



**Olds Gas Plant
Group Hours of Work Averaging Arrangement
Four Week Shift Schedule
November 1, 2020**

1. This Averaging Arrangement (“Arrangement”) applies to the employees of NAL Resources Management Limited (“Company”) listed on Part A attached (“Employees”), and such Averaging Arrangement commences on November 1, 2020. This Averaging Arrangement supersedes and replaces any prior averaging agreement in effect prior to November 1, 2020.
2. Any new employees will be bound by this Arrangement if the description of the group of employees listed in Part A applies to them.
3. The number of weeks over which the Employees’ hours of work will be averaged is 12 weeks.
4. The *Employment Standards Code* (Alberta) states that the work week runs from midnight on Saturday to midnight on the following Saturday unless the employer has established a different 7 day period as the work week by consistent practice. The work week for Employees is Monday to Sunday.
5. The Employees’ work schedule, as required by the *Alberta Employment Standards Code* and regulations, as amended, is attached to this Arrangement as “Appendix A.”
6. The Company shall provide, and the Employees shall take, overtime pay or, subject to clause 8, time off instead of overtime pay for overtime hours. Overtime hours are the greater of hours worked in excess of:
 - a. 8 hours per work day (if less than 8 hours were scheduled on that work day) or, the scheduled hours per work day (if 8 or more hours were scheduled on that work day); and
 - b. an average of 44 hours per work week in the averaging period.
7. A group or individual overtime agreement(s), as the case may be, must be separately entered into where the Company provides time off with pay instead of overtime pay to the Employees or some of the Employees.
8. From time to time, the Company may make temporary changes to an Employee’s work schedule that were not requested by the Employee as long as two weeks’ notice of the change is provided to the Employee, or as otherwise authorized by the *Employment Standards Code* (Alberta). Employees will receive compensation for modified schedules in accordance with the requirements of the *Employment Standards Code* (Alberta). The Parties acknowledge that notice is not required where an accident has occurred, urgent work is necessary, or other unforeseen or

unpreventable circumstances have occurred. The Parties acknowledge that a change to the current work schedule in respect to one employee does not trigger this rule with respect to other employees.

9. The Parties acknowledge that, if within the same averaging period, an Employee makes up a shift on an unscheduled work day for being absent on a scheduled work day, the Employee shall receive their regular wage rate and any applicable overtime in accordance with the originally scheduled shift that was missed.

10. The Company must provide a copy of this Arrangement to each Employee before the commencement date included above or, where the arrangement is amended, as soon as possible after the amendment is entered into but before the amendment takes effect. Where new employees are subject to this Arrangement, the employer will provide a copy as soon as possible after the employee is bound by this Arrangement. The Company shall also post a copy of this Arrangement on the Employer's website, if the Employer has one, and in one or more conspicuous place(s) in the workplace.

Dated this 19th day of October 2020.
(date) month)

NAL Management Limited

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Signed by

Darcy Reding

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Darcy Reding, VP Operations and Geoscience

APPENDIX A

The 4 week work schedule is based on 12 hour shifts over a 28 day shift rotation that includes:

7 night shifts

3 days off

4 day shifts

7 days off

3 day shifts

4 days off

Individuals will work 14 shifts in a 28 day rotation. This shift rotation averages to 42 hours worked per week, for a total of 8 hours of overtime per rotation.

Individuals will record 8 hours of overtime pay on their Sunday day shift worked during the 28 day rotation.

PART A

Description of the Group

All Panel Operators located at the Olds Gas Plant.