**Holiday/ Winter Closure 2017/2018 - Effect on Pay if Employee Works During This Period**

**Full-Time Operating Salaried Employees**

Normal shift schedule: Monday to Sunday

<table>
<thead>
<tr>
<th>Date</th>
<th>Mon Dec 25</th>
<th>Tue Dec 26</th>
<th>Wed Dec 27</th>
<th>Thur Dec 28</th>
<th>Fri Dec 29</th>
<th>Sat Dec 30</th>
<th>Sun Dec 31</th>
<th>Mon Jan 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>If working on</td>
<td>Paid Holiday</td>
<td>Winter Closure</td>
<td>Rest Day 1</td>
<td>Rest Day 2</td>
<td>Paid Holiday</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Regular Pay**
- Included in Salary
- None
- Included in Salary

**Additional Pay**
- Additional pay is straight time for all hours worked (code 071), up to their normal hours worked
- Double time (code 620) for all hours in excess of their normal work day
- Minimum pay is 2 hours.
- Paid for all hours worked.
- Minimum pay is 2 hours
- 1st two hours at 1.5 times (code 615)
- All remaining at 2 times (code 620)
- Meal allowance (code 440)/meal break* (code 611) after 4 hours (doesn’t apply if working from home).
- Additional pay is straight time for all hours worked (code 071), up to their normal hours worked
- Double time (code 620) for all hours in excess of their normal work day
- Minimum pay is 2 hours.

**Day In Lieu**
- 1 day at regular hours:
  - To Pay Out (code 070)
  - To Bank (code 659)
- 1 day at regular hours:
  - To Pay Out (code 070)
  - To Bank (code 659)
- No
- 1 day at regular hours:
  - To Pay Out (code 070)
  - To Bank (code 659)

**Equivalent Rate of Pay Works Out to**
- 3x
- 1x plus OT Rules
- 1.5-2x
- 3x

*Note: CALL BACK* and STANDBY* are separate and distinct conditions. Please refer to Part A Articles 7.02 and 8.

*For further information please refer to the following tip sheets/forms: Winter Closure – Part A

**The “In lieu of Paid Holidays” column is treated the same as a Rest Day for all hours worked.**

Updated 20171020
## Holiday/ Winter Closure 2017/2018 - Effect on Pay if Employee Works During This Period
### Full-Time Operating Salaried Employees

Normal shift schedule: Tuesday to Monday

<table>
<thead>
<tr>
<th>Date</th>
<th>Mon Dec 25</th>
<th>Tue Dec 26</th>
<th>Wed Dec 27</th>
<th>Thur Dec 28</th>
<th>Fri Dec 29</th>
<th>Sat Dec 30</th>
<th>Sun Dec 31</th>
<th>Mon Jan 1</th>
<th>Tue Jan 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Day In Lieu</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yes</td>
<td>Paid (070)</td>
<td>No</td>
<td>1 day at regular hours:</td>
<td>To Pay Out (code 070)</td>
<td>No</td>
<td>Yes</td>
<td>Paid (070)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Bank (659)</td>
<td></td>
<td></td>
<td></td>
<td>To Bank (code 659)</td>
<td></td>
<td>Bank (659)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equivalent Rate of Pay Works Out to</td>
<td>2x</td>
<td>1x plus OT Rules</td>
<td>2x</td>
<td>2x</td>
<td>2x</td>
<td>1x plus OT Rules</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Additional Pay

- **Double time (code 620) for all hours worked**
- Minimum pay is 2 hours
- 1st two hours at 1.5 times (code 615)
- All remaining hours at 2 times (code 620)
- Meal allowance (code 440)/meal break* (code 611) after 4 hours (doesn’t apply if working from home).

- **Paid for all hours worked:**
  - Minimum pay is 2 hours
  - 1st two hours at 1.5 times (code 615)
  - All remaining hours at 2 times (code 620)
  - Meal allowance (code 440)/meal break* (code 611) after 4 hours (doesn’t apply if working from home).

- **Double time (code 620) for all hours worked:**
  - Minimum pay is 2 hours
  - 1st two hours at 1.5 times (code 615)
  - All remaining hours at 2 times (code 620)
  - Meal allowance (code 440)/meal break* (code 611) after 4 hours (doesn’t apply if working from home).

### Regular Pay

- None
- Included in Salary
- None
- Included in Salary

### Notes

- **Note:** CALL BACK* and STANDBY* are separate and distinct conditions. Please refer to Part A Articles 7.02 and 8.
- *For further information please refer to the following tip sheets/forms: Winter Closure – Part A
- **The "In lieu of Paid Holidays" column is treated the same as a Rest Day for all hours worked.

Updated 20171020
### Holiday/ Winter Closure 2017/2018 - Effect on Pay if Employee Works During This Period

**Full-Time Operating Salaried Employees**

Normal shift schedule: Wednesday to Tuesday

<table>
<thead>
<tr>
<th>Date</th>
<th>Mon Dec 25</th>
<th>Tues Dec 26</th>
<th>Wed Dec 27</th>
<th>Thur Dec 28</th>
<th>Fri Dec 29</th>
<th>Sat Dec 30</th>
<th>Sun Dec 31</th>
<th>Mon Jan 1</th>
<th>Tue Jan 2</th>
<th>Wed Jan 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>If working on</td>
<td>Paid Holiday on Rest Day</td>
<td>Rest Day 1</td>
<td>In lieu of Paid Holiday Rest Day 2</td>
<td>Winter Closure</td>
<td>Paid Holiday on Rest Day</td>
<td>Rest Day 1</td>
<td>In lieu of Paid Holiday Rest Day 2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regular Pay</td>
<td>None</td>
<td>None</td>
<td>Included in Salary</td>
<td>Included in Salary</td>
<td>None</td>
<td>None</td>
<td>Included in Salary</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional Pay</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Day In Lieu</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equivalent Rate of Pay Works Out to</td>
<td>2x</td>
<td>1.5-2x</td>
<td>1 X plus OT rules</td>
<td>2x</td>
<td>2x</td>
<td>1.5-2x</td>
<td>1 X plus OT rules</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Note:** CALL BACK* and STANDBY* are separate and distinct conditions. Please refer to Part A Articles 7.02 and 8.

*For further information please refer to the following tip sheets/forms: Winter Closure – Part A

**The "In lieu of Paid Holidays" column is treated the same as a Rest Day for all hours worked.**

Updated 20171020
### Holiday/ Winter Closure 2017/2018 - Effect on Pay if Employee Works During This Period

#### Full-Time Operating Salaried Employees

Normal shift schedule: Thursday to Wednesday

<table>
<thead>
<tr>
<th>Date</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thur</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Mon</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Dec 25</td>
<td>Dec 26</td>
<td>Dec 27</td>
<td>Dec 28</td>
<td>Dec 29</td>
<td>Dec 30</td>
<td>Dec 31</td>
<td>Jan 1</td>
</tr>
<tr>
<td>If working on</td>
<td>Paid Holiday</td>
<td>Rest Day 1</td>
<td>Rest Day 2</td>
<td>Winter Closure</td>
<td>Paid Holiday</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regular Pay</td>
<td>Included in Salary</td>
<td>None</td>
<td>Included in Salary</td>
<td>Included in Salary</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| Additional Pay | • Additional pay is straight time for all hours worked (code 071), up to their normal hours worked  
• Double time (code 620) for all hours in excess of their normal work day  
• Minimum pay is 2 hours. | Paid for all hours worked.  
• Minimum pay is 2 hours  
• 1st two hours at 1.5 times (code 615)  
• All remaining hours at 2 times (code 620)  
• Meal allowance (code 440) /meal break* (code 611) after 4 hours (doesn't apply if working from home). | None |

| Day In Lieu | 1 day at regular hours:  
• To Pay Out (code 070)  
• To Bank (code 659) | 1 day at regular hours:  
• To Pay Out (code 070)  
• To Bank (code 659) | 1 day at regular hours:  
• To Pay Out (code 070)  
• To Bank (code 659) |
| Equivalent Rate of Pay Works Out to | 3x | 1.5-2x | 2X | 3x |

**Note:** CALL BACK* and STANDBY* are separate and distinct conditions. Please refer to Part A Articles 7.02 and 8.

*For further information please refer to the following tip sheets/forms: Winter Closure – Part A

**The “In lieu of Paid Holidays” column is treated the same as a Rest Day for all hours worked.

Updated 20171020
### Holiday/ Winter Closure 2017/2018 - Effect on Pay if Employee Works During This Period

#### Full-Time Operating Salaried Employees

Normal shift schedule: Friday to Thursday

<table>
<thead>
<tr>
<th>Date</th>
<th>Mon Dec 25</th>
<th>Tue Dec 26</th>
<th>Wed Dec 27</th>
<th>Thur Dec 28</th>
<th>Fri Dec 29</th>
<th>Sat Dec 30</th>
<th>Sun Dec 31</th>
<th>Mon Jan 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>If working on</td>
<td>Paid Holiday</td>
<td>Winter Closure</td>
<td>Rest Day 1</td>
<td>Rest Day 2</td>
<td>Winter Closure</td>
<td>Paid Holiday</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regular Pay</td>
<td>Included in Salary</td>
<td>Included in Salary</td>
<td>None</td>
<td>None</td>
<td>Included in Salary</td>
<td>Included in Salary</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Additional Pay**
- Additional pay is straight time for all hours worked (code 071), up to their normal hours worked.
- Double time (code 620) for all hours in excess of their normal work day.
- Minimum pay is 2 hours.

<table>
<thead>
<tr>
<th>Day In Lieu</th>
<th>1 day at regular hours:</th>
<th>1 day at regular hours:</th>
<th>1 day at regular hours:</th>
<th>1 day at regular hours:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>To Pay Out (code 070)</td>
<td>To Pay Out (code 070)</td>
<td>To Pay Out (code 070)</td>
<td>To Pay Out (code 070)</td>
</tr>
<tr>
<td></td>
<td>To Bank (code 659)</td>
<td>To Bank (code 659)</td>
<td>To Bank (code 659)</td>
<td>To Bank (code 659)</td>
</tr>
<tr>
<td></td>
<td>1 day at regular hours:</td>
<td>1 day at regular hours:</td>
<td>1 day at regular hours:</td>
<td>1 day at regular hours:</td>
</tr>
<tr>
<td></td>
<td>To Pay Out (code 070)</td>
<td>To Pay Out (code 070)</td>
<td>To Pay Out (code 070)</td>
<td>To Pay Out (code 070)</td>
</tr>
<tr>
<td></td>
<td>To Bank (code 659)</td>
<td>To Bank (code 659)</td>
<td>To Bank (code 659)</td>
<td>To Bank (code 659)</td>
</tr>
<tr>
<td></td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Equivalent Rate of Pay Works Out To**
- 3x
- 2x
- 1.5-2x
- 2x
- 3x

**Note:** CALL BACK* and STANDBY* are separate and distinct conditions. Please refer to Part A Articles 7.02 and 8. *For further information please refer to the following tip sheets/forms: Winter Closure – Part A

**The “In lieu of Paid Holidays” column is treated the same as a Rest Day for all hours worked.**

Updated 20171020
### Holiday/ Winter Closure 2017/2018 - Effect on Pay if Employee Works During This Period

**Full-Time Operating Salaried Employees**

Normal shift schedule: Saturday to Friday

<table>
<thead>
<tr>
<th>Date</th>
<th>Mon Dec 25</th>
<th>Tues Dec 26</th>
<th>Wed Dec 27</th>
<th>Thu Dec 28</th>
<th>Fri Dec 29</th>
<th>Sat Dec 30</th>
<th>Sun Dec 31</th>
<th>Mon Jan 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>If working on</td>
<td>Paid Holiday</td>
<td>Winter Closure</td>
<td>Rest Day 1</td>
<td>Rest Day 2</td>
<td>Winter Closure</td>
<td>Paid Holiday</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regular Pay</td>
<td>Included in Salary</td>
<td>Included in Salary</td>
<td>None</td>
<td>None</td>
<td>Included in Salary</td>
<td>Included in Salary</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Additional Pay

- Additional pay is straight time for all hours worked (code 071), up to their normal hours worked.
- Double time (code 620) for all hours in excess of their normal work day.
- Minimum pay is 2 hours.

<table>
<thead>
<tr>
<th>Date</th>
<th>Mon Dec 25</th>
<th>Tues Dec 26</th>
<th>Wed Dec 27</th>
<th>Thu Dec 28</th>
<th>Fri Dec 29</th>
<th>Sat Dec 30</th>
<th>Sun Dec 31</th>
<th>Mon Jan 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Pay</td>
<td>Paid for all hours worked.</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Minimum pay is 2 hours</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- 1st two hours at 1.5 times (code 615)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- All remaining hours at 2 times (code 620)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Meal allowance (code 440) /meal break* (code 611) after 4 hours (doesn’t apply if working from home).</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Day In Lieu

- 1 day at regular hours:
  - To Pay Out (code 070)
  - To Bank (code 659)

<table>
<thead>
<tr>
<th>Date</th>
<th>Mon Dec 25</th>
<th>Tues Dec 26</th>
<th>Wed Dec 27</th>
<th>Thu Dec 28</th>
<th>Fri Dec 29</th>
<th>Sat Dec 30</th>
<th>Sun Dec 31</th>
<th>Mon Jan 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day In Lieu</td>
<td>1 day at regular hours:</td>
<td>1 day at regular hours:</td>
<td>1 day at regular hours:</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- To Pay Out (code 070)</td>
<td>- To Pay Out (code 070)</td>
<td>- To Pay Out (code 070)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- To Bank (code 659)</td>
<td>- To Bank (code 659)</td>
<td>- To Bank (code 659)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Equivalent Rate of Pay Works Out to

- 3x
- 2x
- 1.5-2x
- 2x
- 3x

### Note:

CALL BACK* and STANDBY* are separate and distinct conditions. Please refer to Part A Articles 7.02 and 8.

*For further information please refer to the following tip sheets/forms: Winter Closure – Part A

**The “In lieu of Paid Holidays” column is treated the same as a Rest Day for all hours worked.

Updated 20171020
## Holiday/ Winter Closure 2017/2018 - Effect on Pay if Employee Works During This Period

**Full-Time Operating Salaried Employees**

Normal shift schedule: Sunday to Saturday

<table>
<thead>
<tr>
<th>Date</th>
<th>Mon Dec 25</th>
<th>Tue Dec 26</th>
<th>Wed Dec 27</th>
<th>Thur Dec 28</th>
<th>Fri Dec 29</th>
<th>Sat Dec 30</th>
<th>Sun Dec 31</th>
<th>Mon Jan 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>If working on</td>
<td>Paid Holiday</td>
<td>Winter Closure</td>
<td>Rest Day 1</td>
<td>Rest Day 2</td>
<td>Winter Closure</td>
<td>Paid Holiday</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regular Pay</td>
<td>Included in Salary</td>
<td>Included in Salary</td>
<td>None</td>
<td>Included in Salary</td>
<td>Included in Salary</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| Additional Pay | ![](additional_pay_1.png) | None | Paid for all hours worked:  
- Minimum pay is 2 hours  
- 1st two hours at 1.5 times (code 615)  
- All remaining hours at 2 times (code 620)  
- Meal allowance (code 440)/meal break* (code 611) after 4 hours (doesn't apply if working from home). | None | Additional pay is straight time for all hours worked (code 071), up to their normal hours worked  
- Double time (code 620) for all hours in excess of their normal work day  
- Minimum pay is 2 hours. |
| Day In Lieu | 1 day at regular hours:  
- To Pay Out (code 070)  
- To Bank (code 659) | 1 day at regular hours:  
- To Pay Out (code 070)  
- To Bank (code 659) | No | 1 day at regular hours:  
- To Pay Out (code 070)  
- To Bank (code 659) |
| Equivalent Rate of Pay Works Out to | 3x | 2x | 1.5-2x | 2x | 3x |

**Note:** CALL BACK* and STANDBY* are separate and distinct conditions. Please refer to Part A Articles 7.02 and 8.

*For further information please refer to the following tip sheets/forms: Winter Closure - Part A

**The “In lieu of Paid Holidays” column is treated the same as a Rest Day for all hours worked.

Updated 20171020