

# **LOCAL AGREEMENT**

*between*



**UAW LOCAL 2000**

**and**



**OHIO ASSEMBLY PLANT  
Avon Lake, Ohio**

**~~September 16, 2019~~  
December 2025**

# NEGOTIATING COMMITTEES



**LOCAL 2000**



**OHIO ASSEMBLY PLANT**

---

~~Tim Rowe~~ **Jay Kiska**  
Chairman person

---

~~Shawn Otto~~ **Ryan Perniciaro**  
Manager, Human Resources  
Director, Employee Relations

---

~~Herb Bennett~~  
**Shawn Salmons**  
Bargaining Rep.

---

~~Ryan Perniciaro~~  
**Kristen Alloway**  
Supervisor, Human Resources  
Manager, Employee Relations

---

~~Mark Wells~~  
**Jason Wells**  
Bargaining Rep.

---

~~Mike Gerken~~  
**Jason Carter**  
Team Manager, Body  
Body Area Manager

---

~~Brian Maust~~  
**Jason Williams**  
Bargaining Rep.

---

**Jake Hanson**  
Final Area Manager

**Pete Filiaggi William Barnes**  
Chairman, Skilled Trades Rep.

**Manny Paris**  
**Central Area Manager**

## **UAW LOCAL 2000 PHONE NUMBERS**

UNION HALL .....934-3151

~~TIM ROWE~~ **JAY KISKA** – CHAIRMAN **PERSON** .....  
.... 933-4085**1132**

~~HERB BENNETT~~ **SHAWN SALMONS** - BARGAINING .....  
.... 933-4480**1243**

~~MARK WELLS~~ **JASON WELLS** - BARGAINING .....  
... 933-4035**1404**

~~BRIAN MAUST~~ **JASON WILLIAMS** - BARGAINING .....  
.... 933-4404**1551**

~~PETE FILIAGGI~~ **WILLIAM BARNES** - SKILLED TRADES .....  
..... 933-4046**1061**

**DENISE WEDEMAN** - BENEFITS..... 933-1071  
NATIONAL EMPLOYEES SERVICE CENTER (NESC) .... 800-248-4444  
~~UNICARE INSURANCE COMPANY~~ .....800-843-8184  
UNICARE: TO OPEN A CLAIM .....800-572-1581  
TESPHE ..... 800-248-4444

~~BRIAN MITCHELL~~ **JON GREEN** - HEALTH & SAFETY .....  
... 933-1373

~~BRIAN DORSEY~~ - HEALTH & SAFETY .....933-1373

~~STEVE WONDER~~ **DAVE CARY** - ERGONOMICS .....  
.....933-1344**1206**

~~TOM ROWE~~ **JAY BOWEN** - PRODUCTION STANDARDS .....  
... 933-1015

**MICHAEL STEMPOWSKI - PRODUCTION STANDARDS** ..... **933-1026**

**CHRIS LADIKOS** - QUALITY..... 933-1435  
**TANYA DE ALMEIDA** - E.S.S.P. .... 933-1423  
**CHARLIE BEEDLE/GREG BREEDING TONY ZAHURANEC & MATT**  
**BARRETT** - FPS COORDINATORS **CI SPECIALISTS**. 933-1283  
**AMY JAYNES-BROWN KRISTIE SCHREMP** - EMPLOYEE RESOURCE  
COORDINATOR. .... 933-4244**1516**

## **COMPANY PHONE NUMBERS**

REPORTING ABSENCE (ATS) .....	<del>866-893-0576</del>
	<b><u>833-278-3673</u></b>
FIRE/EMERGENCY .....	933-1215
PLANT SECURITY .....	933-1215
<del>HUMAN RESOURCES</del> <b><u>EMPLOYEE RELATIONS</u></b> .....	
	933-1208/1502
MEDICAL .....	933-1201
COMPANY SAFETY REPRESENTATIVE .....	933-1164
WORKERS COMPENSATION .....	933-1107
HOURLY PERSONNEL .....	933-
	<del>4577</del> <b><u>1342</u></b>
FORD MOTOR CREDIT .....	800-727-7000

## **TABLE OF CONTENTS**

<del>Rate and Classification</del> <b><u>Occupational Group</u></b> Agreement .....	<del>9</del> <b><u>10</u></b>
Shift Preference Agreement .....	<del>15</del> <b><u>17</u></b>
Job Posting Agreement .....	<del>16</del> <b><u>19</u></b>
Local Overtime Agreement .....	<del>18</del> <b><u>21</u></b>
Relief and Preparatory Time Agreement .....	<del>21</del> <b><u>24</u></b>
Medical Sections .....	<del>23</del> <b><u>26</u></b>
Health & Safety .....	<del>25</del> <b><u>29</u></b>
Body Department .....	<del>30</del> <b><u>33</u></b>
General .....	<del>31</del> <b><u>35</u></b>
Ergonomics .....	<del>38</del> <b><u>45</u></b>
Plant Services/Clean-Up .....	<del>39</del> <b><u>45</u></b>
Paint Department .....	<del>41</del> <b><u>48</u></b>
Facilities and Improvements .....	<del>44</del> <b><u>51</u></b>

Material Handling & Stock Department . . . . .	47- <b><u>54</u></b>
Production Standards . . . . .	49- <b><u>56</u></b>
Cafeteria . . . . .	53- <b><u>60</u></b>
Lunch . . . . .	53- <b><u>61</u></b>
Relief . . . . .	55- <b><u>63</u></b>
Planned Day-Off Scheduling Process. . . . .	56- <b><u>64</u></b>
Letters . . . . .	57- <b><u>66</u></b>
Skilled Trades Supplement . . . . .	61

## IMPORTANT SUGGESTIONS

1. Read the bulletin boards daily and know the Plant rules and where the job posting bids are located.
2. Your Process Coach has an obligation to call your Union Representative if you so request.
3. Do not sign any papers without first reading them carefully. Employees, upon request, shall receive a copy of any document they sign.
4. VERY IMPORTANT - Keep the Union and the Company informed of your correct address and telephone number via Life @ Ford website. This is your responsibility. It could affect the status of your employment.
5. ~~5-Day~~ Notices - If at any time you should receive a 5-Day or Medical leave expired notice (Certified Mail), contact ~~Labor~~ Employee Relations immediately and report the reason for your absence and get the name of the person to whom you are reporting. ~~This applies even if you are on Medical Leave of Absence.~~ Should you fail to properly respond to a 5-Day notice, you can be terminated, ~~as a 10-Day quit.~~ ~~The proper coverage for a 5-day notice is to have an active (non-expired) medical leave or to return to work.~~
6. 3-Day Absence - If an employee with less than six (6) months seniority is absent three working days without properly notifying the Company and giving a satisfactory reason for his or her absence, unless it is not possible for him or her to do so, they will be subject to loss of seniority under Article VIII, Section 5 of the National Collective Bargaining Agreement.
7. Attend the regular business meeting of your Local Union on the 2<sup>nd</sup> Sunday of each month. Vote in all Union Elections. You have an obligation to let the Leadership know your position. Vote in all Local, State and National Elections.

## Bereavement Pay

The Company and Union recognize that the bereavement provisions of the National Agreement are in place to support the needs of our extended Ford family during periods of personal loss. To this end, the National Agreement and associated Letters of Understanding describe the specific cases and circumstances where this policy is to be applied.

Further information is available in the National Agreement Volume 1 or Volume IV concerning application of bereavement pay.

## Call-In/Check-In Procedure

**The UAW-Ford National Agreement outlines employee responsibilities with respect to reporting for work as scheduled and notifying management of any unplanned absences. These requirements are detailed in the Letter of Understanding entitled, "National Attendance Program".**

The ~~Attendance Tracking System (ATS) (1-866-893-0576)~~ **Absence Reporting Tool (ART)** has been established for **reporting** any unscheduled absences or potential tardiness. This system allows Management to better track absenteeism and allow Process Coaches to better plan daily staffing in their areas.

You are ~~expected~~ **required** to report any unscheduled absences or potential tardiness at least 30 minutes prior to your scheduled start time. You will reach an automated service, which will ask you questions about your absence.

Employees returning from any absence that was not pre-scheduled will be required to report to the ~~Labor~~ **Employee** Relations office before the start of their scheduled shifts to complete the check-in procedure.

## Employees Reporting Late to Work

**Employees reporting to work within the first forty-five (45) minutes after their scheduled start time will be permitted to work and coded 'Late Arrival' (L) for the time they were not on the job.**

**Employees reporting to work after the forty-five (45) minute period are be subject to plant management's discretion regarding whether they are permitted to work or sent home without pay.**

## **RULES AND REGULATIONS**

FOR THE PURPOSE OF PROMOTING THE SAFETY OF EMPLOYEES AND PROPERTY, AND MAINTAINING ORDER AND EFFICIENCY, RULES AND REGULATIONS ARE ESTABLISHED AS NECESSARY CONCERNING CONDUCT ON COMPANY PROPERTY AND THE USE OF FACILITIES. SOME OF THE VIOLATIONS WHICH REQUIRE CORRECTIVE ACTION OR DISCIPLINE ARE AS FOLLOWS:

- THEFT FROM FELLOW EMPLOYEES OR THE COMPANY
- ASSAULT, BRAWLING, FIGHTING, HORSEPLAY, RUNNING OR SCUFFLING
- POSSESSION OF DANGEROUS OR ILLEGAL WEAPONS
- ANY ACT OF THREAT
- DESTRUCTION OF COMPANY PROPERTY
- UNDER THE INFLUENCE OF OR IN POSSESSION OF INTOXICANTS OR CONTROLLED DRUGS
- SMOKING WHERE PROHIBITED
- FAILURE TO WEAR PROPER WORK CLOTHING AND PROPER FOOTWEAR. FULL-LENGTH PANTS OR COVERALLS MUST BE WORN PLUS A SHIRT WITH LONG SLEEVES IN THE BODY AND PAINT DEPARTMENTS. IN ALL OTHER DEPARTMENTS, EMPLOYEES WILL BE PERMITTED TO WEAR TANK-TOPS, SHIRTS, AND SHORTS NO HIGHER THEN FOUR INCHES ABOVE THE KNEE (EXCEPTING SAFETY OR QUALITY ISSUES) IF NOT WEARING COVERALLS.  
T-SHIRTS ARE PERMITTED IF THEY HAVE LONG SLEEVES.
- CARELESS WORKMANSHIP
- GAMBLING OR POSSESSION OF GAMBLING PARAPHERNALIA
- REFUSING TO PERFORM THE JOB ASSIGNED
- SLEEPING OR LOAFING
- DISRESPECTFUL BEHAVIOR
- DISTRIBUTION OR POSTING OF LITERATURE ON COMPANY PROPERTY WITHOUT PERMISSION
- MAKING COLLECTIONS OR ANY TYPE OF SOLICITATION OR SALE WITHOUT PERMISSION
- FALSIFICATION



- ABSENTEEISM OR TARDINESS
- WASHING, PREPARING TO LEAVE OR LEAVING THE JOB OPERATION BEFORE THE PROPER TIME
- IMPROPER USE OF LOCKERS, VENDING MACHINES, CAFETERIA OR OTHER FACILITIES INCLUDING THE REMOVAL OF COMPANY OR VENDOR PROPERTY FROM THE CAFETERIA OR CANTEEN AREA
- FRAUDULENTLY APPLYING FOR OR COLLECTING UNEMPLOYMENT COMPENSATION, SUB, OR OTHER COMPENSATION
- UNAUTHORIZED POSSESSION OF COMPANY PROPERTY
- FAILURE TO OBSERVE RULES OF SAFETY AND FIRE PREVENTION
- RETURNING LATE FROM LUNCH OR RELIEF
- POSSESSION OR USE OF CAMERAS, PERSONAL APPLIANCES, OR RADIOS ON PLANT PREMISES WITHOUT PERMISSION.
- POSSESSION OF COMPANY RECORDS, FORMS OR EQUIPMENT UNLESS AUTHORIZED
- DEFACING COMPANY PROPERTY
- HARASSMENT, CATCALLING OR BOOING
- SITTING OR LOUNGING ON STOCK OR CONTAINERS WHETHER IN RACKS, ON PALLETS OR ON THE FLOOR
- DISPOSING OF GARBAGE IN COMPANY EQUIPMENT OR PRODUCTION UNITS
- BEING IN UNAUTHORIZED AREAS ON COMPANY PROPERTY.

APPROPRIATE ACTION MAY BE TAKEN WITH REFERENCE TO ANY OTHER FORMS OF MISCONDUCT ON COMPANY PROPERTY.

In the course of our current 2015~~2015~~25 Local Negotiations, both parties reaffirmed their mutual determination, to ensure full implementation of the intent of the provisions of the local understandings.

In keeping with this objective, Ohio Assembly Plant Management will confer with local Union Representatives to review and consider any misunderstandings regarding the matters covered by the local agreements and will come to an immediate understanding.

## Resolution of Policy and Contractual Obligations

During the course of the 2015~~25~~ Local Negotiations, the Union Bargaining Committee raised concerns regarding management's timely fulfillment of policy and contractual obligations in cases of grievance resolution, pay shortages, supervision working and other similar events.

It is our intention in such cases that when an individual member of management is repeatedly deviating from such policy or contractual obligations, a meeting will take place with the Area Manager, the individual, Salaried Personnel, and the associated Committee~~person~~ and/or Chairman~~person~~. The intent of the meeting is to assure problem resolution, prevention of further infractions and appropriate corrective action.

## UAW Reward and Recognition Program

~~During the course of the 2015 Local Negotiations, the topic of employee recognition was discussed at length. Upon ratification, the Union Chairperson and HR Manager will implement a joint leadership committee to develop a specific process to recognize any employee who proposes a successful idea or takes an action that improves safety, quality, or delivery.~~

**The UAW and OHAP Leadership teams understand that it is important for employees to feel cared for, appreciated, and valued as critical partners in the success of our plant. The Union Chairperson, HR Director, and Plant Leadership will continue to recognize employees, both teams and individuals, through formal and spot recognition programs, events, and plant-wide celebrations to applaud achievements in quality, innovation, cost, safety, etc.... The UAW and OHAP Leadership teams are committed to keeping recognition ingrained in the culture of OHAP through consistent, meaningful recognitions and communication.**

## Emergency Call Procedure

The process (as listed below) will be followed when the Plant Security Office receives an emergency call:

- Plant Security will notify the employee's department Process Coach of the emergency call.
- Process Coach will notify employee of emergency call and make arrangements for the employee to return the call.
- The Process Coach will confirm with Security that the employee has been notified of the emergency call within 15 minutes.
- Security will log the time of the emergency call and the time of verification.

- If the employee is required to leave the plant, ~~he/she~~ **they** will advise ~~his/her~~ **their** Process Coach and/or ~~Labor~~ **Employee** Relations of their intention to leave.

In addition, during the 2015~~25~~ Local Negotiations the parties discussed the impact of new technology (cell phones, etc.) on the Emergency Call procedure. It is understood that employees receiving emergency calls not originating from the Security office will still advise their Process Coach and/or ~~Labor~~ **Employee** Relations of their intentions to leave the plant.

During the term of this agreement, the parties agree to review this procedure as needed to ensure it meets the needs of all Ohio Assembly Plant personnel.

## **OHIO ASSEMBLY PLANT/UAW LOCAL 2000 ~~RATE AND CLASSIFICATION~~ OCCUPATIONAL GROUP AGREEMENT**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Ohio Assembly Plant and the International Union, UAW, Local 2000 that the following provisions will govern the Occupational Group Agreement.

1. The jobs in each Occupational Group shall be Designated and the remaining job classifications in the Group shall be Undesignated as noted in the attached Occupational Groupings.
2. All employees in the first instance shall have seniority by job classification within that department.
3. Employees on all designated classifications when reduced from the classification shall revert to their previously held classification and exercise seniority as any other employee on the classification in that group.
4. When an employee on a Designated classification is reduced from the classification, the employee shall first exercise seniority against an imbalance identified in accordance with Paragraph 6 below, within the Designated classifications in his own department. If no imbalance exists in the employee's own department, the employee would exercise seniority against the ~~youngest~~ **lowest seniority** employee in the Undesignated classification in that department.

If there is no employee with less seniority in the Undesignated classifications in that department, the Designated employee shall exercise seniority against the least seniority employee in the Undesignated classifications plant wide, unless there

would be an imbalance identified by the Company to the Union Chairman person in fulfilling the required obligation of Paragraph 6 below.

If imbalances have been identified in accordance with Paragraph 6, the employee would first exercise seniority against an imbalance in the employee's own department. If no imbalance exists in the employee's own department, the employee would exercise seniority against any other imbalance identified in the plant.

If the identified imbalance is a Utility Group No. 3, Paint Repair, or Metal Touch Up and Repair, that imbalance may be filled by either promotion, non-promotion, or by transfer without regard to seniority, mutually agreed upon by the Company and the Union.

5. When an employee on an Undesignated classification is reduced from the classification, the employee shall exercise seniority against the least seniority employee in the Undesignated classifications in that Group (Department/Plant).

If there is no employee with less seniority in the Undesignated classifications in that department, the Undesignated employee shall exercise seniority against the least seniority employee in the Undesignated classification plant wide, unless there would be an imbalance identified by the Company to the Bargaining Committee person and Union Chairman person in fulfilling the required obligation of Paragraph 6 below.

If imbalances have been identified in accordance with Paragraph 6, the employee would first exercise seniority against an imbalance in the employee's own department. If no imbalance exists in the employee's own department, the employee would exercise seniority against any other imbalance identified in the plant.

6. In reference to Article VIII, Section 16(d)(1), and related letters, this Occupational Group Agreement provides for the adjustment of seniority imbalances concurrent with the reduction in force. Last hired, first laid off.
7. Exercise of seniority in case of same date will be as follows:
  - a. Date of entry (Appendix "F" only)
  - b. Plant Seniority
  - c. Ford Service
  - d. Last four (4) digits of Social Security Number, with high number having high seniority.

This agreement shall be effective concurrently with the effective date of the new Collective Bargaining Agreement ~~which replaces the 2007 Collective Bargaining Agreement~~ and shall remain in effect for the same period as the new Collective Bargaining Agreement except as otherwise expressly provided herein.

This Local Agreement is signed subject to the approval of the National Ford Department of the UAW and the ~~Human Resources~~ **Employee Relations** Staff of the Company, in accordance with Article VIII, Section 14 of the Master Agreement pertaining to local occupational group agreement.

## **OCCUPATIONAL GROUP 2 (BODY CONSTRUCTION)**

Designated:	Occ. Code	Rate
Utility General Body Construction Group 2	5800099	29.330
Utility Body Construction Group 3	5800169	29.330
Metal Touch Up & Repair	3800190	29.335
Welder, Arc, Acetylene & Gas	5400170	29.225
Repair General	3800260	29.335
Statistical Process Control (SPC)	5800520	29.335
Dinger	3800960	29.760
Inspector Final Line Utility	0501809	29.445
Team Leader	5800010	\$1.50 above current
<b><u>Welder - Spot &amp; Gun - Sub -Assembly</u></b>	<b><u>5400550</u></b>	
Undesignated:		
<del>Welder - Spot &amp; Gun - Sub -Assembly</del>	<del>5400550</del>	<del>29.085</del>
Assembler - Body	0102660	28.970

## **OCCUPATIONAL GROUP 3 (PAINT)**

Designated:		
Utility General <del>Paint</del> <b><u>Body Construction</u></b> Group 2	<del>5800139</del> <b><u>5800099</u></b>	29.330
Utility Body Construction Group 3	5800169	29.330
Polisher - Paint -Wheel	7200230	29.225
Paint Sprayer	4300510	29.225
<del>Metal Touch Up &amp; Repair</del>	<del>3800190</del>	<del>29.335</del>
<b><u>Paint Repair</u></b>	<b><u>3800460</u></b>	
Dinger	3800960	29.760
Paint Mixer	4300320	29.085
Paint Solution & Process Equipment Operator	4300550	29.335
Checker - Receiving	0500260	29.085
Behr Automatic Enamel Spray Equipment Operator	4300910	29.625

Statistical Process Control (SPC)	5800520	29.335
Team Leader	5800010	\$1.50 above current

Undesignated:

<del>Paint Sprayer—Chassis</del>	4300610	29.085
Assembler - Paint	0102710	28.970

### **OCCUPATIONAL GROUP 5 (FINAL)**

Designated:

Utility General Body Construction Group 2	5800099	29.330
Utility Body Construction Group 3	5800169	29.330
Repair General	3800260	29.335
<b>End of Line Repair</b>	<b>3802500</b>	
<del>Repair Motors</del>	<del>3800520</del>	<del>29.585</del>
Inspector Final Line Utility	0501809	29.445
Dinger	3800960	29.760
<b>Driver-Car &amp; Truck</b>	<b>5200560</b>	28.970
Team Leader	5800010	\$1.50 above current

Undesignated:

<del>Assembler—Final</del>	0102660	28.970
----------------------------	---------	--------

### **OCCUPATIONAL GROUP 6 (PRODUCTION CONTROL)**

	Occ.	
Designated:	<u>Code</u>	<u>Rate</u>
Checker-Receiving	0500260	29.085
<del>Clerk Misc.</del>	<del>0800290</del>	<del>29.085</del>
<del>Crib Attendant Head*</del>	<del>1200170</del>	<del>29.085</del>
Industrial Lift Truck Operator	5200360	29.045
<del>Line Up Man Scheduler</del>	<del>0401380</del>	<del>29.085</del>
Checker-Assembly Stock	0500130	29.335
Utility General Body Construction Group 2	5800099	29.330
Driver-Car & Truck	5200560	28.970
<b>Utility Body Construction Group 3</b>	<b>5800169</b>	29.330
Team Leader	5800010	\$1.50 above current
<b>Line Feeder</b>	<b>2700220</b>	

Undesignated:

Line Feeder	2700220	29.045
-------------	---------	--------

~~During the course of the 2015 Local Negotiations, the parties had discussions around vehicle flow in the Final Assembly Departments (Trim, Chassis, and Pre-Delivery).~~

The geographical definition of the Garage department will begin at the end of the Chassis flat-top (drive off) and end at the entrance of the waterline.

Based on future product needs, the production departmental structure will be altered to accommodate additional facility requirements.
---

### **OCCUPATIONAL GROUP 7 (MAINTENANCE)**

Designated:

Oiler*	2501760	29.225
Sealer Pump Man*	2300900	28.970
Clerk - Maintenance	0800270	29.225

#### **Appendix "F"**

	<u>Occ. Code</u>	<u>Rate</u>
Carpenter -All Around	2570440	33.250 33.450
Electrician	2570770	33.625 33.825
Industrial Lift Truck & Tow Tractor Repair	2571200	33.250 33.450
Millwright	2571660	33.350 33.550
Stationary Steam Engineer	3570170	33.625 33.825
Plumber-Pipefitter	2572340	33.350 33.550
Sheet Metal*	2572950	33.350 33.550
Tool Repair*	1670250	33.125 33.325
Inspector-Tooling and Layout	0670300	33.625 33.825
Welder-General	5570430	33.550 33.550
Toolmaker	5072050	33.625 33.825
Auto Mechanic	2571620	33.250 33.450

Seniority within the Skilled Appendix "F" Classifications shall be classification only.

An employee with seniority rights in another occupational group in the Ohio Assembly Plant who was or is transferred to a skilled trade Appendix "F" classification shall have date of entry seniority. Such employee shall, at the same time, retain and accumulate seniority in ~~his~~ **their** basic group.

In a reduction in force, an employee on one of the above classifications will:

1. Exercise ~~his/her~~ **their** seniority by classification only
2. At ~~his/her~~ **their** option, either
  - a. Take a layoff, or
  - b. Return to ~~his/her~~ **their** former Appendix "C" classification

In the event ~~he/she~~ **they** selects Option B and ~~he/she~~ **they** was **were** hired directly into Appendix "F" or for any other reason does not have a former Appendix "C" classification to return to, ~~he/she~~ **they** will then exercise ~~his/her~~ **their** seniority against the employee with the least seniority in the Undesignated Group plant wide.

### Classifications and Loans

The local Union raised the issue of appropriate classifications for specific assignments throughout the plant and employees working out of their proper classification.

This is to confirm that the Company will conduct a Wage and Classification Audit within 90 days following this Agreement. The Local Union will be informed of any discrepancies noted and adjustments made.

### Production Work Group Agreement

It is mutually agreed between the parties that Appendix J in the Master Agreement, and all associated letters in the Letters of Understanding will provide direction concerning the implementation of Continuous Improvement Initiatives, including Team and FPS implementation at our facility. The following provisions apply to the operation of direct labor production groups with the understanding that these agreements will not conflict with or supersede the intent of the Master Agreement LOU entitled "Work Groups /Teams."

The intent of this agreement is to empower every member of our workforce in a self-directed team environment. The Company and the Union recognize the interdependent relationship of quality, operating efficiency, employee empowerment, and job security to achieve the goals of the plant, the Company, and the membership, achieving best-in-class competitiveness globally.



### Team Leader Selection

Team Leaders will be selected based on the following local procedure, in alignment with the National agreement:

Step 1: All open positions for Team Leaders will be bid.

Step 2: Nationally defined selection criteria will be applied, which currently includes a joint interview process. Local deviation, where allowed, will be mutually agreed to between the parties.

### Team Member Roles and Responsibilities

Team Member Roles and Responsibilities will be defined and applied per National Continuous Improvement ~~Forum agreement~~ **Charter**. Any deviations allowed within the National Agreement will be mutually agreed to between the parties.

### Team Leader Roles and Responsibilities

Team Leader Roles and Responsibilities will be defined and applied per National Continuous Improvement ~~Forum agreement~~ **Charter** and posted on each team communication board in each area. Any deviations allowed within the National Agreement will be mutually agreed to between the parties.

### Ford Production System (FPS) ~~Group~~ Team Size

When the national parties determine ~~group~~ **team** size, we will adhere to those ratios at a local level.

In instances where conditions necessitate a ~~group~~ **team** greater or smaller than the nationally recognized FPS team leader to ~~group~~ **team** ratio, the Bargaining Committee, FPS leadership team, and the Company agree to mutually determine the appropriate size for that particular situation.

## SHIFT PREFERENCE AGREEMENT

It is mutually agreed between the parties that the following provisions will govern the local Shift Preference Agreement. ~~This provision will be implemented within 60 days of ratification of the local agreement.~~

1. For the purpose of allowing seniority employees to exercise shift preference, an individual's shift assignment can be exercised on a weekly basis. Once shift preference has been exercised, an employee can reapply to change their shift after **four (4)** months.
2. Seniority employees desiring to exercise shift preference shall submit their requests ~~in writing in Labor Relations.~~ **through the online job portal homepage.** ~~The skilled trades shift preference book will be separated from production signup and will be maintained by the current maintenance clerk.~~ After determining which applicants have sufficient seniority to move to their preferred shift, the Company will make the moves during the three weeks following the week in which applications were made.
3. Shift preferences shall be on the basis of seniority by classification within their Department.
4. Exercise of seniority for shift preference will be as follows:
  - a. Date of entry (Appendix "F" only)
  - b. Plant Seniority
  - c. Ford Service
  - d. Last four (4) digits of Social Security Number with high number having high seniority.
5. Shifts will be adjusted following a temporary layoff or reduction in force by reassignment within two (2) weeks in accordance with the provisions of this agreement.
- 6. Employees accepting a job bid must report and remain on that shift for sixty (60) calendar days before they are allowed to exercise a shift preference.**
- 7. To prevent additional quality issues, shift preferences will be suspended two weeks prior to the rebalance period and resume two weeks after the end of the rebalance period.**

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

In accordance with Article VIII, Section 28 of the Master Agreement pertaining to shift assignment and rotation, this agreement is signed subject to the approval of the National Ford Department and the Human Resources Staff of the Company.

## **JOB POSTING AGREEMENT**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Ohio Assembly Plant, and the International Union, UAW Local 2000, that the following provisions will govern the Local Job Posting Agreement.

1. When a permanent hourly opening is to be filled, a notice of the job opening will be submitted to the Union immediately, and then **posted through the online job portal homepage** ~~placed on the bulletin boards by identified employee entrances within 2 days.~~ The notice will specify the number of openings, classification titles, rate, shift, and department in which the opening exists. ~~This notice will also be broadcast on the Ford Communication Network (FCN).~~
2. Selection for these openings will be based upon the selection provisions of Article IV, Section 2(a) of the Master Agreement. Selection shall be based primarily upon merit and ability, but where these are equal; the employee having the greatest seniority shall receive preference. The employee's work record will be reviewed by the Process Coach, **Employee Relations**, and district representative prior to considering the ~~next~~ candidates.
3. Employees will have three (3) working days from the date the opening is posted to apply **through the online job portal homepage** ~~in the Human Resources Office.~~ Company supervision of the department in which the job opening occurs shall make its selection based upon the provisions of Paragraph 2 (above). After the three day period, upon notification by management of the applicant, the district representative will make ~~his/her~~ **their** recommendation for filling the position. The UAW agrees when mass job postings may occur that we will work together to ensure postings will go up in a timely manner where feasible. The Company shall have the right to fill such openings temporarily by loan, temporary transfer, etc.
4. Employees accepting a job bid will be moved no later than fifteen (15) working days from the date **the Company is notified that** the employee accepts the position.
5. Employees who accept and are placed in accordance with this agreement will have a 6 month waiting period between successful job bids. Each employee shall sign and

date job solicitations immediately as accepted or declined upon review with management. An eligible employee who signs and refuses three (3) job bids shall be ineligible for all job bids for six (6) months.

6. If an employee voluntarily elects to disqualify ~~him/herself~~ within three (3) days they will return to their previous base operation.
7. When employees have been placed on a job for which they have applied as a result of a posting, and if within two (2) weeks they are disqualified by the Company, they will be placed back in the department from which they came and placed on available work in their previous classification. After the 2-week period, if there is a disqualification, an employee will be placed on available work within an undesignated classifications in the department ~~from which~~ they were promoted into. Employees will be provided adequate training opportunity. Unsatisfactory progress will be reviewed with the district representative prior to disqualification.
8. A job vacated by employees transferred in accordance with this agreement will not be cause for the issuance of a further job posting notice to fill the vacancy so created. Vacancies resulting from filling jobs pursuant to this provision may be filled by mutual agreement between the District Representative in the area, Process Coach, Bargaining Representative and the Area Manager.
9. At such times when numerous postings may be required because of major model changes, line speed increases, a vehicle line new to the plant, etc., Management and Bargaining Unit or designee shall meet to establish limitations in the application of this agreement.
10. This agreement does not change the Company's rights under Article IV, Section 1.

### Job Bid Procedure – Reductions in Force

In instances where reductions in a classification in the plant or department are required, ~~Labor~~ Employee Relations will confirm that no postings have been filled for that position within the last 45 60 days. If it is found that positions were posted in that classification within the last 45 60 days, those individuals who were placed on the job as a result of the posting will be the first to be reduced, regardless of seniority.

### 4560-Day Recall Rights

Employees reduced from a designated classification will be recalled by seniority if the company identifies a need to repopulate that classification within 45 60 days of said reduction. Reduced employees accepting a job bid will relinquish any recall rights under this provision. ~~This does not apply to openings in classifications resulting from natural~~

~~attrition~~. Employees when reduced under this provision will immediately qualify for designated job bids.

### Department-to-Department Transfers

The Union has expressed concern during the 2015~~25~~<sup>25</sup> local negotiations about the ability of seniority employees in the assembler classification to transfer to more desirable positions from one department to another. While recognizing its rights under Article IV, Section I of the National Collective Bargaining Agreement, the Company has agreed to discuss with the Union when these opportunities arise.

Under normal operating conditions, those employees who have expressed interest in moving to open assembler classifications will be considered for placement provided that they have not taken such a move in the preceding six month period. Employees placed in accordance with the above process will not have the option to revoke this decision.

In instances where significant churn is expected in the plant (e.g.: launches, shift adds, RIFs, etc.), the Union and the Company agree to review opportunities to flexibly evaluate placement in the plant in more desirable departments.

Signup opportunities for the assembler classifications will occur in the first full week of ~~April, August~~ **June** and December. This department-to-department signup book would be made available on the job posting website in Labor Relations and employees must reapply during each eligibility period. In order to be considered for this opportunity, there shall be agreement between the parties on the transfer.

The Company has agreed to evaluate these opportunities with the Union when they arise. Open positions traditionally bid will continue to utilize the provisions of the Job Posting Agreement.

## **LOCAL OVERTIME AGREEMENT**

It is mutually agreed between Ford Motor Company, Vehicle Operations, Ohio Assembly Plant and the International Union, UAW, Local 2000 that the following provisions will govern the Local Overtime Agreement.

1. When in the judgment of management overtime is necessary for employees on a given classification within a department, the employees regularly performing the operations shall work such overtime periods. Where such overtime is of a continuing nature, management, insofar as is practical, will rotate such overtime among qualified employees within the department/classification.

2. All overtime hours paid will be recorded on an overtime list, which will be posted in prominent locations in each department. Overtime hours will, therefore, be recorded on the basis of hours paid and not hours worked.
3. Records will be posted by department Process Coaches within two working days following receipt of the overtime register from the Payroll Department. (This overtime register will be available by Tuesday morning of each week and department posting should, therefore, be completed no later than Thursday of each week and will accurately reflect all hours paid in the immediately preceding week.)
4. Challenge slips will be made available by the Company for use by any employee who questions the accuracy of the posted hours. If the employee subsequently desires to put his challenge into the form of a grievance, such grievances will be considered timely if the challenge slip itself was presented within three working days following the overtime posting. Overtime challenges will be reviewed on a weekly basis and adjustments will be made accordingly.
5. An employee who refuses overtime work for any reason shall be charged the number of hours they would have been paid had they accepted and worked the overtime; ~~excluding voluntary overtime opportunities declined at a location more than 50 miles from the home plant.~~
6. An employee who accepts overtime work and fails to report for any reason will be charged double the number of hours ~~he/she~~ they would have been paid (the same applies to mandatory).
7. An employee absent for any reason with the exception of bereavement, jury duty, and military duty will be charged for overtime hours ~~he/she~~ they would have been paid during the period of ~~his/her~~ their absence. Employees on training assignments ~~either in-plant or outside of the plant~~ will be charged for all available overtime hours.
8. New Hires, rehires, reinstates, transfers, and classification changes are assigned the average hours of the employees on that list.
9. An employee granted overtime as a result of a grievance settlement will be charged with the number of hours awarded. The Company will notify the Maintenance clerk of adjustments made for Maintenance employees.
10. All Stationary Steam Engineers overtime will be equalized among Stationary Steam Engineers on a common overtime rotation list.
11. In order to maintain good overtime imbalance on the individual overtime rotation Overtime equalization will be included in the weekly agenda at the Departmental Good and Welfare Meeting. If overtime imbalances are not resolved, they will be discussed in the monthly meetings attended by the ~~Labor~~ Employee Relations

Supervisor and Operations Manager. This does not preclude filing of grievances if the District Representative feels improvements are not forthcoming.

12. Overtime lists will be posted by ~~Labor~~ **Employee** Relations and on the OHAP ~~web~~**home**page for review by employees.
13. Within forty five (45) days following the effective date of this agreement, ~~overtime will be adjusted as follows: One (1) individual will be reduced to zero in any given classification. The lowest number of hours accrued on all shifts in any one classification will be subtracted from all individual's accrued hours in that classification.~~ **production overtime hours will be reset to zero, and thereafter reset annually each January.**
14. In those instances where an overtime imbalance exists between shifts, the Company and Union will refer to Article IV, Section 6 of the National Agreement.
15. Within 90 days following the effective date of this agreement, Process Coaches and Team Leaders will be trained on proper overtime charges and coding methods to ensure a proper reflection of overtime hours is maintained. ~~A bi-annual assessment of training needs will be conducted by the joint FPS leadership team to determine if and when additional training needs will be implemented.~~

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

In accordance with Article IV, Section 6 of the Master Agreement, pertaining to the assignment of overtime, this agreement is signed subject to the approval of the National Ford Department of the UAW and the Human Resources Staff of the Company.

### Overtime Imbalances

It has been agreed that should misunderstandings arise which cannot be resolved locally concerning the maintenance of reasonable overtime imbalances, representatives of the National Ford Department and ~~Division Labor Relations~~ **Manufacturing Human Resources department** will meet to resolve the issue.

A procedure will be established consisting of meetings between the Union and affected management members as follows:

- Overtime imbalance issues will be initially discussed in the weekly good and welfare meeting between the District Representative, Team Manager and ~~Labor~~ **Employee** Relations representative.

- Failing resolution, the Bargaining Representative, Operations Manager, and ~~Human Resources Supervisor~~ **Manager, Employee Relations** will meet.
- Overtime issues not resolved will be discussed by the Plant Manager or ~~his~~ **their** designated representative, the ~~Human Resources Manager~~ **Employee Relations Director** and the UAW International Representative, UAW Chairman ~~person~~, Bargaining Representative and District Representative.

### Weekend Schedule - Production Overtime

When manpower is set for the weekend and plans set by the last regular production day (for example: based on current AWS - Thursday) there will be prior notification to the union of any changes.

## **RELIEF AND PREPARATORY TIME AGREEMENT**

It is mutually agreed between Ford Motor Company, Ohio Assembly Plant and Local Union No. 2000, UAW on October 12, 2007 that under current operating conditions the Company will provide relief men in a ratio sufficient to provide the following special relief allowances per 8-hour shift.

<u>Classification</u>	<u>Minutes</u>
Wax Booth-Foam Operators Left & Right	56
Paint Sprayer (Clean Room Booth Only)	72

It is further agreed that the Preparatory Time will be allowed for the following classifications as indicated:

<u>Classification</u>	<u>Minutes</u>
Paint Sprayer (Clean Room Booths)	18

Those Utility type employees who are required to prepare themselves to be ready prior to start of the shift as absentee replacements will also receive the prep time for their specific job as stated above. If problems arise concerning the intent of this paragraph, Human Resources personnel will promptly investigate the matter and notify the Union of their findings.

Should the specific conditions, which require the above relief and preparatory time change, the preparatory or relief allowance would also be subject to change.



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

### Good and Welfare Issue Resolution Process

During the course of the 2015~~2015~~<sup>25</sup> Local Negotiations, the parties reaffirmed the importance of the need for a joint Good and Welfare issue resolution process. The parties agreed that this process has successfully resolved numerous plant and departmental issues.

Possible discussion topics include, but are not limited to:

- Absenteeism
- Vacation Scheduling
- Facilities Items
- Loaning employee's one department to another and other seniority matters
- Obtaining personal time off
- Filling job openings
- Industrial Engineering matters
- Assignment and overtime hours
- Relief assignments and practices
- Supervisory methods and practices
- Supervisor Working
- Work schedules and related overtime
- Health & Safety practices
- Medical placements
- Plant ventilation
- Man cooling fan repair
- Spot Spraying
- Clean-up schedule
- Overtime imbalances
- Inspection of plant equipment
- Cafeteria subjects
- In-plant equipment control
- Stock racks
- Other issues that may want to be discussed by either party
- Skilled Trades training/absentee coverage

## Plant Wide Good and Welfare Communications

Plant wide Good and Welfare meetings will be held monthly to promote understanding, improve relationships, and prevent disputes by providing for ongoing, constructive and cooperative problem discussion. Meetings can be rescheduled as necessary through mutual agreement.

## Departmental Good and Welfare Communications

During the departmental Good and Welfare meetings, the Team Manager and designated UAW representative will discuss any departmental issues requiring joint input. Issues unable to be resolved during the weekly departmental Good and Welfare meeting should be brought to the plant wide forum for resolution.

Possible discussion topics include, but are not limited to:

- Weekly transmittal of temporary classification changes
- Permanent classification changes
- Overtime imbalances
- Or other departmental problems

It is intended that these meetings will be conducted in a private location where the participants will not be disturbed except for emergency conditions. Team Manager and their replacements are expected to participate in these meetings in the spirit of the agreement to resolve issues where possible.

## **MEDICAL**

### Medical Restrictions

This is to ensure that the Company will make every effort in the placement of medically restricted employees in accordance with the Master Agreement.

### Medical Leaves of Absence

The process for opening a medical leave of absence is as follows:

- **If eligible, the employee will call Unicare at 1-877-475-9652 the Company approved medical provider to initiate the medical leave process or disability benefits.**
- **The Company approved medical provider will send all required documents to the employee. It is the employees' responsibility to ensure that the documents are completed by their medical provider and returned completed within the required time period.**

- ~~The employee will be sent a 5166 form to the last address on record by Unicare.~~
- ~~The employee is responsible for ensuring his/her physician completes a 5166 form and returns a completed copy to Unicare~~
- ~~The employee is responsible for contacting Unicare by telephone (1-800-572-1581) to initiate disability benefits.~~

A complete step by step process is posted on UAW Local 2000 web page as well as the Ohio Assembly Plant website at [www.ohioassy.ford.com](http://www.ohioassy.ford.com) under the Human Resources Department link. Hard copies of the process will continue to be available in the Labor Relations department. **Information about the Company approved medical provider or how to open a leave can be found in the Employee Relations office, in the Medical department, or from the UAW Benefits Rep.** Any changes to the above Corporate Policy, that take place during the course of the Agreement, will be communicated to the workforce and will govern this provision of the agreement.

**Employees returning to work from a medical or no work available leave are required to report to plant medical at least one work day prior to their scheduled return to work date.**

### Medical Appointments

The Company will release employees for scheduled appointments with the Plant physician. The Company will continue the current practice of scheduling appointments during the employee's normal scheduled working hours.

### Release for First Aid Treatment

The Company recognizes its responsibility to release employees within a reasonable period of time as the situation dictates. It is understood that there may be those occasions wherein employees with minor complaints may be delayed. When an employee requests a pass to the ~~m~~**M**edical department for Occupational related reasons, the area Process Coach will meet the employee in the ~~m~~**M**edical department to assist with any issues resulting in the occupational medical visit. Abuse of this process should be referred to ~~Labor~~**Employee** Relations and the Bargaining Unit if necessary, for resolution.

### Medical Treatment During Working Hours - Time Allowance

**The Company will continue to follow CBA language for Time Allowance for Medical Treatment During Working Hours.**

~~This is to confirm the Company's policy of adhering to Article IX, Section 15 of the Master Agreement, entitled 'Medical Treatment During Working Hours' which currently reads:~~

~~Where an employee who suffers a work injury or contracts an occupational disease in the course of his employment by the Company leaves his work with permission of supervision and is given medical treatment by the Company during work hours, he shall be compensated for the working time lost on the day in question when approved by the designated representative of Management.~~

~~A claim that such approval has been improperly withheld may be processed through the Grievance Procedure.~~

### Transportation

It is recognized that on certain occasions, an ill or injured employee may require transportation to their home furnished by the Company. On these occasions, the decision to furnish such Company transportation will be made by the Medical and/or ~~Labor~~ **Employee Relations** department in the event alternate arrangements for such transportation are not available.

### Electric Ambulance

An electric ambulance is located on the premises and it is adequately equipped to handle in-plant emergencies. Qualified employees are available to provide assistance in emergencies.

### Medical Department

During the 2015**25** Local Negotiations, the Union and Company held extensive discussions regarding the conduct of medical personnel when addressing employees visiting the Medical Department for medical treatment. It has been and continues to be the Company's policy to provide competent, concerned medical personnel within the Department. At the conclusion of the 2015**25** Local Negotiations, ~~Chairman~~ **person**, Plant Physician and ~~Human Resources Manager~~ **Employee Relations Department** will meet to further discuss Union medical concerns. Issues regarding this subject should be brought to the attention of the ~~Human Resources Manager~~ **Employee Relations Manager**.

### Physicals and Medical Surveillance

As discussed in Local Negotiations, the Corporate Medical Surveillance Scheduling System has been established at Ohio Assembly Plant. This system generates a report each month to ensure all employees are given surveillance exams on a timely basis. The report is received by the Safety Engineer, and Plant Medical Department, and Process Coaches of personnel scheduled, are contacted via electronic mail system with follow-up by ~~Human Resources~~ **Employee Relations** to ensure compliance.

## Medical Department Requirements

When an employee is injured and reports to the medical department, ~~he~~ **they** will be told of ~~his~~ **their** rights under Ohio law.

## **HEALTH & SAFETY**

### Providing Information to the Union Health and Safety Representative

The Union expressed concern, during the course of local negotiations, of providing information to the Union Health and Safety Representative. This is to assure the parties concerned that the Union Health and Safety Representative will be provided with information as outlined in Article VI, Section 8, of the National Agreement. Additionally, information regarding recordable OSHA related injuries would be available in the Plant Medical Office for ~~his~~ **their** review.

### In-Plant Speed Limit

The existing five mile-per-hour in-plant speed limits will be strictly enforced.

It is a requirement that all PMHV vehicles in the plant have a governor to control speed. Hi-Lo mechanics are authorized to set governors in accordance with the manufacturer's standards. During the weekly inspection of industrial tractors by the Company Safety Engineer and Union Health and Safety Representative, governors will be checked. Those requiring repair will be immediately impounded.

### Issuance of In-Plant Production Unit Driver's Licenses

In accordance with the in-plant driver's licensing process, a driver's license is required to operate production units at the Ohio Assembly Plant. Assignments to drive these vehicles shall not be made unless the employee has a state issued vehicle operator's license to drive specified vehicles. In the case of emergencies or unusual circumstances, temporary licenses may be issued at the judgment of the plant Safety Engineer Process Coaches, Safety and Security will check that employees are properly licensed.

### Facilities Safety Issues

During the course of the 2015 Local Negotiations, the parties reviewed concerns raised by the Union in regards to facilities safety. As a result of these discussions, the parties agreed that all guardrails, steps, and hand railing will be repaired and painted as identified jointly by the Union Health and Safety Representative and the Company Safety Engineer. This work will be performed in a timely fashion as agreed to between the parties.

## Carbon Monoxide

During the course of the 2015 Local Negotiations, the Union raised concerns regarding the levels of carbon monoxide in certain areas of the plant. Given that a safe environment for our workforce is a priority to the parties, the local Union and Management team have agreed to maintain installed Carbon Monoxide detectors in the pre-delivery area where mutually agreed upon by the Union Health and Safety Representative and the Company Safety Engineer.

## Employee Safety Training

Employee safety training will continue in accordance with corporate and regulatory requirements, plant safety rules, and the provisions of Appendix S as outlined in the Master Agreement.

The Company reaffirms that applicable Company and governmental regulations in the following areas will continue to be enforced:

- \* Power Lock Out
- \* In-plant Speed Limits
- \* Material Handling Safe Practices
- \* Rail Car Door Opening Procedure
- \* Electrical Panel Doors
- \* Hazardous Waste Handling
- \* Confined Space
- \* GRASP Program

Training on the above topics will be provided to employees jointly identified by the Area Manager and Union Representative.

## Equipment Safety

Unsafe equipment will not be released from the Industrial Lift Truck/Tow Tractor Repair Area. In addition to this statement, each driver of equipment in the plant has attended and completed (PMHV) Powered Material Handling Vehicle training. In addition to safe use and handling of equipment, all equipment operators will complete a daily checklist after inspecting the vehicle they are using for the day. If there is an unsafe condition, operators have been trained that equipment should not be operated until it is in safe operating condition.

### Contractor Equipment

All contractor equipment on Company property must meet OSHA and Ford Motor Company safety standards. Contractors will be instructed to remove any piece of equipment not in compliance with the above.

### Heat Stress Program

The plant Heat Stress Program includes the requirements to jointly review plant ventilation needs such as fresh air, exhaust, and personal cooling fans to identify potential problems prior to May 15 of each year. The annual heat stress informational stand down will be distributed through the normal communication channels (plant bulletin boards, FCN, and email).

### H&V Units

During downtime when conditions of hi-temperature and humidity exist, at least 60% of H&V units and proportionate exhaust fans will remain in operation in production areas where employees are working. Additionally, these H&V units will remain operational during the short period of time between production shifts.

### Hygiene Testing

The Company will continue to work with Corporate Industrial Hygiene to sample operations based on risk assessment and the judgment of the Company Safety Engineer and Union Health and Safety Representative.

### Plant Ventilation

Periodic inspections of fresh air equipment are made to maintain such equipment in a normal operating condition. Climatic conditions warranting, the equipment shall be adjusted by May 15 and October 15, as required. Four (4) weeks prior to completion dates a progress will be reviewed during the monthly Safety Process Review Board (SPRB) meeting.

### Evacuation Procedure/Cleanroom

Emergency evacuation routes have been posted in all work zones and throughout the clean room to provide instructions for safe exit in the event of an emergency.

### EMS and Employee Safety

Conservation of energy is an important goal for the EMS or Energy Management System. However, this goal shall not conflict with employee safety or prevention of injury.

The EMS can easily be over-ridden to provide manual control over lighting, man-cooling fan operation, and plant exhaust H&V control is available via computer at various locations in the plant where maintenance Process Coaches and coordinators have access.

### Towing Disabled Industrial Lift Trucks and Tow Tractors

As outlined in the Industrial Truck Safe Practices booklet, "disabled vehicles shall be towed whenever practical. If this is not practical, a tow tug may push the rear of the disabled vehicle or a fork truck may push another fork truck counterweight to counterweight providing the disabled vehicle still has braking and steering capability. Never use the forks to push a vehicle."

### Material Safety Data Sheet Locations

~~The following is a list of locations where M.S. catalogs are located:~~

- ~~• Human Resources Office (Safety)~~
- ~~• Plant Union Office (UAW H&S)~~
- ~~• Central Maintenance Office (Environment Engineering)~~

~~In addition,~~ MS are available on the Ohio Assembly Plant web page, along with an instruction sheet on how to access them, which is accessible from PCs located throughout the facility.

~~<http://www.ohioassy.ford.com/ohap/safety/>~~  
~~<https://www.ohioassy.ford.com/Depts/safety/>~~

### Propane Tank Storage

Signs stating, "TURN OFF ALL VALVES ON TANK BEFORE PUTTING IN STORAGE RACKS" will be maintained on tank storage racks.

Company policy requires that propane tanks be exchanged at the storage area outside of the plant. Concerns regarding this procedure should be brought to the attention of the Company Safety Engineer.

### Penthouse Bridge

Two (2) signs will be kept at the Paint Penthouse bridge specifying a load limit of 11,756 lb. and the bridge limits checked once a year.



## Personal Protective Equipment

The Company shall provide all Personal Protective Equipment (PPE), with the exception of safety rated shoes.

Each department will maintain an adequate quantity of aprons, rags, hand cleaner, and glass cleaner with tissue and dispenser.

## Extreme Cold Weather Coveralls

Insulated coveralls will be provided to those employees who are required to work outside during extreme weather conditions. These coveralls will be maintained in General Stores and will be released as directed by the employee's Senior Process Coach.

## White Metal Handling

Production employees handling white metal will be required to wear appropriate gloves and/or proper sleeves to ensure the safe handling of these parts.

## Framing Grating

Missing or damaged grating in the framing areas will be repaired or replaced as necessary.

## Pest Control

The Company will continue to utilize a plant pest control program. The following steps should be taken to identify problem areas:

- The employee should notify their immediate Process Coach regarding the pest issue
- The Process Coach should contact the ~~Labor~~ **Employee** Relations Department immediately
- The ~~Labor~~ **Employee** Relations Department will log the complaint with the exterminator vendor who will address the pest control issues

## Air Quality

During the risk assessment follow-up, air quality items will be reviewed with Ford Occupational and Environmental Health Services to determine any potential hazards and sampling will occur, if necessary.

### Blocked Aisles/H.V. UNITS

It is common and necessary practice at assembly plants for stock dollies to be temporarily left beside the rack or area to which the stock will be ultimately warehoused or line fed. If the stock represents a Health or Safety hazard, the area Process Coach will contact the MP&L department for immediate removal. Complaints regarding this procedure should be directed to the ~~Labor~~ **Employee** Relations Department or Company Safety Engineer.

### Stock Placement Affecting Airflow

In the event stock is blocking H.V. units or air movement of fans, the area Process Coach will contact the MP&L Department for immediate removal.

### Sealer Barrel Access

Sealer barrel locations will be maintained to provide access for barrel changing. If the area is blocked, appropriate action will be taken to free the area for changing the barrels. Areas in question are to be directed to the Plant Safety Engineer.

### Preventive Maintenance Review

As discussed in the course of Local Negotiations, the Company will continue the Preventive Maintenance Program. Preventive Maintenance data will be provided upon request to the Union Health and Safety Representative.

## **BODY DEPARTMENT**

### Conveyor Chains

Conveyor chains will be lubricated regularly to reduce noise and assure smooth operation. The delivery conveyor over the #3 metal line will be equipped with an automatic chain lubricator. Additional lubricators will be installed where needed.

### Noise - Body Shop Hydraulic Pump Screens

The existing screens will be maintained and cleaned and in any areas identified by the local Union and Company Health and Safety, screens will be added.

### Body Shop Robot Exhaust Filters

Filters must be maintained and changed according to a Preventative Maintenance schedule.

### Welding Sparks

Welding spark screens are required to minimize pedestrian spark exposure. Periodic body shop surveys will be conducted between the UAW Health and Safety Representative and Company Safety Engineer to determine the continued and additional need for spark screens. Any concerns regarding spark screens should be addressed at the departmental Good and Welfare meeting.

### CMM Room Exhaust Filters

These filters will be maintained on the Body Area clean-up schedule and changed as required.

### Metal Repair Area

The Company will maintain: 1) curtains on the east and west side of the #2 Repair Line and 2) four (4) fans to disperse the air north to south from this area.

### Line Storage Boxes

Lockable boxes will be located at the appropriate work stations for the Metal Touch Up and Repair, General Repair, and Dinger persons working on Body production lines.

## **GENERAL**

### Use of General Utility Employees

1. The primary responsibility of General Utility employees is to cover open jobs due to absenteeism.
2. **Trained General Utility employees have the right to perform undesignated and/or designated jobs in their team over unassigned operators unless absenteeism prevents it.**
3. If there are no remaining open jobs, the General Utility **or unassigned operator** may be loaned to other groups **teams** or departments prior to unassigned assemblers.
4. **The expectation is that General Utilities are fully trained on their team prior to beginning training on a different team.**

5. Instances of open base operations due to medical leaves will be discussed with the Team Manager or Sr. Process Coach and Committeeperson to ensure the best utilization of the General Utility or unassigned operator.
6. While still following the required six (6) month job bid acceptance requirement, after remaining in the classification for twelve (12) months, a General Utility may be able to return to the Assembler classification if a base opening exists in their department.
7. ~~When there is an open job in a group an unassigned operator will be assigned within their classification, to the operation first, as long as the operator has the versatility to perform that job.~~
8. ~~The General Utility will be used to cover remaining open jobs in a group.~~

### Versatility Training

Within 30 days of ratification, per the FPS process, a versatility matrix for each team will be prepared. The list will then serve as a training matrix and every effort will be made to train the teams on jobs for which they need training. **As stated in the Team Leader roles and responsibilities in the national contract, the Team Leader is responsible for ensuring required training is met within the team, including classroom and on the job. They are also responsible for maintaining all versatility training records within the team and verifying each job has the appropriate number of trained operators.**

This list will be tracked and reviewed by the Team Manager and Union Representative during the departmental Good and Welfare meeting.

**If an employee believes that their training versatility matrix is incorrect or outdated, they can escalate their concerns to their Process Coach and the UAW Elected Representative of the area.**

### Temporary Classifications

The utilization of a temporarily classified employee is normally to either augment a particular classification or to replace an employee on a different classification for a period of time. Employees temporarily assigned (for three days or more) to a different classification should utilize a temporary "MAT" form to process the appropriate back-pay. The existing transmittal form will continue to require Union and employee signatures where classification and wage rates are affected.

For better control in the use of this procedure, temporary classification submissions should not exceed a thirteen (13) week period. In the event extenuating circumstances require that the period of time be extended beyond the thirteen (13) week period, the district Union Representative will be notified prior to the expiration of the thirteen (13) week period and resubmission of the extension of time. Complaints of alleged abuse of this procedure should be brought to ~~Labor~~ **Employee** Relations for appropriate follow-up and correction.

### Handicapped Parking

The parties discussed the process for ensuring that the Ohio Assembly Plant was in compliance with applicable regulations related to the required number of handicapped parking spaces. The Company commits to maintaining the current number of handicapped spaces.

The Company will issue a bulletin, on an annual basis, reminding employees of their responsibilities as it relates to authorized use of a handicapped parking permit.

To ensure that ample spaces are made available for those employees requiring handicapped parking, vehicles parked illegally in the handicapped spaces will be towed at the owner's expense. Security will periodically check these areas to ensure compliance.

The plant-wide Good and Welfare process will continue to be the forum to resolve potential issues related to handicapped parking.

### Vending Machines

Food, snack, and drink vending machines will be located throughout the plant based on need, determined by the cafeteria committee. The vendor will be notified of the requirement to stock sufficient supplies in each machine. All requests will be made in writing to the cafeteria committee.

After local negotiations, all vending areas will be evaluated for continued service. Vending machines will be maintained where cost justified. Before the removal of a vending machine, the service provider will provide sufficient data to the cafeteria committee, to agree on machine removal based on profitability.

### Covered Lifts/Tugs

Covered Industrial Lift Trucks and covered Tugs are available for outside use.

## Mutual Respect

During the 2015 Local Negotiations, serious discussion took place regarding the importance of mutual respect between all salaried and hourly employees at the Ohio Assembly Plant. The parties reaffirmed their shared vision of a workplace that encourages every individual to contribute fully to the success of the plant.

It is the goal of both parties to continue to foster a harmonious environment that results in positive working relationships among all employees. As such, the parties will continue to uphold the intent, the letter, and the spirit of the Company's Anti-Harassment Policy. Abusive actions in the workplace by any individual will be dealt with in accordance with a Zero Tolerance mindset.

## Dual Supervision

During the 2015 Local Negotiations, the parties discussed concerns over employees' confusion resulting from conflicting instructions given by two or more members of management. The Company recognizes it is desirable for employees to take instruction from their immediate Process Coach. When it is necessary for someone other than the immediate Process Coach to change an employee's instructions, it is incumbent upon that individual to communicate this to the immediate Process Coach and the employee.

## Weekly Activity Report

The Union will be given a weekly activity report that reflects the on-roll count and all transactions such as transfers, promotionals and non-promotionals, in addition to the information now included on the weekly activity sheet.

Copies will be provided to the Financial Secretary and Chairperson ~~man~~ person.

## Grievance Disposition

During the course of the 2015 negotiations, the parties discussed the need to factually address grievances in the first stage. As such, it was agreed that writing "denied" on a grievance would no longer be an acceptable answer to a grievance.

Before returning a grievance to the Committeeperson, the Process Coach will provide a complete answer in the appropriate section of the form addressing the allegations in the grievance. The intent is to obtain a complete disclosure of the facts as early as possible in the procedure to facilitate timely resolution of issues.

Grievances improperly dispositioned will be returned to the Area Manager for proper disposition and the ~~Human Resources~~ Employee Relations Manager will be made aware to assure the appropriate training, counseling, or corrective action takes place.

Persistent abuse of this provision will be addressed by the ~~HR Manager~~ **Employee Relations Director** and Area Manager. If violations continue this issue will be addressed by mutual agreement between the ~~HR Manager~~ **Employee Relations Director** and the Building Chairman **person**.

### Grievance Payments

The Union will be provided a completed copy of the appropriate payroll document.

### Grievance Procedures

- Once a grievance has been initiated it is in the aggrieved, as well as the Union's and Company's best interest to resolve the grievance in a timely manner.
- The parties agree it is our mutual interest to avoid backlogs and delays in the lower stages of the grievance procedure and to seek solutions when the procedure does not appear to be functioning effectively. The parties also agree that we have the responsibility to meet regularly on grievances in accordance with the terms of the Collective Bargaining agreement.
- Therefore, the Chairman **person** and ~~Labor Relations Supervisor~~ **Employee Relations Director** will meet monthly to review the status of grievances filed under Article VII concerning regular and special procedure grievances. Concerns regarding the processing/disposition of grievances that are merely denied without supporting facts will be addressed by the Company.
- When a member of supervision changes shifts, this person will still be responsible and make themselves available to resolve issues or grievances with the committee ~~person~~ that were generated on the prior shift. This is to be done as needed in accordance with the grievance procedure guidelines.

### Discipline

During the course of these negotiations, there was much discussion regarding formal disciplinary action. While recognizing its right under Article IV, Section 3 of the Master Agreement, the Company supports meaningful discussion between Union and Management, with ~~Labor~~ **Employee** Relations involvement where an impasse exists between the parties, prior to disciplinary action being taken.

The discussions centered around disciplinary actions being punitive rather than corrective. The Company reaffirms its commitment to exercising good judgment while reviewing each case upon its merits and does not intend to act in haste in exercising its contractual rights. Recognizing that disciplinary action should be considered on a case-by-case basis, the Process Coach, during the initial stage of incident investigation, is

expected to coach and counsel the operator. Investigation of cause will be completed prior to determining if there is a need for disciplinary action.

Additionally, it is mutually recognized that a timely approach to issue resolution is the joint responsibility of both Union Representatives and members of Management. Concerns regarding this responsibility will be brought to the attention of the ~~Human Resources Manager~~ **Employee Relations Manager** and Union Chairman **person** for appropriate resolution.

### Locker inspection

When a general locker inspection by the Security Department is to be performed, ~~a letter announcing the inspection will be posted for employee information with a copy to the Union.~~ **a communication will be made for the Union and employees.**

### Replacement Coveralls

Employee coveralls will be provided on a frequency determined by operation assignment. These coveralls will be placed in employee's lockers. In the event an employee needs replacement coveralls, the employee may report this problem to ~~his~~ **their** Process Coach and will be provided replacement coveralls through General Stores. Adjustments will be made and coveralls will be put into employee's locker within 5 days and maintained within the replacement schedule. Concerns with this process should be addressed at the Departmental Good and Welfare meetings.

### Employee Uniforms

The employee uniform program will be discontinued as of September 1, 2007. A letter will be issued to all employees to that affect.

### Shoe Mobile

~~The shoe mobile visits the plant on a regular basis and is staffed by a sales representative with knowledge in appropriate safety shoe information. They are available for questions and can take catalog orders. The monthly Shoe mobile schedule will be published on FCN.~~

### ~~Human Resources~~ **Employee Relations** Office Hours

During local negotiations, the Union raised the issue of what hours the ~~Human Resources~~ **Employee Relations** Office would be open. This is to confirm our understanding reached during local negotiations that the ~~Human Resources~~ **Employee Relations** Office would be open for business when Production departments are operating, Monday through Friday.



Office hours are maintained to assure timely and effective customer service for all plant employees and their representatives. ~~Human Resources'~~ **Employee Relations'** professionals will be available to provide effective and expeditious customer service. Issues of concern regarding customer service deficiencies should be immediately brought to the attention of the ~~Labor Relations Supervisor or Human Resources Manager.~~ **Employee Relations Manager or Employee Relations Director.**

### Authority for Decisions

During the course of local negotiations, the Union expressed concerns regarding the decision making authority in the absence of the Area Managers. The Flow Manager and the Department Team Managers on the off-shifts are empowered to make decisions in place of the Area Managers, relative to Health & Safety, Quality, Standards and Production Schedules.

Communications of these decisions will be extended to the U.A.W. Bargaining Representative on that shift.

### Canteens

All Televisions, Monitors, and Ice Machines in all canteens and cafeterias will be maintained and fully functional during the life of the 2015~~24~~**25** agreement. Repairs and replacements are to be completed within 30 days of notification of equipment failure.

### Camera Surveillance

The purpose of camera surveillance within the plant is to monitor equipment and facilities, and not individual employees.

### Behr Auto Color Enamel Spray Equipment Operator

Absentee replacement for these operators will be guided by the Versatility Letter included in the local agreement. Considerable discussion was held on the appropriate rate of pay for those employees replacing Behr Auto Enamel Spray Equipment Operators. In accordance with the general requirement that employees should be paid for the work they perform, the Company intends to comply with the provisions of the three-day transfer Agreement, which states that an employee assigned to work on another classification for more than three days must be temporarily reclassified to receive the appropriate rate of pay. If this temporary assignment exceeds thirteen (13) weeks in duration, the provisions of the letter "Temporary Classifications" will be invoked.

### Employee Development and Training Program

The EDTP program is available to all qualifying employees through the National Agreement. Terms and conditions of the EDTP program are defined in the National Agreement Appendix T.

### Distribution of Local Agreements

During the course of the 2015~~25~~ Local Negotiations, the parties discussed additional digital options for the distribution of local contract books. Local contract books will be printed upon ratification by a union print shop to supplement the electronic version. In the event additional books may be needed, they will be purchased up to the number of employees.

Upon ratification the Company and Union will work together to facilitate the expeditious printing and delivery of the contract books. It is understood that an electronic version will be made available within 90 days after the ratification.

### Trailer Load Heights

The trailer train load heights are limited to 110" from the floor, with the wheel immediately behind the driver limited to being just one high. There is also a load limit per wheel, so even though some containers might be doubled under the 110" height limit criteria, due to the weight of the material in them they should only be one high when under load. The weight capacity of the dolly wheels is currently 2000 pounds per wheel and 8000 pounds for all four on a nine-foot dolly. A review of the current container heights was completed and provided to the Union.

### Computer Training

Computer training will be evaluated for the Union Structure at the conclusion of local negotiations.

### Retired Supervisors

During the 2015 Local Negotiations, the Union expressed great dissatisfaction with the use of "Retired Supervisors" at the Ohio Assembly Plant. The Company has committed to the local Union leadership that it expects that retired supervisors working at the Plant will not be abusive, intimidating or unjust in their dealings with the hourly workforce. Concerns of this nature will be discussed between the Bargaining Representative and Area Manager for resolution. If the problem is not resolved, the issue will be elevated to the ~~Chairman~~person and ~~Human Resources Manager~~Employee Relations Director. If it is mutually agreed that facts support it, this meeting will result in the release of the retired supervisor. Additionally, a procedure is established that includes the Union ~~Chairman~~person in the orientation of new salaried Process Coaches, including "Retired Supervisors".

## Pay Shortage Procedure

During 2025 Local Negotiations, the Union raised concerns regarding the number of pay shortages that occur and the delay in processing them in a timely fashion. The Company emphasized its dedication to compensating employees for the hours they have worked accurately and in a timely manner. It is the expectation employees are paid correctly the first time.

The Company reaffirms its commitment to The following provisions to will help eliminate and rectify pay shortage concerns at the Ohio Assembly Plant:

- Any pay concerns employees have should immediately be brought to their Process Coach for correction.
- Area Process Coach will provide the ~~DROT~~s (~~Daily Reporting of Time~~) **daily time sheets** to the Team Leader who will post the ~~DROT~~s **time sheets** in a designated location within the first 2 hours of the start of shift for team members to review.
- If a correction is warranted, the Process Coach will facilitate the correction within the same business day.
- If an error is discovered in subsequent weeks, **an electronic past period adjustment (PPA) will be submitted according to the Company's standard process for past period adjustment processing.** ~~form should will be submitted to the Central Payroll Timekeeping Office (CPTO) for correction. This will be primarily the responsibility of an employee's immediate Process Coach.~~
- ~~Following either form of correction, an Employees may request will be provided documentation supporting the PPA completion submission.~~
- **All Process Coaches responsible for pay will receive applicable pay-related training as it becomes available.**
- Any recurring problems will be brought to the attention of the department Team Manager, ~~Human Resources Manager~~ **Employee Relations**, Bargaining Representative and/or the Area Manager for resolution.

~~In some unique and exceptional circumstances a "Quick Check" may be issued to employees. Please be advised, "Quick Checks" are taxed at a rate of 40%.~~

## Paystub Online

As provided for in the National Collective Bargaining Agreement, the paystub online was implemented on June 6<sup>th</sup>, 2010 at the Ohio Assembly Plant. The Company will make available all applicable tools for hourly employees for accessing their paystub. These

tools are available online at the Ohio Assembly Plant webpage at [www.ohioassy.ford.com](http://www.ohioassy.ford.com), Life@Ford website, and at the ~~Labor~~ Employee Relations Office.

Any changes to the above corporate process that takes place during the course of the Agreement will be communicated to the workforce.

To: Tim Rowe  
Chairman  
UAW Local 2000

Subject: Process Coach - Working

As discussed in local negotiations, it is management's intention to assure that Ohio Assembly Plant Process Coaches do not work on hourly jobs beyond that extent provided in the Master Agreement. Accordingly, the following letter is designated for all Process Coaches of hourly-rated employees by the Labor Relations Supervisor.

As you know, the Master Agreement and related Umpire Opinions prohibit Process Coaches from performing included (hourly) work except as specified in Article X, Section 3.

I expect all parties to adhere to our Company's policy and the Master Agreement in this area.

Process Coaches who continue to violate the Agreement by performing including (hourly) work will be interviewed by the Labor Relations Supervisor, Chairman, and the Area Manager. This interview is intended to emphasize the serious nature of Process Coach working violations and the problems created for the workforce, management and the Union.

This letter will be reissued to all Process Coaches upon ratification

Concur: Tim Rowe  
Chairman  
UAW Local 2000

Shawn Otto  
HR Manager  
Ohio Assembly Plant

## **ERGONOMICS**

### **Comfort Flooring**

General Stores will maintain an adequate amount for expedient placement in the plant as determined by the Company. When the stock is depleted, a replenishment order will be submitted.

### **Ergonomics Committee**

During the 2015 Local Negotiations, the parties discussed the joint Local Ergonomics Committee. This Committee consists of a designated number of Union and Management personnel and includes individuals such as the Plant Physician, Safety Engineer, Ergonomist, Local Ergonomics Representative (in accordance with Appendix S of the Master Agreement), and the Union Health and Safety Representative. This committee works to resolve concerns associated with items such as: repetitive, forceful or prolonged exertions of the hands; frequent or heavy lifting, pushing, pulling, or carrying; overhead work; hot/cold working conditions; and prolonged awkward positioning.

Ergonomics is the science of fitting workplace conditions and job demands to the capabilities of the working population. Effective "fits" assure high productivity, avoidance of illness and injury risks, and increased satisfaction among the workforce. Although the scope of Ergonomics is much broader, the term here refers to assessing those work related factors that may pose a risk of musculoskeletal disorders and recommendations to alleviate them.

### **Ergonomics Day**

Two calendar days per year will be set aside for an ergonomics day for the life of the agreement. There is a joint selection process to determine which job assignments will be given to members of management on Ergonomics day.

## **PLANT SERVICES/CLEANUP**

### **Clean-up (Housekeeping) Issues**

During the 2015 Local Negotiations the Union and Company conducted extensive discussions regarding clean-up (housekeeping) issues within the plant. The Company has the responsibility to ensure that good housekeeping is maintained at Ohio Assembly. The following joint tours are in place to monitor this responsibility and ensure that safety and housekeeping concerns are resolved on a timely basis.

A weekly Safety Committee tour is conducted with management and the Union to address safety issues that are observed. The items observed are noted and a recap of all unresolved items is sent to all Area Managers and the Operating Committee for correction, with a copy to the UAW.

- Weekly Area Safety Tour: On a weekly basis each Area Manager, Manufacturing Engineering Manager, Material Handling Coordinator, Plant Safety Engineer, and UAW Health and Safety Representative will tour the Manager's Area of responsibility to ensure compliance with safe practices and good housekeeping. Agreed upon concerns identified during these tours will be placed on an Area matrix for resolution.

The matrix will be reviewed each week by the tour participants to ensure identified concerns are being resolved on a timely basis.

- Plant Safety Tour: In addition to individuals listed in the "Weekly Area Safety Tour" the ~~Human Resources~~ **Employee Relations** Manager, Plant Safety Engineer, Material Handling Superintendent and the UAW Health and Safety Representative(s) will participate in the rotational Plant Safety Tour. The purpose of these tours is to review the overall safety and housekeeping status of the Area scheduled for review.

In addition to safety items, Area housekeeping items such as those listed in the following examples will be reviewed by the tour participants to determine the Area's housekeeping status:

- |                    |                               |
|--------------------|-------------------------------|
| • Working Surfaces | • Zone Centers                |
| • Aisles           | • Cafeteria                   |
| • Trash Gondolas   | • Offices                     |
| • Tooling fixtures | • Pits                        |
| • Grind Booth      | • Locker Rooms                |
| • Water Fountains  | • Man Cooling Fans            |
| • Restrooms        | • Steps Leading to Clean room |
| • Canteens         | • Filters                     |
| • Paint Booths     | • Polish/Repair Area          |

The housekeeping matrix status will also be reviewed at the Monthly Safety Process Review Board meeting. In addition to the Company's obligation to maintain good housekeeping, continued ISO 9001 certification requires the on-going maintenance of good housekeeping. The Bargaining Unit will continue to be furnished with a Paint clean-up schedule.

## Cleaning

During the 2015 Local Negotiations, the parties discussed the importance of maintaining a cleaning program. Listed below are the critical components of the program.

### Body Department

- Body Shop floor trenches will be cleaned regularly to an agreed to frequency.
- Framing areas 1, 2, 3, and 4 will be cleaned 6 times per year.
- Body shop non-skid paint areas will be reviewed monthly and repainted as needed.
- Body Shop large conveyor pits (11 total) will be pumped out on a frequency of one pit per month.
- Automation tools and robot cells will be cleaned of liquid spills

### Facilities

- Locker rooms will be cleaned once per operating shift.
- Restrooms, toilets, and urinals will be cleaned once per operating shift.
- Canteens will be cleaned once per operating shift.
- Disinfect walls and floors, as needed
- Strip and wax floors, as needed
- Replace broken floor tiles, as needed
- Repair or replace any broken stall locks and/or stall doors, as needed
- Repair or replace any broken mirrors, as needed
- Repair or replace any broken soap dispensers, towel dispensers, toilet paper dispensers and toilet seats, as needed
- Repair or replace any broken urinals or toilets, as needed
- Repair or replace any broken chairs or benches, as needed
- Repair or replace and disinfect bird baths, as needed
- Paint as needed
- The shipping and receiving office and restrooms will be deep cleaned twice per year
- The restrooms and canteens will be deep cleaned twice per year

In addition, a disinfectant will continue to be used when cleaning all restrooms. A copy of the cleaning schedule will be provided to the Union, upon request.

### Hand Sanitizers

Upon ratification a joint survey will be conducted to determine strategic locations where hand sanitizer will be made available for employees.

## **PAINT DEPARTMENT**

### **Blackout Booth**

The filter in the black out booth will be changed when gauge readings reach maximum specifications. The regular PM check of filters and gauges included verification of gauges. Gauges are recalibrated whenever the readings conflict with actual filter conditions.

### **Penthouse Filters**

All filters will be replaced as indicated by the gauges. The regular PM check of filters and gauges includes verification of gauges. Gauges are recalibrated whenever the readings conflict with actual filter conditions.

### **Paint Steps**

Paint Steps will be cleaned on a weekly basis. Steps are from the boot room to Clean Room.

### **Paint Clean Room Restrooms**

The Paint Clean Room restrooms will be equipped with wall air conditioning units and will be maintained.

### **Sprayers' Lockers**

Paint Sprayers have been provided with two (2) side-by-side lockers in the new paint locker room, both opening with the same key. Clean coveralls will be supplied in a Change-o-matic locker for each sprayer and a bin for the collection of dirty coveralls.

### **Sprayer Boots**

Special boots have been supplied for each sprayer. These eight-inch high boots have a white rubber sole and include an instep strap, snaps, and elastic top for firm fit. Clean boots will be available daily in the boot room prior to entering the work area.

### **Paint Department - Heat Issues**

Four cooling ducts have been installed from the north end of the cooler approximately 80' to the top of the incline. Ducts are approximately 24" diameter and to have nozzles to direct cool air onto body carrier.



Two supply air ducts have been installed for cooler air house. Ducts are just below truss and to run out 20" east and west of air house. Ducts are approximately 10' x 3' with 5' x 6' drop into the roof of the unit. Each return duct has a manual opposed blade damper at the roof of the air house for summer/winter control. The above will be maintained by the Company.

### Heat Issues

Three (3) H&V makeup units will be maintained with evaporated cooling units in the Sealer and E-Coat Scuff areas and additional ductwork will be maintained to direct airflow to employee workstations.

### Mask Operation Ventilation

There are four (4) down comers off the fresh air ductwork that blow directly onto the work platform. In addition, two (2) pedestal man-cooling fans have been installed and all the above will be maintained by the Company.

### Spot Spraying

The following will be observed in spot spraying of units outside booth:

- A sign has been posted: "No areas in excess of 10" diameter will be sprayed."
- No area in excess of 10" diameter will be sprayed.
- 10" spots are not a continuous series of 10" spots on a specific area of the unit, e.g. six 10" spots on the hood.
- When assignments are made to spray areas in excess of the 10" spot are violated those abuses of this section will be brought to the attention of the Human Resources Manager
- Any spot repairs in excess of 10" must be made in an area that meets OSHA ventilations standards and EPA regulations.

### Ergonomic Chair

Ergonomic chairs will be provided for the Behr operators and will be replaced as necessary as determined by the Health & Safety Representative and Company Safety Engineer. Should these chairs be found in any paint booth enclosure, they will be removed from the department.

### Boot Room Fans

A total of four (4) pedestal fans, two (2) per boot room, will be maintained.

### Clean Room Benches

Benches have been provided for employee's use in the Paint Area Clean Room.

## Caps - Paint Department

The Paint Department will furnish baseball type hat to its employees and replace as required.

## Behr Versatility

Behr versatility and overtime equalization charts will be reviewed monthly by Behr tender reps to confirm effectiveness of versatility training implemented by the Paint Department. In addition, the designated Behr tender “crib” will be maintained for access to job related tools and training information, as needed.

## Behr Tender Duties for Robotic Applications

The following are basic tasks of the Behr Tenders responsibilities, but not to be considered all inclusive Lines of Demarcation on application robots within the paint shop:

- a) Monitor robot process output, such as sealer or paint spray applications, sealer or paint spray film thickness, sealer or paint spray location according to process.
- b) Make path adjustments to improve quality of paint or sealer applications as needed.
- c) Update and maintain process data to ensure best quality application of sealer or paint.
- d) Jog the robots for the purpose of recovering from "crash" conditions or for scheduled or unscheduled tasks of the Behr operator such as nozzle or gun cleaning, installing disposable protective covers and scheduled PM.
- e) In cases of equipment malfunction will check for loose hoses, loose cables, loose guns, loose nozzles, checking teach pendants or operator's consoles for alarms in order to help supervision determine the proper skilled trade to call for assistance.
- f) Aid skilled trades in troubleshooting by functioning equipment for them, giving general direction to possible causes of equipment malfunction based on past incidents that have had similar symptoms, relaying any specific data they may have, but will not perform any work inside controllers or PLC panels.
- g) Clean, grease and maintain the current PM checklist of robots assigned to the Behr tenders.
- h) In the case of the sealer robots, due to the vintage of the robots, the startup procedure requires the use of some of the buttons and key switches on the robot controller. The only way to start these sealer robots is to use the controllers as the operator's console.

## Paint Quality

Where safety concerns are not involved, there are no plans to restrict employees due to facial hair (beards, etc.).

## FACILITIES

### Motorcycle Parking

A ~~150' x 40'~~ **An approximately 100' x 20'** motorcycle parking area is located in the parking lot. This area is enclosed by guardrail with six (6) openings for ingress and egress, which are 6'8" wide for easy maneuverability. The motorcycle area has a concrete floor and posts in the center, which will enable motorcycles to park and be secured to a post. This area will be maintained and monitored by T.V. surveillance.

### Turnstiles

**The Company and the UAW discussed turnstiles maintenance and upkeep at the plant during the 2025 local negotiations. The Company commits to maintaining the turnstiles throughout the life of this contract, including:**

- **Snow removal around the turnstiles**
- **Salting the areas to ensure safety during icy months**
- **Regular maintenance of the turnstiles**
- **Ensuring cleanliness of the surrounding areas around the turnstiles**

### Employee Communications

The parties conducted an audit to verify that bulletin boards are located at key positions throughout the plant. The Company will maintain enclosed secure bulletin boards with locking doors for the purpose of displaying ~~job postings, overtime and~~ Company or Union communications bulletins.

### Bicycle Rack

All bicycle racks will be placed and maintained in a mutually agreed upon locations.

### Restrooms and Canteens

All restrooms and canteens will be maintained throughout the life of this agreement. All canteens will provide table/chair sets for 24 employees and will have the following services; full vending products, microwave, suspended T.V., FCN monitor, water fountain, and telephone. Air conditioning will be provided.

### Union Offices and Furnishings

Union office equipment and furnishings will be maintained throughout the duration of the Agreement. The offices will be painted as needed, not to exceed more than once a year.

### Roof Leaks

During the course of 2015 Local Negotiations there was considerable discussions concerning roof leaks in the manufacturing departments. The Company agreed with the Union that a significant need existed. Over \$800,000 has been invested this year in areas the Union and Company identified as the most critical locations. The Company will continue to complete roof repairs and leaks through the use of a tracking matrix. New leaks should be immediately reported to the central maintenance manager for inclusion on this matrix. Concerns with this process should be brought to the plant wide Good and Welfare meeting.

### Microwaves

The Company will maintain two (2) microwaves to ensure one day replacement service in canteens and cafeterias.

### Air Conditioners

The Company will keep two new A.C. units on hand to assure prompt servicing of ventilation needs.

### Benefits

During the course of 2015 Local Negotiations, the parties reaffirmed the need to make the benefits representative available to all OHAP hourly employees, both active and retired. Given the clear recognition that the safety and security of our active employees is a priority, an office for the benefits rep will be maintained to help facilitate both active and retired employee access.

### Walking and Working Surfaces – Snow Removal Process

During 2015 Local Negotiations, the parties discussed the need to continue with a snow removal process as a critical component for improving the walking and working surfaces for our employees during inclement conditions. Consequently, the Company is reaffirming its commitment in this area by:

- Conducting the annual snow removal process meeting with the selected vendor and representatives from the UAW, Central Maintenance, and the Safety Office.

- Leveraging technology to monitor weather forecasts for enhanced preparedness
- Patrolling, by Plant Security, for the purpose of monitoring both walk and roadways.
- Maintaining, in the Plant Security Office, a current snow removal contact list for notification purposes.

Furthermore, Plant Security patrol documentation related to the above will be available to the Plant Chairperson upon request.

### Parking Lot

Currently personnel are assigned to regularly collect trash and empty barrels in the parking lot. Plant Services supervision will be responsible to see that the parking lot will be cleaned as required.

Roving Security patrols are recorded in the Plant Security Office and may be reviewed by the Chairperson person, upon request through the Labor Employee Relations Section.

### Auto Start Assistance

Two (2) sets of auto jumper cables and a portable battery booster are available in the Plant Security Office for employees' use in the parking lot. Employees must return the cables immediately after use. Each employee who utilizes the cables will be required to leave his their Ford I.D. card with Security while using the cables and will be required to pay the full cost of replacement of the cables if the employee fails to return them.

### Bank Machine

Through the efforts of the local Bargaining Unit, an automatic teller machine has been installed for employee use. An additional automatic teller machine has been added to the east admin cafeteria.

### United States Flag, POW Flag and Ford/UAW Flag

A United States, POW and Ford/UAW flag will be displayed at the main employee entrance to the plant. The condition of the flag will be monitored by a member of the Bargaining Unit and the Human Resources Employee Relations Manager. These two individuals will select a position of honor to reflect the pride all employees of Ohio Assembly have in their country and its flag.

### Fans, Water Fountains, and Bubblers

Cooling fans, water fountains, and bubblers will be placed in convenient locations throughout the plant as part of an ongoing joint commitment to the Health and Safety of employees at Ohio Assembly Plant. Additional locations will be installed through mutual agreement as necessary.

Cooling fans, water fountains, and bubblers will be monitored during the daily/weekly GRASP walk. Cleaning schedules will be identified through the annual Heat Stress Program. Problematic cooling fans, water fountains, and bubblers should be addressed through the Good and Welfare Process.

For prompt replacement of the above items, six (6) man cooling fans, two (2) pedestal fans, and four (4) bubblers will be maintained in General Stores. Upon removal of these items, a requisition should be immediately placed for replacement supply.

### Traffic Control Lanes

Traffic Control Lane striping has been painted in the roadway lanes entering and exiting the parking lot and will be repainted as identified by the safety pedestrian committee.

## **MATERIAL HANDLING/STOCK DEPARTMENT**

### Material Handling Racks

Material Handling Operating Procedure pertaining to damaged wire racks (containers) will continue to be communicated on a twice annual basis. In addition, this process will be available on the Ohio Assembly Plant web page and posted in a location to which all MP&L employees have access.

An employee responsible for transporting wire racks who observe damage that makes the rack unsafe to be transported in the Plant will notify ~~his~~ **their** supervisor. The supervisor will review the rack and determine if the rack can be transported. Where disagreements occur, the Safety Engineer and UAW Health and Safety Representative will make the final decision. This procedure is designed to ensure that unsafe racks do not reach line.

The condition of Material Handling racks should be reviewed in the Weekly Departmental Safety Tour that involves the UAW Health and Safety Representative, Area Manager, and Material Handling Process Coach.

If concerns persist they should be brought to the departmental Good and Welfare meeting.

### PMHV Safety Checks

Unsafe equipment will not be released from the Industrial Lift Truck/Tow Tractor Repair Area. All PMHV operators are required to perform safety checks on the powered equipment they operate. PMHV operators will perform these safety checks at the beginning of their regularly scheduled starting time. After completing these inspections, employees will report to their assigned work areas.

### Plant PMHV Inspection Status

The Union Health and Safety Representative, designated Bargaining Representative along with the Company Safety Engineer will conduct monthly inspections of all PMHVs to ensure their proper maintenance. Defective equipment will be designated for repairs and unsafe equipment tagged out.

Material Handling will publish a weekly equipment inspection status report. The Bargaining Unit and UAW Health and Safety Representative will receive copies of the report along with a detailed explanation upon request. Also, it is expected that a Material Handling salaried representative will discuss in detail the report status with a UAW Health and Safety Representative upon request. Concerns regarding the status of equipment inspections should be discussed for resolution with the Material Handling Area Manager. The status of equipment inspections will be reported at the monthly Safety Process Review Board meeting.

### Vehicle Safety

During the course of the 2015 Local Negotiations, the parties discussed in some detail safety concerns revolving around units running while inside the plant proper. This will confirm that the parties agree that vehicles that are running while in the plant will not be left unattended, and work will be conducted on vehicles while running will only be done when there is a requirement to do so (i.e.: for diagnostic purposes).

### Material Handling – Pay practices

Material handling employees will be paid the highest number of hours that they are scheduled to stock as of the schedule set by the fifth hour.

### Drop Off Zones

All material handling drop off areas will be painted and updated on an as needed basis. A list of these zones will be available for review by the Bargaining Unit and Union Health and

Safety Representative.

### Moving of Scrap

To insure that only safe scrap loads are moved through the plant, operators will be instructed on proper use of containers, and to secure their loads prior to moving it.

### General Stores

In cases where the hourly General Stores person is unable to verify material received, ~~he~~ **they** will notify ~~his~~ **their** supervisor of this situation and stamp and initial the packing slip based on the approval of ~~his~~ **their** supervisor.

### General Stores – Hours

As discussed during **2025** local negotiations, the General Stores Department will be open **as needed**, ~~24 hours~~ during production days. During vacation shutdowns, holidays and down weeks, the crib attendant head will be scheduled as needed.

## **PRODUCTION STANDARDS**

To:           Tim Rowe  
                  Chairman  
                  UAW Local 2000

Subject:      Rebalance Period

In order to help position OHAP to be the most cost competitive Vehicle Operations Facility in the world, the Company held extensive discussions with the Union concerning rebalance. The Union contended the rebalance process should be eliminated entirely, and that the Company should not engage in rebalance activities at all – once a job is established, it should stay as designed without changes to work elements until a significant product change is implemented (e.g.: major model or new model change). The Company recommended modeling the local rebalance process in alignment with the Powertrain organization which has a year round rebalance, to which the Union strenuously disagreed.

Due to future product opportunities at OHAP, the Union and the Company agreed to the following adjustments to the Rebalance process in order to position Ohio Assembly in the most competitive position possible.



The Union and the Company agreed to the following clarifications to OHAP's rebalance process:

- The process could be initiated during the first quarter of each calendar year.
- Consecutive annual rebalance periods will never run concurrently.
- No more than one Rebalance period will be initiated per calendar year
- It is the commitment of both parties to complete the rebalance cycle within the 4 month window.
- In principle, the Company recognizes the importance of distributing PECs levelly throughout the rebalance period.
- The Company commits to reading PECs and moving elements no later than the first day of the last week of the rebalance period.
- Jobs or job elements not successfully established by the end of the 4 month period will be resolved by the end of the rebalance period.
- All disputed jobs will be placed in the local procedure called "Special Procedure for Settlement of Work Standard Disputes - Ohio Assembly Plant" and will be resolved in the last two weeks of the 4 month period. No elements will be moved from the disputed jobs to other existing operations after the 4 month period.

Concur: Tim Rowe  
Chairman  
UAW Local 2000

Shawn Otto  
HR Manager  
Ohio Assembly Plant

### Special Procedure for Settlement of Work Standards Disputes - Ohio Assembly Plant

This special procedure for settlement of work standards disputes at the Ohio Assembly Plant will be utilized with the understanding that the Company will avoid taking disciplinary action against employees who are experiencing problems in the performance of their operation until this procedure has been exhausted. In return, the Union will withhold initiating a grievance protesting the employee's workload until the procedure has been exhausted.

#### Procedure

1. The procedure will be set in motion as a result of:
  - a. A complaint from an employee to ~~his/her~~ **their** Process Coach, either directly or through their District Representative, or
  - b. At the request of supervision where an employee is continually not completing the operation.
2. Upon request, a committee composed of at least a department Industrial Engineer, Process Engineer and production Process Coach will jointly conduct an investigation

of the operation in question. The District Representative will be notified in advance of the investigation.

- a. A discussion with the employee to determine the exact nature of ~~his/her~~ **their** problem, if any.
  - b. Assurance that the employee has been properly trained in the correct method.
  - c. A check for proper tooling and process.
  - d. A check of the quality and location of stock.
  - e. Assurance that the employee has time and room to perform ~~his/her~~ **their** operation in ~~his/her~~ **their** work station.
  - f. Assurance that the employee can physically perform the operation; e.g., physical size of employee.
  - g. Check for a mix problem.
  - h. Assurance that the best method and sequence is being utilized.
  - i. Check for possible usage or mechanical assistance, if possible.
  - j. Assure that the operation is being performed in accordance with the production standard as established.
3. Upon completion of the investigation, the findings will be discussed with the appropriate District Representative in an attempt to resolve the dispute.
  4. If the dispute cannot be resolved at that level, it will be considered at a meeting attended by no more than three Company representatives from production, industrial engineering, and industrial relations and no more than four Union representatives including the District Representative, Production Standards Representative, the Chair~~man~~**person** or persons to be designated by the Chair~~man~~**person** to handle work standards disputes.
  5. While no time limits are spelled out, the success of the procedure is dependent upon both parties exhibiting a spirit of cooperation through timely handling of each dispute.
  6. If the matter still remains unresolved, it may then be appealed through the regular grievance procedure.

### Production Standards Communication

- No later than one month prior to the rebalance period, Company Representatives, the UAW Production Standards Representative and/or designated UAW Representatives will meet to discuss the known extent of the model change, the extent of the added or deleted content, and any other factors that add to the complexity of the rebalance process.

- No later than 2 weeks prior to the rebalance period the Production Standards, Bargaining and District Representatives will be provided a preliminary proposal of the rebalance plan.
- Throughout the Procedure for Review of Work Assignments, designated Company and UAW Representative(s) will meet on an ongoing basis to work toward resolution of production standards issues, mix issues, and mix resolution agreements. A working matrix of issues and agreements will be maintained.
- During the rebalance period a weekly status meeting between department Area Managers and the Bargaining Unit will take place to discuss any issues related to the bullet points listed under "Production Standards Process Principles."

### Changes in Line Speeds

The procedure provides that an assigned electrician, in the presence of a representative of the Engineering Department and the Union, will make all line speed adjustments. The electrician will record any adjustments made in a log provided for that purpose. In addition, the Engineering Department will immediately advise the Union of such adjustments.

The Industrial Engineering Department will publish a line speed chart to the Union showing the maximum average cycle times on conveyors. The Engineering Department and a Union Representative will regularly check line speeds to ensure strict enforcement. A log will be maintained to track these changes. This log will be available to designated Union Representatives upon request.

### Planned Mix Pattern

The Company agrees to supply the Union, upon request, with its daily production schedules and the line speeds to achieve such schedules, together with the body mix, spacing, etc. Where the schedule remains unchanged, this information shall not necessarily be furnished daily. In the event of a change, the Union shall be notified.

The Company will take immediate corrective action, using any of the methods identified below, whenever the mix pattern varies from the planned pattern for those employees adversely affected.

Whenever departures are made from the planned mix pattern, the employee responsible for scheduling these units is required to immediately notify a designated member of supervision who will arrange for action in conformity with the 1949 Strike Settlement Agreement.

This Settlement Agreement provides for adjustments where necessary by one or more of the following means:

- \* addition of manpower
- \* greater spacing of units
- \* reducing speed of line
- \* stopping line momentarily (ISPC)
- \* adjusting employee work assignments

The Ohio Assembly Plant Quality Operating System (QOS) is utilized for product quality and improper mix. The Lead Process Coach of the area affected will have the name of the operation for which mix assistance is required by the daily mix letter. If additional manpower is utilized to address the adverse mix condition, the Lead Process Coach will identify the employee assigned to that operation used for mix assistance upon request.

Mix agreements, under current mix conditions, between the Company Industrial Engineering Manager and UAW Production Standards Representative will remain in effect throughout the current model run unless operating conditions change (e.g. line speed change, tooling and layout, etc.). Those job specific mix instructions will be identified on the OIS.

A planned mix pattern is to be lived up to in all departments.

### Standard Reviews

The UAW Production Standards Representative will continue to use various methods for time study evaluations to best serve the memberships needs during job evaluations. Any job analysis information utilized by the Company will be shared with the UAW Production Standards Representatives.

### Balance to Build

Balance-to-Build statistics will be available to the Bargaining Unit beginning 30 days prior to Job 1 and updated as required.

## **CAFETERIA**

### Cafeteria Postings

A cafeteria bulletin board will be maintained for the posting of daily and weekly menus, including prices. These will also be posted on the FCN.

### Cafeteria Services Committee

Concerns were expressed during 2015 Local Negotiations regarding facilities and procedures available through the plant Cafeteria Services. A committee has been formed comprised of a designate from the ~~Chairman~~person, the Cafeteria Manager, and a designate of the ~~Human Resources~~ Employee Relations Manager.

Discussions and resolutions will include problems or complaints that may arise during the course of this agreement.

The formation of this committee expresses the intent of the Company to resolve issues presented in a manner that will be in accord with the best interest of the parties.

### Main Cafeteria Grille

The ventilation boxes in the cafeteria grille areas will be cleaned and serviced regularly by the cafeteria service provider and maintained in good working order.

## **LUNCH PERIODS**

### Mid- Point Lunch Scheduling

During recent negotiations, the Company explained that when a department is on an overtime schedule, it is Company policy to schedule lunch periods near the midpoint of the shift.

In reference to relief ~~men~~ persons during lunch periods, this is to confirm that our position is in line with the policy as contained in the Sidney F. McKenna letter, dated December 7, 1970.

"It is the policy of the Company that the relief ~~men~~ persons in the car and truck assembly plants are not required to take personal relief during the lunch period of the employees they relieve except in emergency situations."

The Company has previously explained that when a department is on an overtime schedule, it is Company policy to schedule the lunch period near the midpoint of the shift.

One example of a lunch period would be as follows:

<u>Shift No.</u>	<u>Starting Time</u>	<u>Lunch Period</u>	<u>Quitting Time</u>
2	6:00 a.m.	11:00 a.m.	4:30 p.m.
3	5:30 p.m.	11:00 p.m.	4:00 a.m.

### Working through Lunch Periods

The Company reaffirms the provisions of Article X, Section 6 of the Collective Bargaining Agreement. However, to maintain production requirements some employees may on occasion work rather than take a lunch. The Company agrees this will not be done without the employee's consent. This provision is not intended to prohibit the Company from altering an employee's lunch period, pursuant to the provisions of Article X, Section 6(b). Individual employees declining to work through lunch will not have their lunch period moved solely for that reason.

The Bargaining Unit may raise any concerns regarding this issue with the Area Manager and Union Chairman**person** for resolution.

### Early Lunch and Relief Shutdown

During the 2015 **2025** Local Negotiations, extensive discussions ~~was~~ **were** held concerning the ~~early~~ shutdown of operations **early, affecting** ~~for lunch, and relief shutdowns, and its effect on employees. These discussions centered on the importance of a robust communication process at these times. These discussions focused on the need for a strong communication process between the Company and the Union to ensure all employees are properly informed. Although the Company is unaware of any abuse of its management rights, it is not Company policy to regularly move relief or lunch periods.~~

**In an effort to improve morale in the workplace,** ~~The~~ Union has been given assurance that the following process will take place prior to ~~early~~ shutdown of operations **early, affecting** ~~for lunch, and relief:~~

- When it is determined ~~during the analysis that the breakdown~~ **will** ~~is anticipated to impact a regularly scheduled break~~ **relief or lunch**, the department ~~Senior Process Coach, Team Manager, or Area Manager~~ **or designee** will contact the Union **Chairperson** ~~District Representative of the affected department~~ **or designee** to inform them of the status.
- **The relief or lunch can start six (6) minutes after advanced notification has been provided to the floor.**
- **The Department Team Manager or Senior Process Coach will announce any early lunch/relief changes over the radio for the impacted area, including the reason.**

- No more than two (2) early relief or lunch moves per shift per department.
- Regularly scheduled relief cycles will not begin until one-half hour after the end of the regularly established lunch period.
- Regularly scheduled relief cycles will not begin until one hour after the start of the regularly established shift start time.
- Except in emergencies, an employee's regular lunch period shall not be advanced or delayed by more than one hour unless the employee agrees to such change.
- ~~Labor~~ **Employee** Relations will be notified by the parties involved. A log of this downtime will be available for the Bargaining Unit to review upon request. The log will include date, area, shift, time of notification\*, cause of breakdown, estimated and actual duration, and notifying Company agent. **This log will be used to investigate causes for early relief or lunches.**

In reviewing the issue of early shutdown for lunch, the practice has been that Zone Supervisors were making individual decisions in shutting down their areas of responsibility, based upon the condition of their zones. The Union has been given assurance that appropriate controls will be instituted immediately to return this decision to the Department Manager or Shift Production Manager level. The Zone Supervisor will no longer shut down that zone for early lunch for anticipated breakdown of 20 minutes or less without the approval of the Manager and then only after review of the factors causing the necessity of shutting down early for lunch. The Department or Shift Production Manager with the area Committeeperson will call ~~Labor~~ **Employee** Relations with a complete explanation to be logged for review by the union.

In the event the Union considers that either the early lunch shutdown or relief shutdown procedure has not been followed on a specific shift, the complaint should be immediately brought to the attention of ~~Labor~~ **Employee** Relations for immediate review and/or resolution. This subject will be discussed during the Good and Welfare Meeting with the **Assistant Plant Manager/Employee Relations Director** ~~Area Team Manager Superintendent.~~

## RELIEF

### Relief Schedules

Relief shall be scheduled in line with the number of hours scheduled. However, whenever possible, relief will be adjusted to provide the proper relief when schedule

changes are made. The Company recognizes the desirability of scheduling relief so as to provide relief periods both before and after the lunch period.

### Tag Relief Coverage

Manpower requirements will be maintained to support tag relief needs.

### Emergency Relief

During 2015 Local Negotiations, the Union discussed the issue of releasing employees from the line for emergency-type relief. The Company recognizes its responsibility in providing emergency relief of this nature and the methods of providing such relief. Process Coaches will be instructed by the ~~Human Resources~~ **Employee Relations** Manager of the importance of maintaining appropriate procedures of providing such relief, and abuses should be directed to the Area Manager, who will be held accountable for any undue delays or ~~Human Resources~~ **Employee Relations** for correction.

### Production Schedules - Fifth Hour Agreement

Production line schedules a minimum of one day in advance. This pre-established schedule is re-evaluated during the fifth hour of production to determine if adjustments are required. If adjustments are required at this time because of parts shortages, breakdowns, etc., all necessary action is taken, including providing necessary manpower to make adjustments to the tag relief schedules. Once adjustments are made during the fifth hour, the schedule will be followed. The only exceptions will be as a result of conditions beyond the control of local management. The Company has a contractual obligation to provide employees relief and to have relief ~~men~~ **persons** available for relief purposes. This fact is important to the employee, the Union and the Company.

### Relief Ratios/Assignments

Prior to any readjustment of the existing relief assignments, the Company will notify and discuss such adjustments with the Bargaining Unit before implementation of any changes in the relief assignments.

### Alternative Shift Patterns

During the 2007 Negotiations the Union and the Company discussed other alternatives to layoff the membership due to changes in production volumes, sales/increase, etc. In order to help secure the membership at OHAP the Company and the Union agree to sit down and discuss options such as alternate shift patterns.



## PLANNED DAY-OFF SCHEDULING PROCESS

During the 2025 local negotiations, the Union expressed concern over the planned day off process and the ability for employees to get approved time off. The Company recognizes the importance of providing time off, in a manner that maintains efficiency of operation while giving due consideration to the desire of employees. Management will review the possibility of increased time off during prime periods based on manpower availability.

It is mutually agreed between the parties that the following provisions will govern the Planned Day-Off Scheduling Process.

1. Employees requesting days off will use the Planned Day-Off Application **Form**, which can be found on the OHAP web page.
2. Completed forms should be submitted to Team Leader. Completed forms will include the requested date, the type of leave requested, and the total hours.
3. The application will be reviewed with the department ~~Senior~~ Process Coach and Team Leader. A copy will be returned to the employee **by the Process Coach**, with a determination and explanation, within the next 3 working days. ~~Department supervision and~~ **Employees** will be expected to maintain copies for future reference.
4. Failure to respond within the time frame will result in automatic approval of the request.
5. The area Union Representative will conduct a daily review of applications ~~with the department Senior Process Coach~~ to help address any issues or concerns as they arise.

In addition to the above outlined process, the following will apply:

- Team Leaders will initially have read-only access to departmental vacation and excused absence calendars to assist in the process.
- **Team Leaders will print out monthly vacation calendars and post within the zone.**
- ~~Excused Absence Allowance (EAA) days can be scheduled in accordance with the above, or utilized in accordance with the National Attendance Program.~~
- Applications will be granted on a "first-come, first-served" basis. In the event more than one employee makes application at the same time seniority will be the determining factor for priority.
- **Approved time off through this procedure will not be canceled or changed without the consent of the employee.**
- **Previously approved paid time off will not automatically default to unpaid time off. It is the responsibility of the employee to manage their paid time allotment and usage correctly.**

~~Upon ratification the parties have agreed to develop and pilot a vacation scheduling process to be managed by a Team Leader(s) and their team(s) in an effort to provide the teams with greater flexibility.~~

## LETTERS

### PLANT SUPPLIERS

During the ~~2015~~**2025** Local Negotiations the Bargaining Unit raised issues concerning suppliers performing rework in the Plant. The parties agree that suppliers are responsible for providing the Plant with quality products and are responsible for responding to Plant concerns regarding the shipment, packaging, quality, etc., and overall performance of their product. In an effort to address the Union's concerns regarding the nature, amount and where the rework of the supplier's product is performed. Plant management will take necessary steps to assure that each supplier (vendor) does not interfere with or assume the responsibilities of an Ohio Assembly employee.

The Company will provide information to the Union of the need for suppliers to work on premises along with the nature and scope of such work and outside suppliers will perform their responsibilities in designated areas or elsewhere on Plant premises. Under current operating conditions, the Company agrees that no suppliers of production related parts/material shall perform any re-work or inspect parts/material while it is installed on a production unit unless accompanied by a Union Representative or QOSCs, when available. Normal included inspections/repairs of production units will continue to be performed by UAW Local 2000 personnel.

Vendors who are on property to handle non-conforming parts or defective supplier components to meet product quality levels acceptable for a world-class quality level vehicle will be required to log in at the Incoming Inspection Office, **wear the appropriate safety PPE and vest, and have credentials on-hand.** ~~and sign in at the Human Resources office.~~

The UAW Quality Representatives are responsible for reviewing this log daily and reporting vendor activity to the Bargaining Unit. The UAW Quality Representative will contact and be advised by VQA personnel daily where vendor rework is occurring. The Representative should review these areas and report concerns to the Bargaining Committee and VQA Representatives.

Vendors must comply with **all** Plant **and Safety** rules **while on Company property and regulations.** The UAW Quality Representative and QOSCs should interface with Area Managers on vehicle Quality issues. Concerns associated with vendors will be identified by the Quality Representatives and QOSCs and factually presented for discussion at the Plant Quality Leadership Meeting, which includes the Bargaining Unit and Plant Operating Committee Representatives.

A vendor re-work area has been identified in the building. It is also agreed that if it is necessary for vendors to perform re-work in the assembly line areas, they will be accompanied by an Ohio Assembly Plant hourly employee.

Abuses of this procedure **or violation of plant rules** should be brought to the attention of the ~~Human Resources~~ **Employee Relations** Office **and the Bargaining Unit.**

### Non-Ford employees on premises

All vendors while on site shall display their security ID badges or a visitor's pass. All other employees shall have a visitor's pass available and visible.

### Vendors Working/Supervising & Safety

Vendors are not to engage in hourly included work. If issues of concern arise regarding vendors, the Union may discuss them in the Plant Wide Good & Welfare meeting.

All vendors, contractors, consultants and visitors must comply with all Ford Motor Company's safety rules while on Company property. Furthermore, non-Ford personnel will not directly supervise Ford employees.

### Monthly Joint Quality Committee Meeting:

Jointly, the parties will meet monthly to discuss the quality status of our products. Committee membership will include the Bargaining Unit, Operating Committee, QOSCs, ERC's, and Quality Representative. The Quality Manager and UAW Quality Liaison Representative will be responsible for coordinating the resolution of Local Quality Committee matters and reporting the results to the Co-Chairs of the Local committee between scheduled meetings.

This committee will discuss and review quality information and indicators concerning the Plant's products and services and joint actions that could be taken to encourage and support improvement. In addition, this committee has the responsibility to establish a process locally that allows employees to raise product quality concerns, make the necessary correction, and stop the operation, when necessary. This process must ensure that the concerns are immediately addressed, appropriate containment measures implemented, and the operation restarted.

We recognize that continuous improvement in the quality of the Company's products and services to meet customer needs and values is essential to securing our long-term success in the marketplace and real job security for our employees.

To: Tim Rowe  
Chairman  
UAW Local 2000

Subject: Use of Temporary Employees

This communication concerns our local agreement to utilize temporary employees. They will provide coverage during periods of vacations or major launch periods. Any deviation from the foregoing sentence will be discussed between the Union and Management and will not be implemented without mutual agreement.

Where this agreement does not conflict with the Master and Local Agreements, these individuals will be hired for short duration employment. Their employment will be terminated prior to achieving seniority.

During the current negotiations, the Union has sought assurances with respect to the use of probationary employees when production standards are being established. The Company has agreed that they will first establish a standard with the regular operator on the opposite shift.

Concur: Tim Rowe  
Chairman  
UAW Local 2000

Shawn Otto  
HR Manager  
Ohio Assembly Plant

To: Tim Rowe  
Chairman  
UAW Local 2000

Subject: Pre-Delivery Audits

The parties are jointly committed to providing a high quality product to our customers. The Company along with the QOSC and UAW Quality Representative will review current quality audits practices being conducted in Pre-Delivery and make every effort to minimize the operator impact of having additional personnel in congested areas.

Concur: Tim Rowe  
Chairman  
UAW Local 2000

Shawn Otto  
HR Manager  
Ohio Assembly Plant

To: Tim Rowe  
Chairman  
UAW Local 2000

Subject: Expiration and Reopening letter

The current 2015 Local Agreements shall remain in effect for the same period as the new Collective Bargaining Agreement subject to such re-opening clause as is agreed to by both parties.

Prior to new product sourcing discussions for Ohio Assembly Plant, the parties agree to reopen local negotiations and discuss modifying, amending, and/or supplementing existing contractual language to ensure market competitiveness and efficient integration of the new product into the plant.

Any changes to contractual language are subject to membership approval.

Concur: Tim Rowe  
Chairman  
UAW Local 2000

Shawn Otto  
HR Manager  
Ohio Assembly Plant

To: Tim Rowe  
Chairman  
UAW Local 2000

Subject: Returnable Containers

During the course of the 2015 Local Negotiations, the parties discussed the increased emphasis the Company is placing on environmental issues and the impact that has on the plant, specifically with respect to the increase in the number of returnable containers. The key to successful implementation of this effort lies in the upfront discussions of the impact to the workforce.

With respect to returnable containers, it is recognized that Material Handling generally is responsible for the handling and transporting. When new containers are introduced, it may make

sense to assign certain tasks to the production employees in the affected area. When this is necessary, advanced discussions will be held with the UAW. This does not preclude the Company from periodically assigning this work to any non-skilled employee and, if applicable, a new work standard will be established for the operation.

Concur: Tim Rowe  
Chairman  
UAW Local 2000

Material Planning & Logistics Mgr.

**Subject: Quality Operating System Coordinators (QOSCs)**

**Recognizing the significant long-term efforts and progress made in continuously improving product quality through the Quality Operating System (QOS), the Company agrees to provide absence coverage for pre-approved QOSC employee absences of three (3) days or more.**

**Instances of unique absenteeism (ex. multiple attendee training, planned medicals, etc...) will be covered based on management's discretion.**

**This will help ensure the continuity of the QOS processes and maintain our focus on quality.**

**Subject: Launch Teams Assignments**

**During the 2025 Local Negotiations, the parties extensively discussed the critical role played by the Launch Teams in guaranteeing the future success of updating current products and introducing new products at the Ohio Assembly Plant.**

**Acknowledging the potential disruptions caused by the utilization of Launch Team members for temporary absenteeism coverage, the Company is dedicated to minimizing this impact when possible.**

**As a result, it is agreed:**

- **If a Launch Team member is needed in a different department/area, they will be loaned out in order of seniority in most cases, starting with the least senior, unless a special circumstance or a disruption to launch activities necessitates a different assignment.**

- If an employee is borrowed from their launch assignment, they will have the right to hold the non-Launch job/operation/assignment for the remainder of the shift.
- Launch Team members are allowed to supplement the workforce on production Saturdays if management determines there is work available.
- Launch bids or openings will continue to be posted by department and will require an interview process. Candidates with (3) three or more years of experience in a department other than their current one are eligible to bid on Launch positions in that department.

This agreement is established to balance maintaining employee morale and satisfaction of our valued customers who rely on us to consistently deliver exceptional products.

Jay Kiska, Chairperson  
UAW Local 2000

November 2025

Subject: OHAP Lates and ART Violations Discipline Program

During the 2025 Local Negotiations the parties acknowledged that the overwhelming majority of employees are dedicated and committed to arriving at work on time and producing world class vehicles. It is essential for everyone to contribute to ensure future viability and job security.

The Union raised concerns about unanticipated emergencies that may arise beyond the control of employees, and their desire to prevent the stigma and consequences of formal discipline on their records. As a result, employees will be permitted a total of three (3) accumulated occurrences within 12 months without penalty.

**Table 1: Lates and Failures to Call-in Unplanned Absences (ART) Disciplinary Progression**

<b><u>Occurrence Number</u></b>	<b><u>Penalty</u></b>	<b><u>Measurement Period</u></b>
<b><u>1<sup>st</sup> Occurrence</u></b>	<b><u>No Penalty</u></b>	<b><u>12-months rolling</u></b>
<b><u>2<sup>nd</sup> Occurrence</u></b>	<b><u>No Penalty</u></b>	<b><u>12-months rolling</u></b>
<b><u>3<sup>rd</sup> Occurrence</u></b>	<b><u>No Penalty</u></b>	<b><u>12-months rolling</u></b>
<b><u>4<sup>th</sup> Occurrence</u></b>	<b><u>R&amp;W</u></b>	<b><u>12-months lock-in</u></b>
<b><u>5<sup>th</sup> Occurrence</u></b>	<b><u>R&amp;W + 1-Day</u></b>	<b><u>12-months lock-in</u></b>
<b><u>6<sup>th</sup> Occurrence</u></b>	<b><u>R&amp;W + 3-Days</u></b>	<b><u>12-months lock-in</u></b>
<b><u>7<sup>th</sup> Occurrence</u></b>	<b><u>R&amp;W + 2-Weeks</u></b>	<b><u>12-months lock-in</u></b>
<b><u>8<sup>th</sup> Occurrence</u></b>	<b><u>Discharge</u></b>	

**Disciplinary Progression for Lates and Failures to Call-in Unplanned Absences**

**The accumulation of occurrences for Lates and Failures to Call-in Unplanned Absences during the employee’s measurement period will be addressed through the appropriate progressive process outlined in Table 1. While the intent is to have the employee serve discipline as prescribed within the guidelines of this agreement, the Company retains the right to prescribe discipline to be served on paper, based on business conditions.**

**All measurement periods will be extended by personal medical leaves of absence during the measurement period.**

**The current offenses of Tardy and ART Violation will be combined into a single disciplinary charge of “Other” with the comment “OHAP Attendance Program” and will progress accordingly. Employees will revert to zero (0) discipline for these charges upon ratification of this agreement.**

**The parties encourage employees who may have issues related to absenteeism to consider the use of the UAW-Ford ESSP Joint Program if such assistance may improve attendance.**

**Probationary, TFT, and Waiver employees excluded from the provisions of this agreement.**

**This letter does not supersede any changes made to the national CBA and will follow the CBA should any future changes be made.**



To: Jay Kiska  
UAW Chairperson  
Local 2000

Subject: Ohio Assembly Site – Plant Stability During a Major Launch

Mr. Kiska,

During these local negotiations the Union and the Company have been involved in extensive discussions regarding our mutual desire to ensure Ohio Assembly safely produces vehicles at the highest quality and lowest cost. The Company and the Union recognize that for Ohio Assembly to compete as a world class assembly plant, it must achieve best in class quality metrics of: Things Gone Wrong (TGW), Warranty Cost Per Vehicle (CPV), and cost, specifically Hours Per Vehicle (HPV), and Cost Per Vehicle (CPV).

To enhance plant viability, we recognize that we must work together to implement the standards of our operating systems with flawless execution. The parties recognize that excessive churning during new product launches detracts from the necessary focus on quality and launch efficiency.

The parties agreed on the importance of minimizing the impact of employee churning at OHAP surrounding major model launches as defined in the Master Agreement. Both parties recognize the impact to employee work-life balance that major changes can have, and agree that providing a clear plan on transferring to the new facility is critical to that balance. Therefore, in advance of employee movement to the new facility, both parties will agree to a transfer plan that will be shared for transparency, to provide stability at the current facility as well as opportunities for employees at the new facility.

The Company and Union will meet to discuss job bids, shift preferences, transfers, and other operational requirements in maintaining stability periods. If necessary, the parties will determine specific start and finish dates if the stability has not been attained.

Concur: Jay Kiska  
Chairperson  
UAW Local 2000

Ryan Perniciaro  
Director, Employee Relations  
Ohio Assembly Plant