

3M St. Paul, Minnesota and United Steel, Paper and Forestry, Rubber, Manufacturing, Energy,
Allied Industrial and Service Workers International Union AFL-CIO on behalf of its
Local Union 11-75

Memorandum of Understanding

Date: 01/20/2022

Purpose: The USW Local 75 is requesting a change from their Current 2nd Shift Fabrication Services group schedule to an Alternate 2nd Shift schedule in accordance with CBA Article 6.01.e. The Current 2nd Shift schedule and requested Alternate 2nd Shift schedule are listed below:

Current 2nd Shift Schedule: (40 hours/5 days per week)

- Employees will work Monday through Friday between the hours of 2:30 p.m. to 10:30 p.m.
- Schedule is comprised of five (5) workdays of eight (8) hours per workday resulting in 40 hours per workweek.

Alternate 2nd Shift Schedule: (40 hours/4 days per week)

- Employees will work Monday through Thursday between the hours of 2:30 p.m. to 12:30 a.m.
- Schedule is comprised of four (4) workdays of ten (10) hours per workday resulting in 40 hours per workweek.

The parties have met and agreed to the Alternate 2nd Shift Schedule listed above. In addition, the following is Agreed and Understood by both parties.

- This agreement only applies to the 2nd Shift USW Local 75 Fabrication Services group assigned to 3M Center, Maplewood, Minnesota and St. Paul, Minnesota.
- There have been no changes or modifications to the USW Local 75 CBA other than listed here.
- There are no changes to existing relief periods.
- All new or employee transfers to 3M Center, Maplewood, Minnesota and St. Paul, Minnesota Fabrication Services group 2nd shift positions must work the schedule agreed to by the parties. No employee may opt-out.
- The Union may cancel the Alternative 2nd Shift Schedule in writing with a 30-day notice. Following the 30-day notice, employees will revert to the Current 2nd Shift Schedule listed above unless an alternate shift schedule is newly agreed to by both parties.
- The Company may interchange between the Current Shift Schedule and the Alternate 2nd Shift Schedules at any time with or without notice due to business needs and to address operational impairment. If the Company intends to revert fully to the Current 2nd Shift Schedule listed above, the Company will provide a written 30-day notice of cancellation of this agreement. Following the 30-day notice, employees will revert to the Current 2nd Shift Schedule listed above unless an alternate shift schedule is newly agreed to by both parties.
- There will be a posting for the initial Alternate 2nd shift positions that are open to union employees holding a current machinist position at 3M Center, Maplewood, Minnesota, and St. Paul.
- If enough people do not sign the posting to staff 2nd shift, this MOU will be null and void and both parties agree to continue with the current schedule above.

- Workdays of 10 hours need to be accounted for.
 - Examples:
 - Vacations must be taken in one (1) hour increments. i.e., ten hours of pay for a 10-hour workday.
 - Personal Holidays shall be taken in eight (8) hour increments.
 - The remaining 2 scheduled hours may be supplemented by using vacation until the employee's vacation balance is depleted.
 - In lieu of using vacation, an employee may also, with a one-week notice and agreement with the supervisor, request to work either one additional hour early in on two days or two additional hours in early on one day during the same week of the requested Personal Holiday, to account for the 2 hours. The employee will work the hours on these days and not use sick time or other benefits. Should they use other benefits, this section will not apply and the employee will be expected to use 2 hours of vacation or work the 2 hours on the day of the Personal Holiday.
 - Funeral leave hours shall be taken per the CBA.
 - If less than 10 hours of funeral leave pay is used, the balance of the absence may be supplemented by using vacation until the employee's vacation balance is depleted. An example would be using 8 hours of funeral leave and 2 hours of vacation for the death of a Grandparent to cover a 10-hour shift.
 - In lieu of using vacation, an employee may make up the 2 hours as long as it occurs in the same week funeral leave is taken. If this cannot be done, a benefit, must be used.
 - Sick time shall be taken for missed sick time. i.e., ten hours of pay for a 10-hour workday.
- During any weeks with designated holidays, schedules will revert to Current Shift Schedule (40 hours/5 days per week).
- If the new schedule reverts back to the current schedule due to shift cancelation, positions will be posted and will be awarded by seniority to union employees holding a current machinist position at 3M Center, Maplewood, Minnesota, and St. Paul, Minnesota. Any positions not filled will be handled through provisions within the current CBA (i.e., reductions/bumping).
- This agreement is non-precedent setting.
- This agreement is effective upon the signed execution by both parties.
- The Alternate 2nd Shift Schedule will go into effect as soon as administratively feasible.
- There are no agreements real or perceived other than what is provided in this agreement.

On behalf of USW 11-75	On behalf of 3M
By: <u>Shirley E. Heimer</u> Date: 1-20-2022	By: <u>Dachy J. Anderson</u> Date: 1-20-22
By: <u>[Signature]</u> Date: 1-20-2022	By: <u>[Signature]</u> Date: 1/20/2022