipment and adapters attached by "E" clamps.
10. Electrician will make access for conduit through walls, ceilings, or floors of concrete, concrete blocks, etc., where necessary, and provide ditching and trenching when necessary to install conduit for wiring.
11. Installation, repairing, altering, dismantling or adjusting of any electrical current carrying device used in conjunction with and is an integral part of any fixture or machine.
12. Set electrical speed controls on conveyors and production lines.
13. Maintain and install wire or braided shunts.
14. Lubrication of fractional horsepower motors.
15. Installation, maintenance and removal of fractional horsepower motors.
16. Electrical work on AGV's used as conveyors or assembly fixtures.
17. Perform electric work on Electronic Control Nut runners:
  - Installing power to control panels.
  - Installing/changing long and intermediate cables.
18. Install Leoni splices and minor repairs.

**Millwrights**

1. Move, unload, layout, locate, set, level and install heavy motors (one H.P. or greater) and equipment.
2. Layout, fabrication, lubrication, installation and maintenance of conveyor equipment.



3. Anchoring of machinery and equipment in concrete, including the installation of steel forms, as required.
4. Fabricate, move and install structural steel, catwalks, guard rails, equipment hangers, conveyor hooks, steel cribbing, etc.
5. Install and maintain sprockets, belts, rollers, chains, conveyors, shafts, gear reducers, drive units and mechanical brakes, including couplings, gear boxes and sheaves.
6. Install and maintain the mechanical components and cables of hoists, including trolleys, support mounts, and mechanical balancers.
7. Maintain the mechanical components of building windows, doors (except man doors and their associated components), freight elevators and CatTrack.
8. Maintain general purpose trailers, material carts, body skids, trash wagons and material handling dollies, including replacement of wheels and castors.
9. Install all structural steel prior to final hangers. Final hangers used by other crafts in their line of work will be fabricated and installed by the crafts using them.
10. Install hangers for welding transformers. (Excluding weld transformers on robots.)
11. The installation and removal of safety cables, chains, transformers, blowers and other heavy equipment.
12. Fabricate and maintain the mechanical portion of conveyor and elevator limit switches.
13. The construction and maintenance of metal racks including roller racks.
14. Lubrication of all of the above equipment including lubrication and routine PM's of gear boxes. (Excluding airline oilers and pneumatic equipment).
15. Millwright work on AGV's used as conveyors or assembly fixtures.
16. Installation and removal of roll style ergo matting
17. Install, repair and maintain linear rails where a single rail is required (except end of arm tooling, tooling on fixtures and stationary joining guns).
18. Install, maintain and repair linear rail bearings (except end of arm tooling, tooling on fixtures and stationary joining guns).
19. Fabricate, install, maintain and repair structural parts of an articulating arm from the final or last attachment point on the arm where there is tooling or the need for precision adjustment.

#### Plumber-Pipefitters

1. Install, repair or dismantle for salvage, piping, tubing, hoses, and related equipment for plumbing, sewage, water, air, steam, sealers, hydraulic, grease, oil, gas, gasoline, chemical, paint, anti-freeze, fire extinguishing and lawn sprinkler systems.
2. Mount and install piping for instruments, gauges, measuring devices, pneumatic thermostatic controls, and other controls for burners and equipment.
3. Fabricate and install final inserts, brackets, supports, sleeves, and hangers (including CatTrack) used in connection with the Plumber-Pipefitter classification. Final hangers used by other crafts in their line of work will be fabricated and installed by the craft using them.
4. Install and maintain pumps and related equipment for fluid use, hydraulic, pneumatic and water boosters, humidifying, dehumidifying systems and sealer systems (including control systems).
5. Holes, chases, channels through concrete walls, floors or ceilings shall be cut by Plumber-Pipefitters, ditching and trenching that is done by hand, if pipe is to be run through or in them.
6. Insulate and cover pipe.
7. Install, maintain and repair air and hydraulic cylinders (except the air cylinder on spot weld guns).

8. Maintain and change water cooled welding cables and shunts.
9. Maintain lubrication on all air and pneumatic equipment.
10. Pipefitter work on AGV's used as conveyors or assembly fixtures.

#### Tinsmiths

1. Tinsmiths shall fabricate, layout, assemble, modify and repair spot weld, soft solder, and/or rivet sheet metal equipment, enclosures, stacks, pipes, ducts, guards, ventilators, caps, boxes, transitions, bins, racks, locators, tanks, housings, walls, floors, ceilings, flashings, forms, canvas joints including the use of extruded materials (except basket guards).
2. Operate equipment and machinery necessary for shearing, coping, punching, forming and spot welding sheet metal.
3. Fabricate and install guarding made from screen or expanded metal for fan housing and conveyor covers.
4. Repair sheet metal on trash trucks, mop trucks and non-production equipment.
5. Fabricate and install vent stacks, and heat stacks for oven and spray booths, including rigging and hoisting.
6. Install and repair stainless steel sheet metal cafeteria equipment.
7. Install and repair sheet metal roof flashings and gutters.
8. Install oven panels, capping and channels to hold in position.
9. Install and maintain ducts and stacks for unit blowers, etc.
10. Install, repair, rework or modify sheet metal office panels.
11. Fabricate, rework, or modify electrical duct work and raceways.
12. Rework of sheet metal production parts of 10 gauge or less when assigned to the maintenance department.

#### Toolmakers

1. Fabricate, maintain and repair fixtures, jigs, and gauges including final adjustments required for operation. Scraping and fitting bearings to buck and the installation of gates and stands to bucks.
2. The machining and drilling of metals and fibers on lathes, shapers, surface grinders, milling machines, and any other equipment required and the cutting of stock to be machined in the machine shop.
3. The maintenance, fabrication and repair of mechanical components of precision equipment such as front end toe-in machine, roll welders, no light head light aim, press welder slides, pistons and cylinders in air compressors where the use of micrometers, verniers, indicators, optics and other precision instruments are required.
4. Maintain and repair of scales, sewing machines, shim gauges and indicators and small PIV drives.
5. Repair high speed steam turbine pumps and the precision mechanical components of the Power House air compressors.
6. Set back up on press welders and automatic welders.
7. Maintenance of roll welders and seam welders (except electrical and pipe connections).
8. Fabricate and maintenance of No-Mar coppers.
9. The maintenance and repair, with the exception of welding and electrical repair, of machine tools and precision equipment located in the machine shop, i.e., lathe, shaper, radial drill, drill press, surface grinder, milling machine, du-all saw.
10. The installation, removal and repair of air cylinders on portable and stationary spot weld guns. The installation and removal of air cylinders when repairs are to be made on

- clamping, indexing, and locating devices on fixtures (except pipe connections). The repair of air cylinders will be assigned to Plumber-Pipefitters.
11. Mechanical repair of spot weld guns (portable and press) including laminated shunts (including removal of water cooled shunts, unless water cooled shunts need replaced).
  12. Removal, repair and installation of spot weld guns in automatic welders, including press welders (except electrical and pipe or hose connections).
  13. The grinding and maintenance of production drills.
  14. The use of hoists or chain falls to set fixtures or components which are Toolmakers responsibility to set. (When other equipment is used Millwrights shall operate such other equipment).
  15. Maintain and repair adapters on portable spot weld guns and pinch type spot weld guns in stationary equipment.
  16. Toolmaker work on AGV's used as conveyors or assembly fixtures.
  17. Install, maintain & repair linear rails where two or more rails are required.
  18. Fabricate, install, maintain and repair parts of an articulating arm from the final or last attachment point on the arm where there is tooling or the need for precision adjustment.
  19. Install, repair and maintain linear rails and bearings on end of arm tooling, tooling on a fixture and stationary joining guns.

#### Tool Repair

1. Rotary or oscillating vanes, reciprocating pistons (one or more), that develops a turning motion, drilling, a squeezing or spreading motion, a lifting or lowering motion, or a hammering, or chipping action, in the form of portable, semi-portable or stationary assembly power tools and hoists
2. Maintenance of said equipment should start at the supply inlet and entail the equipment as a whole, as is necessary for proper function and checking in the repair crib. Adjustments necessary for the proper operation of tool in regards to torque and/or speed and include pendant control and hose.
3. Any pneumatic equipment that Repair – Power Tools maintains that is connected to the air supply with a quick connection will be disconnected and connected by a tool repairman when necessary.
4. Any pneumatic equipment hung with a safety latch can be removed and replaced by Repair – Power Tool personnel.
5. When a pipe fitting is involved (except quick connect fitting) in the removal of a tool, a Plumber-Pipefitter will be responsible for making and breaking of said connection, before and after Repair – Power Tools are involved.
6. Repair electric hand tools such as drills, saws, glue guns, hair dryers, vacuum sweepers, and D.C. power tools.
7. Air logic that controls the operating function of the power tool.
8. Air balancers – shop repair of balancer and control handle. Plumber - Pipefitter makes any adjustments at the point of use location.
9. Attach safety cable when hanging air hoists and ebbert power station units. Millwrights install initial safety cable.
10. Change and repair pendant controls for hoists.
11. Hang air hoists.
12. Repair puck guns.
13. Safety inspections of air hoists
14. Repair of air feed drills in shop.
15. Remove covers from multiples in order to repair air motor or logic.
16. Replace broken air inlet fittings on tools.

17. Perform Repair – Power Tools work on Electronic Controlled Nut runners and electric torqueing devices.
  - Tool set-up (calibration and initial installation of operation on torque validation equipment).
  - Changing parameter values for controlling power tool output.
  - Connecting and disconnecting motor control cables at bendix on tool pigtail or motor housing.
  - Removal of bad order tools and angle heads and replacing with re-conditioned tool.
  - Exchange and storage of bad order/reconditioned motors.
  - Input of required parameters for reconditioned tool systems (new tools, download of different parameters to spindle cards, recalibration of tool).
  - Input of new motor serial number in data base.
  - Troubleshoot/replace bad order electrical components in tool controllers.
  - Changing of spindle cards and addressed tool controllers.
  - Changing tool jumper pin settings inside tool controllers (This is for linking (2) tools and (2) spindle cards together and synching).
  - Installing system software updates.
  - Program/establish torque parameters (new installations and relocations).

#### Layout Inspector

1. Perform all work included with the jig master and/or ring gauges on any line that is mastered.
2. Certify, level, and maintain all checking fixtures in Stamping or Body Assembly.
3. Operate all mechanical and computer based coordinate measuring devices as well as, equivalent devices in future initiatives to include, but not limited to, Date Collector Plotter, P.D.G.S., SDR's, IDEAS Master Series, C3P, P.D.Q., Catia, PC-DMIS, ATOS Scanbox, Polly Works, Metro Logic, Gate Track, Creasorm, VX Elements, PAX-IT, etc.
4. Perform all 100% part inspections and any checks on underbody, body side, and body shell fixtures.
5. Operate hoist, air plates and CMM carts used to move all jobs on and off of the CMM or like equipment.
6. Update and review all I.D.S. sheets in Stamping, Body, and Assembly, as related to underbody, body side, and body shell including checking and checking fixtures.
7. All new model part layouts and layout changes will be led by Body and Stamping Layout Inspectors.
8. Stamping parts that are 100% inspected will be done by Stamping and Body Layout Inspectors.
9. All programming and operation of CMM will be done by Stamping and Body Layout Inspectors.
10. All work done on the refitted E-Cube and Body Bucks.
11. All 100% door assembly checks.
12. All Metrology work for laser welds and rivets to uphold Ford Motor Company standards using Pax-IT software and all Metrology equipment.
13. All scanning of tooling or production parts.
14. Bring up prints for D.D.G.S. IDEAS and CATIA. Any changes to be made on any part and future CAD to be performed by Body and Stamping Layout Inspectors, with the exception of Die Makers for die use only.
15. Programming, setup and operation of all portable CMM and associated equipment.

16. The operation of the Theodolite and associated equipment to be performed by Laser Tracker, T-Scan, LMI Laser Gauge, Handi-Scan, Metro-Scan and other laser scanners along with other future associated equipment to be performed by Body and Stamping Layout Inspectors.
17. The operation of all seal gap measurement equipment, including but not limited to, LMI and Datamyte gauges.
18. Positioning, cleaning and setup of the Perceptron and Ziess Cameras or any optical measurement equipment to be performed by Body and Stamping Layout Inspectors (Hardware, cabling and software interface to be performed by Electricians). When performing these operations, a Layout Inspector and an Electrician need to be present to verify proper procedures are being utilized.
19. All operations and data reporting from all measuring devices shall be performed by Layout Inspectors excluding SPC duties.
20. Perform all updates and operations of all reports using MT Planner, CM4D, related templates and any future software.
21. Perform all optical comparator work when measuring parts or assemblies for production.
22. All hardness testing, pin gauges, pull testers, calipers, micrometers and threat gauges used to perform inspection on production parts.
23. Inspect, certify and/or calibrate measurement tooling using the Gate Track or any future equivalent software. All measuring devices used by production inspectors and engineers, to include, but not limited to, micrometers, depth gauges, fixtures and ring gauges.

#### Integrated Controls Technician

1. Able to coach advanced automation and robotic technologies to journeymen Electricians in the department.
2. Will be a subject matter expert (SME) on the equipment within their area.
3. Will document and communicate changes (date, time, reason, etc.) for ladder logic and prints for automation and all safety documentation within the department.
4. Oversees servo systems and controls systems for integration into the areas.
5. Department troubleshooter and repair resource for significant downtime situations.
6. Additional job responsibilities (with engineering oversight and concurrence) include:
  - a. Create permanent changes/modifications to programs (ladder logic and sensors as required).
  - b. Know and demonstrate the process for altering Legacy and Guard Logix programming and FANUC DCS safety zone for safety controls for the department.
  - c. Oversee major path modifications and permanent PLC logic changes.
  - d. Create permanent modifications for control limits on critical equipment (such as lasers, vision, etc.).
  - e. Write programs for new logic and continuous improvement and document (date, time, reason, etc).

#### Carpenter-All-Around

7. All forms that are made of wood that is to be put in or taken out. This is to include the setting of any forms for concrete or retaining walls made of wood.

8. All rubber, cloth, canvas, plastic, leather or felt that is used for making canopies, curtains, shields, or covering jigs, tables, floors, desks, etc., when they are made by the carpenters.
9. All man doors and wood sash to be installed, maintained, or removed by carpenters as also all latches, locks, hinges, closers and stops thereon. The installing and removal of all door cylinders (man doors with double acting hinges belong to Tinsmiths).
10. All material used to make the aforementioned doors or windows air tight.
11. To install all wood (that is fastened thereon) on any kind of rack or bin. Also to do any repair to the wood used on them.
12. All crating, uncrating and skidding of material, equipment or parts.
13. All the fabrication and maintenance of dunnaging when wood is used.
14. All handling of signs, bulletin boards and card racks when wood or wood products are used, except metal cabinet type bulletin boards.
15. All cutting of fiberboard, plastic and fiberglass except when it is to be machined by the toolmaker.
16. The assembling and anchoring of all wooden equipment.
17. Sand and grind all wood material that carpenters build or repair.
18. Installing, repairing, removing or replacing of all wood and hardware on all overhead folding doors, except for opening and closing devices and track and trolleys (this is to be done by Millwrights).
19. All O'Brien and partitions like O'Brien are to be installed or removed by carpenters.
20. All drop ceilings except all metal drop ceilings to be installed and removed by carpenters.
21. Mix and pour concrete and epoxy.
22. Rough trowel and finish trowel concrete.
23. Set repair and replace all building stone and blocks of masonry construction.
24. Patch all roadways and building floors.
25. Install, replace or repair floor tile and ceramic tile (including tile style ergo matting).
26. Core drill all guard posts.
27. Make access hole and cut and remove all concrete and asphalt for trenching or access other than work related to pipefitting and electrical access.
28. Back fill to grade for cement finishing.
29. Mix and supply all paint used for building paint.
30. Apply prime and finish coat paint for all building structures and maintenance painting.
31. Striping and marking of aisles.
32. Painting numbers on columns and moving equipment.
33. Painting of all signs, guard rails, piping and any color codes for identification.
34. Taping, mudding, sanding and repair of drywall (except drywall installed by Carpenters.)
35. Painting floor with colored epoxy (except epoxy aisle installation or repair done by Cement Finishers).
36. Window repair, glazing and caulking of all plant glass.
37. Hanging of wall paper or mural.

#### Industrial Lift Truck & Tow Tractor Repairman

38. Repair and maintain electrical, mechanical, hydraulic systems and on-board chargers on fork trucks, pallet trucks, transtackers, tow tractors, sweepers, bicycles, scrubbers, lawnmowers, aerial equipment, kalamazoos, chore boys, personnel carts, mobile cranes and engines on gas/diesel driven equipment
39. Maintain and install wheels, tires and tubes related to the above units.
40. Install pre-fabricated cabs on fork lifts and tow trucks and tractors.

41. Charge, maintain and repair batteries for industrial equipment.
42. Retrieve and transport disabled equipment.
43. Maintain AGV's that are used for conveying or transporting stock.
44. Removal and installation of fuel tanks on PMHV equipment.

#### Welders – General

1. Maintenance welding, hard soldering and brazing of metals including preparation of metal for welding.
2. Cutting of metals (with welding equipment) when erecting, dismantling, scrapping or repairing for maintenance or project work.

#### Stationary Steam Engineer

3. Start up, stop, operate and perform any adjustments on all air compressors.
4. Take continuous readings and maintain operating logs on all compressors.
5. Operate any rented or extra air compressors that are connected to support or increase air pressure to the plant.
6. Perform scheduled non-electrical maintenance to all air compressors which includes changing oil, oil filters, air filters, and cleaning of heat exchanger tubes associated with the equipment
7. Operate all boilers which include start up, shut down, and operating adjustments. Take continuous logs on the equipment.
8. Control continuous blow down to maintain correct chemical balance of boiler water.
9. Perform scheduled maintenance on all boilers including opening the boiler, inspecting and cleaning plates and heat exchanger tubes, refractory repair, installing new gaskets, and tuning with flue gas analyzer.
10. Inspect and perform non-electrical maintenance on all cooling towers which includes cleaning suction and deck nozzles, checking and maintaining proper oil levels, and adjusting water flow rate.
11. Operate and perform non-electrical maintenance on all chillers which includes changing oil and filters, refrigerant filters, coolant, and cleaning of heat exchanger tubes.
12. Operate and perform non-electrical maintenance on all air dryers. Check for and repair refrigerant leaks, add refrigerant as needed, change oil and filters, and replace items on the dryer associated with the refrigerant cycle. Take continuous logs on such equipment.
13. Check and maintain proper water levels, charge and keep records on auxiliary lighting in power house and wet cell batteries.
14. Grease, oil, and maintain records on all equipment in the power house.
15. Operate and maintain boilers & building ventilation and air make-up units, which include starting, stopping, scheduling, cleaning and replacing igniters & flame rods as required by annual inspection (excluding drilling burner holes).
16. Troubleshoot control voltage on Communication/Brain Board in building air units.

#### Waste Treatment Operator

1. Test and treat industrial wastewater and operation of related equipment necessary to satisfy Permit Requirements.
2. Supervise Bulk Chemical and liquid waste loading and unloading.

3. Minor maintenance of equipment.
4. General clean-up.
5. Handling of, storing of, and loading of hazardous and non-hazardous waste.

#### Tool & Die Maker

1. Construct, repair and modify dies and perform changeovers.
2. Mount standard items such as air cylinders and scrap chutes, etc. on dies.
3. Adapt or modify bullrings, punch plates, air ram adapter, and buildup for dies.
4. Mark or mask areas on dies in preparation of painting.
5. Perform hardness test on die and die components.
6. Operate salt bath, lead pot and electric gas heat draw furnaces in the heat treatment of die and die components.
7. Perform air, oil and water quench operations in the heat treatment of dies and die components.
8. Water hardening in the heat treatment of dies and die components.
9. Work on new or used dies in the Stamping Facility.
10. Troubleshoot dies and monitor the process while in production.
11. Adjust rams and binders.
12. Maintain punch, binder, and pad pressure on dies and with other appropriate trades as required.
13. Fit, nest, or spot dies with or without a panel in presses.
14. Finalize gauge layout on draw dies.
15. On the press line, make dimensional, configuration, and surface characteristics changes on new or used dies.
16. Install and remove die hardness for the purpose of setting or pulling dies from lines.
17. Remove and replace cylinders in the air ram adapter when in need of repair.
18. Maintain, repair and replace nutter heads when part of the die.
19. Remove and replace air and nitrogen cylinders, which are part of the die.
20. Repair all air and nitrogen cylinders, which are part of the die.
21. Replace scrap chutes, locating gauges, die automation (lifters, kickers, etc.)
22. Operate and program machine tools, etc. in the die room.
23. Use cranes to perform work on dies and die components.
24. Manufacture all tooling aides required to perform work on dies.
25. To open and close all dies- Blank, Draw, Hem, Trim, Pierce, Flange, and all temporary dies (Pierce and Restrike)
26. To do all machining on dies: drilling, milling, boring, and grinding (jog, I.D., O.D. and surface)
27. To perform all data entry to computer PM systems as relates to dies.
28. To change all punches and buttons.
29. Die makers to do all circle grid and charting of points and posting and analyzing of results.
30. Hem and Clinch Dies belong to the die makers.
31. All die mounting plates to be maintained by die makers whether on the floor or in the press. Plates on shoes or punches shall be ties up by die makers.
32. Metal characteristics and analysis duties during initial tryout to be done by die maker.
33. Control of tonnage monitors to monitor die performance and initial set up of dies.
34. All date stamps changing shall be done by die makers on all hemming and die operations.
35. All washing of dies will be done by die makers.



36. Transportation of dies will be done by die makers. (unless broderon is required which requires millwright).

**STAMPING**  
**OPERATIONS**

## **KANSAS CITY STAMPING OPERATIONS**

This letter reaffirms the agreements reached by the parties regarding the Kansas City Stamping Operations that provides a significant investment and creates incremental jobs. The Parties are committed to administer all agreements in a manner which will enable the Stamping Operations to be the safest, most efficient and productive Stamping facility in the world. The parties pledge to work together to seek opportunities to competitively expand the Kansas City Stamping Operations providing for enhanced job security and employment opportunities.

Therefore, it is understood that all agreements regarding the Stamping Operations are “living agreements” intended to provide the necessary flexibility to ensure the viability of the Kansas City Stamping Operations. To that end, it is agreed that this Stamping Agreement may be reopened for negotiations with the mutual consent of both parties and the approval of the UAW National Ford Department and the Labor Affairs Office, Ford Motor Company.

The parties agree to the following operational language for skilled and non-skilled employees in order to create a competitive framework that will enable the opportunity for future additional investment in stamping.

1. Bargaining Unit
  - a. The Stamping Operations will be operated as part of the Kansas City Assembly Plant Bargaining Unit.
  - b. The hourly employees assigned to the Stamping Operations will be represented by the Kansas City Assembly Plant Bargaining Unit - UAW Local 249.
2. Job Posting Agreement.
  - a. Designated classification openings shall be filled within the occupational group at the time of the bid.
  - b. Primary openings in the undesignated classification will be filled using the plantwide local Job Posting process.
3. Reduction In Force Agreement
  - a. Stamping Operations will exercise reductions in force within their occupational group. Prior to an indefinite layoff action, Stamping Operations employees may exercise seniority within their previous classification. If they do not have seniority to hold their previous classification, an employee will first go to available work, then exercise their seniority within labor pool classifications within the assembly system.
  - b. Any employee reduced from a production classification will have recall rights back to the classification from which they were reduced for a twenty-four (24) month period as long as they do not change classifications after being reduced.

4. Shift Preference Agreement
  - a. Stamping Operations non-skilled employees will exercise shift preference against an employee on an identical classification within their department consistent with the local Shift Preference agreement.
5. Temporary Lay Off
  - a. Stamping Operations will be considered separate from assembly operations during a temporary layoff of non-skilled employees.
6. Overtime Equalization (Production)
  - a. The Parties agree that overtime opportunities of a continuing nature will be equalized among qualified employees on identical classifications in the same department and shift within Stamping only.
  - b. In the Stamping Operations, Team Leaders will be combined with Stamping Floor Technician Utility for equalization purposes.
  - c. All other Local Agreement overtime rules shall be applied to the Stamping Operations.
7. Stamping Floor Technician
  - a. The complexity of the Kansas City Stamping Operation requires frequent die changes and poses unique personnel staffing challenges. As a result, the parties agree to utilize the Stamping Floor Technician classification to provide the necessary operational flexibility.
  - b. Preferential assignments such as relief, Team Leader and inspector will be afforded to the highest seniority utility floater. The preferential assignment selection made by a high seniority utility floater will remain in effect for the duration of the absence.

#### Stamping Operations Skilled Trades

1. Skilled Trades Area Preference
  - a. Skilled Trades may elect to transfer in or out of Stamping Operations during the Area Preference Sign-Up period.
  - b. In the event that the number of employees eligible to transfer in or out of Stamping Operations poses a risk to operations, the parties will work together to develop a plan to mitigate any adverse impact to the business.
2. Overtime Equalization (Skilled)
  - a. For purposes of equalizing overtime it is mutually agreed that overtime opportunities of a continuing nature will be equalized among qualified employees on identical classifications and shifts.
  - b. When an employee changes shifts they will carry their overtime hours with them.

All other Local Agreement Appendix "F" overtime charging rules shall be applied to the Stamping Operations.

## Tool and Die Leader Agreement

Consistent with page 160 of the Local Agreement the mutual parties at Kansas City Assembly have agreed to add a total of three (3) Tool and Die Leaders to the classifications in the Integrated Stamping facility.

The Leaders positions will be posted for bid for all eligible Tool and Diemakers in the Stamping facility. There will be a joint interview conducted for the bid winners prior to the bid winners being classified to make sure they understand and accept their roles and responsibilities.

All leaders will be working in their trade when not engaged in the leading activities. This applies to overtime hours in additional to normal working hours.

After much discussion it is agreed between the Company and the Union that Tool and Die Leaders will be involved in the following:

- Monitor Safety, quality, Delivery, Cost, People, Maintenance and Environment (SQDCPME) objectives within the Tool and Die team.
- Monitor compliance with JSA/Off standard work and Pre Task Analysis Process.
- Monitor work areas adherence to 5s standards of workplace organization, and ensure workstations are free of debris and contamination.
- Verify (Crisis, Predictive, and Preventative) maintenance tasks are completed.
- Obtain materials and supplies for the team.
- Coordination of FTPM matrix concerns within their immediate area (if applicable).
- Coordinate with Management the weekend work, holiday work, and shutdown work within their immediate area.
- Coordinate with Management for spare and replacement part requirements.
- Attend and co-chair weekly Continuous Improvement meetings. The time and place of the meetings will be mutually agreed upon and posted for Leaders.
- Communication between shifts.
- Coordination of scheduled PM tasks in their immediate area for Tool and Die.
- Communicate daily work assignments to Diemakers on their respective shift.
- Respect and encourage respect within the team by daily actions.
- The Union and the Company recognize that Tool and Die Leaders will have a significant impact on the success of the team and the specific processes. Accordingly, it is recognized that potential Leaders must be prepared for these positions of increased responsibilities. They must have leadership abilities and the skills and knowledge to perform effectively on the job.
- The Union and the Company agree that in addition to other duties, Tool and Die Leaders shall meet with designated Tool and Die management on a regular basis in regards to daily operational concerns. Any group leader failing to perform their daily functions on a regular basis will first be brought to the attention of the Skilled Trades Committeeperson for resolution. If the issues cannot be corrected leaders will be subject to the de-selection process outlined in the 2011 Master Agreement related to Team Leaders.

- The joint parties recognize the roles and responsibilities may need to be adjusted with mutual agreement to improve the function of the leaders and the Tool and Die team as this new process evolves at KCAP.

FORD  
Vehicle Operations  
Ford Motor Company  
Kansas City Assembly Plant  
UAW Local 249  
8040 N. E. 69 Highway  
Pleasant Valley, Missouri 64068

Attention: Todd Hillyard, Bargaining Chairman  
Kansas City Assembly Plant

**Subject: Stamping Operations**

As part of the 2011 Local Agreement the Stamping portion was negotiated as a living document and therefore can be reopened by mutual consent of the local parties and approval of the National Ford Department and Labor Affairs Office. This was done to ensure changes could be made, if necessary, to a new process at Kansas City. And also to make sure we have the safest, most efficient stamping operation in the world that will continue to grow in the future.

As a result of recent discussions with the company it has been agreed to make the following changes to the Stamping Local Agreement.

Inspector will be added as a new classification in the Stamping Plant. Inspectors will equalize overtime amongst employees on the identical classification within Stamping.

- These positions will be filled by seniority from Stamping Floor Technicians.

There will be 2 production departments in the Stamping Building. The Press Department will include the Press Operator, Die Setters, Metal Finisher and Stamping Floor Technicians on the End of Line conveyor. The Sub Assembly Department will include all production employees not tied to the press line itself. These departments will equalize overtime in their respective areas. If additional help is needed for overtime in either department employees in the opposite department will be used by low overtime hours consistent with the Local Agreement.

- Should loans outside the department be necessary loans will be made in seniority order (lowest seniority first) amongst the other Stamping Floor Technicians or Press Team members.
- All Reductions in Force (RIF) will be done by seniority and classification with the Stamping Plant first and then follow the Local CBA after.

Very truly yours,  
Greg Horton, Manager  
Human Resources Department

## **DLMS/MODAPTS WORKLOAD PROCEDURE**

It is the intent of the parties to fully abide by the provisions of the Master Agreement relative to resolution of Production Standards issues. Consistent with that commitment, the following specific guidelines are established.

- The attached "Work Allocation Guidelines" will be adhered to prior to scheduling of Formal Phase I.
- While no time limits are provided for, the success of the procedure is primarily dependent upon both parties exhibiting a spirit of cooperation through proper application, timely handling and an objective review of each instance.
- When an operation is in its "final configuration" and the workload is disputed by the Union or the Company, the Phase Procedure will be initiated on that operation.
- Management will continue to abide by the local Letter of Understanding (LOU) re: Rebalance/Job changes in the Local Agreement.

### **PHASE I**

- On an operation where the workload is disputed by the Union or the Company, the employee and the employee's supervisor will have a discussion and attempt to resolve the dispute. This discussion should be performed off-line and is considered the beginning of Phase I of the Phase Procedure.
- If the operation is still in dispute, the Production Engineer and/or the Manufacturing Planning Specialist will complete a workload analysis, using MODAPTS, and putting it in in-step order.
- The Production Engineer and/or Manufacturing Planning Specialist, the Supervisor, the Committeeperson, and the operator will review the analysis and validate that all work elements are accounted for and associated time standards are present and listed in sequential order in which the operation is to be performed.
- MODAPTS will be updated with required changes prior to being submitted to the UAW Production Standard Representative.
- If the issue is not resolved at this point, a Phase II meeting will be scheduled.

### **PHASE II**

- The committeeperson will be responsible to make arrangements for the UAW Production Standards Representative to review the workload analysis.



- Prior to the Phase II meeting, the UAW Production Standards Representative and the Production Engineer and/or Manufacturing Planning Specialist will review the disputed job and will determine if all work is accounted for and MODAPTS codes are properly assigned. Disputed elements and/or time allocation concerns will be noted.
- The Phase II meeting will be attended by the operator, Supervisor, Production Engineer, Committeeperson, Superintendent, Labor Relations Representative and the UAW Production Standards Representative.
- The MODAPTS study (including disputed elements and/or time allocation concerns) will be reviewed by all parties to determine if any adjustments are warranted.
- In the event that the department Production Engineer and UAW Standards Representative are unable to reach an agreement on MOD or time allocations of a MODAPTS study, the Plant Industrial Engineer will review the disputed elements with the UAW Production Standard Representative.
- If there is no resolution, a Phase III meeting will be scheduled.

### **PHASE III**

- The Phase III meeting will be attended by the Area Manager, UAW Bargaining Chairman, Human Resources Manager, UAW Production Standards Representative and the Production Engineer. If the operation is still in dispute after this meeting, the grievance procedure may then be entered into.
- It is the intent of the parties to abide by such "standardized" MODAPTS element times as may be established on a Company wide basis or which may be agreed to locally.

### **WORK REALLOCATION GUIDELINES**

Reallocating work shall be completed consistent with the following guidelines:

- Work reallocation changes will be listed on a "rebalance sheet" and stamped "Preliminary".
- Work reallocation changes will occur on both shifts.
- At the time a reallocation is started on an operation, it is the responsibility of the supervisors on each shift to discuss the changes in the operation with the operators on subsequent shifts. The following items will be included in this discussion:

1. The existing OIS/JSA sheet.

2. A completed KCAP Disputed Workload Resolution Checklist.
3. All elemental changes (added or deleted)
4. All added or deleted stock or parts and specific stock location.
5. Any changes in process
6. Any changes in tooling
7. Any known safety requirements
8. Any specifically sequenced elements
9. Any special line stop instructions
10. Any other specific instructions
11. Any issues with respect to mix
12. The stature of the person performing the operation