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NOMBRE D'EMPLOYÉS	JF

COLLECTIVE AGREEMENT

between

HALIFAX REGIONAL MUNICIPALITY

- and -

**HALIFAX REGIONAL PROFESSIONAL FIRE FIGHTERS
ASSOCIATION
LOCAL 268
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS**

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DEFINITIONS

FOR THE PURPOSE OF THIS COLLECTIVE AGREEMENT, THESE DEFINITIONS SHALL BE APPLIED TO ALL ARTICLES AND BE ANNEXED TO FORM PART OF THIS AGREEMENT.

Bumping - The displacement of the most junior employee by a senior employee who is able to do the work required.

Civilian - An employee who has not qualified as a fire fighter.

Common Law - shall be defined as outlined in the Canada Tax Act.

Core - shall refer to those stations, personnel and Divisions within the HRFES that are not managed on a day to day basis by a local Fire Chief.

Department - shall mean Halifax Regional Fire and Emergency Service (HRFES).

Chief Director of Fire and Emergency Service - shall mean the person so appointed by the Halifax Regional Municipality from time to time to the position of "Chief Director of Fire and Emergency Service" of the Halifax Regional Fire and Emergency Service.

Employee - shall mean a person employed by the HRFES and who is a member of the Union covered by this Agreement.

Employer - shall mean Halifax Regional Municipality (HRM).

Non-Core - shall be defined as those stations / personnel in the HRFES not included in the core.

Non- Operational Employee - shall mean all personnel working in Fire Prevention, Training, Mechanical, Safety, Maintenance and other support positions.

Operational Employee - shall mean all suppression personnel.

Physician - shall include but not be limited to licenced medical doctor, dentist, chiropractor, psychologist, psychiatrist.

Posting - Shall mean the movement of personnel within their own platoon on a three year cycle, as per article 18.01

Protective Clothing - shall include bunker pants, bunker jacket, firefighting boots, firefighting helmet, flash hoods and firefighting gloves.

Service - shall be defined as permanent continuous employment with the department and shall also include permanent continuous employment with other fire departments effected by the amalgamation of April 1,1996.

Shifting* - shall mean the day to day moving of an employee within their own platoon.

Sick - shall include but not be limited to sick, ill, disabled, injured, stress and environmental illness.

Spouse - Either: (a) the members legally married partner; or (b) a person living with the member on a continuous basis in a conjugal relationship that is not a legal marriage, provided such a relationship has existed for at least twelve (12) consecutive months at the time of application and immediately preceding the time when the status of such person is required to be determined for the purpose of coverage and the person is publicly represented by the member as the members partner.

Transfer - shall mean the moving of an employee from one platoon to another.

Union - shall mean Halifax Regional Professional Firefighters Association, Local 268 IAFF

Where the male or female gender is used the reverse is also applicable unless biologically unfeasible.

ARTICLE 1 - PURPOSE OF THE AGREEMENT

1.01 The purpose of this agreement is to maintain harmonious and mutually beneficial relationships among the Employer, the Employees covered by this Agreement, and the Union; to set forth terms and conditions of employment relating to pay, hours of work, safety and occupational health of the employees, benefits and general working conditions affecting employees covered by this Agreement. It is further understood that the purpose of this Agreement is to foster and maintain a high quality and standard of efficient service through mutual cooperation between the Union and Management of the Halifax Regional Fire and Emergency Service.

ARTICLE 2 - RECOGNITION

2.01 The employer recognizes the Union as sole and exclusive bargaining agent for all employees holding classifications in Appendix A1 and Appendix A2.

ARTICLE 3 - NO DISCRIMINATION

3.01 The Employer and Union agree that there shall be no discrimination, interference, restriction, or coercion exercised or practised with respect to any employee by reason of his age, race, creed, colour, nationality, political or religious belief, sex, sexual orientation, marital status, family relationship, or by reason of his membership or activity in the Union or any other reason contrary to the Nova Scotia Human Rights Act.

ARTICLE 4 - MANAGEMENT RIGHTS

4.01 The Union and the employees covered by this contract recognize and acknowledge that subject to the terms of this Agreement it is the exclusive function of the Employer to:

- 1) Maintain order, discipline and efficiency;
- 2) Hire, terminate, direct, promote, demote, evaluate job performance and, discipline any employee covered by this Agreement for just and proper cause.

4.02 The Union also recognizes the right of the Employer to operate and manage the Department in all respects and in accordance with its obligations and responsibilities, and to make and alter, from time to time, rules and regulations to be observed by employees, such rules and regulations shall not be inconsistent with the provisions of this Agreement, Any changes to the rules and regulations shall not be made prior to full consultation with the Union.

ARTICLE 5 - UNION SECURITY

- 5.01** The Employer agrees that it shall be a condition of continued employment for all employees within the bargaining unit that they become and remain members in good standing of the Union.
- 5.02** The Employer agrees to deduct from each regular pay of each employee covered by this Agreement, the amount of regular Union dues, initiation fees and other assessments payable by all members of the Union, and fines levied from time to time by the Union. The Employer agrees to remit such monies to the Treasurer of the Union within fifteen (15) calendar days of such deductions, together with a list of employees from whom such deductions were made, itemizing all deductions. The Union will advise the employer in writing of amounts to be deducted.
- 5.03** All present and future employees shall sign cards authorizing such deductions which authorizations shall be irrevocable. The Union shall indemnify and hold the Employer harmless from all claims or costs arising out of making the above deductions.

ARTICLE 6 - UNION REPRESENTATION

- 6.01** The Union President and Secretary, after giving advance notice, shall be granted paid leave as may be necessary for the proper performance of their duties related to the affairs of the Union. Such leave may also be granted to other members of the Executive subject to operational requirements, but shall not be unreasonably withheld. Whenever possible, Union business shall be conducted during off duty hours.
- 6.02** Leave with pay may be granted to employees appointed to joint Committees to attend Committee meetings. Such leave shall be subject to operational requirements, but shall not be unreasonably withheld. Employees shall not lose any regular earnings for time spent at any such meeting with The Employer.
- 6.03** When a labour management dispute arises which requires the immediate involvement of a District Vice President, he shall request permission to leave his regular duties to deal with the dispute with Management, such permission shall not be unreasonably withheld. When permission is granted, the employee involved shall not lose any earnings for the time spent in dealing with the dispute.
- 6.04** The Employer agrees to maintain a Labour-Management committee. This committee shall meet monthly at such time and place as shall from time to time, be determined by the members thereof. Items agreed to at these meetings shall be posted in the stations.

- 6.05** The Employer shall make available to the Union Executive, within fourteen (14) days of request by the Union, information required by the Union on jobs in the bargaining unit.
- 6.06** No employee shall be required or permitted to make a written or verbal agreement with the employer or his representative which may conflict with the terms of this collective agreement.
- 6.07** No member of the Bargaining Unit shall meet with Management on any disciplinary matter without the Union being advised and the member being given an opportunity to have a Union representative present. In the event of a disciplinary action the employee shall be provided a copy of the disciplinary record placed on his file. An investigation to gather information shall not be considered disciplinary.
- 6.08** The Employer agrees to grant an unpaid leave of absence for up to two years without the loss of seniority or service to any member of the bargaining unit holding a Local or International office so long as he remains in office and serves in that capacity. It is also agreed that any pension or employee benefits may be continued as long as the applicable plans permit. However, such employees on leave must bear the total cost of such benefits. The employee upon returning to work may be assigned to training for a period of upgrading.
- 6.09** Conditional on an employee being responsible for providing his replacement the Employer agrees to grant a leave of absence with pay to any employee who attains an I.A.F.F. Fifteenth (15th) District Vice President office or acts in that capacity.

ARTICLE 7 - GRIEVANCE PROCEDURE*

- 7.01** The Union shall appoint a Grievance Committee. The Union shall inform the Employer in writing the names of the Chairman and the Committee.
- 7.02** If an employee, group of employees or the Union believes they have been treated unfairly regarding the meaning, interpretation, operation, or application of this Agreement, or where an allegation is made that this Agreement has been violated or, that an employee has been disciplined, suspended or, discharged without just cause, or where a questions arises as to whether any matter is arbitrable such differences shall be the subject matter of grievance and shall be processed as set forth herein.
- 7.03** The Union agrees to bring to the attention of the District Chief, Manager or the General Manager or Operations or Support Services any matter which may lead to the filing of a Grievance. The Halifax Regional Municipality agrees that the District Chief, Manager or General Manager of Operations or Support Services shall meet with the Union in order to try and resolve any matter prior to a grievance being filed. This meeting shall take place within seven (7) calendar days of the notice of this matter being brought to the attention of the above noted management persons. The above noted management

person agrees to give the Union a written answer within seven (7) calendar days of the meeting.

- 7.03.1** The grievance shall not be brought forward unless the employee submits his grievance in writing to the Union's Grievance Committee who, after review may submit said grievance to the Deputy Chief Director within thirty (30) calendar days of the event giving rise to the dispute. (A copy of the grievance shall be also provided to the HR Generalist). The Deputy Chief Director shall provide a written answer to the grievance within seven (7) calendar days of the receipt of the grievance.
- 7.03.2** If the satisfaction is not obtained through 7.03.1, the matter may be referred in writing to the Chief Director of Fire and Emergency Service, who after a meeting which shall be within seven (7) days of the receipt of the grievance with the Union's Grievance Committee shall render a decision within seven (7) calendar days.
- 7.03.3** If satisfaction is not obtained in 7.03.2, the grievance shall not be carried forward unless within thirty (30) days of receipt of the answer in 7.03.3 the Union gives notice in writing to the Chief Director of Fire and Emergency Service that it intends to submit the matter to arbitration.
- 7.04** Where an answer is not rendered within the prescribed time, or as otherwise mutually agreed, the grievance may be processed to the next step of the grievance procedure, the same as if the decision had been rendered.
- 7.05** Where a dispute involves a claim by an employee that he/she has been discharged without just cause, a grievance may be initiated at 7.03.2 within seven (7) days of the discharge.
- 7.06** Under no circumstances shall an employee covered by this Agreement be required to discuss a grievance which has been filed at 7.03.1 unless represented by the Grievance Committee or their designate.
- 7.07** In the case of a grievance lodged by the employer, the matter may be submitted in writing to the Secretary of the Union within fourteen (14) calendar days of the event giving rise to the grievance, or knowledge thereof. Representatives of the Union Executive shall meet with management in an attempt to resolve the grievance, within 7 days of receipt of the grievance. The Union shall respond in writing within 7 days of the meeting. If the issue remains unresolved, management may, within 30 days of receipt of the Union's response, give notice to the Union Secretary that it intends to submit the matter to arbitration as per Article 7.

ARTICLE 8 - ARBITRATION

- 8.01** Arbitration proceedings shall be commenced within ten (10) days after notice of intention to arbitrate is given. A single Arbitrator shall be selected. The Employer and the Union shall jointly agree upon said Arbitrator within the said ten (10) days. In the event that the parties are unable to agree upon the appointment of an arbitrator by the end of such ten (10) days, then the Minister of Labour for the Province of Nova Scotia may make such appointment upon the request of either party.
- 8.02** The Employer and Union shall mutually agree on the predetermined appointments of at least 3 and as many as 5 arbitrators, so that matters going to arbitration may be expedited as quickly as possible. These mutually agreed to positions shall take place within 3 months of the signing of this agreement.
- 8.03** No person shall be appointed Arbitrator who:
- 8.03.1** Is acting or has within the period of six (6) months prior to the date of his appointment, is acting or has acted in the capacity of solicitor, legal advisor, counsel or paid agent of either of the parties; or
- 8.03.2** Has any pecuniary interest in the matters referred to him.
- 8.04** The decision of the Arbitrator shall be final and binding, provided that the Arbitrator shall have the power to modify or set aside any penalty imposed by the Employer relating to any disciplinary measures imposed on any employee covered by this Agreement, but the Arbitrator shall not have the power to add to, alter, modify, or amend this Agreement.
- 8.05** Should the parties disagree as to the meaning of the Arbitrator's decision, either party may apply in writing to the Arbitrator for a clarification of his decision within ten (10) days of the receipt of his decision. Such clarification by the Arbitrator shall not involve the presentation or consideration of evidence or hearing of argument from either party.
- 8.06** The expenses and remuneration of the Arbitrator shall be jointly and equally borne by the Employer and the Union. In the event one of the parties involved in the arbitration appeals the decision of the Judge/Arbitrator, the party which appeals the decision shall bear full cost, including all reasonable legal fees, of the appeal for both parties if the appeal is not successful.
- 8.07** At any Step of the grievance procedure or at the arbitration hearing, the parties shall have the assistance of the employee(s) concerned as witnesses and any other witnesses and all reasonable arrangements shall be made to permit the conferring parties or the Arbitrator to have access to the employer's premises to view any working condition(s) which may be relevant to the settlement of the grievance.

ARTICLE 9 - NORMAL HOURS OF WORK

- 9.01** Work schedules for operational employees shall be based on an average work week of 42 hours. Work schedules for non-operational employees shall be based on an average work week of 37.5 hours.
- 9.02*** The normal working schedule for operational employees shall be twenty four (24) hours on , starting at 0800, followed immediately by seventy-two (72) hours off.
- 9.03** The normal working schedule for non-operational employees will be scheduled between the hours 0730-1630 Monday through Friday.
- 9.04** Personnel covered by clause 9.03 may work flex hours if mutually agreed to by the employee, the Employer and the Union.
- 9.05** An employee may with the approval of the Chief Director of Fire and Emergency Service or his designate exchange (trade) shifts. Sufficient advanced notification by both the applicant and the substitute shall be provided. Such approval shall not be unreasonably withheld.

ARTICLE 10 - OVERTIME

- 10.01** For the purpose of this Article overtime is defined as any time worked by an employee in addition to the employee's normal scheduled working hours.
- 10.02"** The Employer agrees to maintain a list from which all core employees shall be called to work overtime in the core area. The list shall be maintained in such a manner as to provide all employees equal opportunity to work overtime. All employees required to work overtime shall be given reasonable notice, except for emergency responses.
- 10.03** All employees required to work "call back" overtime shall receive a minimum of four (4) hours at the applicable rate. Overtime is deemed to commence at the time of reporting to the employee's normal work site.
- 10.04** All overtime shall be paid at the following rates:
- 10.04.1** One and one half (1½) times the regular rate of pay for all non-emergency overtime worked.
- 10.04.2** One and one half (1½) times the regular rate of pay for the first four (4) hours of emergency overtime worked.

- 10.04.3** Two (2) times the regular rate of pay for all overtime in excess of four (4) hours during an emergency at the emergency scene.
- 10.05** Any overtime work performed for less than 1 hour shall be computed in quarterly hour intervals.
- 10.06** Upon returning from an emergency scene while on overtime, overtime shall be continued where required for cleanup / report writing.
- 10.07** The regular hourly rate of pay shall be determined by dividing the employee's annual salary by 2080 hours where the average weekly hours are 42 and by 1950 in the case of those employees who work 37.5 hours per week.
- 10.08** When any employee is required to work overtime, such employee shall receive, at his option, either equivalent time off or payment for all such time worked in accordance with Article 10. The following procedure shall govern in the case of overtime worked by any employee.
- 10.08.1*** Upon completion of any overtime worked by him, or within 48 hours thereafter, such employee shall indicate in writing whether he elects to be paid for such overtime or take time off in lieu and such election shall be entered in the records of the Department; such time off may be banked to a maximum of 96 hours;
- 10.08.2** Periods of overtime for which the employee has elected to be paid shall be paid on the first payday of the following calendar month.
- 10.08.3** Where an employee requests time off in lieu of overtime worked, such time off shall be requested in advance. Such request for time off shall not be unreasonably denied.
- 10.08.4** An employee may after banking overtime elect to be paid any number of banked hours he wishes. Pay out shall be at the rate when earned and shall be made within the next pay period.
- 10.09** The Employer agrees that it will not reschedule time off or transfer employees between the operation division and support services division with a view to avoiding the payment of overtime.
- 10.10** The Employer may establish a standby list in order to have members available for call out. Members may place their names on the applicable list if they wish and will then be placed on a rotation so that all members on the list have an equal opportunity to be on standby. Members on standby shall be compensated at the rate of two (2) hours for each twenty-four (24) hours of standby. Members shall be on standby for seven (7) days at a time.

- 10.11 In the event no employees volunteer for standby, the Employer may rotate standby duty commencing with the junior employee.
- 10.12 Members on standby shall be provided with a vehicle to be parked at a station approved by the Employer.

ARTICLE 11 - SENIORITY

- 11.01 Seniority means the length of an employee's service, including periods of approved leave.
- 11.02 DEPARTMENTAL SENIORITY: The Employer shall establish and maintain a seniority list for the HRFES. For employees hired before April 1, 1996 the order of the seniority list shall be as agreed between the Parties. In the event two (2) or more employees are hired on the same day on or after April 1, 1996, their order on the seniority list shall be determined by their numerical order on the list from which they were hired.
- 11.03 SENIORITY OF OFFICERS: Seniority of officers within ranks shall be determined by the date the employee was promoted to the title he holds. In the event that two or more employees have the same date of permanent promotion, their seniority shall be determined by Departmental seniority.
- 11.04 SENIORITY FOR TRANSFERS: Transferring qualified personnel shall be determined by seniority. The senior person shall be given the option of transferring.
- 11.05 SENIORITY FOR DAILY SHIFTING: Shifting qualified personnel shall be determined by seniority. The senior person shall be given the option of shifting.
- 11.06 Newly hired firefighters shall serve a probationary period of 12 months actively at work from their date of hire in the position.
- 11.07 The Employer agrees within thirty (30) days of signing this Agreement that the Chief Director of Fire and Emergency Service shall have drawn up and thereafter maintain a list of all employees in the bargaining unit indicating thereon the seniority of each employee in the Department and in each of the classifications set forth in Appendix A1 and Appendix A2 hereto annexed. A copy of such list will be provided to the Union at the end of such thirty (30) day period. This list will be updated by the Department every year thereafter and a copy of such updated list provided to the Union.
- 11.08 An employee covered by this Agreement who has accepted a position that is excluded from this Bargaining Unit shall retain his seniority in the Bargaining Unit for a period not to exceed twelve (12) months from the date of appointment. In the event an employee returns to the Bargaining Unit during this period there shall be no layoffs or demotions in the Bargaining Unit specifically related to the returning employee.

- 11.09** Seniority shall be forfeited for the following reasons: Dismissal, Voluntarily leaving employment, Retirement, and ninety-one (91) days following voluntary transfer to another HRM Department. If an employee is subsequently re-employed who has lost his seniority, he shall begin as a new employee.
- 11.10** Seniority shall continue to accrue while a member is in receipt of LTD benefits, injury leave, sick leave, parental leave, military leave or suspension.

ARTICLE 12 - JOB SECURITY

- 12.01** The Employer agrees to maintain the employment of all employees who are employed with the Department at the time of signing this agreement, and who are members of the Union, for the duration of this Collective Agreement, except termination for just cause.
- 12.02** Should the Employer require a reduction in the work force, it shall give the Union six (6) months notice where possible. The Employer agrees to consult with the Union on the methods of reducing the work force of those members hired after the signing of this Collective Agreement.
- 12.03** The Employer and the Union agree that should there be an auxiliary force established, members shall be in the Bargaining Unit. The Employer shall meet with the Union at least six (6) months in advance to negotiate terms and conditions.
- 12.04** In the event of a lay-off, the employee with the least amount of departmental seniority, with the exception of civilian employees with special skills specific to the position, determined by the seniority list as outlined in Article 11.02, shall be laid off first. On recall, the employee with the most seniority, with the exception of civilian employees with special skills specific to the position, shall be recalled first.

ARTICLE 13 - CONTRACTING OUT

- 13.01** For the purpose of this Agreement, "Contracting Out" occurs only when positions in the bargaining unit are eliminated as a result of a transfer of a bargaining unit function to a new employer. Nothing in this article shall limit the Employer's right to contract out.
- 13.02** The Employer shall give the Union as much notice as reasonably possible when bargaining unit positions are intended to be contracted out.
- 13.03** Employees whose functions are contracted out and who do not exercise their bumping rights and who are not hired by the new employer shall receive one month of severance for every completed year of service to a maximum of fifteen months.

- 13.04** Employees entitled to severance in 13.03 may opt for either of the following:
- 13.04.1** a lump sum severance payment, in which case employees would forego seniority and recall rights; or
 - 13.04.2** payment of severance as salary continuance (with no continuation of any benefits), in which case employees would retain seniority and recall rights for the period of salary continuance.
- 13.05** Employees who commence re-employment before the expiry of the number of months calculated in 13.03 must receive approval from the Chief Director of Fire and Emergency Service and waive or reimburse the Employer any severance for the time remaining.
- 13.06** The severance in 13.03 includes all of the Employer's liabilities in relation to the loss of employment with the Employer as a result of the contracting out.

ARTICLE 14 - NON FIREFIGHTING WORK

- 14.01** No member of the Bargaining Unit except mechanical staff, shall be responsible for repairing fire apparatus.
- 14.02** Work other than normal station maintenance shall be voluntary.

ARTICLE 15 - TECHNOLOGICAL CHANGE

- 15.01** Technological change is defined as the introduction by the Employer in the workplace to changes in nature, type, or quantity of equipment, materials, methods of work, organization and/or operation that may effect one or more employees.
- 15.02** The Employer agrees to notify the Union nine (9) months in advance of any technological change that would result in any job loss within the Bargaining Unit. The Union shall be notified in writing of the following:
- 15.02.1** the nature of the technological change;
 - 15.02.2** the date such change is to take place;
 - 15.02.3** the number and classification of the employees likely to be effected by the technological change;

- 15.02.4** the effect that the technological change may have on the terms, conditions and future employment of the employees affected.
- 15.02.5** The number of jobs and job classifications to be created or abolished by the proposed technological change or reorganization.
- 15.03** In the event that any duties which are currently being performed by employees are transferred to civilian employees, then the Employer shall give voluntary recognition to the Union as the bargaining agent for such civilian employees and it shall be a condition of employment that all such civilian employees shall become and remain members in good standing with the Union.
- 15.04** The civilian employees referred to in 15.03 shall have such working conditions and benefits as are negotiated by the Employer and the Union. In the event the parties are unable to agree on the working conditions and benefits for such employees, then the matter shall be submitted to arbitration pursuant to the arbitration provisions of this agreement, and the decision of the arbitrator shall be final and binding on all parties.

ARTICLE 16 - RIOT WORK

- 16.01** Unless otherwise compelled by law, employees shall not be required to do Riot Work.

ARTICLE 17 - MUTUAL AID

- 17.01** The HRM Act provides that the Region may enter into an agreement with municipalities, villages, federal agencies, service commissions or persons, for giving assistance at fires and other emergencies outside the HRM boundaries, or for receiving such assistance within its boundaries.
- 17.02** All members of the bargaining unit will be provided with the salary and benefits of this collective agreement while assisting at fires and emergencies outside of the Municipality where such agreements are in effect.
- 17.03** Mutual aid agreements will not be used for the purposes of avoiding overtime.
- 17.04** No member of the bargaining unit shall be required to respond to any municipality, village, federal agency, service commission or person outside the HRM's boundaries which is involved in a legal strike or lockout of firefighters.

ARTICLE 18 - STATION POSTING*

- 18.01** The Employer may re-post core area employees within their platoon every three (3) years. Employees have the right to request a different posting at any time, which shall receive due consideration.
- 18.02** During the term of this agreement the Employer agrees to make every effort to give due consideration to employees who wish to remain within the area in which they were employed prior to amalgamation.

ARTICLE 19 - CLOTHING

- 19.01** The Employer shall supply on an as required basis clothing as outlined in Appendix C attached hereto and shall form part of this Agreement.
- 19.02** Employee's shall exchange items on a one for one basis except in cases where the Employee makes written application and said application is approved by the Employer..
- 19.03** Clothing damaged, contaminated or destroyed in the line of duty shall be replaced as soon as possible.
- 19.04** Protective clothing shall meet or exceed the NFPA standards current at the time of purchase except where mutually agreed to between the Union and the Employer.
- 19.05** The Employer shall ensure that access to sufficient amounts of replacement firefighting clothing will be maintained.
- 19.06** Employees shall receive an annual two hundred dollar (\$200.00) non-taxable Clothing Maintenance / Shoe Allowance, payable the first pay in June.
- 19.07** Bunker Gear shall be cleaned every six (6) months or as required, at no cost to the employee.
- 19.08** Every employee shall be issued a permanent photo identification card, which will be re-issued every three (3) years, or whenever a member changes job title.

ARTICLE 20 - STATION CLEANING

- 20.01** On duty members shall be responsible for the cleaning and general maintenance of areas frequented by operations personnel.

ARTICLE 21 - PERSONNEL FILES

- 21.01** The Employer agrees that, upon advance request, employees shall have access to, and copies of, all information which comprises their personnel file.
- 21.02** An employee shall, in a timely manner, be given the opportunity to examine, comment, and sign any documentation expressing dissatisfaction with his performance or conduct. A copy of said documentation will be supplied on request.
- 21.03** All letters of warning, criticism or reprimand will be removed from the employee's file after 24 months, provided no additional adverse reports are written within the 24 month period.

ARTICLE 22 - STATION SUPPLIES*

- 22.01** The Employer agrees to provide and maintain refrigerators/freezers, electric ranges, dishwashers, microwaves, VCR's, and cover fifty percent of the cost of televisions.

ARTICLE 23 - SAFETY COMMITTEE

- 23.01** The Employer shall establish and maintain a joint occupational health and safety committee in accordance with the Nova Scotia Occupation Health & Safety Act.
- 23.02** The committee shall consist of a minimum of four (4) and a maximum of six (6) members of the Union to be selected by the Union, and an equal number, if desired of non-bargaining unit personnel to be selected by the Employer. It is expected that the minimum term for membership on this committee will be two (2) years.
- 23.03** The committee shall forward all recommendations to the Chief Director of Fire and Emergency Service in a timely manner.
- 23.04** If the Chief Director of Fire and Emergency Service fails to act to the satisfaction of the committee on any recommendation within a reasonable period, the recommendations shall be submitted to the Department of Labour for binding resolution.

ARTICLE 24 - MEDICAL PERSONNEL AT EMERGENCY SCENE

- 24.01** The Employer agrees that, whenever possible, an ambulance with trained medical personnel and life support equipment shall be present at the scene of all working fires and/or suit-up operations involving dangerous goods.

ARTICLE 25 - RELIEF AT EMERGENCY

- 25.01** The Employer agrees that it has the responsibility to, where required, provide relief and rehabilitation of personnel at any emergency scene and at any other alarm which because of its nature or because of extreme weather conditions dictates such relief and rehabilitation.
- 25.02** If employees covered by this Agreement, are required to work at an emergency scene for more than four hours, they shall receive a meal.

ARTICLE 26 - DEPLOYMENT*

- 26.01** When on duty personnel are available the Employer shall make every reasonable attempt to staff apparatus at the rate of:
- 4 personnel per Engine
 - 4 personnel per Quint while being used as a Quint or Engine
 - 2 personnel per Quint while being used as an Aerial
 - 2 personnel per Aerial Device
 - 2 personnel per Tactical Support Unit
 - 2 personnel per Rescue Unit
 - 2 personnel per Tanker

ARTICLE 27 - SICK LEAVE

- 27.01** Sick leave means the time the employee is absent during normal working hours with full pay because he is sick or disabled, confined by Doctor's orders, due to exposure to a contagious disease, or under treatment by a physician, or dentist.
- 27.02** If requested by the Employer, employees claiming sick shall submit to appropriate examinations by physicians appointed by the Employer. Such physicians shall report to the Employer only on the employee's ability to report for work and to perform the required work. The Employer may require employee's on sick leave to be approved for full operational duties by a physician appointed by the Employer before returning for duty. Medical costs incurred by this clause shall be paid by the Employer.
- 27.03** Employees shall accumulate sick leave at a rate of 12 hours per month to a maximum of 1200 hours.
- 27.04** A list of individual sick leave credits shall be provided to each employee in January of each year.
- 27.05** Employees on leave, during which they accrue seniority, shall accrue sick leave.

- 27.06** If an employee should lose time as the result of a bona fide injury while on duty or in the execution of firefighting duties, the time lost shall not be considered as part of his sick leave. With respect to injury and sickness the availability of suitable alternative duties will be determined by the Employer in consultation with the employee, insurance carrier, and health professionals.
- 27.07** In the event an employee becomes injured off the job and does not have sufficient sick leave credits to carry him through the waiting period for LTD, the employer agrees to advance any necessary sick leave credits to bridge the employee until he is in receipt of LTD benefits, provided that LTD is applied for in a timely manner. Any advanced sick leave credits shall be repaid upon the employees' return to work at the rate of fifty percent (50%) of sick leave earned.
- 27.08** Members who served on the Bedford Fire Service immediately prior to April 1, 1996 and who did not receive compensation for their sick leave entitlement upon amalgamation shall maintain their sick leave entitlement. The amount shall be the lesser of a) their entitlement as at the signing of this Agreement or b) 1200 hours. Employees who did receive compensation shall begin to accumulate sick leave as of April 1, 1996.
- 27.09** Each employee who has accumulated the maximum allowable sick leave will accumulate an additional four (4) hours per month towards a single bargaining unit Terminal Illness Leave Bank. This bank shall accumulate to a total of 2080 hours, and may be used, at the Chief Director of Fire and Emergency Services' discretion, by any employee suffering from a terminal illness after his individual sick leave is exhausted. Access to such leave shall not be unreasonably denied.
- 27.10** Employees who served on the Dartmouth Fire Service immediately prior to April 1, 1996 and who have in excess of 150 days sick leave at the time of signing this agreement shall be paid out one half the number of the employees sick days in excess of 150 at their current rate of pay. The employee shall have the option of choosing the method of payment. Payment shall be made within ninety days of signing this agreement.

ARTICLE 28 - WELLNESS AND FITNESS

- 28.01** The employer and the Union recognize the importance of a comprehensive Wellness and Fitness Program that would improve the overall well being of the employee.
- 28.02** It is also jointly recognized that any such program shall be positive, not punitive in design; allow for age and position within the Department; allow for on-duty time participation utilizing facilities provided or arranged by the Employer; provide for rehabilitation and remedial support for those in need; and be reasonable and equitable to all participants.

28.03 To achieve such a program a Labour / Management Wellness and Fitness Committee shall be formed within ninety (90) days of the signing of this Agreement. The Committee shall consist of two (2) representatives from the Employer and two (2) representatives of the Union.

ARTICLE 29 - PREGNANCY AND PARENTAL LEAVE

29.01 Unpaid leave will be granted to all employees who qualify for such leave in accordance with Section 59 of the Labour Standards Act in effect at the time of signing this Collective Agreement and as may be amended from time to time. Notice requirements to access Pregnancy and Parental Leave will be as described in the Act. For ease of reference, Section 59 is reproduced as Appendix J to this agreement.

29.02 Subject to the provisions of the applicable pension plan, if the employee elects to make contributions to the pension plan for the period of such leave the Employer shall make its related Employer contributions to the plan.

ARTICLE 30 - SPECIAL LEAVE*

COMPASSIONATE LEAVE

30.01 When a death occurs to a member of the immediate family of an employee, such employee shall be granted compassionate leave with pay for a period not to exceed two consecutive twenty-four hour shifts in the case of operational employees, or four consecutive calendar days in the case of those working twelve hour shifts, or five consecutive calendar days for those working the eight hour shift, one of which shall be the day of the funeral to the extent that any or all of these days are normal working days.

30.02 Immediate family is defined as employee's spouse (common law equivalent), mother, father, brothers, sisters, sons, daughters, grand-parents, grand children, mother-in-law, father-in-law and step-parents.

30.03 One day's/shift compassionate leave with pay shall be granted to an employee for the purpose of attending the funeral of a grandparent-in-law, sister-in-law, brother-in-law, aunt or uncle, provided that such day is a normal working day.

30.04 Pay for the period of the compassionate leave as defined in this article will not be granted if the employee does not attend the funeral unless otherwise agreed.

30.05 In the event that some additional time is required for compassionate purposes, an employee may request additional days of leave and such additional days of leave may be granted by the Chief Director of Fire and Emergency Service or his designate.

FAMILY LEAVE

- 30.06** Employees requiring family leave may be granted time off at the discretion of the Chief Director of Fire and Emergency Service or his designate. Such leave will not be unreasonably withheld.

VOTING LEAVE

- 30.07** Employees are required to make every effort to make use of advance polls for municipal, provincial and federal elections so as to be able to vote on their day off. Those employees who must vote during working hours will be granted sufficient time to do so in accordance with applicable legislation.

MILITARY LEAVE

- 30.08.1** A minimum of two weeks continuous leave for military training or equivalent duty will be granted annually to employees who are members of the Reserve Force of the Canadian Forces. This leave may be in addition to annual vacation leave. This leave will be without pay but will be considered credited service and will not involve an interruption of benefits to which the employee is entitled. Special consideration will be given to employees requiring leave for military training exceeding 10 working days in any one year. Such additional leave will be subject to operational needs and will be subject to approval by the Chief Director of Fire and Emergency Service or designate.
- 30.08.2** A maximum of 12 months leave of absence without pay will be granted to employees who are members of the Reserve Force and are selected for extended, full-time service on peacekeeping or other missions. Employees will give the employer a minimum of 12 weeks advance notice of this leave.
- 30.08.3** During leave for extended military duties, no employee benefits will remain in effect. The employee will have the opportunity to accrue pensionable service while on the leave, based on the provision of the Halifax Regional Municipality sponsored pension plan they are participating in at the time of their leave. Employees will not accrue sick or vacation leave during this absence. For the purpose of determining future vacation entitlement, this leave will be considered as credited service.

ARTICLE 31 - VACATIONS AND TIME OFF IN LIEU*

- 31.01** All employees covered by this Agreement shall be granted annual vacation with pay. Time off in lieu for statutory holidays shall be granted to all employees who work a continuous shift rotation and are not entitled to the holiday off with pay. The time off in lieu for holidays (New Year's Day, Good Friday, Easter Monday, Victoria Day, Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day,

Boxing Day, or their successor day) shall be three (3) shifts which are to be added to vacation leave.

31.02 The vacation year is defined as January 1 to December 31 and non-operational employees shall be eligible for vacation benefits as follows:

31.02.1 During the first year of a day worker employee's continuous service, the employee shall receive vacation leave at the rate of one (1) day per month of service. For the remainder of the calendar year in which the employee attains one (1) year of continuous service, the employee shall be granted vacation leave at the rate of one and one-third days per month of service.

31.02.2 In the year in which the employee attains two (2) years of service to nine (9) years of service the employee shall receive three (3) weeks annual vacation with pay.

31.02.3 In the year in which the employee attains ten (10) years of service through nineteen (19) years of service the employee shall receive four (4) weeks annual vacation with pay.

31.02.4 In the year in which the employee attains twenty (20) years of service through twenty-four (24) years of service the employee shall receive five (5) weeks annual vacation with pay.

31.02.5 In the year in which the employee attains twenty-five (25) years of service and in each subsequent year the employee shall receive six (6) weeks annual vacation with pay.

31.03 The vacation year is defined as January 1 to December 31 and operational employees shall be eligible for vacation benefits as follows:

31.03.1 From commencement of permanent employment until the completion of one (1) full vacation year of continuous employment the employee shall receive vacation leave at the rate of one (1) shift for each three (3) months of employment. Time off in lieu of statutory holidays shall be pro-rated at the rate of one (1) shift for each four (4) months of employment.

31.03.2 In the year the employee attains two (2) years of service through four (4) years of service the employee shall receive five (5) shifts of annual vacation.

31.03.3 In the year the employee attains five (5) years of service through nine (9) years of service the employee shall receive six (6) shifts of annual vacation.

31.03.4 In the year the employee attains ten (10) years of service through fourteen (14) years of service the employee shall receive eight (8) shifts of annual vacation.

31.03.5 In the year the employee attains fifteen (15) years of service through nineteen (19) years of service the employee shall receive nine (9) shifts of annual vacation.

- 31.03.6** In the year the employee attains twenty (20) years of service through twenty-four (24) years of service the employee shall receive ten (10) shifts of annual vacation.
- 31.03.7** In the year the employee attains twenty-five (25) years of service and each subsequent year the employee shall receive eleven (11) shifts of annual vacation.
- 31.04** All non-operational employees shall pick vacations by seniority within their own divisions.
- 31.05.1** Vacations shall be submitted for final approval by January 15th to the Chief Director of Fire and Emergency Service or designate.
- 31.05.2** An operational employee upon approval of the Chief Director of Fire and Emergency Service or his designate may carry forward two (2) vacations shifts up to March 31 of the following year. This shall not affect regular vacation scheduling.
- 31.05.3** A non-operational employee upon approval of the Chief Director of Fire and Emergency Service or his designate may carry forward one (1) week vacation up to March 31 of the following year. This shall not affect regular vacation scheduling.
- 31.06** No employee shall lose vacation entitlement or statutory holiday entitlement as a result of job injury, being on LTD, hospitalization and/or recuperation from hospitalization, surgery and/or recuperation from surgery. The employee must submit proper documentation for reinstatement of vacation or statutory holiday entitlement. Employees who are off longer than six (6) months shall not earn vacation commencing at the end of said six (6) months.
- 31.07** In cases of unexpected immediate personal circumstances, the District Chief, Non-Core Chief or Manager of that employee may grant a request from an employee to select a day off and have such day charged to the employee's vacation. Such requests may be granted subject to operational requirements.

ARTICLE 32 - MEDICAL AND BENEFIT

Health and Insurance Benefits

- 32.01** The members of the bargaining unit will only be eligible to participate in the group benefits plans established by the Union. The plans cover Basic AD&D, Basic Life and Dependant Life, L.T.D., Supplementary Health and, Dental. The Employer will forward to the agent of the Union on the Union's behalf a lump sum amount, to be paid in monthly installments, equivalent to one and one-half percent (1.5%) of the total bargaining unit base salary as determined on November 1st of each year of the collective agreement plus five hundred dollars (\$500.00) per member with family health or dental coverage and two hundred dollars (\$200.00) per member with single health or dental coverage. This is the

maximum amount payable by the Employer to the fund of the Union. In no case shall the Employer contribute more than fifty percent (50%) of the total actual annual cost of the Union plans, excluding reserves. Any overpayment shall be refunded to the Employer by the Union as per Appendix K “Reconciliation”.

- 32.02** The Employer must have access to the financial details of the plan to which it contributes. This would include the master contract, annual reports showing details of claims, administration expenses (inclusive of claims administration, general administration, premium tax and commissions), and reserves.
- 32.03** In the event that coverage for the Union ceases for any reason, a re-entry to group plan of the Employer will be subject to the terms and conditions as established by the Employer.
- 32.04** Retirement benefits for employees who retire on or after the implementation of the Union plan is the responsibility of the Union. The Halifax Regional Municipality does not cost share any group health or insurance benefits for retirees.
- 32.05** The Union will administer its own plan. The Employer will no longer provide any administrative services other than making appropriate payroll deductions as advised by the Union or its agent.

On the Job Injuries

- 32.06** The Union will put in place coverage for occupational injuries as previously discussed and will confirm the detail in writing. The Employer will opt out of Nova Scotia Workers’ Compensation Act coverage for Union members within sixty (60) days of signing the collective agreement.
- 32.07** On a monthly basis the Employer will forward to the agent on the Union’s behalf a payment based on the “Workers’ Compensation Board Industry Rate” for Fire Fighters which is presently \$2.28 per \$100.00 of WCB assessable payroll. In the event that the Industry Rate should exceed \$2.28 per \$100.00, the Employer will not be obligated for paying more than at the \$2.28 rate aforementioned. In the event that the Industry Rate should be less than the \$2.28 aforementioned, the Employer will only be responsible for paying the lesser amount. Payment of this amount is the Employers total liability with regard to occupational injury or illness which would otherwise be covered under the Workers’ Compensation Act as amended from time to time.
- 32.08** If requested by the Employer, employees on injury leave will submit to appropriate examinations by physicians appointed by the Employer. Such physicians will only report to the Employer on the employee’s ability to perform the job. The Employer may require employees on injury leave to be approved for full fire service duties by a physician appointed by the Employer before returning to duty.

- 32.09** The Employer will have the ability to provide, to the insurance carrier, information which it feels is relevant to each claim.
- 32.10** Employees will not pursue any civil action against the Employer and the employees will hold the Employer harmless for any injury or illness received on duty which would otherwise be covered under the Workers' Compensation Act, as amended from time to time.

ARTICLE 33 - SURVIVOR'S BENEFITS

- 33.01** In the event of the death of an employee as a result of injuries received while carrying out their duties, his surviving spouse, shall receive seventy percent (70%) of the annual salary that the employee would have received if he were still alive and still holding the same rank as he had at the time of his death. Therefore the surviving spouse shall receive seventy percent (70%) of any pay increases received by the deceased employee's rank after his death.
- 33.02** Notwithstanding the above, any amount received by the surviving spouse under this article shall be reduced by the amount received under CPP, Occupational Injury Insurance, and Pension, excluding lump sum insurance payments.
- 33.03** The surviving spouse shall receive the survivor's benefit until death or until the surviving spouse remarries or enters into a common law relationship. If there is no surviving spouse or the spouse becomes ineligible, a child or children shall receive the survivor's benefit until they reach eighteen (18) years of age; children continuing to attend university, trade or vocational school full time may continue to receive the benefit until twenty-five (25) years of age.
- 33.04** The Employer agrees to pay all reasonable funeral expenses for all members of the Fire Department who die while on duty, or who die at any time subsequent to injuries sustained while on duty, or as a result of executing firefighting duties.

ARTICLE 34 - PRE-RETIREMENT

- 34.01** After ten years of continuous service and upon retirement or death, employees shall be entitled to paid leave for the period immediately prior to retirement, calculated on the basis of three calendar days per year, up to a maximum of 90 calendar days, or calculated on the basis of fifty percent of sick leave entitlement, whichever is greater.
- 34.02** Employees entitled to receive pre-retirement leave may elect to work all or a portion of the pre-retirement leave period and receive a lump sum payment for the period worked.

Where the lump sum option is selected, this amount shall be paid at retirement and shall not affect pension amounts.

34.03 Members who served on the Bedford Fire Service immediately prior to April 1, 1996, and who did not receive compensation for their sick leave buyout due to amalgamation shall be entitled to the to the pre-retirement leave in 34.01 for all service to the Employer and the Bedford Fire Service.

34.04 Members who served on the Bedford Fire Service immediately prior to April 1, 1996, and did receive compensation for their sick leave due to amalgamation shall be entitled pre-retirement leave in 34.01, but shall only be given credit for sick leave accumulated after April 1, 1996.

ARTICLE 35 - PENSION PLAN

35.01 All Pension Plans in place at the signing of this collective agreement shall remain in place and continue to be active at least until a new HRM Pension Plan is established. Upon the establishment of a Halifax Regional Municipality Pension Plan, employees in the bargaining unit at the signing of this collective agreement will have the following options:

35.01.1 Continue to participate and contribute to the Pension Plan in which they were members at the signing of this collective agreement or, if such Plans cease to exist independent of the HRM Plan, to join the HRM Plan and participate and contribute under the Section which provides benefits and a contribution structure which mirrors their existing Plan.

(For clarity, the intention is to ensure that employees have the choice to retain their current form of pension plan design. Whether this is in or out of the HRM Plan is yet to be determined. If this takes place within the structure of the new HRM Plan, this would be open only to employees in the bargaining unit at the signing of this collective agreement and benefits accrued under the old Plans would be contained in a Section of the new Plan designed for that purpose.)

OR

35.01.2 Join the Halifax Regional Municipality Pension Plan and accrue benefits on a go-forward basis from that date, with the following two options for past service:

35.01.2.1 Terminate membership in the Pension Plan in which they were members at the signing of this collective agreement and convert benefits accrued in the previous Plan into actuarially equivalent benefits in the new HRM Plan;

OR

35.01.2.2 Continue membership in the Pension Plan in which they were members at the signing of this collective agreement and retain only those benefits accrued up to the date on which they joined the new HRM Plan.

(For clarity, if the old Plans cease to exist independent of the HRM Plan, this option would provide retention of benefits accrued under the old Plans in a Section of the HRM Plan.)

Employees must elect option 35.01.1, 35.01.2.1 or 35.01.2.2 within 12 months of the establishment of a Halifax Regional Municipality Pension Plan.

35.02 All employees hired after the signing of this collective agreement, but before the establishment of the HRM Pension Plan shall become members of the existing City of Halifax Pension Plan and shall, upon establishment of the HRM Plan, convert benefits accrued in City of Halifax Plan into actuarially equivalent benefits in the new HRM Plan.

35.03 All employees hired after the establishment of the HRM Pension Plan shall become members of the HRM Pension Plan.

35.04 The Region agrees that there will be no amendment to any Pension Plan which alters the pension benefit or contribution level for any member of the bargaining unit without the consent of the Union. However, the Parties agree that a change in benefit levels, or some combination of changes to benefit and contribution levels, may be necessary, from time to time, to meet the Plan funding requirements, as determined by the Plan actuary. However, if no agreement is reached on such changes, the Parties agree that contribution levels shall be adjusted to meet the Plan funding requirements **and** the Union shall consent to such amendments as are necessary to accomplish this.

ARTICLE 36 - LEAVE OF ABSENCE WITHOUT PAY

36.01 Subject to the operational requirements of the department, the Employer shall grant leave of absence, up to 12 months, to an employee who applies for leave for the purpose of study, research, travel or attendance to personal affairs.

36.02 An application for leave of absence without pay shall be submitted to the employer three (3) months prior to the commencement of the leave. Such leave shall be granted or denied no less than one month before leave is to commence.

36.03 Upon return from a leave of absence, the employee shall be reinstated to the position held by him immediately prior to going on leave of absence subject to being able to meet any new requirements of the position within a reasonable period of time.

36.04 A leave of absence pursuant to this article shall be without pay, however, it is also agreed that any pension or employee benefits may be continued as long as the applicable plans permit. However such employee on leave must bear the full cost of such benefits.

ARTICLE 37 - DEFERRED SALARY LEAVE PLAN

37.01 The Employer shall allow employees with five (5) years, or more, service with the Employer to take a one year leave of absence financed by the employee by deferral of salary. Employees must make written application to the Employer six (6) months before the deferral is to commence, requesting permission to participate in the plan. Written acceptance, or denial, of the employees request, with an explanation, shall be forwarded to the employee no later than one (1) month from the date of written application. Approval of individual requests to participate in the plan shall rest solely with the Employer. Refusal by the Employer to approve an application shall be final and non-grievable.

37.02 The payments of salary, benefits, and the timing of the one year leave of absence shall be as follows:

37.02.1 In each year of the plan preceding the year of the leave, an employee shall be paid a reduced percentage of his applicable annual salary. The remaining percentage of annual salary shall be deferred and this accumulated amount, plus interest earned, shall be retained by the Employer and paid to the employee during his year of leave,

37.02.2 The percentage of annual salary deferred in any one (1) year shall not be less than five (5) percent,

37.02.3 The calculation of interest under this plan shall be done monthly, not in advance. The interest paid shall be calculated by averaging the interest rates in effect on the last day of each month of a true savings account, a one (1) year term deposit, a three (3) year term deposit, and a five (5) year term deposit. The rates for each of the accounts identified shall be those quoted by the main branch in Nova Scotia with which the Employer deals. Interest shall be calculated as above and credited to the employees account on the day prior to each of the regular pay dates of the employee.

37.03 While an employee is enrolled in the plan and not on leave, any benefits tied to salary level shall be structured according to the salary the employee would have received had he not been enrolled in the plan.

37.04 An employees benefits shall be maintained during his leave of absence, however, the premium costs of all benefits shall be paid by the employee during the year of leave. While on leave, any benefits tied to salary shall be structured according to the salary the employee would have received in the year prior to taking the leave had he not been enrolled in the plan

- 37.05** Sick leave credits shall not accumulate, and cannot be used during the year spent on leave.
- 37.06** Pension deductions shall be continued during the year spent on leave. The year of leave shall be a year of pensionable service, and firefighting service, Pension deductions shall be made on the salary the employee would have received had he not entered the plan or gone on leave.
- 37.07** Upon return of leave, the employee shall be assigned to his same position prior to the leave, supervisory position, or if due to departmental downsizing the employees position no longer exists, the employee shall be governed by the appropriate terms of this Agreement.
- 37.08** An employee may withdraw from the plan three (3) months prior to which the leave is to commence. The Employer shall respond to the employee within one (1) month of the employees application to withdraw.
- 37.09** If the employee withdraws from the plan he shall be paid one lump sum adjustment equal to any monies deferred plus interest accrued. Repayment shall be made as soon as possible within sixty (60) days of withdrawal from the plan.
- 37.10** Should an employee die while participating in the plan, any monies accumulated plus interest accrued at the time of death shall be paid to the employees estate.
- 37.11** Employees laid-off, discharged, or terminated while enrolled in the plan shall be required to withdraw. Repayment of monies shall be in accordance with Article 37.09.
- 37.12** All employees wishing to participate in the plan shall be required to sign the approved contract included in Appendix B before final approval for participation is granted. Contract provisions including percentage of salary and year of leave may be amended by mutual agreement between the employee and the Employer. Where an employee requests an amendment to his deferred salary leave contract the Employer shall respond to the employee within thirty (30) days.
- 37.13** The Employer cannot be involved or held responsible for actions taken by another party concerning the use of this plan.

ARTICLE 38 - TRANSPORTATION

- 38.01** If an employee is required to use his vehicle for departmental business, he shall be compensated at the greater of HRM policy or five (5) dollars per shift. If an employee is required to use alternate transportation they shall be compensated for all cost incurred.
- 38.02** Employees are responsible for their own transportation when reporting to their assigned place of work when notified at least one shift in advance.

ARTICLE 39 - EMPLOYEE PARKING

39.01 Where available, the employer shall provide parking during the term of this Agreement at no cost to employees, at the station to which they are assigned while on duty.

ARTICLE 40 - TRAINING

40.01 The Employer shall recognize the need for training opportunities to enable each employee covered by this Agreement to improve his knowledge and skills to equip himself for future positions within the HRFES

40.02 All employees directed to give or take Fire Department Training within the Fire Department during off duty hours shall be paid at the rate according to Article 10 hereof.

40.03 All non mandatory courses/training approved/sanctioned by the employer shall be made available to all interested employees. Where more than one employee meets the course prerequisites seniority will be the governing factor in making the final selection of employees to attend such courses. Employees selected to attend will be compensated at the rate of straight time or time off in lieu at the Employers discretion. The Union secretary shall receive a copy of all course postings. This clause shall not apply for education covered in Article 42.

40.04 All mandatory training shall be done during normal working hours. If this is not possible and the member volunteers to come in on their time off they will be compensated at straight time, or time off in lieu, for all hours worked.

40.05 Employees requesting time off for courses shall follow departmental policy.

40.06 The Employer agrees to maintain an amount of money in its annual budget for training and continuing education opportunities for courses to its employees.

40.07 The Employer shall be permitted to reschedule the Regular Shift Pattern of any employee for the purpose of training and/or upgrading for a period not to exceed two (2) consecutive weeks in any six (6) month period, or for one three (3) consecutive week period in any twelve (12) month period, Employee shifts shall be rescheduled to assure that the training week does not exceed 37.5 hours during a five (5) day period. It is further agreed that any employee, regardless of the Platoon to which he is attached, shall not report for regular duty 48 hours preceding and a minimum of 48 hours following the week he is assigned for training. All training weeks shall commence on Monday and terminate on Friday. Whenever possible, employees so assigned shall be notified 10 shifts in advance, in writing, and a copy sent to the Union secretary.

40.08 All employees who apply for training/education shall have their application recorded in their personnel file.

ARTICLE 41 - EXTREME WEATHER

41.01 Where outside drills, inspections and other outside non emergency duties, testing or evaluations are necessary during extreme weather conditions, every reasonable precaution shall be taken to limit the duration of such testing or evaluation.

ARTICLE 42 - EDUCATION REIMBURSEMENT

42.01 The Employer agrees to reimburse all employees covered by this Agreement for any costs incurred for books, fees, and tuition upon successful completion of any approved education related to the fire service, all education necessary to complete degrees in fire service areas, and any education related to career advancement. Agreement of reimbursement shall be provided to the employee in writing within a reasonable time prior to the employee registering for the education. Agreement of reimbursement shall not be withdrawn once it has been given. Reimbursement shall be supplied within twelve (12) months of submission of receipts.

ARTICLE 43 - CAREER ADVANCEMENT

43.01 At any stage of an individual's career, the individual has the right to request the necessary information and relevant study materials from the HRFES to advance their career. It is understood that it is the responsibility of the individual to obtain the necessary skills and/or courses necessary to move their career forward. The Union and Management acknowledge the importance of continuing education opportunities offered to its employees. Employees shall be reimbursed upon successful completion of a course. When applying for reimbursement, reimbursement shall be in accordance with article 42.01.

43.02* All members of the Union shall maintain their position as it relates to this article at the signing of this Collective Agreement.

43.03 Advancement within Articles 43.04 through 43.07 will be subject to the successful attainment by the employee of the HRFES standard for each level of Firefighter. The establishment of reasonable standards is the exclusive function of the Employer. If the employee fails to attain the required standard, the employee shall be required to meet the standards of the HRFES no later than twelve (12) months after his failure.

43.04 Probationary Fire Fighter(s) shall be entitled to the pay and benefits for the position as outlined in the Collective Agreement. The probationary period for all probationary

firefighters is 12 months from date of hire. The probationary period may be extended an additional 6 months and the reasons for the extension shall be fully explained to the probationary firefighter.

- 43.05** Subject to the provisions of 43.03, any firefighter who has successfully completed a minimum of one (1) year of permanent full time active service shall be promoted to the rank of Firefighter Level 3 as outlined in this Collective Agreement.
- 43.06** Subject to the provisions of 43.03, any firefighter who has successfully completed a minimum of two (2) years of permanent full time active service shall be promoted to the rank of Firefighter Level 2 as outlined in this Collective Agreement.
- 43.07** Subject to the provisions of 43.03, any firefighter who has successfully completed a minimum of three (3) years of permanent full time active service shall be promoted to the rank of Firefighter Level 1 as outlined in this Collective Agreement.
- 43.08.1** Any firefighter who has successfully completed six (6) years of permanent full time service as a Firefighter Level 1 in the HRFES shall be eligible to qualify for the rank of Senior Firefighter.
- 43.08.2** The Senior Firefighter test shall be conducted in the station by the Captain and shall consist of one hundred (100) multiple choice questions based on the IFSTA Essentials manual. Qualification as Senior Firefighter shall be subject to the Employee passing a qualifying test with a minimum score of 70%.
- 43.08.3** Subject to 43.08.2 Senior Firefighter classification shall commence on the anniversary date of the Employee completing ten (10) years of service.
- 43.08.4** Those employees eligible for Senior Firefighter classification as of November 1, 1997, shall have their pay for the position made retroactive to November 1, 1997 upon successful completion of the Senior Firefighter test.
- 43.08.5** Employees who initially fail to qualify shall have an opportunity do to so within three (3) months.
- 43.08.6** Employees referred to in 43.08.4 who initially fail to qualify shall have an opportunity do to so within three (3) months. If they successfully qualify they shall have their pay for the position made retroactive to November 1, 1997
- 43.08.7** If an employee fails to qualify for Senior Firefighter prior to the anniversary date of completing his tenth year of service he shall not be eligible to qualify for Senior Firefighter for thirty-six (36) months.
- 43.08.8** Senior Firefighters shall requalify for the position every three (3) years.

- 43.09** Fire Officer Eligibility: To compete for the position of Lieutenant Level 2 a Firefighter Level 1 must be in his sixth (6th) year of permanent full time service with the HRFES as a Firefighter Level 1 in the year the competition is held.
- 43.10*** The Fire Officer selection process for the Operations division will be held every three (3) years in the month of February or as required. The promotional process for the Training and Fire Prevention divisions will be held on an as required basis. The Employer shall issue a notice a minimum of one hundred and eighty (180) days before any competition listing the relevant study materials to be used for the competition. The process will consist of three phases;
- 43.10.1** Written Exam: Questions for this exam shall be obtained from the relevant materials in effect at the time of the exam. Candidates must obtain a minimum score of seventy percent (70%) to pass, For Fire Officers competing for the positions above the rank of Lieutenant Level 1, this phase of the Fire Officer Selection Process shall be waived.
- 43.10.2** Situation Exam: Criteria for each situation shall be identical for each candidate. This portion of the process shall simulate situations that the candidate may encounter along with the required paperwork for which he is responsible in each situation. Criteria for the exam shall be established before the exam being conducted. Candidates must obtain a minimum score of seventy percent (70%) to pass.
- 43.10.3** Interview: All questions to be used in this phase shall be established by management before the interview and be the same for each candidate and shall be relevant to the position being applied for. Candidates must obtain a minimum score of seventy percent (70%) to pass.
- 43.11** Upon completion of the Fire Officers Selection Process all candidates shall be given the opportunity to review their individual test papers and score sheets before the establishment of the promotional list. After all candidates have had the opportunity to review their scores, the successful candidates shall be placed on the promotional list and promoted in the order of Departmental Seniority for Lieutenant 2 and by Officer Seniority for Captain 2 in accordance with Article 11.
- 43.12** Candidates on a promotional list who fail to receive a promotion before the expiration of the list shall be entitled to carry forward his name for one additional competition. However, the candidates position on the list may be affected by the seniority of other successful candidates participating in the competition.
- 43.13** Employees who have qualified for an officers position and have their name on a current promotional list may act in that position, at either level, when required. If an employee is required to perform the duties of the rank of Lieutenant and above, he shall receive the Level 2 rate of pay. If an employee covered by this agreement is required to temporarily perform the duties of a lower classification because of injury or sickness, he shall receive the salary of his permanent rank.

- 43.14** Lieutenant / Fire Prevention Officer Level 2: Successful Officer candidates shall be promoted to Level 2 officers for their respective divisions, where a vacancy exists, in accordance with article 43.18 and be paid the applicable rate.
- 43.15** Lieutenant/ Fire Prevention Officer Level 1 : Any level 2 Officer from Article 43.14 who has successfully completed one (1) permanent full time year in the rank with the HRF&ES and has completed Lieutenant Level 2 as outlined by the HRFES for his respective division shall be promoted to Lieutenant Level 1.
- 43.16** Captain Level 2: Any Level I Officer from Article 43.15 who has successfully completed two (2) permanent full time years in the rank with the HRFES and has completed Lieutenant Level 1 as outlined by the HRFES for his respective division may apply to compete for Level 2 Captain for their respective division in accordance with Article 43.10. Successful Officer Candidates shall be promoted to Captain Level 2 for their respective divisions in accordance with Article 43.18.
- 43.17** Captain Level 1 : Any Level 2 Officer from Article 43.16 who has successfully completed one (1) permanent full time year in the rank with the HRFES and has completed Captain Level 2 as outlined by the HRFES for his respective division shall be promoted to Level 1 Captain.
- 43.18** When a vacancy occurs within the HRFES in an Officers position that the Municipality intends to fill, the person on the top of the respective list shall be recommended to the Chief Director of Fire and Emergency Service or his designate to fill that vacancy. Such vacancies shall be filled within fifteen (15) days of the position becoming vacant, provided there is a qualified person on the list, that was (is) in effect at the time the promotion originally became vacant. If for any reason the appropriate candidate is not promoted within the time period specified in this article that candidate, upon receiving his promotion, shall receive all back pay from the time the vacancy for that rank first occurred. The candidate shall also have his seniority in the rank adjusted to when the promotion should have been made. Should an employee refuse a promotion when his turn for promotion arrives, his name shall be removed from the current promotional list.
- 43.19** The Union has the right to grieve the promotional process if it feels the promotional process was conducted outside the parameters set forth in this Collective Agreement.

ARTICLE 44 - SALARIES

- 44.01** Salaries for all employees covered by this Agreement shall be set out in Appendix A1 and Appendix A2 attached hereto. The amounts shown are bi-weekly and will be paid every Thursday on a bi-weekly basis.
- 44.02** Cheque stubs will be made available in sealed envelopes and will not show bank account numbers.

44.03 All employees shall be paid by way of direct deposit. Those employees currently receiving cheques shall, by December 31, 1997 provide the Employer with an account number for direct deposit by way of a void cheque.

ARTICLE 45 - INTERNAL TRANSFERS

45.01 Transfers will be based on seniority from the IAFF / Halifax Regional Municipality lists.

45.02 The Union and the Employer agree that when a vacancy occurs within the Core in a Firefighters position, first consideration shall be given to Non-Core Firefighters to fill that vacancy. A minimum of fifty percent (50%) of vacancies within the Core shall be filled with Non-Core Firefighters taken by seniority. No more than fifty percent (50%) of Non-Core employees shall transfer within any twelve (12) month period.

45.03 If more than one (1) employee in a particular station are in a position to be transferred at the same time, the senior Firefighter will be afforded the opportunity to leave. The new recruit will be given a one (1) month orientation period with the paid staff prior to the next senior Firefighter transferring.

45.04 In the stations with one (1) Firefighter on duty per shift, the new recruit shall serve a one (1) month orientation period with the paid staff prior to the senior Firefighter being transferred.

45.05 Vacancies in the Non-Core area may be filled with either Core or Non-Core employees, where there are sufficient employees willing to fill such vacancies. Departmental seniority for Firefighters, and Officers seniority for Officers, shall be the governing factor with respect to transfers. Upon request, due consideration based on operational requirements shall be given to those requesting to fill the vacancy.

45.06 No employee shall have his transfer delayed for orientation purposes as it relates in Articles 45.03 and 45.04 by more than a maximum of two (2) additional months after the initial month. All orientation time will count as part of the six (6) month probationary period for the transferring Firefighter.

45.07 When Core employees fill vacancies in the Non-Core, they shall maintain their current classification at the Non-Core rate of pay, and be subject to Article 43 for future career advancement. Such employees shall commit to a minimum three (3) years service in the Non-Core area. Such employees shall serve a probationary period of six (6) months.

45.08 When Non-Core employees fill vacancies in the Core, they shall be classified as Core Firefighter Level 2. Such employees shall serve a probationary period of six (6) months.

45.09 Employees in 45.08 who have successfully completed their probationary period shall qualify as Core Firefighter Level 1.

- 45.10** Employees in 45.09 who meet the prerequisites for Senior Firefighter shall be given the opportunity to qualify as such after obtaining Core Firefighter Level 1, and in accordance with Article 43.08 thereafter.
- 45.11** Employees who return to the Non-Core during their probationary period shall not be able to reapply for transfer to the Core for a period of three (3) years. Such returning employees will return to their previous classification and be given due consideration for their previous zone and station.
- 45.12** If an employee passes up an opportunity to transfer to the Core, he shall maintain his position on the seniority list for a future transfer.

ARTICLE 46 - GENERAL

- 46.01** It is agreed that Employment Insurance rebates owed to employees shall be paid directly to the employee in the month following the verification of the total annual employee's share of the rebate.

ARTICLE 47 -LEGAL PROCEEDINGS

- 47.01** Any member of the bargaining unit required to appear for legal proceedings for the HRM during off-duty hours shall be paid under the existing overtime provisions in accordance with Article 10.
- 47.02** Whenever an employee is required to act as a juror, or required by subpoena or summons to be a witness for the Crown or before an arbitrator or umpire or a person or body of persons authorized by law to make an enquiry and to compel the attendance of witnesses before it during their regular hours of work, such time from work shall be considered time worked. The employee will receive his regular wages, less any fees paid by the courts.

ARTICLE 48 - LEGISLATION COURT ACTION

- 48.01** If any provision of this Agreement, or the application of such provision should be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effect.

ARTICLE 49 - LEGAL AID AND PROTECTION

- 49.01** The Employer shall provide at no cost to the employee and/or group of employees defence and Counsel chosen by the Employer whenever any non criminal proceeding (e.g.



Civil, Magisterial inquiry, coroner's inquest, etc.) is brought against and/or involving the employee and/or group of employees as a result of the employee(s) performance or purported performance of his/their duties. This obligation on the Employer shall continue until the matter is settled or finally resolved by the judicial process. The Employer shall have the right to settle civil proceedings at any stage, however such settlement shall be at no cost to the employee. Should the Employer settle, it shall be done in such a manner as to have no adverse effect on the employee(s).

- 49.02** If the proceedings involved results in an award of damages the Employer shall indemnify the employee and/or group of employees from all damages and cost relating to such damage award and hereby waives any claim that it may have against the employee(s) in such circumstances.
- 49.03** Each employee shall have the right to retain an additional Counsel of his own choice at his own expense.
- 49.04** When an employee, while operating a vehicle and/or on behalf of the employer is involved in a collision or accident, the employee shall be entitled to receive his normal compensation during the time the collision or accident is being investigated.
- 49.05** It is expressly understood that this article does not apply to any procedure involving discipline, grievance, arbitration or any proceedings arising therefrom.
- 49.06** The Employer agrees to provide no less than the existing Liability Insurance Coverage for any member of the bargaining unit.

ARTICLE 50 - NO STRIKE OR LOCKOUT

- 50.01** The Union agrees that there shall be no strike during the term of this Agreement and the Employer agrees that there shall be no lockout during the terms of this Agreement, the words "strike" and "lockout" as defined in the Trade Union Act.

ARTICLE 51 - DURATION & TERM

- 51.01** Subject to Article 51 of this Agreement and all of its provisions shall be deemed to have come into full force and effect November 1, 1997 and shall continue in full force and effect until the 31st day of August, 2000 and thereafter from term to term unless either the Employer or the Union shall give notice to the other as herein provided, it desires that this Agreement shall be revised, modified, amended, or terminated or that the terms and conditions of a new agreement be negotiated to replace this Agreement.

- 51.02.1** Such notice to be effective must be in writing and served in the following manner:
- 51.02.2** If given by the Employer it must be served either by personal service or registered mail, upon the President or Secretary of the Union.
- 51.02.3** If given by the Union, it must be served either by personal service or registered mail, upon the Employer.
- 51.02.4** It must be served upon the President or Secretary of the Union, or upon the Employer, whichever is applicable, ninety (90) days prior to the expiration of this Collective Agreement.
- 51.03** Failure to serve such notice in the aforementioned manner shall cause the Collective Agreement to remain in force year by year until notice is given.

ARTICLE 52 - BENEFIT & BINDING

- 52.01** This Agreement and everything contained herein shall enure to the benefit of and be binding upon the parties hereto, their successors and assigns, respectively.

ARTICLE 53 - RETROACTIVITY

- 53.01** All compensation (pay and benefits) shall be retroactive to November 1, 1997, and all other items shall be effective the date of signing of this collective agreement.

ARTICLE 54 - COPIES OF AGREEMENT

- 54.01** The Employer agrees to have printed in booklet form sufficient copies of this collective agreement for distribution to all employees and management personnel, at the expense of the Employer. (within 120 days of signing)

NON-CORE ADDENDUM

The body of this Collective Agreement shall apply to the Non-Core areas of the HRFES with the exceptions of the following articles or parts thereof.

DEFINITIONS

Shifting - Shall mean the day to day moving of an employee within their own zone.

ARTICLE 7 - GRIEVANCE PROCEDURE

All reference to District Chiefs, Managers and/or General Manager of Operations or Support Services shall be replaced by applicable Non-Core Chiefs.

ARTICLE 9 - HOURS OF WORK

9.02 The normal working schedule for operational employees shall be as mutually agreed between the Union and the Employer. Agreement shall not be unreasonably withheld.

ARTICLE 10 - OVERTIME

10.08.1 Upon completion of any overtime worked by him, or within 48 hours thereafter, such employee shall indicate in writing whether he elects to be paid for such overtime or take time off in lieu and such election shall be entered in the records of the Department; such time off may be banked to a maximum of four (4) shifts;

ARTICLE 18 - STATION POSTING

18.01 The Employer may re-post employees every three (3) years. Employees have the right to request a different posting at any time, which shall receive due consideration. Employees may be posted within their zone for training purposes not to exceed a total of twelve (12) weeks within any twelve month period.

18.02 During the term of this agreement the Employer agrees to make every effort to give due consideration to employees who wish to remain within the zone in which they were employed prior to amalgamation.

ARTICLE 22 - STATION SUPPLIES

22.01 The Employer agrees to continue to provide access to kitchen facilities, televisions and VCR's as per current practice.

ARTICLE 26 - DEPLOYMENT

This article shall not apply to the Non-Core areas of the HRFES

ARTICLE 30 - SPECIAL LEAVE

Employees shall take special leaves as per Core Employees working similar shifts.

ARTICLE 31 - VACATIONS AND TIME OFF IN LIEU

Employees shall take vacations as per Core personnel working similar shift patterns.

ARTICLE 43 - CAREER ADVANCEMENT

43.02 Employees of the Union at the time of signing this agreement shall maintain their position as it relates to this article. If any members do not meet the required standards, as agreed to with the Union, they shall meet such standards within twelve (12) months of being given notice.

43.10 The Fire Officer selection process for the Operations division will be held every three (3) years in the month of February or as required. The promotional process for the Training and Fire Prevention divisions will be held on an as required basis. The Employer shall issue a notice a minimum of one hundred and eighty (180) days before any competition listing the relevant study materials to be used for the competition, The process will consist of three phases;

APPENDIX A1

CORE SALARIES

Position	Rate	Nov1/97	May 1/98	Jan 1/99	Sept 1/99	Mar 1/2000
Probationary Firefighter	55%	22,770.00	23,430.00	24,035.00	24,640.00	25,300.00
Firefighter Level 3	70%	28,980.00	29,820.00	30,590.00	31,360.00	32,200.00
Firefighter Level 2	85%	35,190.00	36,210.00	37,145.00	38,080.00	39,100.00
Firefighter Level 1	100%	41,400.00	42,600.00	43,700.00	44,800.00	46,000.00
Senior Firefighter	102%	42,228.00	43,452.00	44,574.00	45,696.00	46,920.00
Stores Person	70%	28,980.00	29,820.00	30,590.00	31,360.00	32,200.00
Maintenance Technician	90%	37,260.00	38,340.00	39,330.00	40,320.00	41,400.00
Mechanic	90%	37,260.00	38,340.00	39,330.00	40,320.00	41,400.00
2nd Leadhand Mechanic	102%	42,228.00	43,452.00	44,574.00	45,696.00	46,920.00
Leadhand Mechanic	106%	43,884.00	45,156.00	46,322.00	47,488.00	48,760.00
Fire Prevention Officer Level 2	106%	43,884.00	45,156.00	46,322.00	47,488.00	48,760.00
Fire Prevention Officer Level 1	111%	45,954.00	47,286.00	48,507.00	49,728.00	51,060.00
Lieutenant Level 2	106%	43,884.00	45,156.00	46,322.00	47,488.00	48,760.00
Lieutenant Level 1	111%	45,954.00	47,286.00	48,507.00	49,728.00	51,060.00
Captain Level 2	116%	48,024.00	49,416.00	50,692.00	51,968.00	53,360.00
Captain Level 1	121%	50,094.00	51,546.00	52,877.00	54,208.00	55,660.00

Training and Fire Prevention personnel are deemed to be Lieutenants/Fire Prevention Officers or Captains, as the case may be.

APPENDIX A2**NON-CORE SALARIES**

Position	Rate	Nov1/97	May 1/98	Jan 1/99	Sept 1/99	Mar 1/2000
Probationary Firefighter	55%	22,770.00	23,430.00	24,035.00	24,640.00	25,300.00
Firefighter Level 3	65%	26,910.00	27,690.00	28,405.00	29,120.00	29,900.00
Firefighter Level 2	75%	31,050.00	31,950.00	32,775.00	33,600.00	34,500.00
Firefighter Level 1	85%	35,190.00	36,210.00	37,145.00	38,080.00	39,100.00
Senior Firefighter	87%	36,018.00	37,062.00	38,019.00	38,976.00	40,020.00
Lieutenant Level 2	91%	37,674.00	38,766.00	39,767.00	40,768.00	41,860.00
Lieutenant Level 1	96%	39,744.00	40,896.00	41,952.00	43,008.00	44,160.00
Captain Level 2	101%	41,814.00	43,026.00	44,137.00	45,248.00	46,460.00
Captain Level 1	106%	43,884.00	45,156.00	46,322.00	47,488.00	48,760.00

DEFERRED SALARY LEAVE PLAN CONTRACT

I have read Article 37 of the current Collective Agreement between the Regional Municipality of Halifax and the International Association of Fire Fighters Local 268 and understand the terms and conditions of the Deferred Salary Leave Plan as laid out in this Article. I hereby agree to enter the Plan subject to those terms and conditions.

1 Enrollment Date

I wish to enroll in the Deferred Salary Leave Plan commencing

2 Year of Leave

I shall take my leave of absence from _____ to

3 Financial Arrangements

The financing of my participation in the Deferred Salary Leave Plan shall be according to the following schedule

- (i) Commencing on _____ I wish to defer a percentage of my salary payments for the next _____ years in accordance with the following schedule; Year 1 _____%, Year 2 _____%, Year 3 _____%, Year 4 _____%, Year 5 _____%.
- (ii) Annually the Employer shall provide me with a statement regarding the status of my account.
- (iii) At least sixty (60) days prior to the commencement of my leave I shall notify the Employer of all premium costs I wish to have deducted from my salary during the period of my leave. The Employer shall make such deductions.
- (iv) In the year of the leave, the total monies accumulated as of _____ of that year shall be paid according to the terms of the Deferred Salary Leave Plan.
- (v) The December payment and the final payment of the year of the leave shall be adjusted to include interest earned on the balance of monies held in my account.

Employees Present Shift: _____ **Employees Signature:** _____

Employees Present Position: _____

Witness: _____

Date: _____

APPENDIX C

CLOTHING

Clothing and Equipment shall be issued on an as required basis as follows:

ITEM	OPERATIONS	FIRE PREVENTION	TRAINING	MECHANICAL
Dress Tunic	1	1	1	1
Dress Pants	2	2	2	2
Dress Cap with Badge	1	1	1	1
Winter Jacket	1	1	1	1
Dress Shirts (white)	2	4	4	2
Black Tie	1	1	1	1
Grey Slacks		3		
Black Sports Coat		1		
All Season Overcoat		1		
Fatigue Pants (100% cotton)	2	2	2	2
Fatigue Shirts (100% cotton)	3	2	2	2
Safety Boots or Shoes	1	1	1	1
Baseball Cap	1	1	1	1
Firefighting Boots	1	1	1	1
Firefighting Bunker Suit	1	1	1	1
Firefighting Helmet	1	1	1	1
Firefighting Gloves	2	2	2	1
Flash Hood	1	1	1	1
Hose Spanner	1		1	
Coveralls		1		2
Lined Coveralls				1
Badge and Holder (Wallet style)		1		