

INTERNATIONAL ASSOCIATION  
OF FIRE FIGHTERS  
7-1-10 TO 6-30-13

AGREEMENT

BETWEEN

THE CITY OF MANCHESTER, NEW HAMPSHIRE

AND THE

MANCHESTER PROFESSIONAL FIREFIGHTERS ASSOCIATION,

LOCAL 856,

INTERNATIONAL ASSOCIATION OF FIREFIGHTERS

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FOR THE PERIOD COVERING JULY 1, 2010 TO JUNE 30, 2013

INTERNATIONAL ASSOCIATION  
OF FIRE FIGHTERS  
7-1-10 TO 6-30-13

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AGREEMENT  
BETWEEN  
THE CITY OF MANCHESTER  
AND THE  
MANCHESTER PROFESSIONAL FIREFIGHTERS ASSOCIATION,  
LOCAL 856,  
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS, A.F.L.-C.I.O.

The City of Manchester (hereinafter referred to as the "City") and the Manchester Professional Firefighters Association, Local 856, International Association of Firefighters, A.F.L.-C.I.O. (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, Fire Training Instructor, 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, Fire Training Instructor, 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

ARTICLE 3 MANAGEMENT RIGHTS (CONTINUED)

origin, sex, age or physical handicap, except where age or physical condition 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.

**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, divided into parts as above indicated.

**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

**ARTICLE 9 PROMOTIONS (CONTINUED)**

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 (15<sup>th</sup>) 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 of Manchester.

**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

ARTICLE 9 PROMOTIONS (CONTINUED)

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 [fifteen (15) 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 fifteen (15) 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.

**ARTICLE 10 - PERSONNEL REDUCTION (CONTINUED)**

**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 fifteen (15) 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 fifteen (15) 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

ARTICLE 10 - PERSONNEL REDUCTION (CONTINUED)

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 Instructor, will be forty (40) hours per week, five (5) eight (8) 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  $\frac{1}{4}$  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.

**ARTICLE 11 WORK WEEK AND EXTRA DUTY DAYS (CONTINUED)**

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**

Except as provided for in Section 11.2 above, 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:

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

**11.4 (a)** Unassigned members shall be assigned a phantom work number (for payroll purposes only) for each eight week cycle. They shall work the hours actually scheduled by the department for each week of the cycle but shall be paid according to Article 11.3 for

**ARTICLE 11 WORK WEEK AND EXTRA DUTY DAYS (CONTINUED)**

any hours worked over their scheduled hours in any week; provided, however, that the department may if it wishes, upon twenty-four hours notice, schedule one additional twenty-four hour shift during any week in which the member actually works less hours than called for by his/her phantom work number.

(b) Any member transferred during the regular eight week cycle shall retain the assigned work number (for payroll purposes only) until the end of the cycle.

**11.5** 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.

**11.6** 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.

**11.7** 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.

**11.8** 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.

**ARTICLE 11 WORK WEEK AND EXTRA DUTY DAYS (CONTINUED)**

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.

**11.10** 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.

**ARTICLE 12**  
**SALARIES**

**12.1** Effective July 1, 2010, the Salary Schedules shall be increased by one and one half percent (1.5%)

Effective July 1, 2011, the Salary Schedules shall be increased by two and one half percent (2.5%)

Effective July 1, 2012, the Salary Schedules shall be increased by two and one half percent (2.5%)

**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 C.

**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.

**ARTICLE 12 SALARIES (CONTINUED)**

**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 B, attached and made part of this agreement.

<b>Classification Title</b>	<b>Pay Grade</b>
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
*Fire Captain	23
Fire Prevention Inspector I	19
Fire Prevention Inspector II	21
Fire Training Instructor	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 fourth (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** All permanent department employees are entitled to sick leave credit at the rate of one and one-quarter (1 1/4) working days with pay for each completed month of service.

**15.2** Sick leave credit may be accumulated up to a maximum of one hundred and twenty (120) days.  
Sick leave may be taken in units.

**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 up to a maximum of eighty (80) days (sixteen) weeks shall be payable to the employee or the designated beneficiary.

Said payment shall be computed by multiplying the number of unused accumulated sick leave day's time's one-fifth (1/5) of said employee's regular week's pay.

Effective upon the date of ratification of this Agreement, such payment for accrued sick leave shall not exceed eighty (80) days regular pay plus payment of one-quarter of the balance of the days accrued over eighty (80) but not more than one hundred twenty (120) days of accrued sick leave at their regular 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

ARTICLE 15 SICK LEAVE (CONTINUED)

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

SICK LEAVE BANK (CONTINUED)

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 one (1) day per year from his/her accumulated number of sick leave days and an adjustment of minus one (1) day shall be made on all records showing the applicant's accumulated sick leave days upon his/her acceptance as a member of the bank and for each day 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

SICK LEAVE BANK (CONTINUED)

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 15 days of accrued sick leave as of the date of their application for membership. An employee whose sick leave balance falls below 15 days of accrual due to recent illness or injury may be admitted at the discretion of the Committee.

Employees whose sick leave falls below 15 days 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 120 days accumulation or by multiplying 1.25 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

**SICK LEAVE BANK (CONTINUED)**

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 benefit 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 days 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.

SICK LEAVE BANK (CONTINUED)

SECTION 6 EFFECTIVE DATE

The provisions of this Article shall be effective January, 1976 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 150 days. Such voluntary donation of an additional day 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 1/5th 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 five (5) 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 in accordance with the provisions of the City of Manchester Classification and Compensation Plan.

ARTICLE 18 VACATION LEAVE (CONTINUED)

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 twenty five (25) days of vacation per year shall have no more than fifty (50) days earned vacation to his/her credit at any time.

18.7 Vacation Buyback - Employees may request and receive a buyback of their vacation time at straight time in one week blocks.

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. Single day vacations shall be awarded by department-wide seniority.

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

ARTICLE 18 VACATION LEAVE (CONTINUED)

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.

\*For example if a member accrues 2 weeks vacation time per year they may use 2 days per year; if a member accrues 3 weeks vacation time per year they may use 3 days and so on.

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 of the funeral of an immediate family member (as defined above) occurs. This paragraph does not add any additional ~~days~~ shift 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.

**ANNUAL UNIFORM ALLOWANCE**    X Completed months of Service  
Twelve Months

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.

ARTICLE 21 UNIFORM ALLOWANCE (CONTINUED)

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 Cross/Blue Shield Blue Choice Plan II or in the Matthew Thornton Blue 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 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.

Effective on the date of ratification of this Agreement, "Blue Choice Plan II" will be replaced by "Blue Choice Plan III." Plan III will be the same as Plan II except the employee's co-pays shall be as follows:

*Option I (PCP) office visit co-pay \$10.00 until July 1, 2003:  
then \$15.00*

*Option II (direct referral to specialist) office visit -  
\$30.00*

*Emergency room visit - \$75.00*

*Generic prescriptions (one month supply) - \$10.00*

*Other prescription (one month supply) - \$15.00*

*Mail order prescriptions (three month supply) - \$1.00*

**ARTICLE 22 HEALTH & DENTAL INSURANCE (CONTINUED)**

*Effective on the date of ratification, the City may place newly hired employees who are eligible for Health Insurance into the Matthew Thornton HMO plan until the next enrollment period following the employee's one year anniversary, at which time those employees may elect to remain in Matthew Thornton or elect to change to Blue Choice.*

**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, 1992. 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).

**ARTICLE 22 HEALTH & DENTAL INSURANCE (CONTINUED)**

**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).*

**22.8** The provisions of this Article (22) which have been changed (as shown in italics) will lapse on June 30, 2004 if any other union, with an agreement that expired on June 30, 2002 and which participated in the Collaborative Bargaining, receives health/dental benefit changes which are better than the changes contained in this Agreement. In such case, such better benefit changes will apply to the IAFF, Local 856 bargaining unit members, under the same terms and conditions, effective July 1, 2004 and they will continue until different benefits are negotiated and agreed.

**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

ARTICLE 24 DISCIPLINE (CONTINUED)

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

**ARTICLE 27 GRIEVANCE PROCEDURE (CONTINUED)**

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.

**ARTICLE 27 GRIEVANCE PROCEDURE (CONTINUED)**

**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(10) 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(10) 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(10)days, the grievance shall be deemed abandoned and no further action shall be taken with respect to such grievance.

**ARTICLE 27 GRIEVANCE PROCEDURE (CONTINUED)**

(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 its views.

ARTICLE 27 GRIEVANCE PROCEDURE (CONTINUED)

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 30<sup>th</sup> of the year will not be carried over into the following fiscal year.

**ARTICLE 29 EDUCATION INCENTIVE REIMBURSEMENT (CONTINUED)**

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 30<sup>th</sup> 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 Provided, 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.

ARTICLE 35 NFPA 1500 SERIES

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 the current Minimum Staffing procedures, modified by the commingling 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.

ARTICLE 38 HOST CITY (CONTINUED)

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) will be forty (40) hours per week in eight (8) hour shifts which shall include a one-half hour on duty meal period. The work schedule shall be in accordance with Appendix A which is attached hereto.

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).

**ARTICLE 39 FIRE COMMUNICATIONS DISPATCHERS (CONTINUED)**

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.

**ARTICLE 39 FIRE COMMUNICATIONS DISPATCHERS (CONTINUED)**

**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.

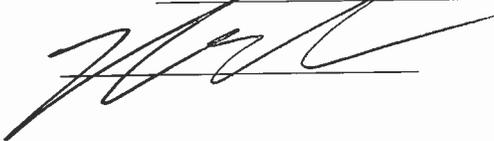
ARTICLE 40  
TERMINATION AND RENEWAL

40.1 This agreement shall be in full force and effect and remain in full force and effect from July 1, 2010, to and including June 30, 2013, 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.

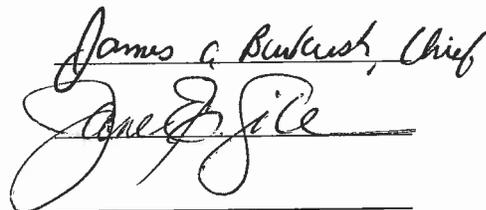
40.2 Where no such cancellation or termination notice is served and the parties desire to continue said Agreement but also desire to negotiate changes or revisions in this Agreement, either party may serve upon the other a notice at least sixty (60) calendar days prior to June 30, 2013, advising that 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 \_\_\_\_\_, 2010.

IAFF, Local #856

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

City Negotiating Team

James A. Burtch, Chief  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INTERNATIONAL ASSOCIATION  
OF FIRE FIGHTERS  
7-1-10 TO 6-30-13

**Appendix A - Fire Communications Dispatcher Schedule**

	A	B	C	D	E	F	G	H	I
Sun	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Mon	DS	DS	DS	MS	MS	OFF	NS	NS	MS
Tues	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Weds	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Thur	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Fri	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Sat	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Sun	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Mon	DS	OFF	DS	MS	OFF	DS	NS	OFF	NS
Tues	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Weds	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Thur	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Fri	DS	DS	DS	MS	MS	MS	NS	NS	NS
Sat	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Sun	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Mon	DS	DS	DS	MS	MS	MS	NS	NS	NS
Tues	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Weds	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Thur	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Fri	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Sat	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Sun	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Mon	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Tues	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Wed	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Thur	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Fri	DS	DS	DS	MS	MS	MS	NS	NS	NS
Sat	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Sun	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Mon	DS	DS	DS	MS	MS	MS	NS	NS	NS
Tues	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Weds	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Thur	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Fri	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Sat	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Sun	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS

INTERNATIONAL ASSOCIATION  
OF FIRE FIGHTERS  
7-1-10 TO 6-30-13

**Appendix A - Fire Communications Dispatcher Schedule (continued)**

	A	B	C	D	E	F	G	H	I
MON	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Tues	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Wed	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Thur	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Fri	DS	DS	DS	MS	MS	MS	NS	NS	NS
Sat	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Sun	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF
Mon	DS	DS	DS	MS	MS	MS	NS	NS	NS
Tues	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Weds	DS	OFF	DS	MS	OFF	MS	NS	OFF	NS
Thur	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Fri	OFF	DS	DS	OFF	MS	MS	OFF	NS	NS
Sat	DS	DS	OFF	MS	MS	OFF	NS	NS	OFF

DS indicates a day shift - 0800 to 1600 hrs

MS indicates a midday shift - 1600 to 2400 hrs

NS indicates a night shift - 0000 to 0800 hrs

\* The Senior Fire Communications Dispatcher will work a different schedule as determined by the Department.

The shift starting times may be moved forward or back up to one (1) hour with, thirty (30) day written notice to the union.

**APPENDIX B            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
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

APPENDIX B QUALIFICATIONS FOR ACHIEVEMENT STEPS (CONTINUED)

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 C - 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.

**APPENDIX C - EMPLOYEE DEVELOPMENT APPEALS PROCESS (CONTINUED)**

- 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

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

**MEMORANDUM OF UNDERSTANDING**

AGREEMENT made this 19<sup>th</sup> day of May, 2010, by and between the Manchester Professional Fire Fighters Association, IAFF Local 856 (“the Union”) and the City of Manchester (“the City”), to wit:

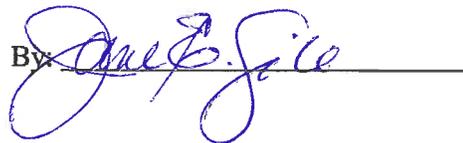
1. The Parties desire to change the manner in which any employee accepts a City payment of \$1,500.00 annually in lieu of health insurance coverage as provided for in Article 22.2.
2. Effective July 1, 2010, the City shall make payment of the \$1,500.00 payment in two (2) equal payments of \$750.00, the first payable in arrears in January/February and the second in arrears in July/August. Employees 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 \$750.00 payment. Employees will be able to enroll in the City plans notwithstanding a qualifying event in the annual open enrollment period.

WHEREFORE, the Parties have executed this Agreement on the date first cited above by their authorized representatives.

**Manchester Professional Fire Fighters Association, IAFF Local 856**

**City of Manchester**

By:   
Ryan Cashin, President

By: 

**MEMORANDUM OF AGREEMENT**

AGREEMENT, made this 7 day of May, 2010, by and between the Manchester Professional Fire Fighters Association, IAFF Local 856 (Union), and the City of Manchester ("City"), and jointly referred to as "the Parties", intending to be bound by their mutual promises agree as follows:

WHEREAS, the Parties desire to provide a health insurance program designed to meet the health needs of the members of the Unit and their families and the desire of both Parties to effectively manage costs incurred as a result of the purchase of these health insurance plans, the Parties agree to amend the Collective Bargaining Agreement as follows:

Amend Article 22.1 Health Insurance, by adding the following:

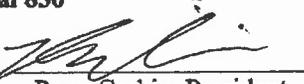
Effective July 1, 2010, or date of ratification, whichever occurs later, bargaining unit members may enroll in the Blue Choice NE\* or in the Access Blue NE HMO Plan\* or a Blue Cross/Blue Shield High Deductible/HSA Plan.

Amend Article 22.2 Hospital/Medical Insurance, by adding a new paragraph

Effective July 1, 2010, the City may offer a third option which will be a high deductible health insurance plan accompanied by the establishment of a Health Savings Account (HSA) for each enrolled employee with an initial City contribution to the HSA of \$1,500.00 for an individual and \$3,000.00 for a family. The City retains the right to set the annual contribution and shall each year prior to the open enrollment period disclose any changes to the high deductible benefit plan and/or its anticipated contribution to HSAs or continuation of the HSA in the following fiscal year. Members availing themselves to this third option shall continue to pay a contribution to premium of five percent (5%). Employees will continue to be charged on the basis of a single two-person or family plan irrespective of the single/family designation in the plan itself.

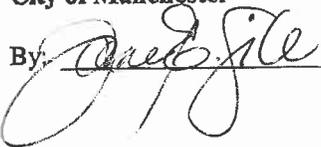
WHEREFORE, intending to be bound by their mutual promises, the Parties have executed this Agreement on the date first cited above by their authorized representatives.

**Manchester Professional Fire  
Fighters Association, IAFF  
Local 856**

By:   
Ryan Cashin, President

\* Same plans as noted in CBA, but with different names.

**City of Manchester**

By: 

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN  
THE CITY OF MANCHESTER, NEW HAMPSHIRE  
AND THE  
MANCHESTER PROFESSIONAL FIREFIGHTERS ASSOCIATION,  
LOCAL 856,  
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS  
\*\*\*\*\***

**FOR THE PERIOD COVERING JULY 1, 2007 TO JUNE 30, 2010**

1. Upon ratification by the Board of Mayor and Aldermen, and the members of the Local 856, salary schedules originally scheduled to increase by three percent (3.0%) on July 1, 2009 (Article 12.1) shall instead be increased by three percent (3.0%) on January 1, 2010.
2. Any member of the Local 856 bargaining unit who retires from August 1, 2009 to July 1, 2010 will receive additional compensation necessary to make the salary adjustment of three percent (3.0%) retroactive to July 1, 2009.
3. Any member of the Local 856 bargaining unit who retires from August 1, 2010 to December 31, 2010 will receive a pro-rata amount necessary to make the COLA effective for a full 12 months.
4. On July 1, 2010, salary schedules shall be increased by one and one half percent (1.5%).
5. On July 1, 2011, salary schedules shall be increased by two and one half percent (2.5%).
6. On July 1, 2012, salary schedules shall be increased by two and one half percent (2.5%).
7. The salary schedules herein shall be incorporated into a new three year agreement to be ratified by the parties covering the period from July 1, 2010 to June 30, 2013.

For the Union:

*[Handwritten Signature]*  
*[Handwritten Signature]*  
*[Handwritten Signature]*

DATE: 6-25-09

For the City of Manchester:

*[Handwritten Signature]*  
*[Handwritten Signature]*  
*[Handwritten Signature]*

DATE: 6/25/2009

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	
GRADE 1	Ex	13,496.22	13,901.12	14,318.14	14,747.70	15,190.13	16,115.22	16,598.66	17,096.61	17,609.51	18,137.81	18,681.95	19,242.40	
	H	6.56	6.75	6.96	7.17	7.38	7.83	8.06	8.30	8.56	8.81	9.07	9.36	
	O	9.840	10.125	10.440	10.755	11.070	11.385	11.745	12.090	12.450	12.840	13.215	13.605	14.040
GRADE 1A	Ex	13,968.59	14,387.67	14,819.27	15,263.86	15,721.77	16,193.41	16,679.24	17,179.62	17,695.01	18,225.84	18,772.63	19,335.81	19,915.88
	H	6.72	6.92	7.13	7.34	7.57	7.79	8.02	8.27	8.50	8.76	9.02	9.31	9.57
	O	10.080	10.380	10.695	11.010	11.355	11.685	12.030	12.405	12.750	13.140	13.530	13.965	14.355
GRADE 2	Ex	14,440.96	14,874.19	15,320.43	15,780.04	16,253.45	16,741.05	17,243.25	17,760.55	18,293.39	18,842.18	19,407.44	19,989.66	20,589.37
	H	6.93	7.16	7.36	7.59	7.82	8.05	8.31	8.56	8.81	9.07	9.36	9.63	9.92
	O	10.395	10.740	11.040	11.385	11.730	12.075	12.465	12.840	13.215	13.605	14.040	14.445	14.880
GRADE 2A	Ex	14,946.40	15,394.80	15,856.63	16,332.32	16,822.30	17,326.96	17,846.77	18,382.19	18,933.66	19,501.64	20,086.70	20,689.32	21,310.00
	H	7.21	7.40	7.63	7.86	8.09	8.34	8.59	8.84	9.10	9.39	9.66	9.96	10.25
	O	10.815	11.100	11.445	11.790	12.135	12.510	12.885	13.260	13.650	14.085	14.490	14.940	15.375
GRADE 3	Ex	15,451.83	15,915.38	16,392.85	16,884.65	17,391.16	17,912.90	18,450.30	19,003.81	19,573.94	20,161.13	20,765.99	21,388.95	22,030.62
	H	7.43	7.65	7.89	8.13	8.37	8.62	8.87	9.14	9.42	9.69	9.99	10.30	10.60
	O	11.145	11.475	11.835	12.195	12.555	12.930	13.305	13.710	14.130	14.535	14.985	15.450	15.900
GRADE 3A	Ex	15,992.64	16,472.42	16,966.60	17,475.61	17,999.88	18,539.85	19,096.05	19,668.93	20,259.01	20,866.79	21,492.79	22,137.57	22,801.69
	H	7.68	7.92	8.16	8.40	8.66	8.92	9.19	9.47	9.74	10.04	10.34	10.66	10.99
	O	11.520	11.880	12.240	12.600	12.990	13.380	13.785	14.205	14.610	15.060	15.510	15.990	16.485
GRADE 4	Ex	16,533.45	17,029.46	17,540.34	18,066.55	18,608.55	19,166.80	19,741.83	20,334.06	20,944.10	21,572.42	22,219.59	22,886.17	23,572.77
	H	7.97	8.21	8.44	8.71	8.96	9.23	9.51	9.78	10.08	10.40	10.70	11.03	11.36
	O	11.955	12.315	12.660	13.065	13.440	13.845	14.265	14.670	15.120	15.600	16.050	16.545	17.040
GRADE 4A	Ex	17,112.15	17,625.48	18,154.27	18,698.90	19,259.87	19,837.66	20,432.78	21,045.75	21,677.14	22,327.44	22,997.26	23,687.19	24,397.81
	H	8.22	8.48	8.74	8.99	9.28	9.54	9.84	10.12	10.44	10.75	11.07	11.41	11.74
	O	12.330	12.720	13.110	13.485	13.920	14.310	14.760	15.180	15.660	16.125	16.605	17.115	17.610
GRADE 5	Ex	17,690.80	18,221.50	18,768.19	19,331.22	19,911.15	20,508.50	21,123.74	21,757.46	22,410.19	23,082.47	23,774.96	24,488.20	25,222.86
	H	8.52	8.77	9.02	9.31	9.57	9.88	10.16	10.47	10.78	11.10	11.44	11.78	12.14
	O	12.780	13.155	13.530	13.965	14.355	14.820	15.240	15.705	16.170	16.650	17.160	17.670	18.210
GRADE 5A	Ex	18,309.98	18,859.27	19,425.04	20,007.81	20,608.04	21,226.28	21,863.08	22,518.97	23,194.54	23,890.37	24,607.09	25,345.29	26,105.65
	H	8.80	9.08	9.37	9.64	9.94	10.23	10.54	10.84	11.17	11.52	11.86	12.21	12.59
	O	13.200	13.620	14.055	14.460	14.910	15.345	15.810	16.260	16.755	17.280	17.790	18.315	18.885
GRADE 6	Ex	18,929.15	19,497.02	20,081.93	20,684.39	21,304.93	21,944.08	22,602.42	23,280.50	23,978.89	24,698.27	25,439.21	26,202.39	26,988.44
	H	9.11	9.40	9.67	9.97	10.26	10.57	10.87	11.20	11.55	11.89	12.24	12.63	12.99
	O	13.665	14.100	14.505	14.955	15.390	15.855	16.305	16.800	17.325	17.835	18.360	18.945	19.485

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	
GRADE 6A (6DA)	Ex	19,591.68	20,179.43	20,784.81	21,408.35	22,050.61	22,712.12	23,393.49	24,095.30	24,818.14	25,562.70	26,329.59	27,119.46	27,933.05
	H	9.42	9.70	10.00	10.31	10.62	10.94	11.26	11.60	11.94	12.29	12.68	13.04	13.44
	O	14.130	14.550	15.000	15.465	15.930	16.410	16.890	17.400	17.910	18.435	19.020	19.560	20.160
GRADE 7 (6E0)	Ex	20,254.20	20,861.83	21,487.69	22,132.32	22,796.28	23,479.83	24,184.58	24,910.10	25,657.41	26,427.13	27,219.95	28,036.55	28,877.63
	H	9.73	10.03	10.34	10.66	10.98	11.31	11.64	11.98	12.33	12.73	13.10	13.50	13.90
	O	14.595	15.045	15.510	15.990	16.470	16.965	17.460	17.970	18.495	19.095	19.650	20.250	20.850
GRADE 7A (6EA)	Ex	20,963.10	21,592.00	22,239.76	22,906.94	23,594.15	24,301.95	25,031.05	25,781.96	26,555.42	27,352.08	28,172.65	29,017.85	29,888.37
	H	10.07	10.40	10.70	11.03	11.37	11.70	12.06	12.41	12.78	13.17	13.56	13.96	14.37
	O	15.105	15.600	16.050	16.545	17.055	17.550	18.090	18.615	19.170	19.755	20.340	20.940	21.555
GRADE 8 (6F0)	Ex	21,672.00	22,322.15	22,991.82	23,681.58	24,392.03	25,123.79	25,877.49	26,653.83	27,453.44	28,277.04	29,125.33	29,999.13	30,899.07
	H	10.43	10.74	11.06	11.40	11.73	12.09	12.45	12.82	13.21	13.61	14.02	14.42	14.88
	O	15.645	16.110	16.590	17.100	17.595	18.135	18.675	19.230	19.815	20.415	21.030	21.630	22.320
GRADE 8A (6FA)	Ex	22,430.50	23,103.43	23,796.53	24,510.43	25,245.75	26,003.12	26,783.20	27,586.71	28,414.30	29,266.73	30,144.74	31,049.08	31,980.58
	H	10.77	11.09	11.44	11.78	12.15	12.50	12.88	13.27	13.67	14.08	14.50	14.95	15.39
	O	16.155	16.635	17.160	17.670	18.225	18.750	19.320	19.905	20.505	21.120	21.750	22.425	23.085
GRADE 9 (6G0)	Ex	23,189.04	23,884.72	24,601.26	25,339.29	26,099.47	26,882.44	27,688.91	28,519.59	29,375.18	30,256.44	31,164.12	32,099.05	33,062.02
	H	11.14	11.51	11.85	12.20	12.58	12.95	13.34	13.75	14.17	14.60	15.02	15.47	15.94
	O	16.710	17.265	17.775	18.300	18.870	19.425	20.010	20.625	21.255	21.900	22.530	23.205	23.910
GRADE 9A (6GA)	Ex	24,000.66	24,720.66	25,462.30	26,226.15	27,012.95	27,823.33	28,658.06	29,517.79	30,403.31	31,315.40	32,254.86	33,222.53	34,219.20
	H	11.55	11.89	12.24	12.63	12.99	13.38	13.80	14.21	14.64	15.06	15.52	16.00	16.46
	O	17.325	17.835	18.360	18.945	19.485	20.070	20.700	21.315	21.960	22.590	23.280	24.000	24.690
GRADE 10 (6H0)	Ex	24,812.26	25,556.65	26,323.32	27,113.05	27,926.42	28,764.24	29,627.14	30,515.98	31,431.45	32,374.38	33,345.62	34,345.99	35,376.35
	H	11.92	12.27	12.66	13.02	13.41	13.84	14.25	14.69	15.11	15.56	16.04	16.50	17.01
	O	17.880	18.405	18.990	19.530	20.115	20.760	21.375	22.035	22.665	23.340	24.060	24.750	25.515
GRADE 10A (6HA)	Ex	25,680.69	26,451.12	27,244.65	28,062.00	28,903.85	29,770.97	30,684.09	31,584.04	32,531.55	33,507.48	34,512.72	35,548.09	36,614.53
	H	12.33	12.74	13.11	13.51	13.91	14.32	14.75	15.18	15.64	16.11	16.60	17.10	17.61
	O	18.495	19.110	19.665	20.265	20.865	21.480	22.125	22.770	23.460	24.165	24.900	25.650	26.415
GRADE 11 (6I0)	Ex	26,549.12	27,345.59	28,165.97	29,010.94	29,881.28	30,777.72	31,701.06	32,652.07	33,631.62	34,640.58	35,679.80	36,750.22	37,852.69
	H	12.78	13.15	13.55	13.95	14.36	14.80	15.26	15.71	16.17	16.66	17.16	17.68	18.21
	O	19.170	19.725	20.325	20.925	21.540	22.200	22.890	23.565	24.255	24.990	25.740	26.520	27.315
GRADE 11A (6IA)	Ex	27,478.33	28,302.70	29,151.77	30,026.33	30,927.12	31,854.93	32,810.59	33,794.90	34,808.72	35,853.02	36,928.59	38,036.46	39,177.54
	H	13.22	13.62	14.03	14.44	14.90	15.34	15.80	16.28	16.77	17.27	17.78	18.32	18.87
	O	19.830	20.430	21.045	21.660	22.350	23.010	23.700	24.420	25.155	25.905	26.670	27.480	28.305

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	
GRADE 12 Ex (6JU)	Ex	28,407.57	29,259.77	30,137.56	31,041.70	31,972.97	32,932.15	33,920.12	34,937.70	35,985.84	37,065.44	38,177.38	39,322.71	40,502.40
	H	13.66	14.07	14.49	14.94	15.38	15.84	16.32	16.82	17.32	17.82	18.36	18.91	19.49
	O	20.490	21.105	21.735	22.410	23.070	23.760	24.480	25.230	25.980	26.730	27.540	28.365	29.235
GRADE 12A Ex (6JA)	Ex	29,401.82	30,283.91	31,192.42	32,128.17	33,091.99	34,084.78	35,107.31	36,160.53	37,245.34	38,362.72	39,513.62	40,699.00	41,919.99
	H	14.14	14.57	15.00	15.45	15.92	16.39	16.89	17.40	17.92	18.46	19.02	19.58	20.17
	O	21.210	21.855	22.500	23.175	23.880	24.585	25.335	26.100	26.880	27.690	28.530	29.370	30.255
GRADE 13 Ex (6K0)	Ex	30,396.08	31,307.99	32,247.22	33,214.62	34,211.06	35,237.40	36,294.52	37,383.35	38,504.84	39,660.01	40,849.83	42,075.29	43,337.58
	H	14.63	15.05	15.50	15.99	16.45	16.96	17.46	18.00	18.52	19.09	19.65	20.25	20.85
	O	21.945	22.575	23.250	23.985	24.675	25.440	26.190	27.000	27.780	28.635	29.475	30.375	31.275
GRADE 13A Ex (6KA)	Ex	31,459.96	32,403.75	33,375.88	34,377.15	35,408.46	36,470.72	37,564.82	38,691.78	39,852.53	41,048.11	42,279.54	43,547.96	44,854.37
	H	15.11	15.57	16.06	16.53	17.03	17.54	18.08	18.60	19.17	19.75	20.34	20.94	21.58
	O	22.665	23.355	24.090	24.795	25.545	26.310	27.120	27.900	28.755	29.625	30.510	31.410	32.370
GRADE 14 Ex (6L0)	Ex	32,523.84	33,499.55	34,504.53	35,539.66	36,605.84	37,704.01	38,835.15	40,000.21	41,200.20	42,436.21	43,709.27	45,020.58	46,371.20
	H	15.62	16.11	16.60	17.09	17.59	18.13	18.68	19.23	19.81	20.41	21.03	21.66	22.32
	O	23.430	24.165	24.900	25.635	26.385	27.195	28.020	28.845	29.715	30.615	31.545	32.490	33.480
GRADE 14A Ex (6LA)	Ex	33,662.17	34,672.02	35,712.19	36,783.53	37,887.05	39,023.64	40,194.38	41,400.22	42,642.21	43,921.48	45,239.12	46,596.29	47,994.16
	H	16.17	16.67	17.17	17.69	18.22	18.77	19.33	19.90	20.50	21.13	21.76	22.41	23.07
	O	24.255	25.005	25.755	26.535	27.330	28.155	28.995	29.850	30.750	31.695	32.640	33.615	34.605
GRADE 15 Ex (6M0)	Ex	34,800.49	35,844.51	36,919.84	38,027.44	39,168.25	40,343.31	41,553.61	42,800.22	44,084.22	45,406.75	46,768.95	48,172.01	49,617.16
	H	16.73	17.23	17.75	18.30	18.85	19.41	20.00	20.58	21.21	21.84	22.49	23.16	23.86
	O	25.095	25.845	26.625	27.450	28.275	29.115	30.000	30.870	31.815	32.760	33.735	34.740	35.790
GRADE 15A Ex (6MA)	Ex	36,018.51	37,099.06	38,212.02	39,358.40	40,539.14	41,755.32	43,007.99	44,298.23	45,627.17	46,995.98	48,405.86	49,858.04	51,353.77
	H	17.34	17.83	18.38	18.94	19.52	20.11	20.70	21.32	21.94	22.60	23.30	23.99	24.71
	O	26.010	26.745	27.570	28.410	29.280	30.165	31.050	31.980	32.910	33.900	34.950	35.985	37.065
GRADE 16 Ex (6N0)	Ex	37,236.53	38,353.62	39,504.22	40,689.34	41,910.04	43,167.33	44,462.35	45,796.22	47,170.11	48,585.22	50,042.77	51,544.05	53,090.37
	H	17.91	18.45	19.02	19.58	20.17	20.77	21.39	22.02	22.70	23.39	24.08	24.80	25.55
	O	26.865	27.675	28.530	29.370	30.255	31.155	32.085	33.030	34.050	35.085	36.120	37.200	38.325
GRADE 16A Ex (6NA)	Ex	38,539.80	39,695.99	40,886.87	42,113.50	43,376.88	44,678.19	46,018.55	47,399.08	48,821.07	50,285.70	51,794.27	53,348.09	54,948.53
	H	18.52	19.09	19.65	20.25	20.87	21.50	22.17	22.82	23.50	24.19	24.94	25.69	26.46
	O	27.780	28.635	29.475	30.375	31.305	32.250	33.255	34.230	35.250	36.285	37.410	38.555	39.690
GRADE 17 Ex (600)	Ex	39,843.08	41,038.38	42,269.52	43,537.61	44,843.74	46,189.06	47,574.71	49,001.97	50,472.01	51,986.17	53,545.75	55,152.14	56,806.69
	H	19.16	19.74	20.33	20.93	21.57	22.23	22.89	23.57	24.28	25.01	25.75	26.52	27.31
	O	28.740	29.610	30.495	31.395	32.355	33.345	34.335	35.355	36.420	37.515	38.625	39.780	40.965

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13
<b>GRADE 17A Ex</b>	41,237.61	42,474.71	43,748.96	45,061.42	46,413.25	47,805.66	49,239.83	50,717.02	52,238.55	53,805.71	55,419.86	57,082.45	58,794.93
<b>(60A) H</b>	19.82	20.42	21.04	21.67	22.33	22.99	23.67	24.39	25.11	25.86	26.67	27.45	28.27
<b>O</b>	29.730	30.630	31.560	32.505	33.495	34.485	35.505	36.585	37.665	38.790	40.005	41.175	42.405
<b>GRADE 18 Ex</b>	42,632.09	43,911.05	45,228.38	46,585.24	47,982.80	49,422.28	50,904.96	52,432.11	54,005.06	55,625.20	57,293.96	59,012.79	60,783.15
<b>(6P0) H</b>	20.49	21.12	21.74	22.39	23.06	23.76	24.49	25.21	25.98	26.78	27.58	28.41	29.25
<b>O</b>	30.735	31.680	32.610	33.585	34.590	35.640	36.735	37.815	38.970	40.170	41.370	42.615	43.875
<b>GRADE 19A Ex</b>	44,124.22	45,447.93	46,811.39	48,215.74	49,662.19	51,152.06	52,686.61	54,267.22	55,895.25	57,572.09	59,299.27	61,078.23	62,910.59
<b>(6PA) H</b>	21.22	21.85	22.50	23.18	23.88	24.60	25.34	26.11	26.88	27.68	28.51	29.35	30.26
<b>O</b>	31.830	32.775	33.750	34.770	35.820	36.900	38.010	39.165	40.320	41.520	42.765	44.025	45.390
<b>GRADE 19 Ex</b>	45,616.34	46,984.84	48,394.37	49,846.20	51,341.59	52,881.85	54,468.30	56,102.35	57,785.42	59,518.97	61,304.55	63,143.69	65,037.99
<b>(6Q0) H</b>	21.93	22.59	23.28	23.97	24.68	25.44	26.20	26.98	27.80	28.62	29.50	30.37	31.29
<b>O</b>	32.895	33.885	34.920	35.955	37.020	38.160	39.300	40.470	41.700	42.930	44.250	45.555	46.935
<b>GRADE 19A Ex</b>	47,212.91	48,629.30	50,088.17	51,590.82	53,138.55	54,732.71	56,374.66	58,065.94	59,807.90	61,602.14	63,450.20	65,353.72	67,314.32
<b>(6QA) H</b>	22.72	23.41	24.10	24.82	25.57	26.32	27.11	27.93	28.78	29.65	30.52	31.43	32.39
<b>O</b>	34.080	35.115	36.150	37.230	38.355	39.480	40.665	41.895	43.170	44.475	45.780	47.145	48.585
<b>GRADE 20 Ex</b>	48,809.48	50,273.74	51,781.96	53,335.44	54,935.50	56,583.57	58,281.08	60,029.51	61,830.39	63,685.30	65,595.86	67,563.73	69,590.65
<b>(6R0) H</b>	23.47	24.16	24.90	25.67	26.44	27.23	28.04	28.90	29.75	30.64	31.56	32.50	33.48
<b>O</b>	35.205	36.240	37.350	38.505	39.660	40.845	42.060	43.350	44.625	45.960	47.340	48.750	50.220
<b>GRADE 20A Ex</b>	50,517.81	52,033.35	53,594.35	55,202.19	56,858.25	58,564.00	60,320.90	62,130.53	63,994.45	65,914.27	67,891.72	69,928.47	72,026.30
<b>(6RA) H</b>	24.31	25.04	25.78	26.55	27.34	28.17	29.02	29.89	30.80	31.71	32.65	33.64	34.64
<b>O</b>	36.465	37.560	38.670	39.825	41.010	42.255	43.530	44.835	46.200	47.565	48.975	50.460	51.960
<b>GRADE 21 Ex</b>	52,226.14	53,792.92	55,406.71	57,068.93	58,780.98	60,544.43	62,360.74	64,231.56	66,158.51	68,143.27	70,187.58	72,293.19	74,462.01
<b>(6S0) H</b>	25.10	25.86	26.66	27.44	28.26	29.13	30.00	30.90	31.83	32.77	33.75	34.76	35.81
<b>O</b>	37.650	38.790	39.990	41.160	42.390	43.695	45.000	46.350	47.745	49.155	50.625	52.140	53.715
<b>GRADE 21A Ex</b>	54,054.05	55,675.69	57,345.96	59,066.33	60,838.32	62,663.47	64,543.36	66,479.69	68,474.06	70,528.29	72,644.13	74,823.47	77,068.15
<b>(6SA) H</b>	26.00	26.80	27.60	28.43	29.27	30.17	31.06	31.99	32.97	33.95	34.96	36.01	37.09
<b>O</b>	39.000	40.200	41.400	42.645	43.905	45.255	46.590	47.985	49.455	50.925	52.440	54.015	55.635
<b>GRADE 22 Ex</b>	55,881.97	57,558.42	59,285.17	61,063.75	62,895.65	64,782.55	66,726.00	68,727.78	70,789.61	72,913.30	75,100.68	77,353.73	79,674.32
<b>(6T0) H</b>	26.87	27.67	28.50	29.34	30.25	31.15	32.07	33.05	34.04	35.08	36.12	37.21	38.33
<b>O</b>	40.305	41.505	42.750	44.010	45.375	46.725	48.105	49.575	51.060	52.620	54.180	55.815	57.495
<b>GRADE 22A Ex</b>	57,837.84	59,572.98	61,360.19	63,200.96	65,097.00	67,049.92	69,061.42	71,133.23	73,267.26	75,465.26	77,729.24	80,061.11	82,462.94
<b>(6TA) H</b>	27.82	28.64	29.52	30.39	31.31	32.27	33.20	34.21	35.23	36.29	37.37	38.49	39.66
<b>O</b>	41.730	42.960	44.280	45.585	46.965	48.405	49.800	51.315	52.845	54.435	56.055	57.735	59.490

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13
GRADE 23	59,793.71	61,587.52	63,435.16	65,338.19	67,298.37	69,317.28	71,396.82	73,538.73	75,744.89	78,017.24	80,357.75	82,768.48	85,251.53
(6U0)	H	28.72	29.63	30.50	31.41	32.37	33.35	34.34	35.35	37.51	38.63	39.79	41.00
	O	43.080	44.445	45.750	47.115	48.555	51.510	53.025	54.645	56.265	57.945	59.685	61.500
GRADE 23A	61,886.49	63,743.09	65,655.38	67,625.03	69,653.79	71,743.42	73,895.70	76,112.58	78,395.96	80,747.83	83,170.26	85,665.37	88,235.33
(6UA)	H	29.75	30.64	31.56	32.51	33.50	34.51	35.54	36.60	38.82	39.99	41.19	42.43
	O	44.625	45.960	47.340	48.765	50.250	51.765	54.900	56.550	58.230	59.985	61.785	63.645
GRADE 24	63,979.27	65,898.64	67,875.63	69,911.89	72,009.23	74,169.52	76,394.58	78,686.43	81,047.03	83,478.45	85,982.78	88,562.27	91,219.15
(6V0)	H	30.76	31.68	32.63	33.61	34.62	35.67	36.73	37.84	40.13	41.34	42.60	43.87
	O	46.140	47.520	48.945	50.415	51.930	53.505	56.760	58.470	60.195	62.010	63.900	65.805
GRADE 24A	66,218.56	68,205.11	70,251.26	72,358.80	74,529.56	76,765.44	79,068.41	81,440.45	83,883.67	86,400.18	88,992.18	91,661.96	94,411.81
(6VA)	H	31.84	32.79	33.76	34.78	35.83	36.91	38.01	39.15	41.55	42.79	44.07	45.39
	O	47.760	49.185	50.640	52.170	53.745	55.365	58.725	60.510	62.325	64.185	66.105	68.085
GRADE 25	68,457.82	70,511.55	72,626.90	74,805.70	77,049.88	79,361.40	81,742.22	84,194.48	86,720.34	89,321.93	92,001.59	94,761.64	97,604.49
(6W0)	H	32.92	33.90	34.91	35.97	37.04	38.16	39.32	40.49	42.95	44.24	45.55	46.93
	O	49.380	50.850	52.365	53.955	55.560	57.240	58.980	60.735	64.425	66.360	68.325	70.395
GRADE 25A	70,853.85	72,979.47	75,168.82	77,423.91	79,746.63	82,139.01	84,603.20	87,141.29	89,755.55	92,448.20	95,221.66	98,078.29	101,020.65
(6WA)	H	34.07	35.10	36.15	37.23	38.35	40.69	41.91	43.17	44.46	45.80	47.17	48.58
	O	51.105	52.650	54.225	55.845	57.525	61.035	62.865	64.755	66.690	68.700	70.755	72.870
GRADE 26	73,249.86	75,447.37	77,710.79	80,042.10	82,443.36	84,916.68	87,464.18	90,088.11	92,790.74	95,574.47	98,441.69	101,394.96	104,436.78
(6X0)	H	35.23	36.29	37.37	38.49	39.65	40.83	42.06	43.31	45.96	47.33	48.75	50.21
	O	52.845	54.435	56.055	57.735	59.475	61.245	63.090	64.965	68.940	70.995	73.125	75.315
GRADE 26A	75,813.63	78,088.03	80,430.67	82,843.59	85,328.89	87,888.75	90,525.42	93,241.18	96,038.43	98,919.57	101,887.15	104,943.75	108,092.10
(6XA)	H	36.46	37.56	38.68	39.84	41.04	42.25	43.53	44.85	47.58	48.99	50.48	51.99
	O	54.690	56.340	58.020	59.760	61.560	63.375	65.295	67.275	71.370	73.485	75.720	77.985
GRADE 27	78,377.36	80,728.67	83,150.55	85,645.05	88,214.41	90,860.84	93,586.66	96,394.28	99,286.08	102,264.66	105,332.62	108,492.59	111,747.39
(6Y0)	H	37.69	38.81	39.98	41.18	42.42	43.70	44.99	46.34	49.18	50.64	52.17	53.74
	O	56.535	58.215	59.970	61.770	63.630	65.550	67.485	69.510	73.770	75.960	78.255	80.610
GRADE 27A	81,120.57	83,554.17	86,060.81	88,642.63	91,301.91	94,040.97	96,862.19	99,768.05	102,761.12	105,843.94	109,019.24	112,289.82	115,658.52
(6YA)	H	39.01	40.16	41.37	42.63	43.90	45.22	46.57	47.98	50.88	52.42	53.99	55.61
	O	58.515	60.240	62.055	63.945	65.850	67.830	69.855	71.970	76.320	78.630	80.985	83.415
GRADE 28	83,863.78	86,379.69	88,971.06	91,640.23	94,389.42	97,221.12	100,137.73	103,141.86	106,236.12	109,423.20	112,705.89	116,087.08	119,569.71
(6Z0)	H	40.32	41.53	42.77	44.06	45.38	46.73	48.15	49.59	52.63	54.21	55.84	57.51
	O	60.480	62.295	64.155	66.090	68.070	70.095	72.225	74.385	78.945	81.315	83.760	86.265

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13
GRADE 28A (62A)	Ex	86,799.01	89,402.97	92,085.05	94,847.64	97,693.05	100,623.84	103,642.56	106,751.83	109,954.39	113,253.02	116,650.59	120,150.15
	H	41.73	43.00	44.28	45.60	46.98	48.39	49.83	51.33	52.86	54.44	56.08	57.76
	O	62,595	64,500	66,420	68,400	70,470	72,585	74,745	76,995	79,290	81,660	84,120	86,640
GRADE 29 (600)	Ex	89,734.22	92,426.27	95,199.05	98,055.03	100,996.67	104,026.57	107,147.39	110,361.79	113,672.64	117,082.83	120,595.33	124,213.17
	H	43.16	44.45	45.79	47.16	48.57	50.03	51.54	53.08	54.69	56.32	58.01	59.73
	O	64,740	66,675	68,685	70,740	72,855	75,045	77,310	79,620	82,035	84,480	87,015	89,595
GRADE 29A (60A)	Ex	92,874.93	95,661.17	98,531.02	101,486.97	104,531.56	107,667.51	110,897.54	114,224.46	117,651.19	121,180.73	124,816.15	128,560.63
	H	44.65	46.00	47.38	48.80	50.27	51.78	53.34	54.94	56.59	58.27	60.03	61.82
	O	66,975	69,000	71,070	73,200	75,405	77,670	80,010	82,410	84,865	87,405	90,045	92,730
GRADE 30 (610)	Ex	96,015.61	98,896.11	101,862.98	104,918.89	108,066.43	111,308.43	114,647.68	118,087.12	121,629.73	125,278.63	129,036.99	132,908.09
	H	46.15	47.54	48.97	50.46	51.96	53.52	55.11	56.79	58.48	60.26	62.06	63.90
	O	69,225	71,310	73,455	75,690	77,940	80,280	82,665	85,185	87,720	90,390	93,090	95,850
GRADE 30A (61A)	Ex	99,376.17	102,357.47	105,428.19	108,591.04	111,848.78	115,204.23	118,660.35	122,220.17	125,886.78	129,663.38	133,553.28	137,559.87
	H	47.79	49.23	50.71	52.22	53.80	55.41	57.07	58.79	60.54	62.36	64.23	66.15
	O	71,685	73,845	76,065	78,330	80,700	83,115	85,605	88,185	90,810	93,540	96,345	99,225
GRADE 31 (620)	Ex	102,736.73	105,818.84	108,993.40	112,263.21	115,631.09	119,100.04	122,673.03	126,353.22	130,143.82	134,048.14	138,069.57	142,211.54
	H	49.40	50.87	52.40	53.97	55.59	57.25	58.97	60.74	62.57	64.46	66.41	68.39
	O	74,100	76,305	78,600	80,955	83,385	85,875	88,455	91,110	93,855	96,690	99,615	102,585
GRADE 31A (62A)	Ex	106,332.52	109,522.49	112,808.16	116,192.41	119,678.18	123,268.52	126,966.57	130,775.58	134,698.84	138,739.82	142,902.00	147,189.06
	H	51.12	52.66	54.24	55.88	57.55	59.28	61.06	62.87	64.77	66.70	68.72	70.78
	O	76,680	78,990	81,360	83,820	86,325	88,920	91,590	94,305	97,155	100,050	103,080	106,170
GRADE 32 (630)	Ex	109,928.32	113,226.15	116,622.93	120,121.62	123,725.26	127,437.03	131,260.13	135,197.93	139,253.87	143,431.50	147,734.43	152,166.46
	H	52.84	54.43	56.07	57.75	59.49	61.28	63.11	65.00	66.96	68.96	71.03	73.17
	O	79,260	81,645	84,105	86,625	89,235	91,920	94,665	97,500	100,440	103,440	106,545	109,755
GRADE 32A (63A)	Ex	113,775.78	117,189.06	120,704.75	124,325.88	128,055.67	131,897.33	135,854.25	139,929.87	144,127.77	148,451.59	152,905.14	157,492.29
	H	54.71	56.36	58.06	59.79	61.57	63.42	65.35	67.28	69.30	71.38	73.53	75.73
	O	82,065	84,540	87,090	89,685	92,355	95,130	98,025	100,920	103,950	107,070	110,295	113,595
GRADE 33 (640)	Ex	117,623.26	121,151.99	124,786.54	128,530.13	132,386.04	136,357.61	140,448.34	144,661.78	149,001.64	153,471.68	158,075.88	162,818.11
	H	56.55	58.24	60.01	61.80	63.66	65.56	67.54	69.56	71.64	73.79	76.01	78.30
	O	84,825	87,360	90,015	92,700	95,490	98,340	101,310	104,340	107,460	110,685	114,015	117,450
GRADE 33A (64A)	Ex	121,740.09	125,392.30	129,154.08	133,028.69	137,019.55	141,130.13	145,364.02	149,724.93	154,216.70	158,843.22	163,608.51	168,516.77
	H	58.52	60.29	62.10	63.96	65.88	67.85	69.89	71.98	74.15	76.36	78.66	81.04
	O	87,780	90,435	93,150	95,940	98,820	101,775	104,835	107,970	111,225	114,540	117,990	121,560

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	
GRADE 34 (650)	Ex	125,856.89	129,632.63	133,521.60	137,527.24	141,653.05	145,902.66	150,279.72	154,788.12	159,431.76	164,214.72	169,141.17	174,215.38	179,441.87
	H	60.50	62.32	64.20	66.12	68.11	70.15	72.26	74.42	76.66	78.96	81.33	83.78	86.29
	O	90.750	93.480	96.300	99.180	102.165	105.225	108.390	111.630	114.990	118.440	121.995	125.670	129.435
GRADE 34A (65A)	Ex	130,261.89	134,169.77	138,194.85	142,340.71	146,610.92	151,009.24	155,539.51	160,205.70	165,011.87	169,962.22	175,061.10	180,312.92	185,722.35
	H	62.63	64.50	66.46	68.44	70.48	72.60	74.78	77.02	79.34	81.71	84.16	86.71	89.29
	O	93.945	96.750	99.690	102.660	105.720	108.900	112.170	115.530	119.010	122.565	126.240	130.065	133.935
GRADE 35 (660)	Ex	134,666.88	138,706.89	142,868.10	147,154.15	151,568.77	156,115.84	160,799.31	165,623.28	170,591.98	175,709.75	180,981.06	186,410.43	192,002.80
	H	64.75	66.69	68.70	70.76	72.89	75.07	77.32	79.64	82.02	84.49	87.03	89.63	92.33
	O	97.125	100.035	103.050	106.140	109.335	112.605	115.980	119.460	123.030	126.735	130.545	134.445	138.495
GRADE 35A (66A)	Ex	139,380.22	143,561.66	147,868.48	152,304.55	156,873.68	161,579.89	166,427.28	171,420.10	176,562.70	181,859.58	187,315.41	192,934.82	198,722.90
	H	67.01	69.02	71.09	73.22	75.41	77.69	80.02	82.43	84.90	87.43	90.06	92.76	95.54
	O	100.515	103.530	106.635	109.830	113.115	116.535	120.030	123.645	127.350	131.145	135.090	139.140	143.310
GRADE 36 (670)	Ex	144,093.57	148,416.39	152,868.88	157,454.93	162,178.59	167,043.95	172,055.27	177,216.92	182,533.43	188,009.42	193,649.74	199,459.20	205,443.00
	H	69.28	71.35	73.50	75.70	77.97	80.32	82.73	85.21	87.79	90.41	93.12	95.91	98.78
	O	103.920	107.025	110.250	113.550	116.955	120.480	124.095	127.815	131.685	135.615	139.680	143.865	148.170
GRADE 36A (67A)	Ex	149,136.83	153,610.98	158,219.29	162,965.85	167,854.85	172,890.48	178,077.19	183,419.50	188,922.08	194,589.75	200,427.46	206,440.27	212,633.50
	H	71.72	73.86	76.08	78.37	80.71	83.13	85.64	88.18	90.82	93.54	96.34	99.25	102.22
	O	107.580	110.790	114.120	117.555	121.065	124.695	128.460	132.270	136.230	140.310	144.510	148.875	153.330

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7	
GRADE 1	Ex	19,819.67	20,414.25	21,026.68	21,657.49	22,307.22	22,976.42	23,665.72
	H	9.63	9.92	10.20	10.52	10.83	11.15	11.49
	O	14.445	14.880	15.300	15.780	16.245	16.725	17.235
GRADE 1A	Ex	20,513.36	21,128.76	21,762.63	22,415.49	23,087.96	23,780.62	24,494.03
	H	9.88	10.16	10.47	10.78	11.10	11.44	11.78
	O	14.820	15.240	15.705	16.170	16.650	17.160	17.670
GRADE 2	Ex	21,207.04	21,843.26	22,498.55	23,173.51	23,868.72	24,584.78	25,322.31
	H	10.20	10.52	10.82	11.14	11.50	11.83	12.19
	O	15.300	15.780	16.230	16.710	17.250	17.745	18.285
GRADE 2A	Ex	21,949.29	22,607.78	23,286.02	23,984.58	24,704.11	25,445.27	26,208.60
	H	10.56	10.86	11.20	11.55	11.89	12.24	12.63
	O	15.840	16.290	16.800	17.325	17.835	18.360	18.945
GRADE 3 (6A0)	Ex	22,691.53	23,372.29	24,073.46	24,795.65	25,539.52	26,305.68	27,094.88
	H	10.90	11.23	11.58	11.92	12.27	12.66	13.02
	O	16.350	16.845	17.370	17.880	18.405	18.990	19.530
GRADE 3A (6AA)	Ex	23,485.73	24,190.30	24,916.03	25,663.50	26,433.41	27,226.41	28,043.20
	H	11.31	11.64	11.98	12.33	12.73	13.10	13.50
	O	16.965	17.460	17.970	18.495	19.095	19.650	20.250
GRADE 4 (6B0)	Ex	24,279.95	25,008.33	25,758.59	26,531.35	27,327.29	28,147.11	28,991.52
	H	11.69	12.04	12.40	12.77	13.14	13.54	13.94
	O	17.535	18.060	18.600	19.155	19.710	20.310	20.910
GRADE 4A (6BA)	Ex	25,129.77	25,883.65	26,660.14	27,459.93	28,283.75	29,132.27	30,006.22
	H	12.10	12.45	12.82	13.21	13.61	14.02	14.42
	O	18.150	18.675	19.230	19.815	20.415	21.030	21.630
GRADE 5 (6C0)	Ex	25,979.54	26,758.92	27,561.69	28,388.54	29,240.19	30,117.40	31,020.92
	H	12.49	12.87	13.26	13.65	14.06	14.48	14.93
	O	18.735	19.305	19.890	20.475	21.090	21.720	22.395
GRADE 5A (6CA)	Ex	26,888.83	27,695.48	28,526.34	29,382.15	30,263.61	31,171.50	32,106.65
	H	12.96	13.35	13.77	14.18	14.61	15.03	15.48
	O	19.440	20.025	20.655	21.270	21.915	22.545	23.220
GRADE 6 (6D0)	Ex	27,798.10	28,632.05	29,491.01	30,375.75	31,287.02	32,225.62	33,192.40
	H	13.38	13.80	14.21	14.64	15.06	15.52	16.00
	O	20.070	20.700	21.315	21.960	22.590	23.280	24.000

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 6A (6DA)	Ex	28,771.05	29,634.18	30,523.18	31,438.90	32,382.05	33,353.53
	H	13.85	14.26	14.70	15.12	15.58	16.06
	O	20.775	21.390	22.050	22.680	23.370	24.090
GRADE 7 (6E0)	Ex	29,743.98	30,636.29	31,555.39	32,502.05	33,477.10	34,481.40
	H	14.31	14.74	15.17	15.63	16.10	16.59
	O	21.465	22.110	22.755	23.445	24.150	24.885
GRADE 7A (6EA)	Ex	30,785.01	31,708.56	32,659.82	33,639.64	34,648.79	35,688.26
	H	14.80	15.26	15.71	16.17	16.66	17.16
	O	22.200	22.890	23.565	24.255	24.990	25.740
GRADE 8 (6F0)	Ex	31,826.06	32,780.84	33,764.26	34,777.19	35,820.51	36,895.11
	H	15.32	15.78	16.25	16.73	17.22	17.74
	O	22.980	23.670	24.375	25.095	25.830	26.610
GRADE 8A (6FA)	Ex	32,939.97	33,928.17	34,946.00	35,994.39	37,074.21	38,186.45
	H	15.86	16.33	16.83	17.34	17.83	18.37
	O	23.790	24.495	25.245	26.010	26.745	27.555
GRADE 9 (6G0)	Ex	34,053.87	35,075.50	36,127.75	37,211.61	38,327.95	39,477.79
	H	16.41	16.92	17.42	17.96	18.48	19.04
	O	24.615	25.380	26.130	26.940	27.720	28.560
GRADE 9A (6GA)	Ex	35,245.74	36,303.15	37,392.23	38,514.01	39,669.42	40,859.48
	H	16.97	17.47	18.01	18.53	19.10	19.66
	O	25.455	26.205	27.015	27.795	28.650	29.490
GRADE 10 (6H0)	Ex	36,437.65	37,530.80	38,656.68	39,816.40	41,010.90	42,241.20
	H	17.52	18.06	18.58	19.15	19.72	20.31
	O	26.280	27.090	27.870	28.725	29.580	30.465
GRADE 10A (6HA)	Ex	37,712.96	38,844.34	40,009.68	41,209.97	42,446.27	43,719.65
	H	18.14	18.68	19.23	19.81	20.41	21.03
	O	27.210	28.020	28.845	29.715	30.615	31.545
GRADE 11 (6I0)	Ex	38,988.29	40,157.93	41,362.65	42,603.55	43,881.65	45,198.12
	H	18.75	19.31	19.89	20.49	21.12	21.74
	O	28.125	28.965	29.835	30.735	31.680	32.610
GRADE 11A (6IA)	Ex	40,352.87	41,563.45	42,810.38	44,094.66	45,417.51	46,780.05
	H	19.43	20.02	20.62	21.23	21.86	22.52
	O	29.145	30.030	30.930	31.845	32.790	33.780

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7	
GRADE 12 Ex (6J0)	Ex	41,717.45	42,968.99	44,258.07	45,585.80	46,953.36	48,361.97	49,812.84
	H	20.09	20.68	21.29	21.92	22.58	23.27	23.96
	O	30.135	31.020	31.935	32.880	33.870	34.905	35.940
GRADE 12A Ex (6JA)	Ex	43,177.56	44,472.89	45,807.09	47,181.28	48,596.73	50,054.64	51,556.28
	H	20.77	21.39	22.03	22.71	23.40	24.09	24.81
	O	31.155	32.085	33.045	34.065	35.100	36.135	37.215
GRADE 13 Ex (6K0)	Ex	44,637.69	45,976.82	47,356.11	48,776.80	50,240.09	51,747.31	53,299.73
	H	21.48	22.15	22.80	23.48	24.17	24.90	25.67
	O	32.220	33.225	34.200	35.220	36.255	37.350	38.505
GRADE 13A Ex (6KA)	Ex	46,200.01	47,586.01	49,013.58	50,483.99	51,998.51	53,558.46	55,165.23
	H	22.24	22.91	23.59	24.30	25.03	25.77	26.54
	O	33.360	34.365	35.385	36.450	37.545	38.655	39.810
GRADE 14 Ex (6L0)	Ex	47,762.33	49,195.19	50,671.05	52,191.19	53,756.93	55,369.63	57,030.71
	H	22.98	23.67	24.39	25.11	25.86	26.64	27.43
	O	34.470	35.505	36.585	37.665	38.790	39.960	41.145
GRADE 14A Ex (6LA)	Ex	49,434.02	50,917.03	52,444.55	54,017.88	55,638.40	57,307.58	59,026.80
	H	23.77	24.50	25.22	25.99	26.79	27.59	28.42
	O	35.655	36.750	37.830	38.985	40.185	41.385	42.630
GRADE 15 Ex (6M0)	Ex	51,105.70	52,638.84	54,218.02	55,844.56	57,519.90	59,245.50	61,022.87
	H	24.59	25.33	26.10	26.87	27.67	28.50	29.34
	O	36.885	37.995	39.150	40.305	41.505	42.750	44.010
GRADE 15A Ex (6MA)	Ex	52,894.39	54,481.21	56,115.66	57,799.12	59,533.10	61,319.08	63,158.67
	H	25.45	26.21	26.99	27.81	28.63	29.50	30.37
	O	38.175	39.315	40.485	41.715	42.945	44.250	45.555
GRADE 16 Ex (6N0)	Ex	54,683.07	56,323.58	58,013.29	59,753.67	61,546.30	63,392.69	65,294.47
	H	26.29	27.08	27.90	28.73	29.61	30.48	31.40
	O	39.435	40.620	41.850	43.095	44.415	45.720	47.100
GRADE 16A Ex (6NA)	Ex	56,596.98	58,294.89	60,043.75	61,845.06	63,700.41	65,611.43	67,579.77
	H	27.25	28.07	28.92	29.77	30.67	31.59	32.53
	O	40.875	42.105	43.380	44.655	46.005	47.385	48.795
GRADE 17 Ex (600)	Ex	58,510.90	60,266.22	62,074.21	63,936.44	65,854.54	67,830.17	69,865.08
	H	28.14	28.99	29.86	30.76	31.68	32.62	33.60
	O	42.210	43.485	44.790	46.140	47.520	48.930	50.400

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7	
GRADE 17A (60A)	Ex	60,558.78	62,375.54	64,246.80	66,174.21	68,159.44	70,204.21	72,310.34
	H	29.14	30.01	30.91	31.84	32.79	33.76	34.77
	O	43.710	45.015	46.365	47.760	49.185	50.640	52.155
GRADE 18 (6P0)	Ex	62,606.65	64,484.85	66,419.41	68,412.02	70,464.36	72,578.28	74,755.61
	H	30.14	31.04	31.97	32.95	33.93	34.94	35.99
	O	45.210	46.560	47.955	49.425	50.895	52.410	53.985
GRADE 18A (6PA)	Ex	64,797.90	66,741.83	68,744.09	70,806.40	72,930.60	75,118.51	77,372.05
	H	31.16	32.08	33.06	34.05	35.08	36.12	37.21
	O	46.740	48.120	49.590	51.075	52.620	54.180	55.815
GRADE 19 (6Q0)	Ex	66,989.12	68,998.82	71,068.75	73,200.86	75,396.84	77,658.76	79,988.52
	H	32.23	33.18	34.19	35.22	36.28	37.36	38.48
	O	48.345	49.770	51.285	52.830	54.420	56.040	57.720
GRADE 19A (6QA)	Ex	69,333.74	71,413.76	73,556.16	75,762.86	78,035.76	80,376.82	82,788.14
	H	33.37	34.36	35.38	36.45	37.54	38.67	39.83
	O	50.055	51.540	53.070	54.675	56.310	58.005	59.745
GRADE 20 (6R0)	Ex	71,678.38	73,828.72	76,043.59	78,324.89	80,674.65	83,094.87	85,587.73
	H	34.50	35.53	36.59	37.69	38.81	39.98	41.18
	O	51.750	53.295	54.885	56.535	58.215	59.970	61.770
GRADE 20A (6RA)	Ex	74,187.11	76,412.71	78,705.10	81,066.25	83,498.25	86,003.20	88,583.29
	H	35.69	36.77	37.87	39.00	40.15	41.36	42.61
	O	53.535	55.155	56.805	58.500	60.225	62.040	63.915
GRADE 21 (6S0)	Ex	76,695.85	78,996.72	81,366.64	83,807.64	86,321.84	88,911.49	91,578.85
	H	36.89	37.99	39.13	40.32	41.53	42.77	44.05
	O	55.335	56.985	58.695	60.480	62.295	64.155	66.075
GRADE 21A (6SA)	Ex	79,380.20	81,761.60	84,214.46	86,740.91	89,343.13	92,023.42	94,784.12
	H	38.20	39.35	40.52	41.73	42.99	44.27	45.59
	O	57.300	59.025	60.780	62.595	64.485	66.405	68.385
GRADE 22 (6T0)	Ex	82,064.55	84,526.51	87,062.29	89,674.16	92,364.38	95,135.31	97,989.37
	H	39.47	40.67	41.89	43.15	44.42	45.76	47.13
	O	59.205	61.005	62.835	64.725	66.630	68.640	70.695
GRADE 22A (6TA)	Ex	84,936.84	87,484.94	90,109.47	92,812.75	95,597.13	98,465.06	101,418.99
	H	40.84	42.07	43.32	44.63	45.97	47.35	48.76
	O	61.260	63.105	64.980	66.945	68.955	71.025	73.140

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 23 (6U0)	Ex	87,809.07	90,443.35	93,156.65	95,951.35	98,829.90	101,794.79
	H	42.21	43.49	44.80	46.13	47.52	48.94
	O	63.315	65.235	67.200	69.195	71.280	73.410
GRADE 23A (6UA)	Ex	90,882.40	93,608.88	96,417.13	99,309.67	102,288.93	105,357.59
	H	43.71	45.01	46.36	47.76	49.20	50.66
	O	65.565	67.515	69.540	71.640	73.800	75.990
GRADE 24 (6V0)	Ex	93,955.72	96,774.39	99,677.61	102,667.95	105,747.99	108,920.43
	H	45.19	46.54	47.95	49.38	50.85	52.36
	O	67.785	69.810	71.925	74.070	76.275	78.540
GRADE 24A (6VA)	Ex	97,244.17	100,161.50	103,166.35	106,261.32	109,449.17	112,732.65
	H	46.75	48.16	49.60	51.10	52.64	54.22
	O	70.125	72.240	74.400	76.650	78.960	81.330
GRADE 25 (6W0)	Ex	100,532.61	103,548.59	106,655.06	109,854.72	113,150.35	116,544.87
	H	48.34	49.79	51.29	52.82	54.40	56.04
	O	72.510	74.685	76.935	79.230	81.600	84.060
GRADE 25A (6WA)	Ex	104,051.26	107,172.80	110,387.99	113,699.61	117,110.61	120,623.94
	H	50.04	51.55	53.09	54.70	56.33	58.03
	O	75.060	77.325	79.635	82.050	84.495	87.045
GRADE 26 (6X0)	Ex	107,569.89	110,796.99	114,120.90	117,544.53	121,070.86	124,702.99
	H	51.71	53.27	54.87	56.52	58.21	59.97
	O	77.565	79.905	82.305	84.780	87.315	89.955
GRADE 26A (6XA)	Ex	111,334.85	114,674.89	118,115.15	121,658.60	125,308.35	129,067.58
	H	53.54	55.13	56.81	58.51	60.28	62.08
	O	80.310	82.695	85.215	87.765	90.420	93.120
GRADE 27 (6Y0)	Ex	115,099.79	118,552.78	122,109.36	125,772.67	129,545.83	133,432.21
	H	55.36	57.02	58.74	60.48	62.30	64.18
	O	83.040	85.530	88.110	90.720	93.450	96.270
GRADE 27A (6YA)	Ex	119,128.30	122,702.13	126,383.19	130,174.68	134,079.93	138,102.33
	H	57.27	58.99	60.76	62.60	64.47	66.43
	O	85.905	88.485	91.140	93.900	96.705	99.645
GRADE 28 (6Z0)	Ex	123,156.77	126,851.48	130,657.04	134,576.73	138,614.03	142,772.47
	H	59.24	61.01	62.83	64.73	66.66	68.66
	O	88.860	91.515	94.245	97.095	99.990	102.990

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 28A (62A)	Ex	127,467.27	131,291.29	135,230.01	139,286.92	143,465.55	147,769.50
	H	61.29	63.12	65.01	66.98	68.98	71.05
	O	91.935	94.680	97.515	100.470	103.470	106.575
GRADE 29 (600)	Ex	131,777.76	135,731.08	139,803.02	143,997.13	148,317.03	152,766.53
	H	63.38	65.28	67.23	69.26	71.33	73.48
	O	95.070	97.920	100.845	103.890	106.995	110.220
GRADE 29A (60A)	Ex	136,389.99	140,481.66	144,696.14	149,037.01	153,508.11	158,113.36
	H	65.58	67.57	69.60	71.67	73.82	76.04
	O	98.370	101.355	104.400	107.505	110.730	114.060
GRADE 30 (610)	Ex	141,002.21	145,232.26	149,589.23	154,076.91	158,699.21	163,460.17
	H	67.80	69.84	71.93	74.11	76.32	78.60
	O	101.700	104.760	107.895	111.165	114.480	117.900
GRADE 30A (61A)	Ex	145,937.27	150,315.39	154,824.85	159,469.59	164,253.69	169,181.30
	H	70.18	72.29	74.46	76.68	78.98	81.34
	O	105.270	108.435	111.690	115.020	118.470	122.010
GRADE 31 (620)	Ex	150,872.35	155,398.52	160,060.48	164,862.29	169,808.16	174,902.40
	H	72.55	74.71	76.96	79.29	81.66	84.10
	O	108.825	112.065	115.440	118.935	122.490	126.150
GRADE 31A (62A)	Ex	156,152.89	160,837.47	165,662.59	170,632.48	175,751.45	181,023.99
	H	75.09	77.34	79.66	82.03	84.52	87.04
	O	112.635	116.010	119.490	123.045	126.780	130.560
GRADE 32 (630)	Ex	161,433.42	166,276.41	171,264.71	176,402.65	181,694.73	187,145.58
	H	77.64	79.96	82.35	84.81	87.37	90.00
	O	116.460	119.940	123.525	127.215	131.055	135.000
GRADE 32A (63A)	Ex	167,083.59	172,096.08	177,258.96	182,576.74	188,054.04	193,695.68
	H	80.36	82.77	85.24	87.81	90.44	93.14
	O	120.540	124.155	127.860	131.715	135.660	139.710
GRADE 33 (640)	Ex	172,733.76	177,915.76	183,253.23	188,750.84	194,413.35	200,245.75
	H	83.05	85.54	88.11	90.75	93.48	96.28
	O	124.575	128.310	132.165	136.125	140.220	144.420
GRADE 33A (64A)	Ex	178,779.43	184,142.81	189,667.08	195,357.09	201,217.81	207,254.35
	H	85.95	88.53	91.20	93.93	96.74	99.65
	O	128.925	132.795	136.800	140.895	145.110	149.475

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7	
GRADE 34 (650)	Ex	184,825.12	190,369.88	196,080.96	201,963.41	208,022.29	214,262.96	220,690.85
	H	88.88	91.54	94.29	97.11	100.03	103.03	106.12
	O	133.320	137.310	141.435	145.665	150.045	154.545	159.180
GRADE 34A (65A)	Ex	191,294.01	197,032.82	202,943.78	209,032.11	215,303.07	221,762.16	228,415.03
	H	91.96	94.73	97.58	100.49	103.51	106.63	109.82
	O	137.940	142.095	146.370	150.735	155.265	159.945	164.730
GRADE 35 (660)	Ex	197,762.86	203,695.75	209,806.62	216,100.84	222,583.86	229,261.36	236,139.21
	H	95.10	97.96	100.90	103.91	107.03	110.24	113.55
	O	142.650	146.940	151.350	155.865	160.545	165.360	170.325
GRADE 35A (66A)	Ex	204,684.58	210,825.11	217,149.85	223,664.36	230,374.28	237,285.51	244,404.07
	H	98.40	101.36	104.40	107.54	110.78	114.10	117.51
	O	147.600	152.040	156.600	161.310	166.170	171.150	176.265
GRADE 36 (670)	Ex	211,606.28	217,954.46	224,493.09	231,227.88	238,164.73	245,309.65	252,668.96
	H	101.74	104.80	107.95	111.17	114.51	117.97	121.51
	O	152.610	157.200	161.925	166.755	171.765	176.955	182.265
GRADE 36A (67A)	Ex	219,012.49	225,582.87	232,350.35	239,320.86	246,500.48	253,895.49	261,512.35
	H	105.31	108.45	111.71	115.05	118.51	122.06	125.74
	O	157.965	162.675	167.565	172.575	177.765	183.090	188.610