

Lori MacLean
HR Business Partner
Edmonds 18
604-528-7930

May 16, 2017

WITHOUT PREJUDICE

Barbara Junker
Union Representative, MoveUp
Suite 301-4501 Kingsway
Burnaby, BC
V5H 0E5

Re: Electric Service Coordinator Trainee Program

Dear Barbara:

Further to our discussion regarding the application of the 'Musts' contained in the Electric Service Coordinator COPE job postings, specifically as they relate to when consideration is given to suitable candidates for the Electric Service Coordinator Trainee program, referred to as "Math 12, English 12 and Physics 11, this letter is to confirm our understanding of the pilot project we will embark upon starting May 16, 2017:

1. Electric Service Coordinator postings will include the following language:
"Applicants who meet all of the musts for the ESC role will be given first priority. Candidates who meet all of the musts for the ESC trainee role will be considered next (these musts include Math 12, English 12, and Physics 11. If applicants do not meet the requirements of having Math 12, English 12 and Physics 11, applicants without these requirements may be considered."
2. Any job offer made on postings with the above language will be contingent on the candidate successfully completing the requirements as follows:
 - a) If a candidate does not have any of the 3 musts, as listed above, they will not advance further in the selection process.

- b) All pre-requisites as well as all trainee requirements must be completed within the first 12 months of commencing in the role.
- 3. If an employee is unable to complete the requirement(s) in the specified period of time as per the job offer, in extenuating circumstances consideration for an extension will be determined on a case by case basis with Union consultation.
- 4. An employee will receive pre-approval by their manager for the cost of course(s) prior to registration. An employee will be required to submit proof of completion in order to be reimbursed for the costs incurred (course cost and materials). An employee will complete course(s) on their own time.
- 5. This posting language will be used in a trial period for 12 months, commencing May 16, 2017; during this trial period, whenever the language is used, Employee Relations will advise MoveUp (COPE) that a posting with this language has gone up and when someone is selected under this language.
- 6. The equivalencies for EF will be as follows:
 - a. Electrical trade
 - b. Electrical courses
 - c. Electric/Electricity Theory 1&2
 - d. First Year University Physics Course
 - e. AC/DC fundamentals (theory knowledge)
 - f. Engineer journeyman
 - g. Engineer – electrical
 - h. Technologist – electrical
 - i. Technician status – electrician

For employees claiming equivalencies, hiring managers may request applicants claiming an equivalency to submit proof of completion of a course or certification as well as a course description that would be reviewed by our training specialists to confirm that the course criteria covers the same material as EF. For employees that took the course some time ago, current course syllabi will suffice to assist in determining if the course meets our requirements; alternatively they may need to answer some questions about the training for us to make this determination.

- 7. In the event whereby there is continued non completion of course requirements by an employee, BC Hydro and MoveUP will discuss next steps to address the case.
- 8. Lesser qualified candidates accepting an offer under the conditions outlined above will be held to time in role as per Article 7.08 (a).


Barbara, I trust the above is satisfactory and accurately reflects our mutual understanding of the situation. If you are in agreement with the above, please sign below indicating as such and return to me.

Sincerely,

Lori MacLean
HR Business Partner

cc: Nanette Moller-Hansen, Employee Relations Advisor
Jacqueline Spray, Express Connect Regional Manager
Cherry Longaza, Recruitment Partner
MoveUp (COPE)

We are in agreement with the above:



Barbara Junker
Union Representative, MoveUP



Date