Collective Bargaining Agreement
Between
The City of Manchester, NH
And
The Manchester Professional
Fire Fighters Association
International Association of Fire Fighters,
Local 856

For The Period Covering
July 1, 2016 - June 30, 2017

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Collective Bargaining Agreement

Between

The City of Manchester, NH

And

The Manchester Professional

Fire Fighters Association

International Association of Fire Fighters, Local 856

The City of Manchester (hereinafter referred to as the "City") and the Manchester Professional Firefighters Association, Local 856, International Association of Fire Fighters, AFL-CIO (hereinafter referred to as the "Association") agree as follows:

ARTICLE 1: GENERAL

1.1 The purposes of this agreement are to increase general efficiency in the Manchester Fire Department (hereinafter referred to as the "Department"), to maintain harmonious relationships between the Department and its employees and to promote the morale, welfare, rights and well-being of the employees of the Department. All provisions of this agreement are to be construed so as to effectuate these purposes.

ARTICLE 2: RECOGNITION

2.1 The City hereby recognizes the Association as the exclusive representative and sole bargaining agent, for the purpose of collective negotiations, for all regular Fire Department employees with the classifications of Firefighter, Fire Lieutenant, Fire Captain, Emergency Services Dispatcher (Fire), Emergency Communications Supervisor (Fire), Electronic Systems Technician I and II, Fire Prevention Inspector I and II, EMS Training Officer, Fire Training Officer, Equipment Mechanic II and excluding all other Fire Department employees and personnel.

2.2 It is specifically agreed by the parties hereto that this agreement shall apply only to such regular Fire Department employees who are within the classifications of Firefighter, Fire Lieutenant, Fire Captain, Emergency Services Dispatcher (Fire), Emergency Communications Supervisor (Fire), Electronic Systems Technician I and II, Fire Prevention Inspector I and II, EMS Training Officer, Fire Training Officer, and Equipment Mechanic II.

2.3 It is further agreed that if at any time in the future the City establishes a Centralized Garage operation which includes the maintenance and repair of Fire Department equipment the position of Equipment Mechanic II may be transferred to the Centralized Garage without grievance. The incumbents in the positions at the time of such transfer shall retain their current retirement rights and, if promoted through the Firefighter ranks, the right to revert to their former classification status.

ARTICLE 3: MANAGEMENT RIGHTS

3.1 Except as otherwise specifically provided herein, the management of the Fire Department in all its phases and details shall remain vested exclusively in the Department. The Department shall have all jurisdiction over all matters concerning the management of the Department, including, but not limited to: the direction of the work force, the establishment of proper rules and regulations, the right to hire, suspend, discipline or discharge for proper cause, relieving employees from duty for lack of work or funds, the right to decide job qualifications under the City Classification and Compensation Plan, the right to abolish positions, the right to determine schedules of work, the right to determine the methods, processes and manner of performing work and the general control of all of the operations of the Fire Department. It is agreed that these enumerations of management rights shall not be deemed to exclude other proper management rights not specifically herein enumerated.

3.2 The Department, in exercising these functions, will not discriminate against any employee because of his or her membership in the Association.

3.3 The right of any public agency or private individual(s) or business(es), other than the Manchester Fire Department, to contract for work of the nature ordinarily performed by the Manchester Fire Department, shall not be affected by this agreement.

3.4 The Department shall give consideration to, but shall not be bound by the recommendations of the Insurance Service Organization as to standards in determining the number and types of equipment and the personnel requirements necessary to effectively operate the Department.

3.5 The Department and the Association agree not to discriminate in any way against employees covered by this Agreement on account of religion, race, creed, color, national origin, sex, sexual orientation, age or physical handicap, except where age or physical conditions are bona fide qualifications for employment

ARTICLE 4: RIGHTS AND DUTIES OF ASSOCIATION MEMBERSHIP

4.1 The Department agrees that there shall be no discrimination, interference, restraint or coercion against any employee because of membership in the Association, or because of presenting a grievance, or against any employee who may represent others in the discharge of his/her duties as a member of any committee of the Association.

4.2 The Association agrees for itself and its members to perform loyal and efficient work and service, and to use its best efforts to promote and advance the interest of the Fire Department.

4.3 The Association agrees that it will not interfere with the rights of any or all non-members employed by the Fire Department.

ARTICLE 5: DUES DEDUCTION

5.1 Upon individually written authorization by the Association member and approved by the Association President, the City agrees to deduct from the pay of each Association member so authorized the current Association dues, as certified to the City by the Treasurer of the Association, and deliver the same to the Association Treasurer. Dues payments shall be transmitted weekly to the Association's depository, provided such weekly transmittal is approved by the Finance Director and does not incur a substantial increase in the City's costs of processing such payments. Said deduction shall be made weekly. However, if a member has no check coming to him/her or the check is not large enough to satisfy the assignments, then and in that event no collection will be made from said member for that week.

5.2 Probationer employees who are serving their initial probation periods may have Association dues deducted if requested on the authorization forms, provided the Association informs the probationer in writing, with a copy to the Department, that such probationer is not covered under the Association Agreement except for those Articles which do in effect cover them and is not represented by the Association under the grievance procedure in the event of disciplinary action or termination of employment during the probation period.

ARTICLE 6: MAINTENANCE OF MEMBERSHIP

6.1 Each member of the bargaining unit who, on the effective date of this Agreement, is a member of the Association and each employee who becomes a member of the bargaining unit and the Association after that date shall continue his/her membership in the Association during the duration of this Agreement; provided, however, that an employee may at his/her discretion, and in writing, with a copy to the Department, withdraw his/her membership from the Association within twenty (20) calendar days prior to the anniversary date thereafter.

6.2 Effective upon the date of ratification of this Agreement any present or future member of the bargaining unit, including probationers, who is not a member of the Association shall pay the Association an amount equal to the monthly Association dues as provided for in Article 5.

6.3 Should there be a dispute between an employee and the Association over the matter of an employee's Association membership or the payment of dues under Sections 6.1 and 6.2 above, the Association agrees to hold the City harmless in any such dispute.

ARTICLE 7: STRIKES AND LOCKOUTS PROHIBITED

7.1 Under no circumstances will the Association cause, encourage, sponsor or participate in any strike, sit-down, stay- in, stay-out, sick-in, sick-out, work slowdowns, picketing or patrolling of any kind, multiple resignations, withholding of services or any curtailment of work or restriction or interference with the operations of the Fire Department or the City of Manchester during the term of this agreement. In the event of any such activity, neither the Department nor the City shall be required to negotiate on the merits of the dispute which gave rise to such activity until any and all such activity has ceased.

7.2 Should any employee or group of employees covered by this agreement engage in any activity prohibited by Section 7.1 above, the Association shall forthwith disavow any such activity and shall take all reasonable means to induce such employee or group of employees to terminate such activity forthwith, including but not limited to any and all disciplinary measures which may be taken pursuant to the Association's Constitution and By-Laws as from time to time amended.

ARTICLE 8: SENIORITY LISTS

8.1 The Department shall establish a Seniority List of all Fire Department employees in the bargaining unit, and it shall be brought up to date by January 5th and July 5th of each year and immediately posted thereafter on the Central Fire Station and sub-station bulletin boards for a period of not less than thirty (30) days, and a copy of the same mailed to the Association Secretary. Any objection to the Seniority List as posted shall be reported to the Department within fifteen (15) days from the date said list is posted, or will stand approved.

8.2 The Department agrees to allow a reasonable number of Union representatives to meet with newly appointed Firefighters to discuss the Union, such meeting to take place at the time of the swearing-in ceremony.

8.3 The Department agrees to notify the Union of newly hired employees five {5} days prior to the swearing in ceremony.

ARTICLE 9: PROMOTIONS

9.1 The Department shall provide for promotions to or from positions either presently included within this Agreement or which may in the future be included in this Agreement, which shall give appropriate consideration to the applicant's qualifications, record of performance, seniority and conduct. The Department shall provide for competitive examinations, which shall include a combination of written and performance or command evaluation tests as a prerequisite to promotion to any position in the Fire Department covered by this contract. Such tests shall be based as nearly as possible on the normal operating procedures of the Department and on knowledge of equipment actually in use in the Department and on manuals and publications mutually agreed to by the Department and the Association. Candidates shall be notified of such examinations at least ninety (90) calendar days in advance of the date fixed for the examination. The Department and the Association shall mutually agree on the examiner for promotional examinations, provided the Association pays one-half of the cost of the examinations. Structures used in the practical/command portion of the exam shall not be the actual structure that resides on the given address in the City of Manchester. All directions given to the candidates taking the exams shall be audio and video recorded.

9.2 (A) The competitive examinations shall be given in two (2) parts, as follows, each part consisting of fifty percent (50%) of the total score:

(a) Written
(b)Performance or command evaluation.

(B) The examination scores of all applicants shall be based upon one hundred (100) points, indicated of all applicants shall be divided into parts as above.

9.3 The Department shall establish eligibility lists for promotion to each position, upon which shall include the names of successful candidates in the order of their relative excellence in the respective examinations.

In the event two or more candidates shall have identical final scores on the examination, including seniority points as contained in Section 9.4 of this Article, a system for breaking such tie scores shall be established. The candidate who stands highest on the seniority list shall be placed above other candidates with the same final score.

9.4 Each candidate who has achieved a passing score of at least seventy percent (70%) in the examination shall have added to his/her examination score, which shall be based on one hundred(100) points, one-quarter (1/4) point for each completed year of service from the sixth (6th) year through the tenth (10th) year, one-half (1/2) point for each completed year of service from the eleventh (11th) year through the fifteenth (15th) year, and three quarters (3/4) point for each completed year of service beyond the fifteenth (15th) year, all as of January One of the year in which the examination is given.

9.5 A Firefighter shall not be eligible for examination for promotion to Lieutenant until he/she shall have completed seven (7) years of actual service in the Manchester Fire Department as of January One of the year in which the examination is given. Eligibility for examination for promotion to the rank of Fire Captain shall require three (3) completed years of actual service in the Manchester Fire Department in the rank of Fire Lieutenant as of January One of the year in which the examination is given. Eligibility for promotion to all other ranks or pay grades in the bargaining unit shall be as provided by the Job Specifications currently in effect pursuant to the Code of Ordinances of the City ofManchester.

9.6 Eligibility for appointment from any such eligibility list which shall be established in the future shall continue for two (2)years as of July One of the year in which the examination is given, however, that if fewer than five (5) names remain on an established eligibility list, the Department may establish a new eligibility list by giving an examination in accordance with this Article, provided further, however, that the four or less successful candidates whose names appear on the existing list shall retain their order as

established by said existing list for the purpose of promotion for the balance of the two year period for the existing list. Nothing in the preceding sentence shall prevent the four or less successful candidates whose names remain on the existing list from taking any such new examination and upon the expiration of the two (2) year period for said existing list, said candidate (or candidates) name shall be placed on the new eligibility list in the order of his/her (or their) relative excellence in the new examination.

Eligibility lists for Fire Lieutenant and Fire Captain will continue in effect for two (2) years from the posting date. The next eligibility list for Fire Lieutenant and Fire Captain will be posted after the expiration of the current list and expire on June 30 of the second year of posting. If a test is given due to four or fewer candidates, the list will last until June 30 of the second year.

9.7 The Department shall promote only a person standing among the highest five (5) on the appropriate eligible list for a vacancy. If a person on an eligibility list is demoted, his/her name shall be removed from said list. If a person on an eligibility list is suspended, his/her name shall be removed from said list during the period of suspension. At the end of such person's suspension, his/her name shall be put back on the eligibility list from which it was removed (if such list is still in existence) in the order of his/her relative excellence in the examination.

ARTICLE 10: PERSONNEL REDUCTION

10.1 [a] If the Department decides to reduce the Fire Department personnel covered by this Agreement, the employee with the least seniority, regardless of rank, in the Bargaining Unit shall be laid off first and re-hired in the inverse order of layoff. No new employees shall be hired until all employees who have been laid off for twenty six (26) months or less have been given an opportunity to return to work.

[b] The Department shall have the right to layoff by technically based craft and trade classifications {dispatchers are not classified as a technically based craft or trade position} by classification on the basis of total seniority. Those individuals will be allowed to bump into other classifications for which they are qualified.

[c] Probationary employees serving an initial probation period shall be laid off before any permanent employee is laid off.

10.2 An employee in the Bargaining Unit in a higher classification whose position is abolished shall have the right to replace an employee in the next lower classification for which he/she is qualified and provided he/she has greater departmental seniority. Such replaced person shall have similar replacement rights.

10.3 Employees who are laid off shall have recall rights in the inverse order of the layoff; that is, the last person laid off shall have first right to recall if he/she has the qualifications for the job to be performed.

Employees shall have recall rights for a period of twenty six (26)months from the date laid off.

Employees who are laid off shall be responsible for notifying the Human Resources Department of any change of address.

10.4 When a vacancy occurs for which the laid off employee is qualified then he/she shall be notified by certified mail at his/her last known address to contact the Department. The employee shall have fifteen (15) calendar days from the date of notification to be available to return to work.

If the employee does not reply to the notification within fifteen (15) calendar days then such employee's name shall be removed from the recall list and no further consideration shall be given to the recall of said employee.

If the employee contacts the Department within the fifteen (15) calendar days but is not able to report to work, due to health, physical or other sound reasons then such employee shall be passed over for the immediate recall, but shall remain on the list for future recall within the agreed to twenty six (26) month period.

10.5 During the time an employee is laid off he/she shall retain seniority rights and shall continue to accrue departmental seniority, but shall not accrue any other benefits during the time of layoff. Such accrual of seniority rights shall not extend beyond twenty six (26) months from the date the employee was laid off.

10.6 In the event an employee in a higher classification replaces an employee in a lower classification and pay grade as a result of a layoff, then such employee shall be reduced in pay to the same pay step in the lower classification salary range as was held before the reduction to the lower classification.

10.7 In the event an employee is involuntarily displaced, not for cause, in order to provide an authorized position for an employee who is returning to work after an absence such as military leave, suspension or a return to work order, the employee with the least seniority in the affected classification shall be placed in the next lowest position for which he/she qualifies.

Such employee shall receive the rate in the lower range which provides the smallest possible decrease in pay.

An employee displaced pursuant to this section, shall be restored to the next available vacant position in the higher classification unless the employee has been disciplined pursuant to Article 24.1, Step 2. For advancement in the pay range, the employee shall be assigned the date of his/her original promotion.

ARTICLE 11: WORK WEEK AND EXTRA DUTY DAYS

11.1 (A) The average work week for Firefighters, Fire Lieutenants and Fire Captains will be 42 hours per week. Work schedules will be on a 24-hour system (24 hours on 72 hours off, starting at 0800 hrs.) Each 24-hour work period shall be called a "shift". Each shift shall be divided into one 10-hour day work period and one 14-hour night work period. Each work period shall be called a "unit" and it shall take two (2) units to make up one 24 hour shift.

11.1(B) The Fire Prevention Inspector I and II, and Electronic Systems Technician I and II shall work a 40 hour week comprised of four (4)ten (10)hour days.

11.1 (C) The work week for the position of the Fire Training Officer and the EMS Training Officer will be forty (40) hours per week, four (4) ten (10) hour days.

The work week for current members may be changed by mutual agreement between the Department and the Association.

11.1 (D) The work week for Emergency Communications Dispatchers - Fire shall be as stated in Article 39.2.

11.1 (E) The work week for Equipment Mechanic II, will be forty (40) hours per week, five (5) eight (8)hour days.

11.2 Employees in the Bargaining Unit shall be paid 1 and ¼ of a normal week's pay paid prior to the end of the calendar year for extra duty. Time spent on multiple alarms and other extra duty assignments shall not be included under Section 11.3 for purposes of computing overtime.

If an employee is actually notified of a multiple alarm and fails to respond to such multiple alarm then the Department may exercise appropriate disciplinary action unless the employee can show good and sufficient cause for not responding.

It is specifically agreed and understood by the parties hereto that in the event any federal or state legislation may require the payment of overtime compensation, the parties shall meet to negotiate the matter of payment for multiple alarm days and overtime compensation so there shall be no duplication of compensation for any work performed. The question of whether or not there is "duplication of compensation" as used in the preceding sentence shall be negotiated under the provisions of this paragraph. Notwithstanding any negotiations pursuant to this paragraph, all other provisions of this Agreement shall remain in full force and effect and the parties shall continue to be bound thereby.

11.3 Payment for Overtime Duty

11.3. (A) Except as provided for in Section 11.2 above or 11.3 (B) below, employees who work additional hours shall be compensated by the payment of one and one half (1 1/2) times their regular hourly rates for hours worked. Overtime coverage for shifts shall be split into one (1) ten-hour (10) day unit and one (1) fourteen-hour (14) night unit. Distribution of overtime to cover a 24-hour shift shall follow the current procedure as listed herein with the following exceptions:

(1) The first employee listed in the overtime book shall be offered the opportunity to work either unit of the 24- hour shift.

(2) When either unit of the 24-hour shift has been filled, the remaining unit shall be filled by offering the overtime opportunity to the next employee listed at the top of the overtime book.

11.3 (B) Firefighters, Fire Lieutenants and Fire Captains as set for in paragraph 11.1 (A) shall be assigned by the chief, his deputy or his designee for a four (4) week cycle. Said staffing level shall be maintained for the four (4) week cycle.

(1) Paragraph 11.3 (A) notwithstanding, if a four (4)week cycle has forty-six (46) or more Firefighters, Fire Lieutenants and Fire Captains as provided for in paragraph 11.1 (A) Firefighters, Fire Lieutenants and Fire Captains shall be paid straight time for the first 44 hours of additional hours worked over their regularly scheduled hours in the four (4) week cycle. Any additional hours will be paid at one and one half (1½) times their regular hourly rates.

(2) If the Department has more than one hundred and eighty-eight (188) Firefighters, Fire Lieutenants and Fire Captains as provided for in paragraph 11.1 (A), the number of Firefighters, Fire Lieutenants and Fire Captains per four (4) week cycle required for the Department to pay said Firefighters, Fire Lieutenants and Fire Captains in accordance with 11.3 (B) (1) shall increase by one (1) for each four (4) Firefighters, Fire Lieutenants and Fire Captains over one hundred and eighty-eight (188). For example if the Department has one hundred and ninety-two (192) Firefighters, Fire Lieutenants and Fire Captains then the four week cycle must have forty seven (47) Firefighters, Fire Lieutenants and Fire Captains for the Department to pay Firefighters, Fire Lieutenants and Fire Captains in accordance with 11.3 (B) (1). If the Department has one hundred and ninety-six (196) Firefighters, Fire Lieutenants and Fire Captains then the four week cycle must have forty eight (48) Firefighters, Fire Lieutenants and Fire Captains for the Department to pay Firefighters, Fire Lieutenants and Fire Captains in accordance with 11.3 (B) (1)

(3) For the purpose of maintaining the set staffing level for the four (4) week cycle the Fire Chief, his deputy or his designee shall have the right to make mandatory overtime assignments on the basis of reverse seniority (except where the designated Firefighter is already scheduled to work the following shift) from the shift going off duty.

(4) Nothing in paragraph 11.3 shall be interpreted or construed as a representation or guarantee of minimum staffing at any number or level within the Fire Department.

When the Department seeks to hire off duty Firefighters, Fire Lieutenants and Fire Captains for sick leave coverage it shall do so on a Department wide basis, with qualified personnel. Unless the Department and Association mutually agree to change the process.

11.4 Any employee who volunteers and are hired to teach classes during their on duty time shall be compensated at their hourly rate plus one-half (1/2) their hourly rate per hour for any time spent teaching. Teaching off duty shall be compensated according to Article 11.

11.5 If additional personnel are needed for a hazardous material incident, qualified hazardous material technicians shall be called back. They shall be called from a list, on a rotating basis. Participation shall be on a volunteer basis and those who volunteer to come back shall be paid a minimum of three (3) hours according to Article 11.3.

11.6 The department may temporarily transfer to the Training Division, members who volunteer and are informed in advance of their work assignment and schedule. Members so transferred shall be paid an additional ten-percent (10%) of their regular pay. They shall work a forty (40) hour work week and be paid overtime in accordance with Article 11.3c.

11.7 In the event the Department is going to hire an off duty Firefighter within a fire company and is unable to do so after having called all available personnel with the rank of Firefighter within that company, the Department agrees to offer the overtime shift to the officers (Captain and Lieutenants) within the company before the overtime shift is offered to any personnel outside of that company.

11.8 Employees who are called to appear in court on Department related issues, shall be compensated at one and one half (1 1/2) times their regular rate of pay for time spent in court with a minimum of four (4) hours.

11.9 Shift Exchange. Members of the bargaining unit shall be granted the opportunity to exchange days off with respect to any work shift or part thereof for which the member is able to secure another employee to work in the member's place, provided:

(a) Such substitution does not impose any additional cost to the City;
(b) Such substitution is between employees who qualify for the position being swapped;
(c) The repayment of exchanges and the filling of the shift shall be strictly the responsibility of the employees involved.

It is understood that the City shall not incur any additional responsibility as a result of this provision and it is not subject to the overtime provisions of this Agreement. The parties agree that the standard shift shall be 24- hours. Nothing in this agreement is intended to allow the creation of two systems or a dual system of shifts by individual swapping. Management reserves the right to supervise and disapprove swapping of shifts or units of shifts when abuses occur.

11.10 Grant Funded Training Payments

(A) <u>Homeland Security Grant Funded Training</u>

The Department will pay overtime to members up to the limitations imposed by Homeland Security. Members taking advantage of grant-funded classes will be paid overtime for their time in class up to, but not exceeding, $400 in salary or $550 including benefits per day. In the event a class is scheduled or runs less than the full eight hours, members will only be paid, at their overtime rate, for the actual time in class (up to the $400 salary or $550 including benefits limit).

For example, if a class runs for two hours and a member's overtime rate is $30/hr the department will pay them $60 for that day. If, however, a class runs nine hours and the member's overtime rate is $45/hr, the department will pay that member up to the maximum of $400.00 salary or $550 including benefits.

In order for members to be eligible for overtime, they MUST notify the Training Division in advance of the start dates of the class for overtime approval. Members are encouraged to forward a copy of their Fire Academy acceptance letter to the Fire Training Officer as soon as they are notified of acceptance. Members failing to get pre-approval of their acceptance before the class are not guaranteed to receive overtime payments for their participation.

ARTICLE 12: SALARIES

12.1 Effective July 1, 2016 the Salary Schedules shall be increased by one percent (1%).

12.2 Employees will receive a step increase on their anniversary date of current position. This step increase will be subject to a satisfactory performance evaluation. An incomplete evaluation will be considered a satisfactory performance evaluation. This process may be changed at any time by mutual agreement. Evaluation step increases will stop when an employee reaches Step 13 on the included pay matrix.

12.3 Employee appeals on their annual performance evaluation will be according to the process mutually agreed to by the Union and the City. SEE APPENDIX B.

12.4 The longevity waiting periods for employees shall be 5- 10-15-20-25-30-35-40 and 45 years of service. An increase of three percent (3%)will take effect on the employee's anniversary date of employment.

12.5 Employees being promoted from one grade to a higher grade shall be placed on step which will provide for a minimum of a ten percent (10%) increase in salary.

12.6 Employees who have attained the requirements for the achievement grade associated with their positions will be placed on the corresponding step on the achievement grade in accordance with the provisions of Appendix A, attached and made part of this agreement.

Classification Title	
Equipment Mechanic II	18
Emergency Services Dispatcher(Fire)	15
Emergency Communications Supervisor (Fire)	18
Electronic Systems Technician I	18
Electronic Systems Technician II	20
*Firefighter	17
*Fire Lieutenant	20
*FireCaptain	23
Fire Prevention Inspector I	19
Fire Prevention Inspector II	21
Fire Training Officer	23
EMS Training Officer	23

Note: Pay matrix represents a forty-hour workweek.
*** These positions have a work week of 42 hours and their pay will be adjusted by a factor of 1.05.**

ARTICLE 13: STANDBY PAY

13.1 Standby Pay for the positions of Equipment Mechanic II, Electronics Systems Technician I and II, Fire Prevention Inspector I and II, will be $135.00 per week for a full seven calendar days of Standby, in accordance with the policies now in effect and in accordance with the following schedule:

- **a)** All Standby pay shall be compensated at $5.0625 per hour as defined below:
- **b)** Two and one third (2 1/3) hours of Standby pay for Monday, Tuesday, Wednesday and Thursday.
- **c)** Three and one third (3 1/3) hours of Standby pay for Friday.
- **d)** Seven (7) hours of Standby pay for Saturday, Sunday or a Holiday
- **e)** Compensate employees at three and one third (3 1/3) hours of Standby pay for Monday, Tuesday, Wednesday, or Thursday if such day precedes a Holiday.

13.2 Employees who are on Standby and who are called into work and who work longer than sixteen (16) consecutive hours shall be paid at double their regular hourly rate for each hour worked beyond sixteen (16) consecutive hours.

13.3 If an employee who is on Standby and is called into work on a Sunday then such Sunday work will be paid at double the employee's regular hourly rate if any other employee is working on Sunday at a double time rate; the exception to this being those employees who are paid at a double time rate for hours worked beyond sixteen (16) consecutive hours.

13.4 Payment of time and one half for callback shall not be affected by hours worked in a week.

13.5 Electronics Systems Technician I and II shall be on standby no more than 20 weeks per year; the schedule to be established by the Department.

ARTICLE 14: HOLIDAYS

14.1 Compensation for Holidays shall be paid as provided in the City of Manchester, NH Code of Ordinances, Section 33.075. In addition, whenever additional days are proclaimed as Holidays for municipal employees by the Board of Mayor and Aldermen, Department employees covered under this contract shall be paid for such holidays.

14.2 Holiday pay for each Holiday shall be computed at one forth (1/4) of a normal week's pay. The Holidays are New Year's Day, Civil Rights Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Election Day, Thanksgiving and Christmas.

ARTICLE 15: SICK LEAVE

15.1-A All Firefighters, Fire Lieutenants, and Fire Captains are entitled to sick leave credit at the rate of fifteen working hours with pay for each completed month of service.

15.1-B All Emergency Services Dispatchers, Emergency Communications Supervisor, Electronic Systems Technician I and II, Fire Prevention Inspector I and II, Fire Training Officer, EMS Training Officer and Equipment Mechanic II and are entitled to sick leave credit at the rate of 10 hours with pay for each completed month of service.

15.2 Sick leave credit may be accumulated up to a maximum of 1008 hours for those employees set forth in Article 15.1-A and 960 hours for those employees set forth in Article 15.1-B.

Sick leave shall be taken in units. Sick leave shall be deducted from an employee's accrual by hours actually taken.

15.3 When a member of the Bargaining Unit terminates his/her employment with the City of Manchester due to death, paid retirement or duty disability retirement, all accrued sick leave shall be payable to the employee or the designated beneficiary providing that sick leave shall not exceed 672 hours regular pay plus payment of one-quarter of the balance of the hours accrued over 672 hours but not more than 756 hours of accrued sick leave at their regular pay for those members in the classifications set forth in 15.1-A above; and payment for accrued sick leave shall not exceed 640 hours regular pay plus payment of one-quarter of the balance of the hours accrued over 640 hours but not more than 720 hours of accrued sick leave at their regular rate for those employees in the classification set forth in Article 15.1-B.

Said payment shall be computed by multiplying the number of unused accumulated sick leave hours times said employee's regular hourly rate of said employee's regular week's pay.

15.4 The Fire Department's light duty system shall not be applied in an arbitrary or capricious manner.

15.5 Family Medical Leave

Employees in the bargaining unit are entitled to rights under the Family Medical Leave Act. Employees are subject to the conditions and policies as set forth in the City's Family Medical Leave Policy provided that when paid leave (of any type) is used under circumstances permitted by these regulations, for him/herself, the employee shall be required to only meet the Department's requirement provided for that kind of leave.

When an employee seeks leave to care for other persons authorized under the Family Medical Leave Act, the employee shall comply with the requirements of the City's FMLA policy including medical certification.

ARTICLE 16: SICK LEAVE BANK

16.1 The Sick Leave Bank which became effective January 1, 1976 and as amended January 1, 1977, shall continue in effect during the term of this agreement. All Rules and Regulations adopted to administer the Sick Leave Bank shall continue in effect during the term of this agreement, provided, however, such Rules and Regulations may be amended from time to time as mutually agreed upon by the signatures to this agreement.

16.2 The following Rules and Regulations, in effect as of the signing of this agreement, are hereby incorporated:

A voluntary Sick Leave Bank, to cover Fire Department Personnel in the event of long-termed disability due to illness or non-service connected injury, is hereby established. The operation of such Sick Leave Bank shall be subject to the rules and guidelines set forth in this Article.

The purpose of the Sick Leave Bank is to provide relief to employees who suffer long-term illness or injuries which are non- job-connected. It is established to provide additional paid benefit days beyond the employee's accrued days when an employee has exhausted his/her accrued sick leave and continues disabled for an additional thirty days. For example, it is not established to provide relief for one or two days beyond the employee's accrued sick leave.

SECTION 1: ADMINISTRATION

The Sick Leave Bank shall be administered by five (5) members of the department, two to be appointed by the Union President, one by the District Fire Chiefs and two by the Fire Chief and shall hereinafter be called the Administrative Committee or the Committee. Committee members shall be appointed in the following manner: One for one year; one for two years; and one for three years and upon expiration of each of these terms, one member shall be appointed each year to serve a term of three years. Vacancies, when they occur, shall be filled by appointment in the same manner as the

original appointments and shall be for the entire remaining term so filled.

The original appointee of the Fire Chief shall be for a one year term and subsequent appointments shall be for three year terms.

The Committee shall select one of its members as Chairman, by a majority vote, at the first meeting in January of each year, who shall serve a one year term.

The Committee shall meet upon the second Wednesday of each month. Three members present shall constitute a quorum and a majority of those members present and voting shall decide all questions. Members who are absent for either three (3) consecutive meetings or any six (6) meetings in any 12 month period shall be automatically terminated from the Committee and their terms declared vacant.

Section 2: Membership

Each member of the Manchester Fire Department desiring to be covered by the Sick Leave Bank agrees to donate 12 hours for employees set forth in Article 15.1-A and 8 hours for employees set forth in Article 15.1-B per year from his/her accumulated number of sick leave hours and an adjustment of minus 12 hours and 8 hours respectively s h a l l be made on all records showing the applicant's accumulated sick leave hours upon his/her acceptance as a member of the bank and for each hour donated thereafter. Application for membership shall be made on a form provided by the Committee. Membership by all employees will be subject to the following restrictions:

(a) Probationary employees will be admitted to membership providing they shall have fulfilled the requirements set forth in Article 15, Section 1, of this Agreement.

(b) Full-time employees having less than 30% of their accumulated sick leave day's limit as of the date of their application shall be limited in the extent of their participation in the bank. Members who fall

below the 30% restriction during the period of membership, except for long periods of illness or injury, shall be placed in the limited category. Full-time employees, except those with less than one year of service with the department, shall have not less than 180 hours for employees set forth in Article 15.1-A and 120 for those employees set forth in Article 15.1-B ofaccrued sick leave as of the date of their application for membership. An employee whose sick leave balance falls below 180 hours and 120 hours respectively of accrual due to recent illness or injury may be admitted at the discretion of the Committee.

Employees whose sick leave falls below the required minimum after they are admitted to the Sick Leave Bank, where the usage of sick leave was not the result of extended illness or injury, shall have their membership status reviewed by the Committee. The Committee may temporarily suspend the employee from membership in the Bank if it deems such action to be in the best interest of the Bank.

Employees who have less than one year of service may be admitted to the Bank upon the majority vote of the Committee after a review is made of their status with the Department. Upon admission to membership the conditions stated in the preceding paragraphs will apply.

Computations for determining the 30% limit, referred to above, shall be based on 1008 hours for employees set forth in Article 15.1-A and 960 hours for employees set forth in Article 15.1-B accumulation or by multiplying 15 hours for employees set forth in Article 15.1-A, and 10 hours for those employees set forth in Article 15.1-B times (X) the number of months service if less than 48 months, whichever shall apply. This restriction shall be removed as soon as the employee's accumulated sick leave days shall exceed 30% of his/her limit. Exceptions from this restriction may be made for good cause by the Committee with the concurrence of the Chief of Department.

SECTION 3 BENEFITS

A member shall become eligible to request extended sick leave benefits from the Bank for an incapacitating illness or non-service connected injury, provided he/she has exhausted all his/her accrued sick leave and his/her incapacitation extends at least 15 consecutive calendar days beyond the exhaustion of his/her sick leave accrual or at the discretion of the Administrative Committee. Upon presentation of satisfactory medical evidence of illness or injury to the Administrative Committee, the Committee may approve sick leave benefits days from the Bank to be granted to the member. Such sick leave benefit days may be made retroactive to the first work day after exhaustion of his/her accrued sick leave credits.

SECTION 4 BANK STABILITY AND LIMITATIONS

All employees who shall become members of the Sick Leave Bank shall continue in the Bank until December 31st of the current calendar year and automatically for each calendar year thereafter unless the employee shall withdraw from membership prior to December 31st of any calendar year. Withdrawal shall be in writing, duly signed and dated, and submitted to the Administrative Committee prior to December 31st. No benefits shall accrue to the withdrawn member thereafter and any sick leave days previously donated to the Bank shall remain in the Bank to be disbursed by the Committee.

The number of benefit days in the Bank shall not exceed 1000 benefit units on December 31st of any calendar year. All excessive days shall be discarded. In the event the Bank is terminated, all sick leave benefit days remaining in the Bank shall be null and void.

SECTION 5 ADMINISTRATIVE OVERSIGHTS

In the event the Chief of Department questions a recipient's eligibility to receive benefits from the Bank, the Chief may require of the Administrative Committee and the employee proof of such eligibility as well as a physician's certified report of the disabling illness or injury of the recipient.

SECTION 6 EFFECTIVE DATE

The provisions of this Article shall be effective January, 2 0 1 1 and shall be attached to and made a part of this Agreement.

This Article or any Section thereof may not be amended except through the collective bargaining process or mutual agreement of the parties concerned by law in that process.

16.3 In calendar year 1990 members of the Sick Leave Bank may voluntarily donate one additional day of their accrued sick leave credits to the Sick Leave Bank if the balance in the Sick Leave Bank falls below 1800 hours. Such voluntary donation of an additional 12 hours over and above the provisions of 16.2, Section 2, **ADMINISTRATION**, shall be made in writing on a form to be provided by the Association. It is agreed and understood the provisions of this section shall apply once only during calendar year 1990.

ARTICLE 17: SICK LEAVE INCENTIVE PROGRAM

17.1 Effective January 1, 2008, employees included in the Bargaining Unit who use no (0) units (or days in the case of employees who are not on the 24/72 schedule) during the calendar year shall be granted five (5) days of Personal Leave. Employees who use one (1) unit (or day) shall be granted four (4) days of Personal Leave. Employees who use two (2) units (or days) shall be granted three (3) days. Employees who use three (3) units (or days) shall be granted two (2) days. Employees who use four (4) units (or days) shall be granted one (1) day. Such Personal Leave shall be by payment of l/5th of a week's pay for each day.

17.2 If an employee uses more than 4 units (or days) in a calendar year he/she will not receive any Personal Leave pay.

17.3 For the purpose of this article, the sick leave days counted are the units or days actually absent from duty not counting job connected injury or sickness.

ARTICLE 18: VACATION LEAVE

18.1 Effective the date of ratification or July 1, 1999, whichever is the latter, vacation leave policy for the regular Department employees shall be as follows:

(a) Accrual rate for two (2) calendar weeks begins on date of hire.

(b) Accrual rate for three (3) calendar weeks begins at the beginning of six (6) years of continuous service.

(c) Accrual rate for four (4) calendar weeks begins at the beginning of fifteen (15) years of continuous service.

(d) Accrual rate for six (6) calendar weeks begins at the beginning of twenty (20) years of continuous service.

18.2 Selection of vacation periods shall be by seniority by Companies; provided, however, that no vacation period shall extend beyond two (2) weeks until every eligible member of the bargaining unit shall have had an opportunity to have a two (2) week vacation, except at the discretion and approval of the Fire Chief. Two members of the bargaining unit in a double company shall be allowed to be on vacation at the same time, in accordance with the provisions of this Section 18.2.

18.3 Upon termination of employment with the Department of a permanent employee, said employee shall receive a lump sum payment for unused accumulated vacation leave. Said payment to be computed by multiplying the number of unused accumulated vacation leave days times one-fifth (1/5) of said employee's normal week's pay. The maximum vacation leave which may be accumulated for the purpose of determining the lump sum payment upon termination of employment referred to above shall be fifty (50) days.

18.4 All vacation lists shall be posted by October 15 of each contract year. All vacations shall be picked based on company assignments as of said October 15 at 0800 hours.

18.5 Vacation weeks shall begin at 0800 hours on Sunday of the vacation

week and continue to 0800 hours the following Sunday.

18.6 Maximum vacation accrual. Effective upon the ratification date of this agreement, no employee shall be permitted to accrue in excess of two (2) times his/her annual earned vacation time, i.e. employees who earn ten (10) days of vacation per year shall have no more than twenty (20) days earned vacation to his/her credit at any time; employees who earn fifteen (15) days of vacation per year shall have no more than thirty (30) days earned vacation per year to his/her credit at any time; employees who earn twenty (20) days of vacation per year shall have no more than forty (40) days earned vacation to his/her credit at any time; employees who earn thirty (30) days of vacation per year shall have no more than sixty (60) days earned vacation to his/her credit at any time.

18.7 Vacation buyback – Bargaining unit members with less than five (5) years of continuous service shall not receive a buyback of their vacation time.

(a) Bargaining unit members with five (5)plus years to ten (10) years of completed continuous service may request and receive a buyback of their vacation time at straight time in one (1) week blocks for a maximum of one (1) week in any City fiscal year.

(b) Bargaining unit members with ten (10) plus years to twenty (20) years of completed continuous service may request and receive a buyback of their vacation time at straight time in one (1) week blocks for a maximum of two (2) weeks in any City fiscal year.

(c) Bargaining unit members with over twenty (20) plus years of continuous service may request and receive a buyback of their vacation time at straight time in one week blocks for a maximum of ten (10) weeks in any City fiscal year.

18.8 Effective upon ratification of this agreement, members of the bargaining unit shall be given the opportunity to utilize single day vacations which shall refer to a "unit" using the following guidelines:

A. No more than four (4) members may take single day vacation per shift.

B. Single day vacations shall be awarded by department-wide seniority up until the Administration posts the members approved for single day vacations pursuant to subparagraph E below. Once the Administration has posted members approved for single day vacations if less than four (4) members per unit, as provided for in subparagraph A above, have requested single shift vacations then single shift vacations up to four (4) per unit will be granted on a first come, first serve basis up to 7:00 AM and 4:00 PM of the respective scheduled units.

C. Members shall be allowed to use one single shift vacation, from January 1, 2005 until June 30 2005, providing the Department shall not be required to expend more than $50,000 (the cap) in overtime payments for coverage of such vacation time. Once the cap has been expended, no further single day vacations shall be granted for that fiscal year.

As of July 1, 2005, members shall be allowed to use single day vacations based upon the member's annual weekly accrual of vacation time, providing the Department shall not be required to expend more than $125,000 (the cap) per fiscal year in overtime payments for coverage of such vacation time. Once the cap has been expended, no further single day vacations shall be granted for that fiscal year.

As of July 1 2012, members shall be allowed to use unlimited single day vacations based upon the member's accrued vacation time, providing the Department shall not be required to expend more than $150,000.00 (the cap) per fiscal year in overtime payments for coverage of such vacation time. Once the cap has been expended, no further single day vacations shall be granted for that fiscal year. If, pursuant to paragraph 11.3 members are being paid in accordance with article 11.3 (B) (1) then no cap shall apply.

D. Single day vacations shall be requested by members through their company officers, to Administration, not later than by 12:00 noon, on the Tuesday

prior to the start of the calendar week of the requested shift or unit.

E. Administration shall post the members approved for single day vacations by 3:00 pm of the Wednesday following the deadline for submission of the requests. In the event the Wednesday is a holiday, administration shall post the members approved for day shift vacations by 3:00 pm of the Thursday following the deadline for submission of the requests.

F. If a member is scheduled for certification training they must receive approval from administration prior to being awarded a single day vacation day.

ARTICLE 19: SPECIAL LEAVE

19.1 Leave from duty with full appropriate pay shall be granted to members of the Association's Negotiating Committee, not to exceed six (6) such members, who attend meetings between the Department and the Association for the purpose of negotiating the terms of a contract, provided the employee was scheduled for duty at a time simultaneous to attendance at such meeting. Negotiating Committee Members shall have the complete shift off when negotiations occur during any part of a negotiator's regular work shift. Appropriate members of the Association, not to exceed six (6) such members, shall be granted leave from duty with full pay to attend meetings between the Department and the Association for the purpose of processing grievances, provided said member was scheduled for duty at a time simultaneous to attendance at such a meeting.

19.2 The Department agrees to grant time off without loss of pay for Association Officers, not exceed a total of three (3)such officers for a total not to exceed fifteen (15)duty units in the calendar years to attend State and Regional Association labor conventions and conferences. Further, the board agrees to grant time off without loss of pay for two (2) complete units off for one (1) person every three (3) months at the Association President's discretion with 72 hours' notice to the Department as to who is off and when the shift off will occur.

ARTICLE 20: BEREAVEMENT LEAVE

20.1 (a) All bargaining unit members will be excused from work for not more than two (2)consecutive shifts (between the date of death and the date of the funeral, inclusive) with pay because of death in the immediate family, as defined below. It is intended that this time off be used for the purpose of handling necessary arrangements and attendance at the funeral.

20.1 (b) Employees who work a five (5) day week shall be excused from work for not more than five (5) consecutive work days with pay between the date of death and the date of the funeral, inclusive, in the event of the death of a member of his/her immediate family. Immediate family is hereby defined to mean spouse, father, mother, sister, brother, child, father-in-law, mother-in-law, son-in-law, daughter-in-law or a blood relative or ward residing in the same household.

20.1 (c) No employee shall be required to report to any shift on the day above of the funeral of an immediate family member (as defined above) occurs. This paragraph does not add any additional shifts with pay not otherwise provided for by the paragraphs above.

20.2 Under extenuating circumstances, (1) additional shift with pay, for the purposes of bereavement leave on the death of an immediate family member as defined in 20.1, may be granted with the written approval of the Department Head, or his/her designee, provided such days are to be charged to the employee's accrued sick leave.

20.3 In the event of a funeral which occurs during a shift, or in the event that travel to or from a funeral is necessary during a shift, when an employee is scheduled to work a shift following the funeral or memorial service, the employee shall be excluded from work for the shift if the funeral is for one of the following: sister-in-law, brother-in-law, grandmother, grandfather, grandchildren, uncle, aunt, nephew or niece.

20.4 Bereavement leave shall be paid on straight time.

ARTICLE 21: UNIFORM ALLOWANCE

21.1 The budget of the Fire Department each year shall have an account known as "Uniform Allowance". Each permanent employee of the Fire Department shall be provided uniforms or a uniform allowance.

21.2 The Fire Department shall reimburse entry level Firefighters and promoted Members for their initial required uniforms upon presentation of receipts. The required uniform items covered by this Section shall be agreed upon between the Parties and may be amended from time to time.

21.3 Effective July 1, 1999, or date of ratification, whichever occurs later, the annual uniform allowance of $425.00 shall be payable in semi-annual payments, each consisting of 50% of the annual amount. Effective July 1, 2000, the annual allowance of $475.00 shall be payable in semi-annual payments, each consisting of 50% of the annual amount.

21.4 In the event a member of the bargaining unit retires prior to completing a complete calendar year the uniform allowance shall be pro-rated at the rate of 1/12 the annual amount times the number of completed months of active service during the calendar year.

$$\frac{\text{ANNUAL UNIFORM ALLOWANCE}}{\text{Twelve Months}} \times \text{Completed months of Service}$$

If a member of the bargaining unit is absent for a complete six months semi-annual period for reasons other than duty disability, he/she shall not receive the semi-annual uniform allowance for that period.

21.5 If the Department, in its discretion, decides to continue to pay a uniform allowance, the amount of such allowance shall be a proper subject for re-negotiation.

21.6 The Department shall furnish "Turnout" gear to members of the

bargaining unit on an as needed basis to be determined by the Department. Such Turnout gear includes coats, helmets, day boots and gloves and, if required by the Department, night boots and night hitches.

21.7 Uniforms and turnout gear for bargaining unit members shall meet NFPA standards.

21.8 The Department shall not require the members of the bargaining unit to wear station uniforms when leaving the station at the end of the duty tour.

21.9 An annual payment of one hundred fifty dollars ($150.00) shall be paid to members working in the position of Equipment Mechanic II in lieu of tool insurance and the City will not be liable for any losses.

ARTICLE 22: HEALTH & DENTAL INSURANCE

22.1 Effective July 1, 1999 or date of ratification, whichever occurs later, bargaining unit members may enroll in the Blue Choice New England POS Plan or in the Access Blue New England Health Plan.

22.2 Effective July 1, 1999 the City shall pay ninety-five percent (95%) of Hospital/Medical Insurance premiums for all bargaining unit members enrolled in an HMO and eight-seven and one-half percent (87.5%) of Hospital/Medical insurance premiums for all bargaining unit members enrolled in Blue Cross/Blue Shield Blue Choice Plan II.

Effective July 1, 2012, bargaining unit members will have the option to enroll in the Blue Choice New England POS Plan on a voluntary basis in which case the City will pay eighty-seven and one-half percent (87.5%) of the single, two-person or family premium or in the Access Blue New England Plan, in which case the City will pay up to eighty-seven and one-half percent (87.5%) of the single, two-person or family premium.

Effective July 1, 2013, the City will pay 85% of the premium for the Blue Choice New England POS Plan or the Access Blue New England Plan.

Bargaining unit members hired on or after March 1. 2012, with the exception of the eight (8) former bargaining unit members who are on the Department's recall list as of February 3, 2012, who are eligible for Health Insurance, the City shall pay 80% of the premium. The Blue Choice New England POS Plan and the Access Blue New England Plan will have increased co-pays $250/$500 (single/2 person or family) for inpatient care, outpatient surgery, skilled nursing and rehab facilities.

The City may offer a high deductible health insurance plan accompanied by the establishment of a Health Savings Account (HSA) for each enrolled bargaining unit member with a present contribution of $1,500.00 for an individual and $3,000.00 for a two person or a family plan. The City retains the

right to set the annual City contribution and shall each year prior to the open enrollment period disclose any changes to high deductible benefit plan and/or its contribution to the HSA or continuation of the HSA in the following fiscal year. Effective July 1, 2012 for bargaining unit members availing themselves of this option the City shall pay 87.5% of the premium. Effective July 1, 2013 the City shall Pay 85% of the premium. Bargaining unit members will be charged on the basis of a single, two person or family plan irrespective of the single, two person or family plan designation in the plan itself.

Effective on the date of ratification of this Agreement, the City will pay one thousand five hundred dollars ($1,500.00) annually to any Bargaining Unit Member who terminates his/her existing health insurance coverage under the City/School District's plan and who also provides satisfactory evidence that he/she had valid alternative health insurance coverage elsewhere.

To a bargaining unit member who elects not to receive coverage under any City or School District health insurance plan the City shall pay $4,000.00 annually in lieu of health insurance coverage. The City shall make said payment in two equal payments of $2,000.00. The first payment, in arrears, will be made in January/February and the second payment, in arrears will be made in July/August. Bargaining unit members who encounter a qualifying event so as to make them eligible for enrollment in the City's health insurance plans during either six month period will receive a pro rata amount based on the next $2,000.00 payment. Bargaining unit members will be able to enroll in the City health plans notwithstanding a qualifying event in the annual open enrollment period.

The following co-pays will apply to both the Blue Choice New England POS Plan and the Access Blue New England Plan:

- Office Visit - $20.00
- Specialist Visit - $20.00
- Chiropractic - $20.00
- Emergency room visit - $150.00

- Inpatient care, Outpatient surgery, skilled nursing or rehab facility - $100/$200 co-pay (single/2 person or family)
- Prescriptions other than mail order (one month supply) - $10/$30/$50 (Generic, Preferred, Premium)
- Mail order prescriptions (three month supply) $20/$60/$100 (Generic, Preferred, Premium)

22.3 In case a husband and wife are employed by the City of Manchester, the City shall pay only one premium for either a 2-person or a family policy whichever policy is selected by said husband and wife.

Effective July 1, 2003 all employees shall be required to pay the employee share of the health and dental insurance premiums as specified in the collective bargaining agreement. The terms of the first sentence of this section under which the City/School District paid the entire premium when both the wife and husband are employed by the City or School District shall lapse.

22.4 It is agreed by all parties concerned the City reserves and shall have the right to change insurance carriers or become self-insured, provided overall benefits to participants are not decreased and the costs to participants are not increased above the amounts shown in Section 22.2 and further that the New Hampshire Retirement System must accept the new policy for retired members.

22.5 The City shall also pay to a member of the Association injured in the performance of his/her duty the difference between his/her regular pay at the time of injury and the amount of Workmen's Compensation benefits to which he/she is entitled, said payments to be in accordance with all applicable State statutes and City Ordinances in effect on January 1, 2012. In the event any such State statutes are amended so as to eliminate such payments, such payments shall cease as of the effective date of any such amendment(s).

22.6 The City may offer Health Maintenance Organizations options to members

of the bargaining unit on a voluntary basis. Such options shall include Matthew Thornton Health Plan and any others that are mutually agreed by the City and the Union.

22.7 Effective July 1, 1999 or date of ratification whichever occurs later, bargaining unit members who enroll in the Northeast Delta Dental Plan, Coverage C will have eighty-five percent (85%) of the premium paid by the City. The entire premium will be paid for bargaining unit members whose spouse also works for the City.

Effective July 1, 2003, the total yearly maximum will be increased to $1,500.00. Also, effective July 1, 2003, all employees shall be required to pay the employee share of the dental insurance premiums (see Sec. 22.3, above).

In the case where the bargaining unit member has a spouse employed by the City or the School District the bargaining unit member shall be eligible for benefits under the bargaining unit member's plan and shall not receive benefits of any type under his or her spouse's plan.

ARTICLE 23: SAFETY & HEALTH COMMITTEE

23.1 SAFETY COMMITTEE

There shall be established in the Fire Department a Safety Committee which shall be advisory only, said Committee to be composed on an equal number of members of the management of the Department and the Association. The Safety Committee shall meet not less than once every thirty (30) days. The Committee shall review safety and health problems, suggestions and recommendations from all sectors of the Fire Department and shall make proposals for eliminating hazardous conditions in the Fire Department, provided, however, that the provisions of this Article shall not impair the Department's right to formulate and put into effect any rules and/or regulations which it, in its sole discretion, deems necessary or desirable concerning the protection of life and property, safety, health and sanitation.

23.2 DAILY TRAVEL

Daily travel will be assigned on the basis of department wide seniority within the platoon and company affected regardless of rank, the individual with the least seniority will be assigned first and all other members will be assigned on the basis of ascending seniority.

23.3 REPLACEMENT OF EQUIPMENT

The Fire Department will provide for the repair or replacement of stoves, refrigerators, microwave ovens and garbage disposals at the Department's discretion.

23.4 The Department shall maintain a system so as to make readily identifiable all members operating at an incident.

ARTICLE 24: DISCIPLINE

24.1 Discipline of permanent bargaining unit employees is generally to be corrective and of progressive severity and action will normally be taken in the following manner:

STEP 1: A verbal warning or reprimand, explaining the problem and what corrective action is required.

STEP 2: A continuation of the problem may result in a written warning indicating the reason for the reprimand and the action to be taken to avoid the problem in the future. A copy of the reprimand will be placed in the employee's personnel file.

STEP 3: If there are continued infractions of the same nature or no improvement in the employee's performance, additional written reprimands may be given or the employee may be suspended for up to two (2) shifts without pay.

STEP 4: Continued infractions may result in suspension without pay in excess of up to two (2) shifts or termination of employment. An employee may be suspended, demoted or discharged if the misconduct is of such a serious nature that there is sufficient cause for such initial action, even though there have been no prior warnings or written reprimands.

24.2 Any permanent employee who is in the bargaining unit who is demoted in rank or dismissed shall be notified in writing of the reasons for such demotion or dismissal.

The employee may request a hearing by the Fire Chief of such demotion or dismissal by filing with the Fire Chief an appeal in writing within ten (10) calendar days of receiving the notification of demotion or dismissal. The request shall be filed in accordance with Article 27.2(b) of this Agreement and thereafter, the procedures and requirements contained in the Grievance Procedure shall apply.

24.3 The personnel record of an employee shall be cleared of written reprimands after a period of eighteen (18) months provided the employee has satisfactorily corrected the nature of the reprimand and there are no similar infractions committed during the intervening period.

24.4 The personnel record of an employee shall be cleared of a record of suspension after a period of 3 years provided the employee has satisfactorily corrected the cause of suspension and there are no similar infractions committed during the intervening period.

ARTICLE 25: CORRESPONDENCE

25.1 The Department and the Association shall reply in writing within twenty (20) calendar days to any correspondence received from the other party regarding union business or employee affairs.

25.2 It is agreed the Fire Chief or his/her designee will acknowledge in writing letters from the Association President or his/her designee pertaining to matters concerning the disciplining of bargaining unit members, grievances within the bargaining unit or questions on the interpretation and administration of this Agreement, such acknowledgment to be made twenty (20) days of the receipt of such letters.

25.3 Three representatives of the Association shall meet with the Chief or his/her designee, once a month to discuss matters of mutual concern, including those matters necessary to the implementation of this agreement. A written agenda shall be submitted by the Association to the Chief no less than five days before the scheduled meeting. At the discretion of the Chief, or his/her designee, additional matters for discussion may be placed on the agenda. Nothing contained herein shall prevent the Chief, or his/her designee, and the Association from meeting on a less frequent basis on mutual agreement.

25.4 Nothing contained herein shall prevent the Association from consulting with the Chief or his/her designee at any time, if matters of mutual concern arise of an urgent or emergency nature.

ARTICLE 26: BULLETIN BOARDS

26.1 The Association shall have the right to post on bulletin boards located in the Central Fire Station and all sub-stations notices concerning Association business and employee affairs. The Association agrees that it shall not cause or permit the posting of any matter which does not concern union business or posting of any matter which does not concern union business or employee affairs and which are political or controversial in nature or which may interfere with the normal operations of the Fire Department. The Association will remove from any bulletin board upon the request of the Fire Chief or his/her designee any material that, in the Department's judgment, is libelous, scurrilous or detrimental to the labor-management relationship.

ARTICLE 27: GRIEVANCE PROCEDURE

27.1 For the purpose of this contract, a grievance is defined as a written dispute, claim or complaint which is filed and signed by either an employee in the Bargaining Unit, the Association or the Department and which arises under and during the term of this agreement. Grievances are limited to matters of interpretation or application of Articles contained in this Agreement. An employee in the bargaining unit, the Association or the Board shall have the right to initiate a grievance in accordance with the provisions of this Article.

27.2 Whenever an employee in the bargaining unit has a grievance as defined above, the following procedure shall be utilized or such grievance shall be deemed waived.

(a) The employee involved shall file the grievance in writing with the Association President within fifteen (15) calendar days from the date of the event which gives rise to the alleged grievance or within fifteen (15) calendar days from the date the employee knew or should have known, with reasonable diligence, of the event which gives rise to the alleged grievance. The Association President shall then submit the grievance to the Association Grievance Committee for discussion within fifteen (15) calendar days after the grievance is presented to him/her.

(b) The Grievant or the Association must, if wishing to process the grievance, file the grievance with the Fire Chief within ten (10) calendar days after said grievance was filed with the Association Grievance Committee. The grievance shall be submitted in writing, listing the article(s) and section(s) violated, the specific facts associated with the grievance and the remedy desired. Within ten (10) calendar days following the receipt of the grievance the Fire Chief or his/her designee shall schedule a meeting. Said meeting shall be held no later than ten (10) calendar days following receipt of the grievance and a written decision shall be issued within ten (10) calendar days after the meeting. If a meeting is scheduled; the Association and the grievant shall attend at the Fire Chief's or his/her designee's discretion.

(c) If the grievant is not satisfied with the decision of the Fire Chief, or if no decision is rendered within the time limits contained in 27.2(b) above, the grievant or the Association may file said grievance with the Pre-arbitration board within ten (10) calendar days after the time limits cited above. The Pre-arbitration board will act upon the grievance within ten (10) calendar days after the grievance was filed. The grievant must attend the Pre-arbitration board meeting. The Pre-arbitration board shall render a decision within ten (10) calendar days of the meeting.

27.3 Whenever the Association has a grievance as defined above, the following procedure shall be utilized or such grievance shall be deemed waived.

(a) The Association shall file the grievance in writing with the Fire Chief within thirty (30) calendar days from the date of the event, which gives rise to the alleged grievance. Within ten (10) calendar days the Fire Chief shall issue a decision or schedule a hearing as provided in 27.2(b).

(b) If the Association is not satisfied with the decision of the Fire Chief or if no decision has been rendered within twenty (20) calendar days after filing with the said Fire Chief, the Association may file said grievance with the Pre-Arbitration Board in accordance with Section 27.2(c).

27.4 Any mutually satisfactory disposition reached as a result of action taken in Sections 27.2 or 27.3 shall be final and binding upon the parties as to the matter in dispute; and the Department, the Association and the grievant shall thereafter comply in all respects with the result of such disposition.

27.5 If said grievance is not reported and/or processed within the time limits set forth in Sections 27.2 or 27.3 above, the matter shall be dismissed and no further action shall be taken with respect to such grievance.

27.6 Should any grievance arise which cannot be settled within the scope of the foregoing sections of this Article, either the Department or the Association may submit such grievance to arbitration as follows:

(a) If the aggrieved employee is not satisfied with the disposition of his/her grievance as a result of the action of the Pre-arbitration board or if no decision has been rendered within ten (10) calendar days after the Pre-arbitration board meeting, the aggrieved employee may request in writing, within ten (l0) calendar days from the date of the Pre-arbitration board meeting, to the Association that the Association submit his/her grievance to arbitration. If the Association determines that the grievance is meritorious it may submit the grievance in writing to arbitration within ten (10) calendar days after receipt of the written request by the aggrieved employee. If the aggrieved employee fails to submit such written request for arbitration to the Association within the said ten (10) calendar days after the Pre-arbitration board meeting or the Association fails to submit said grievance to arbitration within said ten (l0) days after receipt of the written request from the employee, the grievance shall be deemed abandoned and no further action shall be taken with respect to such grievance.

(b) If the Association is not satisfied with the disposition of the grievance as a result of the Pre-arbitration board meeting or if no decision has been rendered within ten (10) calendar days after the Pre-arbitration board meeting, the Association may submit in writing a request for arbitration within ten (10) calendar days after the Pre-arbitration board decision or ten (10) calendar days after the date of the Pre-arbitration board meeting. If the Association fails to submit such written request for the appointment of an arbitrator within said ten(l0) days, the grievance shall be deemed abandoned and no further action shall be taken with respect to such grievance.

(c) The party demanding arbitration shall submit its request to the New Hampshire Public Employee Labor Relations Board or other mutually acceptable agency for the appointment of an arbitrator in accordance with the rules and regulations of the agency. Nothing in this section shall prohibit or prevent the parties from agreeing upon the appointment of an arbitrator without the assistance of the Public Employee Labor Relations Board or

other agency on a case by case basis.

(d) The arbitrator shall not have the power to add to, ignore or modify any of the terms and conditions of this agreement. His/her decision shall not go beyond what is necessary for the interpretation and application of express provisions of this agreement. The arbitrator shall not substitute his/her judgment for that of the parties in the exercise of rights granted or retained by this agreement.

(e) The decision of the arbitrator shall be final and binding upon the parties as to the matter of the dispute.

(f) The expenses of the arbitrator shall be shared equally by the Department and the Association. Each party shall make arrangements for and pay the expenses of the witnesses who are called by them.

27.7 Nothing contained herein shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate member of the Department, and having the grievance adjusted without the intervention of the Association provided the adjustment is not inconsistent with the terms of this agreement and that the Association has been given the opportunity to be present at such adjustment and to state it views.

27.8 The above items may be extended or by-passed by mutual written agreement of the parties.

27.9 A grievant and one Local 856 union representative shall be allowed up to one hour off (without loss of pay) during duty hours to process grievances through each step of the grievance procedure. Additional time may be granted if mutually agreed to by the parties.

ARTICLE 28: SEPARABILITY

28.1 If any provision of this agreement or any application of the agreement to any employee or group of employees is found contrary to law, then such provision or application will not be deemed valid and subsisting, except to the extent permitted by law, provided, however, that all other provisions of this agreement and applications thereof will continue in full force and effect.

ARTICLE 29: EDUCATION INCENTIVE REIMBURSEMENT POLICY

29.1 (a) Effective July 1, 1999 the City agrees to provide reimbursement to employees who complete approved courses related to Fire Department responsibilities based upon the following: Seventy-five percent (75%) of the cost of courses, books and materials to a maximum of seven hundred eighty ($780.00) dollars per year, per employee.

29.1 (b) Effective July 1, 2000 the City agrees to provide reimbursement to employees who complete approved courses related to Fire Department responsibilities based upon the following: Seventy-five percent (75%) of the cost of courses, books and materials to a maximum of nine hundred ($900) dollars per year per employee.

29.2 Courses must be approved in advance by the Fire Chief or his/her designee as meeting the requirement that such course is related to Fire Department operations or is part of a degree program in Fire Science or Fire Administration.

29.3 Once a course has been approved the Department will advance to the employee one-half of the authorized amount for the course tuition and books. The remainder of the course reimbursement will be paid to the employee upon presentation of a certificate of satisfactory completion of the course.

29.4 Employees will be approved for course reimbursement in chronological order of applying for course reimbursement approval prior to attending such courses, but not to exceed the amount appropriated in the budget for this purpose.

A sum of $7,800.00 will be appropriated in the fiscal year 1999 budget for education reimbursement. Any sum remaining in this account on June 30th of the year will not be carried over into the following fiscal year.

A sum of $9,000.00 will be appropriated in the fiscal year 2000 and

successive fiscal year budgets for education reimbursement. Any sum remaining in the account on June 30th of each year will not be carried over into the following fiscal year.

29.5 The Department will provide a one-time full, complete, and current set of IFSTA manuals and all other texts, manuals, or other education material which may be part of any promotional examination to all companies.

29.6 The Department shall not be arbitrary or capricious in the course of providing training opportunities.

ARTICLE 30: LIFE INSURANCE BENEFIT

30.1 Effective September 1, 1999 or date of ratification, whichever is later, the City will provide for a Life Insurance Fund to provide for the payment of a death benefit of an amount equal to the employee's last yearly base pay, but not to exceed fifty thousand ($50,000.00) to the named beneficiary or estate of any member of the Bargaining Unit who dies from any cause while employed by the City, or who dies within sixty (60) calendar days after retirement or resignation for health reasons. The City reserves the right to obtain insurance coverage for the above amounts, and reserves the sole right to select such insurance carrier.

30.2 P r o v i d e d , however, that the Department reserves the right to provide the insurance benefits agreed to in 30.1 by contracting with a private insurance carrier. The Department may, at its sole option, exercise this right except that if it does so it must contract with private insurance for a covenant that the private carrier must allow retired employees to convert the coverage provided for herein, at their sole expense upon retirement, and provided that the private insurance contract shall not increase the city's cost above that required by Section 30.1.

ARTICLE 31: INDEMNIFICATION

The City of Manchester currently purchases liability insurance, which includes coverage of Liability of Public Officials and employees for actions taken as part of their official duties while employed by the City.

Furthermore, on the 25th of November 1975, the Board of Mayor and Aldermen acted under the provisions of RSA 31:105 by voting to indemnify and hold harmless for loss or damage any person employed by the City while acting in their official capacity. Such action by the Board of Mayor and Aldermen protects the Officials and employees of the City for the deductible amount of liability insurance.

Employees of the City within the bargaining unit are covered under the Liability Insurance and the Indemnification for the deductible amount of the liability coverage, which are currently in effect. Liability insurance coverage and indemnification for the deductible amount of the liability coverage shall be maintained for bargaining unit members under the same terms and conditions as for other employees of the City.

ARTICLE 32: TEMPORARY DUTY IN HIGHER RANK

32.1 Any Fire Officer required to perform the duties of an officer of a higher rank for one (1) continuous work week, shall be compensated at the rate of pay for said rank in accordance with Section 33.061 of the Code of Ordinance.

ARTICLE 33: RESIDENCY

33.1 All members of the bargaining unit shall be required to reside within a fifteen (15)mile radius of the City limits of Manchester, New Hampshire; provided, however, that any member of the bargaining unit who resided outside the fifteen-mile limit as of the date of ratification of this Agreement shall be allowed to continue such residency outside the City limits.

ARTICLE 34: MISCELLANEOUS

34.1 Divers: Each employee who is selected and assigned as a Diver for the Fire Department shall be compensated by payment of $5.00 per week while so assigned and shall be paid at one and one half (1 1/2) times his/her hourly rate for each hour worked if called in on an off-duty time to perform diving functions for the Fire Department.

ARTICLE 35: NFPA 1500 SERIES

35.1 NFPA 1500

The Department and the Association shall establish a joint committee which shall within one year promulgate an NFPA 1500 implementation schedule, subject to budget approval.

35.2 Employee Assistance Program

The City will pay a private agency, mutually approved by the Association and the Human Resources Department, an amount, not to exceed Four Thousand Four Hundred Thirty Five Dollars (4,435.00) to run the Employee Assistance Program. If the cost of providing said program for each year exceeds the Four Thousand Four Hundred Thirty Five Dollars (4,435.00) the Association may fund or find other organizations to fund the additional moneys. The Employee Assistance Program will be overseen by a joint committee comprised of one representative of each of the Association, Fire Department, Human Resources Department, and a representative from the organization, if any, which provides additional funding for this program.

35.3 Drug & Alcohol Testing

Effective July 1, 2001, all bargaining unit members shall be subject to a Drug and Alcohol Testing Policy. The Department and the Association will mutually agree to this policy and may amend it from time to time. If a policy is not in place by July 1, 2001 the parties will submit all remaining issues in the dispute to an arbitrator for his/her final and binding decision. The parties shall mutually select an arbitrator. If the parties are unable to agree on an arbitrator, they shall jointly request that an arbitrator be appointed by the Public Employees Labor Relations Board in accordance with its rules. The arbitrator will be limited to choosing between the parties' last best offer on each outstanding issue. The cost of the arbitrator shall be shared equally by the parties.

35.4 The Union agrees to consider a memorandum of understanding regarding a wellness fitness program.

ARTICLE 36: LICENSES AND CERTIFICATIONS

36.1 Licenses and Certifications: The Fire Department will continue to pay for EMT and Ambulance Attendant Licenses.

36.2 It shall be the responsibility of all bargaining unit members who are required to have an EMS Provider License to maintain such license at all times.

Failure to maintain the EMS Provider License shall be cause for discipline and/or termination.

ARTICLE 37: RETIREMENT

37.1 Retirement

Under the N.H. Retirement System the Department may call for examinations of the members who are on disability retirement. If they are found fit, they can be taken off disability retirement. In such cases, the Department shall provide a system for the return of such members to active duty, provided such members pass a City physical, agree to retrain if necessary. Such member shall be returned to duty in the next occurring vacancy.

ARTICLE 38: HOST CITY

38.1 Application This Agreement shall apply to all Association members with respect to duties, responsibilities, and training requirements, exercises and/or drills of any kind, which are related to the requirements of the Host City Agreement executed by the City of Manchester on September 1, 1987.

38.2 Compensation

(a) Members of the Association who participate in off-duty exercises, training and/or drills, shall receive compensation in an amount equal to one and one-half times their normal hourly rate. In such cases, a minimum of four (4) hours at one and one- half times the normal hourly rate will be paid.

(b) All compensation earned by Association members under this Article shall be considered wages, including payment and credit under the New Hampshire Retirement System.

(c) In accordance with applicable City Ordinances, Association Members shall be eligible for worker's compensation supplemental pay.

38.3 Selection

(a) Participation in all off-duty exercises, training and drills will be on a voluntary basis.

(b) Volunteers will be sought from all fire companies and divisions in accordance with procedures promulgated by the Association, based upon current Minimum Staffing procedures, modified by the comingling of officers with firefighters, according to departmental seniority.

(c) If needed the Department has the right to use personnel from other departments, agencies or municipalities to meet its obligations under the Host City Agreement.

38.4 Renegotiation

This Article is subject to renegotiation of its terms upon the request of either part whenever the duties and responsibilities of the Department or the Association members substantially increase or decrease.

38.5 Termination

This Article of this Agreement shall automatically terminate upon the failure of the New Hampshire Office of Emergency Management to reimburse the funds necessary to meet the requirements of this Article.

ARTICLE 39: FIRE COMMUNICATIONS DISPATCHERS

39.1 The Emergency Services Dispatcher (Fire) and Emergency Communications Supervisor (Fire) will be members of the bargaining unit and the collective bargaining agreement will apply to them with the following exceptions and clarifications.

39.2 The work week for Emergency Services Dispatcher (Fire) and Emergency Communications Supervisor (Fire) will consist of two (2) consecutive twelve (12) hour day shifts followed by (2) consecutive twelve (12) hour night shifts followed by four (4) days off.

1.) All day shifts will commence at 7:00 a.m. until 7:00 p.m. and all night shifts shall commence at 7:00 p.m. until 7:00 a.m.

(2.) Emergency Services Dispatchers (Fire) and Emergency Communications Supervisor (Fire) will be paid for hours worked at straight time.

(3.) Emergency Services Dispatchers (Fire) and Emergency Communications Supervisor (Fire) vacation weeks will be paid at straight time.

(4.) Emergency Services Dispatchers (Fire) and Emergency Communications Supervisor (Fire) will be paid for hours worked at time and one-half their regular rate of pay commencing in pay weeks that they work in excess of forty (40) hours. The 7% night shift differential will not be paid on eight (8) hours of time and one-half for scheduled 48 hour work weeks.

(5.) Emergency Services Dispatchers (Fire) and Emergency Communications Supervisor (Fire) will be paid seven percent (7%) night shift differential on twelve (12) hour night shifts.

(6.) The most junior Emergency Services Dispatcher (Fire) will be assigned a phantom number for purposes of administration but shall be assigned shifts as an uncommitted member for the purposes of filling vacancies. Such member's schedule will be reviewed and adjusted in each work cycle so that they will be assured of working the same average number of hours as other members of the Dispatch Center.

(7.) The Emergency Communications Supervisor (Fire) may work a different schedule as determined by both the Department and the Emergency Communications Supervisor (Fire).

The Emergency Services Dispatcher (Fire) will not be paid multiple alarm pay provided in Article 11.2.

Overtime, at the rate of time and one-half, will be paid in accordance to Article 11.3. They will be paid overtime (time and one-half) for a minimum of three (3) hours for reporting for extra duty assignments. Overtime assignments will be made from the voluntary overtime list (rotating list according to seniority).

Before Dispatchers are hired from the mandatory overtime list the Department will attempt to fill the vacant slot from a pool of qualified Firefighters, Fire Lieutenants, Fire Captains, Fire Communications Technicians, Electronic Systems Technicians I and II, and Fire Prevention Inspectors I and II. When a qualified member from this pool is hired he/she shall be paid at pay grade 14 at his/her corresponding step, providing Fire Lieutenants and Fire Captains shall be paid at pay grade 14 step 13, all in accordance with the Fair Labor Standards Act.

Provided that in the event that an appropriate number of volunteers cannot be secured from the voluntary list, the department may make

mandatory assignments from the mandatory overtime list (rotating list according to inverse seniority)

Fire Fighters will not be used for full time dispatching unless it becomes necessary due to:

(a) A layoff which affects Emergency Services Dispatchers (Fire). In the event of a layoff, either party may require impact bargaining;

(b) Emergency situations where dispatchers are not available; however, Fire Communications Technicians and Electronic Systems Technicians I and II shall be assigned to such duty prior to the assignment of any fire fighter. In the event that the Department makes an assignment under this provision which violates such provision, the Department shall be required to compensate any affected member at double the rate received for that assignment worked.

39.3 Emergency Services Dispatchers (Fire) will be paid at pay grade 15 as per the attached schedule.

The Emergency Communications Supervisor (Fire) will be paid at pay grade 18 per Article 12 of the collective bargaining agreement.

Night Shift Premium. Effective July 1, 2008 any bargaining unit member who is assigned to night shifts on a periodic rotating basis shall be paid at a rate which is seven percent (7%) higher than his/her normal rate. Such premium shall apply when half or more of the shift is scheduled after 6:00 PM or before 8:00 AM and shall be paid only while the bargaining unit member is actually working on such shift or is on authorized vacation or sick leave with pay, provided that he is so assigned both immediately before and after such leave.

39.4 Vacation selection shall be handled in the same manner as for a single company.

39.5 Emergency Services Dispatchers (Fire) and Emergency Communications Supervisor (Fire) shall be included in the City of Manchester Employees' Contributory Retirement System, under its rules and regulations.

ARTICLE 40: TERMINATION AND RENEWAL

40.1 This agreement shall be in full force and effect and remain in full force and effect from date of ratification, to and including June 30, 2017 except as otherwise specified in individual articles, and shall continue from year to year thereafter unless written notice of desire to cancel or terminate the Agreement is served by either party upon the other at least sixty (60) days prior to the date of expiration.

40.2 Where no such cancellation or termination notice is served and the parties desire to continue said Agreement but also desire to negotiate changes or revisions in this Agreement, either party may serve upon the other a notice at least sixty (60) calendar days prior to June 30, 2017, advising that such party desires to revise or change terms or conditions of such Agreement, and which terms and conditions are desired to be renegotiated.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals this day of , 2016

IAFF, Local #856

City Negotiating Team

APPENDIX A: QUALIFICATIONS FOR ACHIEVEMENT STEPS

Approved Majors:

Fire Science, Fire Protection, Fire Protection Engineering, Investigation or other fire service related degree.
Public Administration
Business/Management/Administration
Medical Sciences, i.e. RN, Pa, Paramedic
Engineering

Minimum requirements:

Firefighter	Associate Degree in any of the above Programs or Nationally Registered Paramedic
Lieutenant	Firefighter requirements + 20 credit hours in any of the above programs
Fire Training Officer	Firefighter requirements + 20 credit hours in any of the above programs
EMS Training Officer	Firefighter requirements + 20 credit hours in any of the above programs
Captain	Firefighter requirements + 40 credit hours in any of the above programs
Fire Instructor:	Associate degree plus 40 credit hours
Fire Inspector I	Associate degree plus 20 credit hours
Fire Inspector II:	Associate degree plus 40 credit hours

Emerg. Svc.Dispatcher:	Firefighter and EMT certification
Emerg. Comm. Supvr.	Associate degree and FF & EMT certification
Electronic Sys. Tech. I`	Associate degree in electronics
Electronic Sys. Tech II:	Associate degree in electronics + 40 credit hours
Equip. Mechanic II:	Associate degree in Automotive Sciences and Emergency Vehicle Technician Level II

1. Members requesting reclassification to the "A" Step shall submit proof of completion of the above requirements to the Chief of Department for approval.

APPENDIX B: EMPLOYEE DEVELOPMENT APPEALS PROCESS

Only employees who are denied a merit step increase on their anniversary date of position due to a sub-standard performance evaluation may file an appeal. All appeals shall be initially filed with the employee's department head. Any employee receiving a satisfactory performance evaluation shall not have the right to appeal or grieve their evaluation, their pay step, or the supervisor's comments. In the event that there is a disagreement between the employee and his/her supervisor over the EDP goals, the employee, after discussing the disagreement with the department head or his/her designee may with the concurrence of the Union, file a grievance.

If the department head rules in the employee's favor, the employee shall receive his/her merit step as of their anniversary date of position. If the department head rules against the employee, the employee shall have the right to appeal the decision to the city-wide appeals committee.

Employees will have thirty (30) days from the date of denial by their department head to file an appeal with the Human Resources Director or their right to appeal shall be forfeited.

An appeals committee shall be comprised of the following representatives:

- Two union representatives appointed by the unions (with two alternates)
- One department head (with one alternate).
- One non-affiliated (with one alternate).
- An independent neutral party to act as tie breaker. This person to be selected through agreement between the City and the unions. If no decision can be reached, the neutral shall be appointed by the P.E.L.R.B. Any costs associated with the neutral party hearing appeals shall be borne half by the City and half proportionally split amongst the unions whose members are appealing. The unions shall not be responsible for any costs incurred in appeal hearings from non-affiliated employees.

- The Human Resources Director as non-voting chairman to provide staff resources.

Members cannot sit in on appeals when the appellant is a member on the same department or union.

Terms of the members on this committee shall be staggered with two (2) year terms and members cannot serve more than two consecutive terms. Members must take at least one year off after serving two terms before being allowed to serve on the committee again. Alternates shall have no term limitations.

Unless agreed to by the appellant and the Human Resources Director the committee shall have sixty (60)days from receipt of the appeal to conduct a hearing on the matter.

The committee shall have thirty (30) days to render a decision on the matter.

A majority vote shall rule and all decisions are final, binding and non-grieveable. A decision favorable to the employee means the employee shall receive their merit step effective (including retro-active pay) to their date of position. Evaluation step increases will stop when an employee reaches Step 13 on the included pay matrix.

The provisions of this Article shall expire on the last day of this Agreement, provided that any employee denied a merit pay increase during the duration of this agreement shall be entitled to an appeal under this Article.

Memorandum of Understanding: Uniforms

Uniform requirements for entry level Firefighters and Promotions.

Firefighters;

- Complete Class A Uniform

Station Uniforms;

- Four pairs of long pants
- Four pairs of short pants
- Four long sleeve shirts
- Four short sleeve shirts
- Required foot gear
- Belt

Promotions to Lieutenant

- Blouse Coat
- Pants
- Hat
- Officers Insignia

Promotions to Captain

- Officers Insignia

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2017) - 1%

GRADE		2016 STEP 1	2016 STEP 2	2016 STEP 3	2016 STEP 4	2016 STEP 5	2016 STEP 6	2016 STEP 7	2016 STEP 8	2016 STEP 9	2016 STEP 10	2016 STEP 11	2016 STEP 12	2016 STEP 13	2016 STEP AL1
GRADE 1	Ex	14,609.11	15,047.41	15,498.80	15,963.79	16,442.71	16,935.98	17,444.07	17,967.38	18,506.40	19,061.59	19,633.46	20,222.47	20,829.14	21,454.00
	H	7.10	7.30	7.52	7.77	7.99	8.21	8.47	8.73	8.99	9.26	9.53	9.83	10.13	10.42
	O	10.650	10.950	11.280	11.655	11.985	12.315	12.705	13.095	13.485	13.890	14.295	14.745	15.195	15.630
GRADE 1A	Ex	15,120.45	15,574.07	16,041.25	16,522.53	17,018.19	17,528.72	18,054.62	18,596.25	19,154.15	19,728.75	20,320.62	20,930.25	21,558.14	22,204.88
	H	7.27	7.48	7.72	7.95	8.19	8.42	8.69	8.96	9.20	9.47	9.77	10.08	10.36	10.69
	O	10.905	11.220	11.580	11.925	12.285	12.630	13.035	13.440	13.800	14.205	14.655	15.120	15.540	16.035
GRADE 2	Ex	15,631.76	16,100.70	16,583.76	17,081.26	17,593.71	18,121.52	18,665.12	19,225.08	19,801.86	20,395.90	21,007.79	21,638.02	22,287.17	22,955.77
	H	7.49	7.76	7.97	8.21	8.46	8.72	9.00	9.26	9.53	9.83	10.13	10.42	10.74	11.05
	O	11.235	11.640	11.955	12.315	12.690	13.080	13.500	13.890	14.295	14.745	15.195	15.630	16.110	16.575
GRADE 2A	Ex	16,178.88	16,664.25	17,164.17	17,679.09	18,209.47	18,755.73	19,318.41	19,897.98	20,494.93	21,109.75	21,743.06	22,395.36	23,067.23	23,759.22
	H	7.81	8.02	8.26	8.50	8.77	9.03	9.29	9.56	9.86	10.16	10.45	10.79	11.10	11.42
	O	11.715	12.030	12.390	12.750	13.155	13.545	13.935	14.340	14.790	15.240	15.675	16.185	16.650	17.130
GRADE 3 (6A0)	Ex	16,725.98	17,227.75	17,744.61	18,276.96	18,825.24	19,390.00	19,971.71	20,570.87	21,188.01	21,823.63	22,478.35	23,152.67	23,847.26	24,562.67
	H	8.05	8.28	8.53	8.81	9.06	9.33	9.60	9.90	10.20	10.48	10.83	11.15	11.47	11.80
	O	12.075	12.420	12.795	13.215	13.590	13.995	14.400	14.850	15.300	15.720	16.245	16.725	17.205	17.700
GRADE 3A (6AA)	Ex	17,311.39	17,830.73	18,365.68	18,916.64	19,484.15	20,068.64	20,670.71	21,290.83	21,929.57	22,587.46	23,265.09	23,963.04	24,681.92	25,422.36
	H	8.31	8.56	8.84	9.10	9.37	9.65	9.96	10.25	10.53	10.88	11.20	11.53	11.90	12.24
	O	12.465	12.840	13.260	13.650	14.055	14.475	14.940	15.375	15.795	16.320	16.800	17.295	17.850	18.360
GRADE 4 (6B0)	Ex	17,896.80	18,433.72	18,986.72	19,556.32	20,143.01	20,747.29	21,369.74	22,010.80	22,671.14	23,351.28	24,051.82	24,773.36	25,516.58	26,282.07
	H	8.62	8.90	9.14	9.42	9.70	10.00	10.29	10.57	10.92	11.26	11.57	11.95	12.29	12.65
	O	12.930	13.350	13.710	14.130	14.550	15.000	15.435	15.855	16.380	16.890	17.355	17.925	18.435	18.975
GRADE 4A (6BA)	Ex	18,523.21	19,078.88	19,651.27	20,240.81	20,848.04	21,473.47	22,117.67	22,781.18	23,464.64	24,168.56	24,893.60	25,640.43	26,409.65	27,201.97
	H	8.91	9.18	9.45	9.73	10.05	10.32	10.65	10.96	11.30	11.64	11.99	12.35	12.70	13.10
	O	13.365	13.770	14.175	14.595	15.075	15.480	15.975	16.440	16.950	17.460	17.985	18.525	19.050	19.650
GRADE 5 (6C0)	Ex	19,149.58	19,724.05	20,315.81	20,925.27	21,553.02	22,199.63	22,865.60	23,551.59	24,258.13	24,985.85	25,735.44	26,507.50	27,302.74	28,121.82
	H	9.22	9.48	9.77	10.08	10.36	10.69	11.00	11.33	11.67	12.02	12.38	12.74	13.14	13.51
	O	13.830	14.220	14.655	15.120	15.540	16.035	16.500	16.995	17.505	18.030	18.570	19.110	19.710	20.265
GRADE 5A (6CA)	Ex	19,819.82	20,414.40	21,026.84	21,657.66	22,307.38	22,976.60	23,665.92	24,375.89	25,107.16	25,860.37	26,636.19	27,435.26	28,258.33	29,106.09
	H	9.52	9.84	10.14	10.43	10.76	11.08	11.40	11.74	12.10	12.47	12.84	13.22	13.61	14.03
	O	14.280	14.760	15.210	15.645	16.140	16.620	17.100	17.610	18.150	18.705	19.260	19.830	20.415	21.045
GRADE 6 (6D0)	Ex	20,490.04	21,104.75	21,737.90	22,390.03	23,061.72	23,753.59	24,466.22	25,200.21	25,956.19	26,734.89	27,536.92	28,363.04	29,213.91	30,090.32
	H	9.87	10.18	10.46	10.80	11.11	11.43	11.77	12.13	12.50	12.87	13.25	13.67	14.06	14.47
	O	14.805	15.270	15.690	16.200	16.665	17.145	17.655	18.195	18.750	19.305	19.875	20.505	21.090	21.705
GRADE 6A (6DA)	Ex	21,207.21	21,843.43	22,498.72	23,173.68	23,868.92	24,584.97	25,322.53	26,082.19	26,864.64	27,670.60	28,500.74	29,355.73	30,236.41	31,143.52
	H	10.20	10.49	10.84	11.16	11.49	11.84	12.19	12.55	12.94	13.31	13.73	14.12	14.54	15.01
	O	15.300	15.735	16.260	16.740	17.235	17.760	18.285	18.825	19.410	19.965	20.595	21.180	21.810	22.515

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GRADE		2016 STEP 1	2016 STEP 2	2016 STEP 3	2016 STEP 4	2016 STEP 5	2016 STEP 6	2016 STEP 7	2016 STEP 8	2016 STEP 9	2016 STEP 10	2016 STEP 11	2016 STEP 12	2016 STEP 13	2016 STEP AL1
GRADE 7	Ex	21,924.36	22,582.10	23,259.56	23,957.35	24,676.06	25,415.98	26,178.84	26,964.18	27,773.12	28,606.32	29,464.51	30,348.44	31,258.88	32,196.67
(6E0)	H	10.52	10.87	11.20	11.53	11.89	12.24	12.59	12.98	13.35	13.79	14.19	14.61	15.06	15.49
	O	15.780	16.305	16.800	17.295	17.835	18.360	18.885	19.470	20.025	20.685	21.285	21.915	22.590	23.235
GRADE 7A	Ex	22,691.72	23,372.48	24,073.64	24,795.84	25,539.72	26,305.89	27,095.11	27,907.94	28,745.19	29,607.53	30,495.77	31,410.67	32,352.96	33,323.56
(6EA)	H	10.91	11.26	11.57	11.95	12.30	12.66	13.06	13.43	13.84	14.26	14.68	15.12	15.55	16.03
	O	16.365	16.890	17.355	17.925	18.450	18.990	19.590	20.145	20.760	21.390	22.020	22.680	23.325	24.045
GRADE 8	Ex	23,459.08	24,162.84	24,887.73	25,634.36	26,403.40	27,195.50	28,011.35	28,851.70	29,717.25	30,608.78	31,527.01	32,472.86	33,447.01	34,450.43
(6F0)	H	11.29	11.63	11.98	12.34	12.69	13.09	13.47	13.88	14.30	14.73	15.18	15.60	16.11	16.57
	O	16.935	17.445	17.970	18.510	19.035	19.635	20.205	20.820	21.450	22.095	22.770	23.400	24.165	24.855
GRADE 8A	Ex	24,280.12	25,008.55	25,758.79	26,531.56	27,327.51	28,147.35	28,991.74	29,861.51	30,757.35	31,680.06	32,630.48	33,609.39	34,617.70	35,656.21
(6FA)	H	11.66	12.01	12.38	12.74	13.15	13.52	13.95	14.36	14.80	15.24	15.69	16.18	16.64	17.18
	O	17.490	18.015	18.570	19.110	19.725	20.280	20.925	21.540	22.200	22.860	23.535	24.270	24.960	25.770
GRADE 9	Ex	25,101.22	25,854.26	26,629.88	27,428.76	28,251.64	29,099.16	29,972.14	30,871.31	31,797.46	32,751.38	33,733.91	34,745.94	35,788.31	36,861.96
(6G0)	H	12.07	12.46	12.83	13.21	13.60	14.02	14.43	14.88	15.33	15.80	16.27	16.75	17.26	17.76
	O	18.105	18.690	19.245	19.815	20.400	21.030	21.645	22.320	22.995	23.700	24.405	25.125	25.890	26.640
GRADE 9A	Ex	25,979.77	26,759.13	27,561.92	28,388.76	29,240.43	30,117.63	31,021.20	31,951.81	32,910.36	33,897.68	34,914.60	35,962.05	37,040.92	38,152.09
(6GA)	H	12.50	12.87	13.25	13.67	14.06	14.47	14.95	15.38	15.86	16.31	16.80	17.32	17.81	18.36
	O	18.750	19.305	19.875	20.505	21.090	21.705	22.425	23.070	23.790	24.465	25.200	25.980	26.715	27.540
GRADE 10	Ex	26,858.27	27,664.05	28,493.95	29,348.80	30,229.23	31,136.14	32,070.20	33,032.32	34,023.29	35,043.96	36,095.30	37,178.17	38,293.48	39,442.29
(6H0)	H	12.92	13.28	13.70	14.10	14.51	14.99	15.43	15.91	16.36	16.85	17.36	17.86	18.42	18.97
	O	19.380	19.920	20.550	21.150	21.765	22.485	23.145	23.865	24.540	25.275	26.040	26.790	27.630	28.455
GRADE 10A	Ex	27,798.33	28,632.28	29,491.24	30,375.99	31,287.26	32,225.88	33,192.65	34,188.46	35,214.09	36,270.51	37,358.65	38,479.38	39,633.76	40,822.76
(6HA)	H	13.35	13.80	14.20	14.62	15.07	15.50	15.98	16.43	16.93	17.43	17.98	18.51	19.07	19.62
	O	20.025	20.700	21.300	21.930	22.605	23.250	23.970	24.645	25.395	26.145	26.970	27.765	28.605	29.430
GRADE 11	Ex	28,738.36	29,600.50	30,488.54	31,403.18	32,345.29	33,315.65	34,315.13	35,344.56	36,404.88	37,497.03	38,621.97	39,780.65	40,974.03	42,203.27
(6I0)	H	13.84	14.24	14.67	15.11	15.54	16.03	16.51	17.01	17.49	18.05	18.57	19.14	19.72	20.30
	O	20.760	21.360	22.005	22.665	23.310	24.045	24.765	25.515	26.235	27.075	27.855	28.710	29.580	30.450
GRADE 11A	Ex	29,744.19	30,636.55	31,555.62	32,502.29	33,477.38	34,481.68	35,516.15	36,581.62	37,679.05	38,809.46	39,973.72	41,172.94	42,408.12	43,680.37
(6IA)	H	14.31	14.74	15.19	15.62	16.13	16.59	17.12	17.62	18.16	18.69	19.25	19.83	20.42	21.04
	O	21.465	22.110	22.785	23.430	24.195	24.885	25.680	26.430	27.240	28.035	28.875	29.745	30.630	31.560
GRADE 12	Ex	30,750.06	31,672.52	32,622.71	33,601.39	34,609.47	35,647.73	36,717.17	37,818.65	38,953.25	40,121.86	41,325.48	42,565.26	43,842.22	45,157.47
(6J0)	H	14.78	15.23	15.68	16.17	16.63	17.16	17.66	18.21	18.74	19.30	19.87	20.46	21.10	21.74
	O	22.170	22.845	23.520	24.255	24.945	25.740	26.490	27.315	28.110	28.950	29.805	30.690	31.650	32.610
GRADE 12A	Ex	31,826.29	32,781.13	33,764.55	34,777.45	35,820.75	36,895.40	38,002.25	39,142.32	40,316.58	41,526.11	42,771.91	44,055.04	45,376.71	46,737.98
(6JA)	H	15.30	15.76	16.24	16.73	17.24	17.74	18.28	18.84	19.40	19.98	20.59	21.20	21.83	22.48
	O	22.950	23.640	24.360	25.095	25.860	26.610	27.420	28.260	29.100	29.970	30.885	31.800	32.745	33.720

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GRADE		2016 STEP 1	2016 STEP 2	2016 STEP 3	2016 STEP 4	2016 STEP 5	2016 STEP 6	2016 STEP 7	2016 STEP 8	2016 STEP 9	2016 STEP 10	2016 STEP 11	2016 STEP 12	2016 STEP 13	2016 STEP AL1
GRADE 13	Ex	32,902.54	33,889.65	34,906.34	35,953.50	37,032.10	38,143.08	39,287.36	40,465.98	41,679.95	42,930.37	44,218.32	45,544.81	46,911.21	48,318.50
(6K0)	H	15.85	16.30	16.78	17.31	17.80	18.35	18.91	19.48	20.04	20.66	21.27	21.92	22.56	23.26
	O	23.775	24.450	25.170	25.965	26.700	27.525	28.365	29.220	30.060	30.990	31.905	32.880	33.840	34.890
GRADE 13A	Ex	34,054.15	35,075.76	36,128.06	37,211.88	38,328.24	39,478.09	40,662.42	41,882.31	43,138.77	44,432.93	45,765.91	47,138.93	48,553.05	50,009.67
(6KA)	H	16.36	16.86	17.38	17.89	18.44	18.99	19.56	20.15	20.75	21.38	22.02	22.66	23.36	24.08
	O	24.540	25.290	26.070	26.835	27.660	28.485	29.340	30.225	31.125	32.070	33.030	33.990	35.040	36.120
GRADE 14	Ex	35,205.75	36,261.92	37,349.77	38,470.25	39,624.36	40,813.09	42,037.49	43,298.63	44,597.58	45,935.51	47,313.53	48,732.97	50,194.97	51,700.81
(6L0)	H	16.91	17.43	17.98	18.50	19.04	19.61	20.23	20.81	21.45	22.09	22.77	23.45	24.16	24.87
	O	25.365	26.145	26.970	27.750	28.560	29.415	30.345	31.215	32.175	33.135	34.155	35.175	36.240	37.305
GRADE 14A	Ex	36,437.94	37,531.07	38,657.00	39,816.70	41,011.22	42,241.52	43,508.81	44,814.08	46,158.49	47,543.25	48,969.54	50,438.62	51,951.75	53,510.36
(6LA)	H	17.49	18.06	18.58	19.15	19.73	20.32	20.93	21.54	22.20	22.87	23.55	24.26	24.97	25.72
	O	26.235	27.090	27.870	28.725	29.595	30.480	31.395	32.310	33.300	34.305	35.325	36.390	37.455	38.580
GRADE 15	Ex	37,670.13	38,800.25	39,964.26	41,163.19	42,398.07	43,670.03	44,980.12	46,329.54	47,719.41	49,150.99	50,625.51	52,144.28	53,708.59	55,319.87
(6M0)	H	18.12	18.64	19.21	19.81	20.40	21.02	21.64	22.28	22.96	23.64	24.35	25.07	25.83	26.61
	O	27.180	27.960	28.815	29.715	30.600	31.530	32.460	33.420	34.440	35.460	36.525	37.605	38.745	39.915
GRADE 15A	Ex	38,988.59	40,158.25	41,362.98	42,603.89	43,882.00	45,198.46	46,554.42	47,951.06	49,389.59	50,871.27	52,397.41	53,969.33	55,588.40	57,256.06
(6MA)	H	18.76	19.31	19.90	20.50	21.14	21.77	22.41	23.08	23.75	24.47	25.22	25.96	26.74	27.55
	O	28.140	28.965	29.850	30.750	31.710	32.655	33.615	34.620	35.625	36.705	37.830	38.940	40.110	41.325
GRADE 16	Ex	40,307.06	41,516.25	42,761.74	44,044.57	45,365.94	46,726.90	48,128.71	49,572.59	51,059.75	52,591.56	54,169.30	55,794.37	57,468.20	59,192.23
(6N0)	H	19.39	19.97	20.59	21.20	21.83	22.48	23.15	23.83	24.57	25.32	26.07	26.85	27.65	28.46
	O	29.085	29.955	30.885	31.800	32.745	33.720	34.725	35.745	36.855	37.980	39.105	40.275	41.475	42.690
GRADE 16A	Ex	41,717.80	42,969.33	44,258.40	45,586.19	46,953.74	48,362.35	49,813.24	51,307.62	52,846.87	54,432.25	56,065.23	57,747.16	59,479.59	61,263.96
(6NA)	H	20.04	20.66	21.27	21.92	22.58	23.28	24.00	24.69	25.44	26.18	26.99	27.81	28.64	29.50
	O	30.060	30.990	31.905	32.880	33.870	34.920	36.000	37.035	38.160	39.270	40.485	41.715	42.960	44.250
GRADE 17	Ex	43,128.55	44,422.41	45,755.07	47,127.72	48,541.55	49,997.81	51,497.72	53,042.69	54,633.93	56,272.95	57,961.13	59,699.98	61,490.97	63,335.71
(6O0)	H	20.74	21.37	22.01	22.65	23.35	24.07	24.78	25.51	26.29	27.08	27.87	28.70	29.56	30.46
	O	31.110	32.055	33.015	33.975	35.025	36.105	37.170	38.265	39.435	40.620	41.805	43.050	44.340	45.690
GRADE 17A	Ex	44,638.06	45,977.17	47,356.50	48,777.19	50,240.49	51,747.71	53,300.15	54,899.15	56,546.13	58,242.53	59,989.78	61,789.47	63,643.15	65,552.46
(6OA)	H	21.46	22.10	22.78	23.46	24.17	24.88	25.62	26.41	27.18	27.99	28.87	29.71	30.60	31.55
	O	32.190	33.150	34.170	35.190	36.255	37.320	38.430	39.615	40.770	41.985	43.305	44.565	45.900	47.325
GRADE 18	Ex	46,147.53	47,531.95	48,957.91	50,426.66	51,939.46	53,497.65	55,102.58	56,755.65	58,458.32	60,212.06	62,018.41	63,878.98	65,795.33	67,769.20
(6P0)	H	22.19	22.86	23.53	24.24	24.96	25.71	26.51	27.29	28.13	28.99	29.86	30.75	31.66	32.62
	O	33.285	34.290	35.295	36.360	37.440	38.565	39.765	40.935	42.195	43.485	44.790	46.125	47.490	48.930
GRADE 18A	Ex	47,762.71	49,195.56	50,671.45	52,191.61	53,757.32	55,370.06	57,031.14	58,742.11	60,504.37	62,319.48	64,189.08	66,114.74	68,098.18	70,141.14
(6PA)	H	22.97	23.65	24.36	25.09	25.85	26.63	27.43	28.26	29.10	29.96	30.86	31.76	32.76	33.73
	O	34.455	35.475	36.540	37.635	38.775	39.945	41.145	42.390	43.650	44.940	46.290	47.640	49.140	50.595

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GRADE		2016 STEP 1	2016 STEP 2	2016 STEP 3	2016 STEP 4	2016 STEP 5	2016 STEP 6	2016 STEP 7	2016 STEP 8	2016 STEP 9	2016 STEP 10	2016 STEP 11	2016 STEP 12	2016 STEP 13	2016 STEP AL1
GRADE 19	Ex	49,377.87	50,859.21	52,384.97	53,956.52	55,575.22	57,242.50	58,959.76	60,728.55	62,550.41	64,426.89	66,359.72	68,350.52	70,401.03	72,513.04
(6Q0)	H	23.74	24.45	25.20	25.94	26.71	27.54	28.37	29.20	30.10	30.98	31.94	32.88	33.87	34.90
	O	35.610	36.675	37.800	38.910	40.065	41.310	42.555	43.800	45.150	46.470	47.910	49.320	50.805	52.350
GRADE 19A	Ex	51,106.08	52,639.27	54,218.44	55,845.00	57,520.36	59,245.98	61,023.32	62,854.07	64,739.67	66,681.85	68,682.30	70,742.78	72,865.06	75,051.00
(6QA)	H	24.59	25.35	26.09	26.87	27.68	28.49	29.34	30.24	31.16	32.09	33.03	34.03	35.06	36.12
	O	36.885	38.025	39.135	40.305	41.520	42.735	44.010	45.360	46.740	48.135	49.545	51.045	52.590	54.180
GRADE 20	Ex	52,834.30	54,419.31	56,051.89	57,733.49	59,465.49	61,249.45	63,086.94	64,979.55	66,928.92	68,936.78	71,004.90	73,135.03	75,329.10	77,588.98
(6R0)	H	25.41	26.15	26.95	27.79	28.62	29.48	30.35	31.28	32.20	33.18	34.16	35.17	36.25	37.34
	O	38.115	39.225	40.425	41.685	42.930	44.220	45.525	46.920	48.300	49.770	51.240	52.755	54.375	56.010
GRADE 20A	Ex	54,683.51	56,324.01	58,013.75	59,754.17	61,546.78	63,393.19	65,294.95	67,253.81	69,271.44	71,349.56	73,490.07	75,694.77	77,965.59	80,304.57
(6RA)	H	26.32	27.11	27.90	28.73	29.59	30.49	31.41	32.36	33.34	34.32	35.35	36.41	37.50	38.62
	O	39.480	40.665	41.850	43.095	44.385	45.735	47.115	48.540	50.010	51.480	53.025	54.615	56.250	57.930
GRADE 21	Ex	56,532.70	58,228.67	59,975.56	61,774.83	63,628.05	65,536.92	67,503.01	69,528.09	71,613.94	73,762.36	75,975.25	78,254.49	80,602.15	83,020.19
(6S0)	H	27.17	27.99	28.86	29.70	30.59	31.54	32.48	33.44	34.46	35.47	36.52	37.63	38.77	39.94
	O	40.755	41.985	43.290	44.550	45.885	47.310	48.720	50.160	51.690	53.205	54.780	56.445	58.155	59.910
GRADE 21A	Ex	58,511.35	60,266.70	62,074.71	63,936.94	65,855.04	67,830.70	69,865.60	71,961.60	74,120.44	76,344.06	78,634.37	80,993.42	83,423.18	85,925.90
(6SA)	H	28.15	29.01	29.88	30.77	31.68	32.65	33.63	34.63	35.68	36.75	37.84	38.98	40.15	41.36
	O	42.225	43.515	44.820	46.155	47.520	48.975	50.445	51.945	53.520	55.125	56.760	58.470	60.225	62.040
GRADE 22	Ex	60,490.00	62,304.68	64,173.81	66,099.07	68,082.03	70,124.51	72,228.22	74,395.06	76,626.91	78,925.73	81,293.50	83,732.31	86,244.26	88,831.58
(6T0)	H	29.09	29.95	30.85	31.75	32.75	33.72	34.71	35.78	36.84	37.98	39.10	40.27	41.49	42.72
	O	43.635	44.925	46.275	47.625	49.125	50.580	52.065	53.670	55.260	56.970	58.650	60.405	62.235	64.080
GRADE 22A	Ex	62,607.15	64,485.37	66,419.94	68,412.51	70,464.90	72,578.85	74,756.23	76,998.88	79,308.87	81,688.13	84,138.79	86,662.95	89,262.83	91,940.73
(6TA)	H	30.12	31.00	31.96	32.90	33.89	34.94	35.94	37.04	38.13	39.29	40.45	41.66	42.94	44.21
	O	45.180	46.500	47.940	49.350	50.835	52.410	53.910	55.560	57.195	58.935	60.675	62.490	64.410	66.315
GRADE 23	Ex	64,724.29	66,666.02	68,666.03	70,725.97	72,847.79	75,033.18	77,284.19	79,602.74	81,990.80	84,450.54	86,984.05	89,593.57	92,281.37	95,049.81
(6U0)	H	31.09	32.07	33.01	34.01	35.04	36.09	37.17	38.27	39.43	40.60	41.82	43.07	44.39	45.69
	O	46.635	48.105	49.515	51.015	52.560	54.135	55.755	57.405	59.145	60.900	62.730	64.605	66.585	68.535
GRADE 23A	Ex	66,989.64	68,999.35	71,069.32	73,201.40	75,397.44	77,659.38	79,989.14	82,388.81	84,860.49	87,406.30	90,028.49	92,729.33	95,511.21	98,376.56
(6UA)	H	32.20	33.18	34.16	35.18	36.27	37.35	38.47	39.62	40.81	42.02	43.28	44.59	45.93	47.31
	O	48.300	49.770	51.240	52.770	54.405	56.025	57.705	59.430	61.215	63.030	64.920	66.885	68.895	70.965
GRADE 24	Ex	69,254.99	71,332.64	73,472.65	75,676.83	77,947.11	80,285.54	82,694.07	85,174.92	87,730.18	90,362.09	93,072.92	95,865.11	98,741.07	101,703.30
(6V0)	H	33.30	34.29	35.33	36.38	37.48	38.60	39.76	40.97	42.19	43.44	44.74	46.12	47.49	48.91
	O	49.950	51.435	52.995	54.570	56.220	57.900	59.640	61.455	63.285	65.160	67.110	69.180	71.235	73.365
GRADE 24A	Ex	71,678.94	73,829.31	76,044.18	78,325.50	80,675.28	83,095.52	85,588.39	88,156.02	90,800.72	93,524.73	96,330.46	99,220.40	102,197.00	105,262.92
(6VA)	H	34.47	35.49	36.54	37.65	38.79	39.96	41.14	42.38	43.66	44.98	46.32	47.70	49.13	50.61
	O	51.705	53.235	54.810	56.475	58.185	59.940	61.710	63.570	65.490	67.470	69.480	71.550	73.695	75.915

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2017) - 1%

GRADE		2016 STEP 1	2016 STEP 2	2016 STEP 3	2016 STEP 4	2016 STEP 5	2016 STEP 6	2016 STEP 7	2016 STEP 8	2016 STEP 9	2016 STEP 10	2016 STEP 11	2016 STEP 12	2016 STEP 13	2016 STEP AL1
GRADE 25 (6W0)	Ex	74,102.86	76,325.93	78,615.71	80,974.18	83,403.42	85,905.55	88,482.68	91,137.15	93,871.31	96,687.41	99,588.04	102,575.69	105,652.96	108,822.53
	H	35.63	36.70	37.78	38.94	40.10	41.30	42.56	43.83	45.14	46.49	47.88	49.31	50.79	52.33
	O	53.445	55.050	56.670	58.410	60.150	61.950	63.840	65.745	67.710	69.735	71.820	73.965	76.185	78.495
GRADE 25A (6WA)	Ex	76,696.46	78,997.36	81,367.24	83,808.30	86,322.55	88,912.19	91,579.58	94,326.96	97,156.79	100,071.49	103,073.64	106,165.84	109,350.81	112,631.32
	H	36.88	38.00	39.13	40.30	41.51	42.76	44.05	45.36	46.73	48.13	49.58	51.07	52.58	54.17
	O	55.320	57.000	58.695	60.450	62.265	64.140	66.075	68.040	70.095	72.195	74.370	76.605	78.870	81.255
GRADE 26 (6X0)	Ex	79,290.05	81,668.76	84,118.82	86,642.37	89,241.63	91,918.92	94,676.47	97,516.77	100,442.26	103,455.54	106,559.19	109,755.98	113,048.63	116,440.11
	H	38.13	39.29	40.45	41.66	42.93	44.20	45.53	46.88	48.30	49.75	51.23	52.77	54.36	55.97
	O	57.195	58.935	60.675	62.490	64.395	66.300	68.295	70.320	72.450	74.625	76.845	79.155	81.540	83.955
GRADE 26A (6XA)	Ex	82,065.22	84,527.17	87,062.99	89,674.88	92,365.11	95,187.57	97,990.14	100,929.86	103,957.74	107,076.47	110,288.77	113,597.41	117,005.37	120,515.52
	H	39.46	40.65	41.87	43.13	44.43	45.73	47.13	48.55	50.00	51.50	53.03	54.64	56.28	57.95
	O	59.190	60.975	62.805	64.695	66.645	68.595	70.695	72.825	75.000	77.250	79.545	81.960	84.420	86.925
GRADE 27 (6Y0)	Ex	84,840.35	87,385.56	90,007.14	92,707.34	95,488.56	98,353.22	101,303.82	104,342.95	107,473.21	110,697.40	114,018.35	117,438.88	120,962.08	124,590.91
	H	40.80	42.01	43.27	44.58	45.92	47.30	48.69	50.17	51.67	53.24	54.82	56.47	58.17	59.92
	O	61.200	63.015	64.905	66.870	68.880	70.950	73.035	75.255	77.505	79.860	82.230	84.705	87.255	89.880
GRADE 27A (6YA)	Ex	87,809.76	90,444.05	93,157.39	95,952.10	98,830.66	101,795.59	104,849.43	107,994.93	111,234.79	114,571.82	118,008.97	121,549.25	125,195.72	128,951.62
	H	42.23	43.47	44.77	46.15	47.53	48.95	50.40	51.93	53.49	55.07	56.74	58.44	60.20	61.99
	O	63.345	65.205	67.155	69.225	71.295	73.425	75.600	77.895	80.235	82.605	85.110	87.660	90.300	92.985
GRADE 28 (6Z0)	Ex	90,779.17	93,502.56	96,307.61	99,196.89	102,172.78	105,237.97	108,395.08	111,646.94	114,996.34	118,446.24	121,999.63	125,659.62	129,429.42	133,312.28
	H	43.64	44.96	46.30	47.69	49.12	50.59	52.12	53.68	55.30	56.97	58.69	60.45	62.25	64.12
	O	65.460	67.440	69.450	71.535	73.680	75.885	78.180	80.520	82.950	85.455	88.035	90.675	93.375	96.180
GRADE 28A (6ZA)	Ex	93,956.45	96,775.13	99,678.38	102,668.77	105,748.82	108,921.29	112,188.91	115,554.59	119,021.23	122,591.86	126,269.59	130,057.73	133,959.45	137,978.22
	H	45.17	46.55	47.93	49.36	50.84	52.38	53.94	55.56	57.22	58.93	60.71	62.52	64.41	66.34
	O	67.755	69.825	71.895	74.040	76.260	78.570	80.910	83.340	85.830	88.395	91.065	93.780	96.615	99.510
GRADE 29 (600)	Ex	97,133.71	100,047.73	103,049.18	106,140.65	109,324.86	112,604.60	115,982.75	119,462.21	123,046.09	126,737.48	130,539.61	134,455.78	138,489.47	142,644.16
	H	46.72	48.12	49.56	51.06	52.57	54.16	55.79	57.46	59.20	60.96	62.80	64.65	66.61	68.60
	O	70.080	72.180	74.340	76.590	78.855	81.240	83.685	86.190	88.800	91.440	94.200	96.975	99.915	102.900
GRADE 29A (60A)	Ex	100,533.39	103,549.39	106,655.89	109,855.58	113,151.23	116,545.77	120,042.16	123,643.40	127,352.70	131,173.31	135,108.48	139,161.75	143,336.60	147,636.71
	H	48.33	49.79	51.28	52.82	54.42	56.04	57.74	59.47	61.25	63.07	64.98	66.92	68.93	70.99
	O	72.495	74.685	76.920	79.230	81.630	84.060	86.610	89.205	91.875	94.605	97.470	100.380	103.395	106.485
GRADE 30 (610)	Ex	103,933.05	107,051.08	110,262.60	113,570.50	116,977.58	120,486.92	124,101.53	127,824.58	131,659.31	135,609.11	139,677.36	143,867.69	148,183.71	152,629.25
	H	49.94	51.46	52.99	54.62	56.25	57.93	59.65	61.48	63.30	65.23	67.18	69.17	71.27	73.40
	O	74.910	77.190	79.485	81.930	84.375	86.895	89.475	92.220	94.950	97.845	100.770	103.755	106.905	110.100
GRADE 30A (61A)	Ex	107,570.72	110,797.87	114,121.79	117,545.46	121,071.83	124,703.97	128,445.08	132,298.45	136,267.40	140,355.42	144,566.08	148,903.06	153,370.15	157,971.25
	H	51.72	53.29	54.89	56.53	58.25	59.98	61.78	63.64	65.53	67.51	69.53	71.61	73.77	75.96
	O	77.580	79.935	82.335	84.795	87.375	89.970	92.670	95.460	98.295	101.265	104.295	107.415	110.655	113.940

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2017) - 1%

GRADE		2016 STEP 1	2016 STEP 2	2016 STEP 3	2016 STEP 4	2016 STEP 5	2016 STEP 6	2016 STEP 7	2016 STEP 8	2016 STEP 9	2016 STEP 10	2016 STEP 11	2016 STEP 12	2016 STEP 13	2016 STEP AL1
GRADE 31	Ex	111,208.40	114,544.67	117,981.00	121,520.43	125,166.04	128,921.03	132,788.65	136,772.30	140,875.49	145,101.74	149,454.78	153,938.30	158,556.59	163,313.27
(620)	H	53.48	55.06	56.72	58.42	60.17	61.97	63.83	65.75	67.72	69.77	71.88	74.03	76.23	78.53
	O	80.220	82.590	85.080	87.630	90.255	92.955	95.745	98.625	101.580	104.655	107.820	111.045	114.345	117.795
GRADE 31A	Ex	115,100.70	118,553.71	122,110.31	125,773.63	129,546.83	133,433.24	137,436.22	141,559.33	145,806.10	150,180.31	154,685.69	159,326.28	164,106.08	169,029.26
(62A)	H	55.34	57.00	58.72	60.49	62.29	64.17	66.09	68.05	70.11	72.20	74.39	76.61	78.92	81.28
	O	83.010	85.500	88.080	90.735	93.435	96.255	99.135	102.075	105.165	108.300	111.585	114.915	118.380	121.920
GRADE 32	Ex	118,993.00	122,562.77	126,239.65	130,026.85	133,927.65	137,945.49	142,083.83	146,346.35	150,736.75	155,258.87	159,916.60	164,714.11	169,655.54	174,745.22
(630)	H	57.20	58.91	60.70	62.51	64.40	66.33	68.32	70.37	72.48	74.64	76.89	79.21	81.57	84.04
	O	85.800	88.365	91.050	93.765	96.600	99.495	102.480	105.555	108.720	111.960	115.335	118.815	122.355	126.060
GRADE 32A	Ex	123,157.72	126,852.48	130,658.06	134,577.79	138,615.14	142,773.58	147,056.80	151,468.49	156,012.53	160,692.91	165,513.69	170,479.10	175,593.49	180,861.31
(63A)	H	59.22	61.00	62.85	64.71	66.65	68.66	70.73	72.82	75.02	77.27	79.59	81.97	84.44	86.98
	O	88.830	91.500	94.275	97.065	99.975	102.990	106.095	109.230	112.530	115.905	119.385	122.955	126.660	130.470
GRADE 33	Ex	127,322.48	131,142.18	135,076.44	139,128.71	143,302.59	147,601.65	152,029.71	156,590.58	161,288.31	166,126.95	171,110.81	176,244.08	181,531.45	186,977.37
(640)	H	61.21	63.04	64.96	66.90	68.91	70.97	73.11	75.30	77.55	79.87	82.28	84.76	87.29	89.90
	O	91.815	94.560	97.440	100.350	103.365	106.455	109.665	112.950	116.325	119.805	123.420	127.140	130.935	134.850
GRADE 33A	Ex	131,778.77	135,732.15	139,804.12	143,998.24	148,318.19	152,767.72	157,350.73	162,071.25	166,933.41	171,941.44	177,099.66	182,412.66	187,885.04	193,521.58
(64A)	H	63.34	65.27	67.22	69.24	71.32	73.45	75.65	77.91	80.26	82.66	85.15	87.73	90.34	93.03
	O	95.010	97.905	100.830	103.860	106.980	110.175	113.475	116.865	120.390	123.990	127.725	131.595	135.510	139.545
GRADE 34	Ex	136,235.04	140,322.14	144,531.79	148,867.74	153,333.76	157,933.80	162,671.79	167,551.95	172,578.50	177,755.86	183,088.55	188,581.17	194,238.64	200,065.80
(650)	H	65.49	67.46	69.50	71.56	73.73	75.93	78.22	80.56	82.98	85.47	88.02	90.69	93.41	96.20
	O	98.235	101.190	104.250	107.340	110.595	113.895	117.330	120.840	124.470	128.205	132.030	136.035	140.115	144.300
GRADE 34A	Ex	141,003.28	145,233.40	149,590.39	154,078.13	158,700.44	163,461.46	168,365.30	173,416.25	178,618.75	183,977.31	189,496.64	195,181.52	201,037.03	207,068.11
(65A)	H	67.80	69.81	71.94	74.08	76.30	78.59	80.95	83.38	85.87	88.45	91.09	93.86	96.66	99.56
	O	101.700	104.715	107.910	111.120	114.450	117.885	121.425	125.070	128.805	132.675	136.635	140.790	144.990	149.340
GRADE 35	Ex	145,771.50	150,144.65	154,649.01	159,288.48	164,067.13	168,989.15	174,058.81	179,280.58	184,658.99	190,198.77	195,904.76	201,781.83	207,835.35	214,070.38
(660)	H	70.09	72.19	74.37	76.59	78.90	81.26	83.69	86.21	88.78	91.47	94.20	97.02	99.95	102.95
	O	105.135	108.285	111.555	114.885	118.350	121.890	125.535	129.315	133.170	137.205	141.300	145.530	149.925	154.425
GRADE 35A	Ex	150,873.52	155,399.75	160,061.71	164,863.57	169,809.48	174,903.76	180,150.87	185,555.39	191,122.06	196,855.72	202,761.44	208,844.21	215,109.58	221,562.86
(66A)	H	72.54	74.72	76.95	79.26	81.63	84.09	86.62	89.22	91.90	94.65	97.50	100.40	103.41	106.50
	O	108.810	112.080	115.425	118.890	122.445	126.135	129.930	133.830	137.850	141.975	146.250	150.600	155.115	159.750
GRADE 36	Ex	155,975.52	160,654.80	165,474.45	170,438.65	175,551.84	180,818.40	186,242.95	191,830.22	197,585.14	203,512.68	209,618.09	215,906.60	222,383.84	229,055.33
(670)	H	75.00	77.23	79.56	81.94	84.41	86.94	89.56	92.23	95.02	97.87	100.81	103.83	106.93	110.13
	O	112.500	115.845	119.340	122.910	126.615	130.410	134.340	138.345	142.530	146.805	151.215	155.745	160.395	165.195
GRADE 36A	Ex	161,434.65	166,277.73	171,266.04	176,404.01	181,696.16	187,147.02	192,761.43	198,544.26	204,500.59	210,635.61	216,954.71	223,463.33	230,167.25	237,072.26
(67A)	H	77.63	79.95	82.36	84.83	87.38	89.98	92.70	95.46	98.30	101.25	104.28	107.42	110.65	114.00
	O	116.445	119.925	123.540	127.245	131.070	134.970	139.050	143.190	147.450	151.875	156.420	161.130	165.975	171.000

GRADE		2016 STEP AL2	2016 STEP AL3	2016 STEP AL4	2016 STEP AL5	2016 STEP AL6	2016 STEP AL7
GRADE 1	Ex	22,097.62	22,765.51	23,443.36	24,146.68	24,871.06	25,617.19
	H	10.74	11.03	11.38	11.72	12.08	12.43
	O	16.110	16.545	17.070	17.580	18.120	18.645
GRADE 1A	Ex	22,871.03	23,562.31	24,263.88	24,991.79	25,741.58	26,513.80
	H	11.00	11.32	11.67	12.02	12.38	12.74
	O	16.500	16.980	17.505	18.030	18.570	19.110
GRADE 2	Ex	23,644.45	24,359.11	25,084.40	25,836.94	26,612.05	27,410.38
	H	11.38	11.74	12.07	12.44	12.81	13.19
	O	17.070	17.610	18.105	18.660	19.215	19.785
GRADE 2A	Ex	24,472.01	25,211.68	25,962.34	26,741.20	27,543.49	28,369.77
	H	11.76	12.12	12.50	12.87	13.25	13.67
	O	17.640	18.180	18.750	19.305	19.875	20.505
GRADE 3 (6A0)	Ex	25,299.58	26,064.25	26,840.30	27,645.51	28,474.84	29,329.13
	H	12.16	12.53	12.92	13.28	13.70	14.10
	O	18.240	18.795	19.380	19.920	20.550	21.150
GRADE 3A (6AA)	Ex	26,185.04	26,976.47	27,779.72	28,613.12	29,471.51	30,355.65
	H	12.59	12.98	13.35	13.79	14.19	14.61
	O	18.885	19.470	20.025	20.685	21.285	21.915
GRADE 4 (6B0)	Ex	27,070.51	27,888.73	28,719.13	29,580.70	30,468.12	31,382.16
	H	13.04	13.42	13.83	14.23	14.66	15.10
	O	19.560	20.130	20.745	21.345	21.990	22.650
GRADE 4A (6BA)	Ex	28,018.02	28,864.86	29,724.28	30,616.03	31,534.51	32,480.54
	H	13.47	13.88	14.30	14.73	15.18	15.60
	O	20.205	20.820	21.450	22.095	22.770	23.400
GRADE 5 (6C0)	Ex	28,965.47	29,840.92	30,729.46	31,651.33	32,600.89	33,578.89
	H	13.94	14.35	14.77	15.22	15.67	16.16
	O	20.910	21.525	22.155	22.830	23.505	24.240
GRADE 5A (6CA)	Ex	29,979.26	30,885.37	31,805.00	32,759.16	33,741.91	34,754.16
	H	14.44	14.90	15.34	15.82	16.28	16.76
	O	21.660	22.350	23.010	23.730	24.420	25.140
GRADE 6 (6D0)	Ex	30,993.05	31,929.82	32,880.54	33,866.96	34,882.95	35,929.46
	H	14.95	15.38	15.86	16.31	16.80	17.32
	O	22.425	23.070	23.790	24.465	25.200	25.980
GRADE 6A (6DA)	Ex	32,077.81	33,047.36	34,031.34	35,052.27	36,103.85	37,186.97
	H	15.44	15.92	16.37	16.87	17.38	17.89
	O	23.160	23.880	24.555	25.305	26.070	26.835

GRADE		2016 STEP AL2	2016 STEP AL3	2016 STEP AL4	2016 STEP AL5	2016 STEP AL6	2016 STEP AL7
GRADE 7	Ex	33,162.56	34,164.90	35,182.17	36,237.63	37,324.74	38,444.51
(6E0)	H	15.96	16.42	16.92	17.42	17.96	18.48
	O	23.940	24.630	25.380	26.130	26.940	27.720
GRADE 7A	Ex	34,323.24	35,360.67	36,413.57	37,505.94	38,631.12	39,790.08
(6EA)	H	16.51	17.01	17.49	18.05	18.57	19.14
	O	24.765	25.515	26.235	27.075	27.855	28.710
GRADE 8	Ex	35,483.95	36,556.45	37,644.92	38,774.26	39,937.49	41,135.62
(6F0)	H	17.08	17.59	18.12	18.63	19.20	19.79
	O	25.620	26.385	27.180	27.945	28.800	29.685
GRADE 8A	Ex	36,725.88	37,835.92	38,962.50	40,131.36	41,335.31	42,575.34
(6FA)	H	17.68	18.22	18.76	19.31	19.88	20.49
	O	26.520	27.330	28.140	28.965	29.820	30.735
GRADE 9	Ex	37,967.83	39,115.40	40,280.07	41,488.47	42,733.12	44,015.11
(6G0)	H	18.31	18.86	19.44	20.00	20.61	21.22
	O	27.465	28.290	29.160	30.000	30.915	31.830
GRADE 9A	Ex	39,296.71	40,484.47	41,689.87	42,940.56	44,228.75	45,555.65
(6GA)	H	18.92	19.49	20.05	20.67	21.28	21.94
	O	28.380	29.235	30.075	31.005	31.920	32.910
GRADE 10	Ex	40,625.59	41,853.51	43,099.66	44,392.65	45,724.41	47,096.16
(6H0)	H	19.54	20.12	20.73	21.35	21.99	22.64
	O	29.310	30.180	31.095	32.025	32.985	33.960
GRADE 10A	Ex	42,047.45	43,318.33	44,608.14	45,946.39	47,324.77	48,744.54
(6HA)	H	20.23	20.81	21.45	22.09	22.77	23.45
	O	30.345	31.215	32.175	33.135	34.155	35.175
GRADE 11	Ex	43,469.36	44,783.21	46,116.64	47,500.13	48,925.15	50,392.89
(6I0)	H	20.89	21.53	22.19	22.86	23.53	24.24
	O	31.335	32.295	33.285	34.290	35.295	36.360
GRADE 11A	Ex	44,990.77	46,350.60	47,730.71	49,162.64	50,637.53	52,156.66
(6IA)	H	21.66	22.33	22.98	23.66	24.38	25.11
	O	32.490	33.495	34.470	35.490	36.570	37.665
GRADE 12	Ex	46,512.21	47,918.04	49,344.82	50,825.13	52,349.90	53,920.41
(6J0)	H	22.39	23.05	23.72	24.44	25.19	25.93
	O	33.585	34.575	35.580	36.660	37.785	38.895
GRADE 12A	Ex	48,140.12	49,595.16	51,071.85	52,604.02	54,182.16	55,807.61
(6JA)	H	23.15	23.84	24.58	25.34	26.08	26.86
	O	34.725	35.760	36.870	38.010	39.120	40.290

GRADE		2016 STEP AL2	2016 STEP AL3	2016 STEP AL4	2016 STEP AL5	2016 STEP AL6	2016 STEP AL7
GRADE 13	Ex	49,768.06	51,261.10	52,798.94	54,382.87	56,014.39	57,694.83
(6K0)	H	23.98	24.67	25.42	26.16	26.95	27.79
	O	35.970	37.005	38.130	39.240	40.425	41.685
GRADE 13A	Ex	51,509.95	53,066.84	54,646.90	56,286.30	57,974.90	59,714.16
(6KA)	H	24.80	25.53	26.31	27.10	27.89	28.72
	O	37.200	38.295	39.465	40.650	41.835	43.080
GRADE 14	Ex	53,251.84	54,861.36	56,494.88	58,189.72	59,935.41	61,733.46
(6L0)	H	25.62	26.41	27.18	27.99	28.84	29.69
	O	38.430	39.615	40.770	41.985	43.260	44.535
GRADE 14A	Ex	55,115.66	56,781.53	58,472.20	60,226.34	62,033.17	63,894.15
(6LA)	H	26.52	27.31	28.14	29.00	29.87	30.76
	O	39.780	40.965	42.210	43.500	44.805	46.140
GRADE 15	Ex	56,979.44	58,701.64	60,449.50	62,263.00	64,130.89	66,054.81
(6M0)	H	27.42	28.25	29.09	29.95	30.85	31.75
	O	41.130	42.375	43.635	44.925	46.275	47.625
GRADE 15A	Ex	58,973.73	60,756.22	62,565.23	64,442.20	66,375.45	68,366.74
(6MA)	H	28.38	29.21	30.11	30.99	31.94	32.88
	O	42.570	43.815	45.165	46.485	47.910	49.320
GRADE 16	Ex	60,968.02	62,797.06	64,680.96	66,621.41	68,620.06	70,678.65
(6N0)	H	29.31	30.21	31.10	32.05	32.99	33.99
	O	43.965	45.315	46.650	48.075	49.485	50.985
GRADE 16A	Ex	63,101.89	65,009.13	66,944.81	68,953.13	71,021.75	73,152.39
(6NA)	H	30.38	31.30	32.22	33.21	34.20	35.21
	O	45.570	46.950	48.330	49.815	51.300	52.815
GRADE 17	Ex	65,235.77	67,207.51	69,208.63	71,284.89	73,423.44	75,626.15
(6O0)	H	31.37	32.33	33.30	34.29	35.32	36.37
	O	47.055	48.495	49.950	51.435	52.980	54.555
GRADE 17A	Ex	67,519.03	69,559.78	71,630.94	73,779.87	75,993.25	78,273.05
(6OA)	H	32.49	33.45	34.47	35.49	36.54	37.64
	O	48.735	50.175	51.705	53.235	54.810	56.460
GRADE 18	Ex	69,802.26	71,912.04	74,053.27	76,274.86	78,563.09	80,919.96
(6P0)	H	33.61	34.61	35.66	36.73	37.82	38.96
	O	50.415	51.915	53.490	55.095	56.730	58.440
GRADE 18A	Ex	72,245.37	74,428.97	76,645.09	78,944.47	81,312.78	83,752.15
(6PA)	H	34.72	35.79	36.85	37.98	39.10	40.27
	O	52.080	53.685	55.275	56.970	58.650	60.405

GRADE		2016 STEP AL2	2016 STEP AL3	2016 STEP AL4	2016 STEP AL5	2016 STEP AL6	2016 STEP AL7
GRADE 19	Ex	74,688.46	76,945.93	79,237.00	81,614.06	84,062.50	86,584.37
(6Q0)	H	35.92	37.01	38.12	39.28	40.44	41.65
	O	53.880	55.515	57.180	58.920	60.660	62.475
GRADE 19A	Ex	77,302.53	79,639.02	82,010.25	84,470.58	87,004.69	89,614.85
(6QA)	H	37.19	38.30	39.45	40.63	41.86	43.12
	O	55.785	57.450	59.175	60.945	62.790	64.680
GRADE 20	Ex	79,916.63	82,314.14	84,783.56	87,327.08	89,946.88	92,645.30
(6R0)	H	38.46	39.60	40.80	42.01	43.27	44.58
	O	57.690	59.400	61.200	63.015	64.905	66.870
GRADE 20A	Ex	82,713.71	85,213.73	87,750.97	90,383.52	93,095.02	95,887.87
(6RA)	H	39.80	41.00	42.22	43.46	44.76	46.13
	O	59.700	61.500	63.330	65.190	67.140	69.195
GRADE 21	Ex	85,510.79	88,095.36	90,718.41	93,439.95	96,243.14	99,130.44
(6S0)	H	41.12	42.36	43.64	44.96	46.30	47.68
	O	61.680	63.540	65.460	67.440	69.450	71.520
GRADE 21A	Ex	88,503.66	91,178.68	93,893.56	96,710.37	99,611.67	102,600.01
(6SA)	H	42.59	43.86	45.17	46.53	47.92	49.35
	O	63.885	65.790	67.755	69.795	71.880	74.025
GRADE 22	Ex	91,496.57	94,262.06	97,068.69	99,980.75	102,980.17	106,069.57
(6T0)	H	44.03	45.34	46.71	48.09	49.53	51.03
	O	66.045	68.010	70.065	72.135	74.295	76.545
GRADE 22A	Ex	94,698.94	97,561.22	100,466.09	103,480.08	106,584.49	109,781.99
(6TA)	H	45.54	46.89	48.31	49.76	51.25	52.78
	O	68.310	70.335	72.465	74.640	76.875	79.170
GRADE 23	Ex	97,901.30	100,860.38	103,863.49	106,979.42	110,188.79	113,494.45
(6U0)	H	47.08	48.50	49.92	51.44	52.96	54.60
	O	70.620	72.750	74.880	77.160	79.440	81.900
GRADE 23A	Ex	101,327.87	104,390.51	107,498.74	110,723.66	114,045.37	117,466.76
(6UA)	H	48.72	50.19	51.69	53.26	54.84	56.49
	O	73.080	75.285	77.535	79.890	82.260	84.735
GRADE 24	Ex	104,754.40	107,920.62	111,133.96	114,467.96	117,902.02	121,439.06
(6V0)	H	50.37	51.90	53.45	55.03	56.68	58.39
	O	75.555	77.850	80.175	82.545	85.020	87.585
GRADE 24A	Ex	108,420.82	111,697.84	115,023.63	118,474.35	122,028.58	125,689.46
(6VA)	H	52.13	53.69	55.32	56.98	58.70	60.46
	O	78.195	80.535	82.980	85.470	88.050	90.690

GRADE		2016 STEP AL2	2016 STEP AL3	2016 STEP AL4	2016 STEP AL5	2016 STEP AL6	2016 STEP AL7
GRADE 25 (6W0)	Ex	112,087.20	115,475.05	118,913.34	122,480.73	126,155.15	129,939.80
	H	53.89	55.51	57.17	58.88	60.66	62.48
	O	80.835	83.265	85.755	88.320	90.990	93.720
GRADE 25A (6WA)	Ex	116,010.26	119,516.68	123,075.28	126,767.55	130,570.60	134,487.69
	H	55.80	57.47	59.21	60.97	62.82	64.66
	O	83.700	86.205	88.815	91.455	94.230	96.990
GRADE 26 (6X0)	Ex	119,933.30	123,558.29	127,237.24	131,054.36	134,985.98	139,035.57
	H	57.67	59.40	61.18	63.01	64.92	66.85
	O	86.505	89.100	91.770	94.515	97.380	100.275
GRADE 26A (6XA)	Ex	124,130.97	127,882.84	131,690.58	135,641.28	139,710.50	143,901.84
	H	59.68	61.50	63.33	65.25	67.20	69.20
	O	89.520	92.250	94.995	97.875	100.800	103.800
GRADE 27 (6Y0)	Ex	128,328.65	132,207.37	136,143.88	140,228.18	144,435.03	148,768.08
	H	61.73	63.59	65.47	67.44	69.46	71.54
	O	92.595	95.385	98.205	101.160	104.190	107.310
GRADE 27A (6YA)	Ex	132,820.14	136,834.63	140,908.89	145,136.16	149,490.25	153,974.96
	H	63.85	65.77	67.76	69.78	71.90	74.05
	O	95.775	98.655	101.640	104.670	107.850	111.075
GRADE 28 (6Z0)	Ex	137,311.65	141,461.90	145,673.94	150,044.14	154,545.47	159,181.85
	H	66.04	68.01	70.07	72.16	74.33	76.56
	O	99.060	102.015	105.105	108.240	111.495	114.840
GRADE 28A (6ZA)	Ex	142,117.56	146,413.07	150,772.52	155,295.71	159,954.57	164,753.21
	H	68.33	70.38	72.50	74.66	76.91	79.22
	O	102.495	105.570	108.750	111.990	115.365	118.830
GRADE 29 (600)	Ex	146,923.46	151,364.25	155,871.14	160,547.26	165,363.64	170,324.55
	H	70.66	72.77	74.96	77.21	79.54	81.92
	O	105.990	109.155	112.440	115.815	119.310	122.880
GRADE 29A (60A)	Ex	152,065.77	156,661.96	161,326.60	166,166.38	171,151.38	176,285.92
	H	73.14	75.34	77.58	79.91	82.32	84.80
	O	109.710	113.010	116.370	119.865	123.480	127.200
GRADE 30 (610)	Ex	157,208.13	161,959.72	166,782.09	171,785.55	176,939.09	182,247.29
	H	75.60	77.86	80.22	82.62	85.08	87.63
	O	113.400	116.790	120.330	123.930	127.620	131.445
GRADE 30A (61A)	Ex	162,710.38	167,628.31	172,619.45	177,798.05	183,131.99	188,625.93
	H	78.25	80.60	83.01	85.49	88.03	90.70
	O	117.375	120.900	124.515	128.235	132.045	136.050

GRADE		2016 STEP AL2	2016 STEP AL3	2016 STEP AL4	2016 STEP AL5	2016 STEP AL6	2016 STEP AL7
GRADE 31	Ex	168,212.68	173,296.91	178,456.84	183,810.54	189,324.84	195,004.61
(620)	H	80.86	83.30	85.82	88.40	91.03	93.78
	O	121.290	124.950	128.730	132.600	136.545	140.670
GRADE 31A	Ex	174,100.13	179,362.29	184,702.83	190,243.91	195,951.22	201,829.76
(62A)	H	83.71	86.23	88.79	91.50	94.21	97.03
	O	125.565	129.345	133.185	137.250	141.315	145.545
GRADE 32	Ex	179,987.56	185,427.69	190,948.81	196,677.28	202,577.61	208,654.93
(630)	H	86.56	89.14	91.80	94.58	97.43	100.33
	O	129.840	133.710	137.700	141.870	146.145	150.495
GRADE 32A	Ex	186,287.12	191,917.63	197,632.02	203,560.97	209,667.83	215,957.86
(63A)	H	89.60	92.26	95.05	97.90	100.83	103.85
	O	134.400	138.390	142.575	146.850	151.245	155.775
GRADE 33	Ex	192,586.69	198,407.62	204,315.22	210,444.67	216,758.01	223,260.76
(640)	H	92.60	95.38	98.23	101.19	104.22	107.36
	O	138.900	143.070	147.345	151.785	156.330	161.040
GRADE 33A	Ex	199,327.23	205,351.89	211,466.25	217,810.24	224,344.54	231,074.88
(64A)	H	95.83	98.73	101.69	104.73	107.87	111.12
	O	143.745	148.095	152.535	157.095	161.805	166.680
GRADE 34	Ex	206,067.78	212,296.18	218,617.32	225,175.80	231,931.08	238,889.01
(650)	H	99.09	102.07	105.12	108.27	111.52	114.87
	O	148.635	153.105	157.680	162.405	167.280	172.305
GRADE 34A	Ex	213,280.15	219,726.52	226,268.90	233,056.96	240,048.67	247,250.14
(65A)	H	102.56	105.64	108.79	112.05	115.42	118.88
	O	153.840	158.460	163.185	168.075	173.130	178.320
GRADE 35	Ex	220,492.49	227,156.89	233,920.50	240,938.13	248,166.24	255,611.25
(660)	H	106.04	109.22	112.47	115.86	119.34	122.91
	O	159.060	163.830	168.705	173.790	179.010	184.365
GRADE 35A	Ex	228,209.74	235,107.39	242,107.72	249,370.94	256,852.07	264,557.62
(66A)	H	109.72	113.02	116.41	119.92	123.50	127.20
	O	164.580	169.530	174.615	179.880	185.250	190.800
GRADE 36	Ex	235,926.97	243,057.88	250,294.93	257,803.79	265,537.88	273,504.03
(670)	H	113.44	116.86	120.34	123.95	127.69	131.53
	O	170.160	175.290	180.510	185.925	191.535	197.295
GRADE 36A	Ex	244,184.43	251,564.90	259,055.25	266,826.90	274,831.71	283,076.65
(67A)	H	117.39	120.92	124.54	128.29	132.13	136.10
	O	176.085	181.380	186.810	192.435	198.195	204.150