

October 4, 2012

**RE: FESS Operations Maintenance Coverage Notice: Shift Coverage and Preventive/Corrective Maintenance Support**

Work restrictions and other factors currently leave Operations unable to fill all 24x7 shifts with a duty mechanic and or duty electrician (the duty mechanic schedule is currently being filled nearly all the time). Our capacity to satisfy preventive and corrective maintenance demands is also affected by these limitations. Additional adjustments may also be required and will be evaluated once the results of these efforts are understood.

The following describes our plan on a trial basis to address how best to maximize providing core services and the current understanding of the likely impact.

In addition, certain safety concerns, and the associated mitigation approaches, are being implemented and may affect our current capacity or assignment methods as we strive to align with the lab guidance which is to avoid one person working in remote locations on certain tasks and under certain conditions.

Shift Coverage Changes: For several months we have covered as many shifts as possible by forcing shift coverage according to our bargaining unit agreement. This is not sustainable and introduces error precursors that negatively affect productivity, efficiency, safety and morale and therefore will be suspended until further notice. We will continue to provide as much coverage as we can on a sustainable basis. This means if mechanics and electricians are willing to volunteer to fill the open shifts and management factors (cost, fatigue, restrictions, etc.) are not exceeded, personnel will be assigned to cover otherwise open shifts. We anticipate that approximately one fifth of the shifts will be open to some extent. The number of open shifts may increase or decrease depending of several currently uncontrollable factors one of which is the status of medical restrictions.

FESS Operations Open Shift Notification and Fire Panel trouble response Plan

Whenever an open maintenance mechanic and maintenance electrician occurs at the same time, the following applies:

1. FESS Operations will notify the Communications Center of the planned or unplanned shift opening.
2. The Communications (Com) Center will call the fire department in the event of a fire panel trouble alarm deemed needing an assessment and action.
3. The Com Center will call the duty fire technician if the alarm cannot be reset.
4. The fire technician will assess and direct action as required.

Preventive and Corrective Maintenance Changes: We plan to add contract maintenance support in certain additional areas and to increase some existing contract support in other areas. We believe this will allow us to maintain existing preventive and corrective maintenance levels and we are hopeful that these changes will be transparent to those outside the department once the transition is complete.