



Grid Control Centre System Operator Agreement

Agreement between

SaskPower and IBEW Local 2067

January 12, 2004

SYSTEM OPERATOR AGREEMENT

GENERAL

- This agreement supersedes the Grid Control Centre – System Operator Agreement dated September 22, 1999.
- It is agreed that the Network desk, Generation desk, and Distribution desk, are each considered equivalent to one another in all respects. Any two of these three desks, plus the e-tagging desk, will be assigned to a System Operator. Should there be a requirement to change the desk assignments the least senior operator, given no volunteers, will be required to make the change.
- Management retains its right to assign work (e.g. which desk an employee is assigned to) as it deems necessary. It is understood that the work may be reassigned to facilitate self-paced training, or exceptional circumstances, or to allow System Operators time away from their desk.
- It is agreed that the word 'Distribution' is not limited to the Regina area. Should workload increase/decrease, it will be addressed via collective bargaining and/or manpower.
- Class 986 wage format operators will be given the option of converting to the Class 982 wage format. Once an employee has converted to the Class 982 wage format, they may not revert to the Class 986 wage format. Class 986 System Operators who choose to convert to the 982 System Operator classification must notify their out of scope supervisor in writing. The conversion will be effective the following day, and the System Operator will be subject to the requirements outlined in the Class 982 System Operator job description, pay scale, and the terms and conditions of this agreement. Class 986 System Operators who have completed the training and experience requirements for two desks and E-tagging, and who have obtained their NERC certification, will be placed in the 5th step of the new pay progression table, as described in this agreement. Class 986 System Operators who have not completed their NERC certification will be placed in the 3rd step of the new pay progression table, as described in this agreement, and will progress to the 5th step upon successfully obtaining NERC (or successor industry) certification. Should the 986 Class System Operator choose not to convert to the 982 Class System Operator they will not be required to work the e-tagging desk nor the distribution desk.

KNOWLEDGE, SKILLS AND ABILITIES

To be Included on Job Description:

“Knowledge/Skills/Abilities:

Grade XII including English, Physics, Algebra 30, Geo-Trig 30 (New Sask. Curriculum Math C30). Must possess a valid SaskPower System Operator Certificate as well as valid NERC Certification. Must have keen analytical and perceptual skills and the ability to make and implement sound decisions under emergency conditions. Must be able to work effectively with others.

NOTE 1: Should there be no fully qualified applicants, the most senior applicant who holds one of the following certificates with a



minimum of 2 years experience* in a position requiring the certificate will be given an opportunity for assessment.

- Electrician (Journeyed),
- Electrical or Electronic Engineering Technologist with Diploma from a nationally accredited institution,
- Power Line Technician (Journeyed),
- 2nd Class Power Engineer (the required experience is replaced by 2 years experience in power plant operations),
- Electrical Engineer.

* Experience includes time worked at a level requiring the above qualification. (example - substitution)

NOTE 2: Waiver of Educational Requirements will not apply.

NOTE 3: An evaluation process will be used to assess qualifications with the exception that those with a valid SaskPower System Operator Certificate will not be required to complete the evaluation process.

NOTE 4: Should there be no qualified candidates and the company chooses to recruit from outside of SaskPower, the minimum qualifications will be a System Operator or the applicant holds one of the certificates above along with the 2 years experience in a position requiring the certificate.

PAY PROGRESSION TABLE

Class Code 982 System Operator	
Step	
1	Starting
2	Requires completion of 1 year since being appointed to the position.
3	Requires completion of 15 months since being appointed to the position.
4	Requires completion of 27 months since being appointed to the position.
5	Requires completion of 36 months since being appointed to the position.

ASSIGNMENT OF SHIFTS

- The current shift schedule rotation will remain as is until a new schedule is mutually agreed upon.
- When a System Operator vacancy occurs and the company intends to fill the vacancy, prior to appointing the successful applicant, current System Operators (shift) will be provided the opportunity to move to the vacancy in accordance with the flow-chart in Appendix 1, attached to this document.
- Training to fulfill the needs of each crew will be required of the System Operator requesting the move (limited to one move requiring training), and the new operator filling the original bid position. The training and experience at the required desks must be completed prior to that operator requesting another crew change.

- Desk to be worked and desk training will be posted for information purposes on the shift schedule spreadsheet a minimum of 6 weeks in advance. The desk to be worked/trained may change due to unforeseen circumstances without prior notice.

TRAINING

- Management agrees to provide time as per the "System Operator Course Material Training Time", which may be revised from time to time by management, for on the job training, course material, work experience, exams, and NERC/MAPP (or successor electric industry authority) training (NERC/MAPP will be instructed by industry experts).
- On-the-Job Training will be facilitated by a qualified System Operator with the minimum experience of 12 months since commencing training at that desk. This may require a shift change for the trainee to accommodate training with a qualified System Operator.
- Employees assigned to be trained on the Distribution desk will be trained for three months on 12-hour days and the minimum experience for the trainer does not apply.
- Out-of-Scope Supervisors will determine on which desk the System Operators will train.
- Movement to train on a subsequent desk will be subject to completion of the course material and exams for the current desk and a minimum of 12 months from the date the employee started training for the current desk. The only exception will be the E-Tag desk which will require 3 months of training/experience prior to moving to train on another desk.
- System Operator Training Program material will be desk specific, and will only be required for the assigned desks.
- When a training spot becomes available, a System Operator will be chosen in accordance with which desk is available for training and their effective date of appointment to their current position.
- System Operators wishing to train on desks not required by this agreement will be accommodated outside the conditions of this agreement.
- Schedule A, Note 3 applies to 982 Class Code System Operators. Schedule A, Note 4 does not apply.
- Mandatory vs. optional training will be determined by management. Where possible training will be scheduled during normal working hours. In the event it is not, overtime rates will be paid for mandatory training. (e.g., currently, mandatory training would be training such as System Restoration, NERC training options, legislatively required OH&S courses, etc. that are required to perform the job competently, and optional training includes training such as OH&S, Excel, etc. that are not compulsory for all to perform the job competently).

TRAINING PROGRESSION TABLE

The Training Progressions Table applies to the first three years, plus any training extensions, of a System Operator.

Class Code 982 System Operator	
Year	
1	<p>Requires the completion of the training materials, tours and exams for Year one, as well as the On the Job Training (OJT) for Desk 1.</p> <p>Year one will be comprised of 3 months of Probation, 3 months of OJT on assigned workstation and 6 months of independent operations on their first workstation.</p> <p>It is anticipated that the training materials will be completed within a 12 month time frame (this would be based on start date in the Grid Control Center).</p>
2	<p>Requires the completion of the course material, exams, OJT and independent operation for the E-tagging workstation (3 month time frame). This would be considered Desk 2.</p> <p>Following the completion of the OJT and independent operation of the E-tagging workstation, the incumbent will be required to take the OJT for their 3rd workstation as designated. The OJT would be 3 months in duration.</p> <p>During the 2nd year the System Operator would be required to train on E-tag / 3rd desk, while maintaining their independent status on Desk 1.</p> <p>The assigned 2nd year System Operator training materials, tours and exams required to complete Year 2 of the System Operator training. It is anticipated that the training materials will be completed within a 12 month time frame (based on anniversary date). The 2nd year course material would be consistent for all and would be comprised of: E-tagging / Power Pool Operations (NERC) / Steady State Power Flow/ Emergency Analysis and Response / as well as the material for the assigned desk (Generation / Network / Distribution).</p> <p>The System Operator will be required to complete all training material, courses and write the NERC and/or industry standard Certification exam for System Operator Certification as required.</p>
3	<p>Requires completion of the training materials, tours and exams for the remaining System Operator courses and their independent operations for their three (3) assigned workstations.</p> <p>It is anticipated that the training materials will be completed within a 12 month time frame (based on anniversary date).</p> <p>The System Operator must keep current at the operations on all assigned workstations.</p>

WITHDRAWAL FROM COMPETITION

- For candidates who have previously received System Operator Orientation, or who possess a valid SaskPower System Operator Certificate, Article 12.05 of the Collective Bargaining Agreement applies.

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- For all other candidates, the application withdrawal period referred to in Article 12.05 will be extended past the closing date of the bid position and includes the Orientation period, (and if required, the Evaluation Process).

ORIENTATION AND EVALUATION PROCESS

Selection of Candidates for Evaluation (refer to System Operator “Knowledge, Skills and Abilities” for selection of candidates for assessment).

- (i) Subject to the number of System Operator vacancies posted on the job bid, the most senior candidate(s) possessing a valid SaskPower System Operator certificate who is NERC (or successor industry) certified will be appointed to the position.
- (ii) Should a vacancy(ies) still not be filled, the most senior applicant(s) who meets the required Education and Experience requirements outlined in Note 1 of the job description, will be provided opportunity for evaluation (those who have successfully passed the Evaluation within the previous 24 month period, will be deemed qualified for the position). The number of applicants proceeding to the Evaluation process will not exceed two more than the number of positions required to be filled.
- (iii) Should any of these candidates not have previously received System Operator Orientation, they will receive it at this point in the process.
- (iv) Subject to (iii), at the completion of the System Operator Orientation process, the newly oriented candidates will be provided the option to withdraw their application prior to proceeding to the Evaluation process. Candidates who choose to proceed will not be permitted to withdraw their application.
- (v) Those candidates selected for Evaluation, still remaining in the competition, must participate in the Interview, Case Study, and Aptitude test, if they have not done so in the previous 24 month period.
- (vi) The most senior candidate(s) meeting the minimum requirements (i.e. 75 points, with at least 50% in each of the Case Study and Interview) will be appointed to the position(s).
- (vii) Should all of the above candidates who are eligible to withdraw, withdraw from the competition after the Orientation process, or score below 75, or not meet the minimum 50% grade in the Case Study or the Interview, the next most senior applicant who meets the Knowledge/Skills/Abilities requirements outlined in Note 1 will be selected for Evaluation, and if not yet received, Orientation. Should this candidate not be appointed, then the next most senior applicant who meets the Knowledge/Skills/Abilities requirement outlined in Note 1 will be selected for Evaluation, and so on until all candidates have been considered.

Content of System Operator Orientation

- (i) Tour of building and work area;
- (ii) List of course materials requiring completion;
- (iii) Time (1-2 hours) to job shadow a Systems Operator;

- (iv) Description of work environment;
- (v) Explanation of the Shift Schedule;
- (vi) Explanation of Evaluation process;
- (vii) Explanation of the rate progression;
- (viii) Explanation of Relocation Policy and expense reimbursement;

At this point, the Orientation process is complete and candidates will be given the option to withdraw their application, or proceed to the Evaluation Process.

The Union has the option to have a Union member be present during the Orientation process.

Note: No overtime will be paid as a result of the Orientation Process

Content of Evaluation

- (i) Interview – variable scoring to 30 points with a minimum of 15 points required to be appointed;
- (ii) Case Study – variable scoring to 30 points with a minimum of 15 points required to be appointed;
- (iii) Aptitude Testing - General Aptitude Test Battery (GATB) administered off property – must pass for 40 points.

The most senior candidate with a score of 75 points or higher and meeting the criteria indicated above will be appointed to the position. Should no candidates receive a score of at least 75, the Supervisor has the discretion to re-bid the job or post it externally.

The Union will actively participate in the Evaluation Process recognizing that SaskPower retains the right to establish the Evaluation process and/or make the appointment and the Union retains the right to grieve. One Union member may attend the Evaluation without loss of regular salary. Other Union representatives may attend the Evaluation. However, the total number of Union participants/observers must not exceed the number of management participants.
 Note: No overtime will be paid to participate in the Evaluation Process

Agreed:

Eddie Bluyoski
 For SaskPower:

Sam Sun-9
 For I.B.E.W.

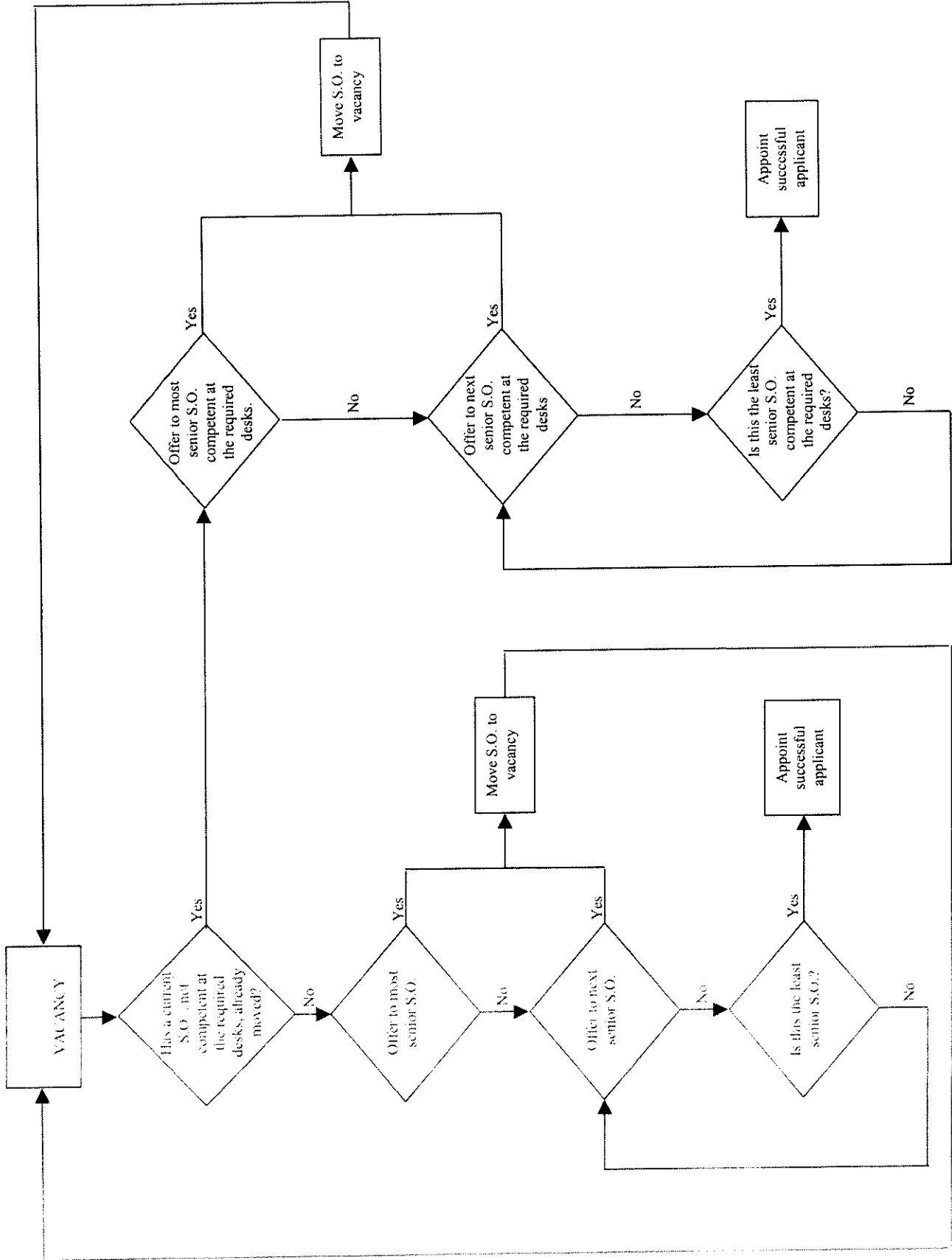
January 12/04
 Date:

SYSTEM OPERATOR

PERMANENT SHIFT VACANCY INTERNAL OPPORTUNITY TO MOVE PRIOR TO APPOINTING SUCCESSFUL APPLICANT

Appendix 1

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Note: S.O. who have moved in the previous 12 months and who required training because of the move, will be excluded from the process until 12 months have elapsed.

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SASKPOWER

AGREED	
Date.....	10/01/99
Company	Edmonton
Union	IBEW

IBEW Job Bulletin No. XXX ISSUED

Employees must send **ONE copy** of their application (P-550) to: ~~Compensation & Benefits~~, SaskPower, 2025 Victoria Avenue, Regina, Saskatchewan S4P 0S1. Our fax number is 566-2087. The **second copy** must be sent by the employee direct to the Union, Local 2067, 1810 McAra Street, Regina, Saskatchewan S4N 6C4. Full details of education and experience in own handwriting, must be given. **Applicants must submit a separate application for each bulletin they are bidding on.** No application shall be considered if postmarked later than

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SYSTEM OPERATOR:

~~System Operations & Decision Support - Grid~~
 Control Centre – Regina - This is a new position.
 Supervisor: Power System Supervisor 566-3546

SALARY RANGE

\$23.54 (\$3819) - \$31.91 (\$5176)

FUNCTION AND JOB CONTENT:

The employee in this classification, on an assigned shift, is responsible for preparing daily and weekly load forecast, developing and dispatching power supply schedules to be met from available generation and interchange sources, operating and monitoring remotely-controlled generation, transmission and interchange facilities, coordinating network switching for planned and emergency maintenance, system restoration and generally ensuring the optimum level of security and economy is obtained for the power grid. Typical but not all-inclusive duties are as follows:

To gather and record information relevant to system operation such as location and cause of system malfunctions, generation units in service, on standby or not available for service, weather conditions and other factors that may influence the operation of the power grid. To develop and review daily and weekly system load forecasts taking into account weather conditions, non-scheduled supply needs, etc. To schedule the operation of generation facilities, the spinning, ready and standby reserves required and the use of interchange capacity to meet the load requirements taking into account system conditions, economics of water use, thermal and other generation costs, import and export costs, equipment capacities, system security limits, spinning reserve sharing agreement, inter-utility tie line loads and interchange contractual provisions, etc. To enter operating modes, schedules, limits, etc., into system control equipment. To communicate power supply operating schedules and schedule changes to plant and grid operating personnel and system control personnel of interconnected utilities when appropriate, providing instructions on units to operate transmission tie lines and switching station apparatus to be utilized, etc. To operate supervisory control devices to start, stop, synchronize and vary output of remote-controlled power generators, activate system switching and interchange facilities in accordance with planned operating schedules within system security limits and as required to meet operating conditions that may arise. To provide guidance on switching and operating to on-site personnel when necessary. To monitor system voltages, alarm signals, meters and indicators to ensure network and generating facilities are operating with allowable tolerances and to notify operating and maintenance personnel of problems developing and to take corrective action to maintain

the security of the system and the optimum of service continuity. To plan, coordinate, and log network and distribution switching orders, safety permits, orders and release to facilitate maintenance work and system restoration. To issue permits to commence such work and to receive surrender of permits at the completion of maintenance work ensuring system protection and safety regulations are adhered to. To maintain an on-going liaison with plant and transmission personnel and personnel of interconnected utilities control centers, exchanging information on operating conditions, planned switching and generation and network problems. To develop and modify system displays and report formats. To maintain records, update computer inputs and prepare periodic reports associated with the operation of the control Center. To provide information on state of the system to personnel on the next shift to ensure smooth transitions between shifts. To provide on-the-job instruction and general work direction to assigned trainees reporting their progress and ability to function independently. To perform other duties related to the operation of the system control Center including the responsibility of keeping abreast of new and altered equipment and facilities, switching and operating procedures, system protection and safety regulations and other changes that affect the work of the position.

- 68 • ~~Insert in Job Function and Content section on Job Description~~ ^{ES}, "Subject to the System Operator Training Process, the Employees are required to keep current on mandatory NERC/MAPP (or successor electric industry authority) training and/or certification, that has been identified."

QUALIFICATIONS:

Grade XII including English, Physics, Algebra 30, Geo-Trig 30 (New Sask. Curriculum Math C30). In addition, must have a minimum of 2 years cumulative experience in a bid position in one or more of the following classifications:

Area Technician, Transmission Technician, Telecontrol Technician II with Exam, System Test Technicians with Commissioning Exam, Hydro Station Operator/Electrician Qualified, Electrical Engineering Technologist 4 yr., Charge Engineer, Operating Engineer, Assistant Operator 2nd Class Ticket, System Operator, Charge District Operator, District Operator, Service Maintenance Operator, Assistant Service Maintenance Operator 2 yr., Assistant District Operator 2yr, Electrical Engineer.

- Assistant Operator second class ticket must have at least 2 years cumulative experience substituting at the Operating Engineer or higher level.

Note – Waiver of Educational Requirements will not apply.

Note – An evaluation process will be used to assess qualifications to this System Operator bid.

CLASSIFICATION TITLE: Safety Coordinator (insert relevant B.U.)	CLASS CODE: TBD
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MAJOR RESPONSIBILITIES:

The employee in this classification provides safety expertise, recommends, develops, facilitates and implements safety programs throughout the assigned business unit and monitors compliance with all relevant legislation, rules and regulations

TYPICAL DUTIES:

- Facilitate the implementation and administration of corporate safety programs and monitor compliance with all relevant legislation, rules and regulations.
- Understand and anticipate site-specific business drivers and influence, facilitate and participate in the development and implementation of local safety plans, goals and objectives.
- Participate in the development of safety performance measures, interpret results and coach/influence local staff on how to improve safety performance.
- Act as a change agent in the transition to a "Total Safety" corporate culture.
- Provide consultation and assist in work observation, workplace inspection, risk assessment, hazard analysis, job planning, and accident/incident investigations.
- Conduct safety audits, coordinate audit recommendations, and assist in the development of corrective action plans in consultation with local management.
- Provide support to local management, staff and Occupational Health and Safety committees in the interpretation and application of safety rules, regulations and legislation.
- Facilitate and/or participate in safety meetings with employees and contractor staff, where required.
- Coordinate safety programs and initiatives with other corporate safety professionals, where required.
- Coordinate and participate in the analysis, design, development, delivery and evaluation of safety related training, as required.
- In the event of emergencies or equipment failures, act as a technical safety resource, as part of the responding team
- Provide advice and counsel during the purchase of new equipment and construction of new facilities to ensure adherence to applicable safety standards.
- Pre-qualify contractors through safety program evaluations, where required.
- Support adherence to applicable legislation, standards and guidelines.
- Maintain knowledge of current workplace safety strategies, trends and technologies by developing industry working relationships, and participating in exchange groups, associations and committees.
- Maintain a thorough knowledge of Saskatchewan OH&S and relevant utility industry legislation.
- Participate in continuous educational and professional development, both internal and external and driver's licensing upgrades, as required by the position.
- Utilize SaskPower's computer operating environment as required by the position
- Communicate effectively, both verbally and in writing
- Promote and communicate public safety programs.
- Direct, coach, train, orient and monitor safety-related performance of staff.
- Compile and maintain records associated with the responsibilities of the position.
- Cooperate and deal tactfully with others.
- Perform other related and assigned duties associated with this position.

QUALIFICATIONS:

- Grade XII English A30 & B30, Math B30 & C30 and Physics
- Recognized Certificate in Occupational Health and Safety.
- Recognized accreditation as an OH&S professional (i.e. CRSP).
- 5 years of relevant experience; as a safety professional, or at the journeyed level in an indentured trade, or in a recognized technologist occupation, or at the Steam Station Assistant Operator level or higher, or at the qualified Hydro Operator level, or in contractor/project management, associated with the business area they will be assigned to support.
- * Analytical and problem-solving skills.
- * Possess presentation, facilitation, and interpersonal skills to conduct instruction and interact with participants.
- * Ability to take initiative, to lead and motivate people.
- Must be able to perform the physical requirements of the position
- Valid Class 5 Driver's Licence, as required

10. Placement and/or advancement in the pay scale for a less than fully qualified Safety Coordinator shall be tied to acquisition/possession of a recognized Certificate in OH&S, or portions thereof, and accreditation as an OH&S professional, as outlined below;
- 10.1. 1st pay step – upon appointment, those possessing 3 of the compulsory core courses (Accident Control 1, Accident Control 2, Organizational Behaviour),
 - 10.2. 2nd pay step – those possessing all 5 of the compulsory core courses (Accident Control 1, Accident Control 2, Organizational Behaviour, Occupational Hygiene 1, Occupational Hygiene 2), and 2 elective classes, and in any instance, such classes shall be successfully completed within 18 months of appointment,
 - 10.3. 3rd pay step – those possessing a recognized Certificate in OH&S, and in any instance, such certificate shall be obtained within 36 months of appointment,
 - 10.4. 4th pay step – those possessing a recognized Certificate in OH&S, and accreditation as an OH&S professional, and in any instance, such accreditation shall be obtained within 48 months of appointment.
11. Employees failing to enroll within one (1) year or failing any prescribed examination and applicable re-writes required to achieve fully qualified status within three (3) years, shall be reverted to their previous rate of pay and will be required to secure another position through the bidding procedure in the following thirty (30) calendar day period. If such employee does not secure a position in this time, the employee will be issued a notice of lay off (notice based on current Labour Standards requirements).

AGREED	
Date	2006/03/31
Company	Seaboard
Union	U.S.W.
	Jim King

March 31, 2006 (supersedes April 29, 2005 agreed summary)

NOTES:

1. Candidates under consideration will be required to participate in an assessment process consisting of the following: interview, aptitude test, case study/presentation.
2. The qualifications marked by an asterisk (*) will be assessed during the course of the candidate assessment process.
3. Employees who are not fully qualified, but can demonstrate;
 - a) that they had enrolled and successfully progressed in, a recognized Certificate in Occupational Health and Safety program prior to March 31, 2006, and,
 - b) who possess the other non-certificate/OH&S accreditation related qualifications (as per the job posting), are eligible to apply for this position,
 - c) employees so enrolled prior to March 31, 2006, shall be ranked in order for assessment by those having achieved the greatest number of relevant course qualifications on the closing date of the bid first, descending to the least as last, and then by seniority,
 - d) appointment of those having successfully completed the assessment process shall be by most qualified, and then by seniority.
4. An Employee having been appointed to this position shall be allowed up to 60 days on the job in which to prove capable of filling the position. If such Employee does not prove capable of filling the position, the Employee shall be reverted to their former position provided that, if before the expiry of the 60 days, it is apparent that such Employee is incapable of filling the position. The Employee shall be reverted to their former position before such time expires. The probationary period shall be managed in accordance with the jointly agreed "Managing Probation Periods" document of January 19th, 2000.
5. Employees with less than full qualifications appointed to this position must recognize that they are applying for a position in which the Corporation shall undertake to train them to become fully qualified. Therefore, they must be fully committed to that purpose and earnestly undertake to complete the training requirements.
6. The Corporation shall endeavor to ensure Employees are assigned the requisite minimum of 900 hours per year of safety work in order to obtain recognized accreditation as an OH&S professional (i.e. CRSP). In order to ensure employee availability to work such hours, the approval of any leave under Article 6.02 – Leaves of Absence, shall be at the sole discretion of the Corporation.
7. Employees not having completed a recognized certificate in Occupational Health and Safety, will be required to enroll in, and successfully complete, the University of New Brunswick's on-line course, "Certificate in Health, Safety and Environmental Processes". The Corporation shall pay for the Employees' tuition and other approved costs associated thereto. The Employees shall be provided 75 hours on-the-job study time, for each of 2 years, towards the completion of the certificate.
8. In order for a less than fully qualified appointee to;
 1. obtain the necessary work hours towards safety accreditation,
 2. receive on-the-job training,
 3. receive classroom training,employees shall, as assigned from time to time, be required to train at various locations throughout the province. When assigned to locations away from their permanent headquarters, travel and living provisions shall be in accordance with the Collective Bargaining Agreement and/or other provisions agreed upon between the Company and the Union.
9. Return on Service; A less than fully qualified appointee to this position, having become fully qualified in this classification subsequent to their appointment, shall be able to bid only on Safety Coordinator positions for a period of 5 years, after which time they are no longer restricted to such bids.