

LETTER OF AGREEMENT
ILLINOIS POWER COMPANY
and
IBEW LOCALS 51, 309, 702

August 18, 1997

At the meeting of the Joint Apprentice Lineman Committee on August 14, 1997, the Company and Unions agreed as follows:

1. Apprentices will be allowed up to three (3) opportunities to successfully complete any written test in the Apprentice Lineman Program. An apprentice who fails to successfully complete a written examination on the third (3rd) attempt will be washed out of the Apprentice Lineman Program.
2. An apprentice who is washed out under the conditions set forth above will be granted an opportunity, upon request, to address the Joint Apprentice Lineman Committee.

For the Unions:

For the Company:

Dominic F. Rivera
Dominic F. Rivera
Local 51, IBEW

10-6-97
Date

Ronald D. Goode
Ronald D. Goode
Administrator -
Electric Operations
Training

12/23/97
Date

James R. Berger
James R. Berger
Local 309, IBEW

10-1-97
Date

John P. Barud
John P. Barud
Manager -
Electric Delivery

12/22/97
Date

Donald R. Woolridge
Donald R. Woolridge
Local 702, IBEW

10-10-97
Date

March 14, 2003

Apprentice Training Supplement

The Joint Apprentice Training Committee agrees that apprentice training must include troubleshooting during adverse conditions. In order to accomplish the proper training levels, the following information will help support the agreement.

The apprentice in his/her 4th step or 4th year may be used on overtime callouts to learn and perform troubleshooting. It is not the intent of this agreement that the apprentice is to take the place of a journeyman, but rather to go along with a journeyman or crew on selected callouts. This is not meant to imply that the apprentice isn't to perform work in these situations, but that this training procedure must be used with discretion. An apprentice in their fourth step should spend some time with one man trucks to gain understanding about troubleshooting, procedural/maintenance work, emergency restoration, CIS orders, and select overtime callouts. etc. The select callouts refer to training needs for the apprentice.

Specific additional Apprentice Training Supplement activities include but are not limited to the following:

- ❖ Participating with LHO/Troubleman in performing procedural work including: substitution inspections, OCR, regulator and capacitor inspections, and patrols (one cycle of each – dependant on the quantity of training.)
- ❖ Riding with the LHO/Troubleman during normal shifts to learn and participate in troubleshooting, customer response, maintenance work, customer service work etc. This should include time during all shifts for a week – (dependant on the quantity of training.)
- ❖ Spending adequate development time with first responders on overtime. This should include participating on appropriate callouts that would contribute to their learning: (three to six week period – dependant on the quantity of training opportunities.)
- ❖ Crew callouts are also a strong training and development opportunity. The callout should provide a specific training opportunity for their development (three to six month period – dependant on the quantity of training opportunities.)
- ❖ Participating with LHO/Troubleman on switching activities. This should include line/substation distribution, sub-transmission, and transmission

- switching. The amount of time spent on this should depend on the number of opportunities and the training level or development of the apprentice.
- ❖ Spending time working with substation crew to gain additional substation knowledge/experience. (1-2 weeks)

The apprentice committee will evaluate the apprentice's development progress and make the determination if the apprentice has gained the knowledge/experience that is warranted for the specific position. The committee will rely heavily on the feedback from local employees and supervision. It is very important for each apprentice to have the opportunity to achieve the needed knowledge and skill level within the trade.

Additional emphasis:

- ❖ Apprentices are expected to actively identify opportunities that may benefit their development.
- ❖ Qualified employees are expected to identify training opportunities and/or engage apprentice in their work to ensure the most effective training. The local area should also have an apprentice coordinator that is highly qualified and willing to give open/honest timely feedback of their development.
- ❖ Supervisor (Field and Central Dispatch) is expected to identify training opportunities and support an environment that provides effective training results.

June 30, 1988

REVISED AGREEMENT

LINEMAN APPRENTICESHIP & TRAINING PROGRAM
ILLINOIS POWER COMPANY & LOCAL 51, I.B.E.W.

The revised agreement reads the same as the attached agreement with Locals 309 and 702, with the following exceptions:

1. On page 1, replace the words "Local 309 and 702" with "Local 51."
2. In Addendum I, replace "51" with "309 and 702."
3. Delete Addendum II.

SUMMARY OF AMENDMENTS REFLECTED IN THE AGREEMENT

- Page 4 - Changes in the basic work permitted on the 1st and 2nd Step.
- Page 5 - Changes to the frequency of completing performance appraisals and training summaries.
- Page 7 - Change to reflect use of I.B.E.W. employees to assist in the formal training. Previously, the language stipulated Local 51 employees only.
- Page 7 - Addition of Addendum I.

June 23, 1986

Revised June 29, 1988

LINEMAN APPRENTICESHIP & TRAINING PROGRAM
ILLINOIS POWER COMPANY & LOCALS 309 and 702, I.B.E.W.

- A. The apprenticeship and training program shall be administered by the Company, and all apprentices shall conform to the rules of the program.
- B. In the event the Employer and the Union representatives on the Joint Committee cannot agree on the program, the matters in dispute shall enter the grievance procedure at the 4-Man Board step.
- C. The Apprenticeship and Training Standards herein stated are the complete program and once agreed to shall remain in force unless changed by consent of the parties to this Agreement.
- D. No section, or part, of these Standards shall conflict with the Collective Bargaining Agreement. Where such conflict may appear, the Collective Bargaining Agreement shall prevail.

I. THE JOINT COMMITTEE

The Joint Apprenticeship and Training Committee, hereinafter called the "Committee", shall be composed of equal representation by two (2) persons to represent Illinois Power Company, (1) one person to represent Local 309, and (1) one person to represent Local 702 of the International Brotherhood of Electrical Workers.

- a. Members of the Committee shall be appointed by the group they represent, and vacancies shall be filled in the same manner.
- b. The Training Coordinator will be chairman of the Committee. A Secretary will be appointed by the Committee.
- c. Consultants may be invited to attend meetings of the Committee but shall have no vote or voice. Committee must agree on consultants.
- d. The Committee may appoint joint subcommittees or representatives who will manage the program in their respective areas and report to the Committee.

II. DUTIES OF THE COMMITTEE

- a. The Committee shall, in conformity with these Apprenticeship and Training Standards and the currently approved Collective Bargaining Agreement, advise and counsel the employer on rules and requirements governing the policies, administration, supervision, education and training of all lineman apprentices.
- b. The Committee shall meet bi-annually and/or on call of the Chairman or majority of the Committee.
- c. The Committee shall consider and act on all issues of apprenticeship and training.
- d. The Committee shall advise the Employer in determining the need for apprentices and/or training, as well as the facilities required to educate and train the apprentices.
- e. The Committee shall establish minimum standards of education and on-the-job experience for apprentices.
- f. The Committee shall keep complete and accurate records of education and on-the-job experience on each apprentice.
- g. The Committee shall advise the Employer on establishment of such rules and policies as it deems necessary for the successful operation of the training program.
- h. The Committee shall hear and consider all violations of its rules and shall make recommendations as it deems necessary in each individual case.
- i. The Committee shall call on consultants in the education, apprenticeship and technical fields for help and guidance when deemed necessary.

III. APPRENTICESHIP AGREEMENT

- A. All apprentices now employed by the Employer have the option to stay with the on-the-job four-year program or convert to these Apprenticeship Standards. Those transferring to the Apprenticeship Standards shall be evaluated and given credit for time served.
- B. All apprentices approved after the Apprenticeship Standards are instituted and prior to being classified as an apprentice, shall be shown and given an opportunity to study the Standards, the Committee policies and general requirements for completion of the Apprenticeship Program.

IV. PROBATIONARY PERIOD

- A. Shall be as per the current Collective Bargaining Agreement (may be cancelled by either party, individual (90 days) or joint committee (6 months) without a hearing.
- B. If an Apprentice washes out of the program, he will be laid off and may exercise his bumping rights under the terms of the Labor Agreement. If the employee chooses not to exercise his bumping rights to retain active employment with the Company, employment will be terminated. If an employee is hired off-the-street into the Apprenticeship Program, washes out and exercises his bumping rights, the probationary period provided by the Labor Agreement would apply in the job to which he bumps, and he shall not be required to serve another probationary period.

V. TERM OF APPRENTICESHIP

- A. The length of the Apprenticeship shall be 6,000 straight-time actual working hours. Overtime hours will be adjusted to reflect straight-time hours in administration of the program.
(Ex: 4 hours at 1-1/2 rate = 4 hours time)

In addition to the 6,000 hours, a minimum of 36 months will be required for completion. Absence time, including vacations, holidays, sickness, excused or unexcused absences will be excluded. Time worked in non-related activities (such as meter reading) will also be excluded.

- B. The 6,000 hours will be comprised of not less than those indicated on the attached summary. (See Exhibit "A")

VI. ADVANCEMENT

The program will consist of 4 steps consisting of 1,500 hours of actual work in each step. Basic work permitted during each step will be as follows:

1st Step - 1500 Hours [1000 hours - Any work involving de-energized circuits
500 hours - Work on secondary voltages up through 500 volts.

2nd Step - 1500 Hours [1000 hours - Work on secondary voltages up through 500 volts.
500 hours - Work on single phase primary voltages, assisting a Journeyman under the supervision of a Foreman.

3rd Step - 1500 Hours - Work on primary voltages assisting a Journeyman under the supervision of a Foreman.

4th Step - 1500 Hours - Work on primary voltages assisting a Journeyman.

A. At the end of each 1,500 hour period of hours of actual work, the Committee shall examine the progress of the apprentice on the job and in related instruction. Action must be taken by the Committee on each apprentice to:

- (1) approve advancement;
- (2) extend present rating for a probationary period as stipulated below;
- (3) cancel the apprenticeship.

B. Apprentice must satisfactorily complete all requirements of each step before advancing. The normal and expected performance level will be to complete all requirements for a particular step by the time the 1500 hour work period has been completed. In the event that extenuating circumstances prevent this, a grace period of up to one month may be granted, subject to review of the Joint Committee.

- a. 1st to 2nd step advancement - 1500 hours and 1 month grace period.
- b. 2nd to 3rd step advancement - 1500 hours and 1 month grace period.
- c. 3rd to 4th step advancement - 1500 hours and 1 month grace period.
- d. Total length of program cannot be completed prior to 36 months.

C. Performance Appraisal:

Attached are copies of appraisal forms to be used in monitoring an Apprentice's progress. The "Apprentice Lineman Weekly Training Summary" will be completed for each Apprentice every week. They will be forwarded to the Apprentice Coordinator weekly for review. If necessary, the Apprentice Coordinator will discuss with the supervisor to insure that the proper amount of time is being worked in each category.

The "General Performance Appraisal" will be completed bi-monthly for each Apprentice. An appraisal will be prepared by the Foreman, with input from the Lineman. A separate appraisal will be prepared by the Supervisor. Copies of all Appraisals and Training Summaries will be forwarded to the Apprentices and the Joint Committee.

VII. SAFETY

- A. The Committee agrees to provide safe working conditions and safety instruction in the training of the apprentice as it relates to the particular work operations being performed on the job.
- B. Safety instruction will be included as part of the curriculum provided in the classroom, or other organized courses of related instruction.

VIII. HOME STUDY

- A. A requirement of the Apprentice Standards includes completion of a home study program utilizing the National Joint Apprenticeship and Training Committee (NJATC) material presently used in the American Line Builders Apprenticeship Training (ALBAT) Program. (*Brief description of home study requirements is attached).

HOME STUDY COURSE

Before an Apprentice can advance to a Journeyman Lineman, the Home Study Course must be successfully completed. This home study workbook program, by the National Joint Apprentice & Training Committee (NJATC), is broken down for First, Second, Third and Fourth Step Apprentices and is designed to provide knowledge and information needed as the Apprentice progresses toward his Journeyman's classification.

The maximum time allowed to complete each workbook will be 2 months. After starting the program, the Apprentice will receive Workbook #1 from the Company. He will be required to complete the Workbook in a routine, systematic manner and turn it in to his supervisor. The supervisor will forward the completed workbook to the Company's Apprentice Training Coordinator, where it will be checked for completeness and understanding of the subject matter. The workbook will be returned to the Apprentice and any apparent problems with the material will be discussed with the Apprentice by the Supervisor, Apprentice Coordinator, Union Representative, or a combination of these three. The supervisor will give the Apprentice a closed workbook test within 2 weeks from the date that the workbook was turned in. The test will be forwarded to the Apprentice Coordinator for grading. After passing this test with a grade of not less than 75, Workbook #2 will be sent to the Apprentice. This procedure will continue until all workbooks have been completed. Apprentices that score less than 75, or those that have an apparent problem with the material, will be reviewed individually as to appropriate corrective measures.

The current status of each Apprentice's progress in the home study course will be recorded and monitored by the Apprentice Coordinator. The Joint Committee will be sent copies of all records and will be kept advised on the progress of each apprentice. In those cases where the workbooks are not being completed as expected, the matter will be discussed with the Joint Committee, the employee and his supervisor. The facts of each individual case will determine what action will be taken.

Upon satisfactorily completing all the workbooks, individual workbook tests and time requirements for each step (First, Second, Third or Fourth), he will be given a test covering all workbooks in that particular step. After grading by the Apprentice Coordinator, and with a score of not less than 75, a memorandum will be forwarded to the Apprentice, with copies to the Joint Committee and the employee's supervisor, confirming that all work in that step has been completed and the employee is eligible to advance to the next step in the program.

IX. FORMAL TRAINING

- A. Each Apprentice will be required to successfully complete a 3-week climbing and training school, which will be conducted by the Employer, with assistance from qualified I.B.E.W. employees. This training will be conducted within the first 500 hours of the apprenticeship.
- B. At approximate 6-month intervals, the Apprentice will be required to attend one-week training sessions with a minimum of 4 weeks prior to completion of the program. Work practices, electrical theory, safety, tools and equipment, transformers, regulators, hot stick techniques and climbing refresher will be covered in classroom, laboratory-workshop settings.
- C. As training is mandatory, the Employer will provide accommodations with all expenses covered (meals as per the Collective Bargaining Agreement). Time spent traveling to and from will be paid at appropriate rates; however, travel time will not be credited toward completion of the program.

ADDENDUM I

Anytime the Committee meets to discuss matters which affect the contents of this document or the interpretation/administration of this document, the meeting will be held jointly with 51 Committee.

ADDENDUM II

Apprentices will attend and complete their respective Local Union established schools. The Union agrees that results of the tests will be forwarded to the Company.

APPRENTICE TRAINING
MINIMUM HOURS BY CATEGORY

1. Poles	300 hours
2B. Framing - Bucket	100 hours
2C. Framing - Pole	200 hours
3. Guying	50 hours
4B. Conductors - Bucket	240 hours
4C. Conductors - Pole	800 hours
5B. Transferring - Bucket	200 hours
5C. Transferring - Pole	600 hours
6B. Transformers - Bucket	200 hours
6C. Transformers - Pole	600 hours
7. Overhead Services - Temporary Services - Underground Temporary Services	200 hours
8B. Street and Nite Lites - Bucket	50 hours
8C. Street and Nite Lites - Pole	50 hours
9. Underground - Transformers, Primary, Secondary and Services	1050 hours
10. School Training	280 hours