

ENGINEERING PRODUCTIVITY - 2009/10 PAY AND CONDITIONS

Proposed – National Agreements

1. METHOD OF PAYMENT

All Engineering personnel will receive payment by 4 weekly credit transfer to a Bank or Building Society of their choice within the BACS system. Payment advice will be via one 4 weekly payslip and the salary will be paid in 13 equal sums throughout the calendar year.

An interim arrangement to facilitate the movement to 4 weekly credit transfer will be introduced, whereby an agreed interest free advance will be arranged on an individual basis. This advance will be paid back over a maximum of 6 pay periods from an agreed cut-over date. The cut-over date will be no later than 31st July 2010.

Where there is a significant shortfall in expense payments to staff then arrangements will be made to credit the individual the following pay period.

** when staff attend serious incident responses or breakdown callouts, managers / breakdown supervisors will give all staff attending the incidents a slip to confirm their attendance. All incident payments will be itemised on the 4 weekly payslip.*

2. WORKING TIME

Engineering personnel will be required to be available and ready for work, including the wearing of safety equipment, at the designated shift starting times and will remain available for work up to the designated finishing times.

A week means a calendar week from 00.01 Sunday to 24.00 Saturday

(In exceptional cases, for hygiene purposes, staff will be encouraged to wash/clean themselves after an excessively dirty task has been undertaken).

3. ANNUAL LEAVE ENTITLEMENT

Length of completed months service	Staff normally averaging 10 weeks of 39 turns	Staff normally averaging weeks of 4 turns	Staff normally averaging 8 weeks of 37 turns	Staff normally averaging 8 weeks of 39 turns	Staff normally averaging weeks of 5 turns
3 months	6	6	7	8	8
4 months	8	8	9	10	10
5 months	10	10	12	13	13
6 months	12	13	15	16	16
7 months	14	14	17	18	18
8 months	16	17	19	20	21
9 months	18	18	21	22	23
10 months	20	21	24	25	26
11 months	22	22	26	27	28
12 months	24	25	29	30	31

The annual leave entitlement for Engineering personnel will be based on the above matrix and dependant upon the number of rostered turns within a week up to a maximum of 31 days plus 2 Bank Holidays, Christmas Day and New Year's Day. All other public holidays are incorporated into the annual leave entitlement. Staff will be paid whilst on annual leave on the basis of the agreed roster.

The leave year will run from 1 January to 31 December each year (calendar year) and staff will be expected to take all leave within that calendar year. However, in exceptional circumstances **subject to management agreement**, it will be permissible for leave to be taken up to 31 March of the following calendar year. In the event that staff are required to work on Christmas Day or New Year's Day, they will receive an enhanced payment of double time for those hours worked within each of the those 24 hours periods. Staff will be entitled to a lieu day if they work a minimum of 6 hours on/into Christmas Day or New Year's Day.

Staff commencing or leaving the company during a calendar year will be entitled to annual leave on a pro rata basis for each full calendar month employed.

Managers/ Coordinators will manage the control of all leave requests by team members.