

**REGISTER OF
ENTERPRISE AGREEMENTS**

ENTERPRISE AGREEMENT NO: EA04/25

TITLE: Caltex/Kurnell Maintenance Agreement 2003 (Mechanical Trades)

I.R.C. NO: IRC3/3905

DATE APPROVED/COMMENCEMENT: Approved 19 August 2003/Commenced 22 June 2003

TERM: 36

**NEW AGREEMENT OR
VARIATION:** Replaces EA01/342

GAZETTAL REFERENCE: 13 February 2004

DATE TERMINATED:

NUMBER OF PAGES: 14

COVERAGE/DESCRIPTION OF

EMPLOYEES: The agreement applies to all employees employed by Caltex Refineries (NSW) Pty Ltd located at Solander St, Kurnell NSW 2231, engaged in the area of mechanical trades with classifications of Mechanical Assistant; Mechanical Technician levels 1-3; and Team Leader (as specified in Appendix 4), who fall within the coverage of the Caltex/Kurnell Maintenance Award

PARTIES: Caltex Refineries (NSW) Pty Ltd -&- the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union, New South Wales Branch, The Australian Workers' Union, New South Wales

Caltex / Kurnell Maintenance Agreement 2003 (Mechanical Trades)

CONTENTS

Clause No.	Subject Matter
1.	Title & Parties
2.	Duration and Application
3.	Objectives of the Agreement
4.	Safety Health and Environment
5.	Work Organisation
6.	Annualised Pay
7.	Public Holidays- Arrangements for Employees on Call
8.	Annualised Pay Rates and Performance Payments
9.	Superannuation Benefits
10.	Agreement for Alternative Remuneration Arrangement
11.	Claims and Disputes Settling Procedures
12.	Personal Development Process
13.	Leave Reserved
	Appendix 1 Business Needs Definition
	Appendix 2 Additional Payments for Shutdowns
	Appendix 3 Annualised Salary Breakdown
	Appendix 4 Classification Structure
	Appendix 5 Team Leader Duties and Responsibilities

1.0 Title & Parties

- 1.1 This agreement shall be known as the Caltex / Kurnell Maintenance Agreement 2003 (Mechanical Trades)
- 1.2 The Parties to the agreement are:
- Caltex Refineries (NSW) Pty Ltd (hereinafter known as "the company")
- The Australian Workers' Union.
- The Automotive, Food, Metals, Engineering, Printing, and Kindred Industries Union, New South Wales Branch.

2.0 Duration and Application

- 2.1 This Agreement will operate from June 22, 2003 for a period of three years.
- 2.2 The Agreement will operate in conjunction with the Caltex / Kurnell Maintenance Award (hereinafter known as "the Award") and to the extent that if there is any inconsistency between that award and this agreement, then the agreement shall take precedence.
- 2.3 The agreement is binding on the parties to the agreement and employees of the company engaged in the classifications as contained within this agreement

3.0 Objectives of the Agreement

- 3.1 The agreement continues the annualised pay arrangements and teams based culture originally negotiated in the 1997 "Heads of Agreement" document.
- 3.2 The parties have committed to ensuring that the refinery is operated in a reliable, cost-effective manner through the provision of a highly skilled maintenance service. The emphasis of the maintenance teams will be pro-active rather than reactive. The common objective is to make Kurnell profitable and

competitive providing all employees with job security and financially rewarding and satisfying long term careers.

- 3.3 It is the intent of the parties under the terms of this Agreement to commit to continually review all workplace practices and to the following goals

Open communication on the running of the refinery.

Emphasis on teams and teamwork with less emphasis on compartmentalised (silo) operations

Each team member understands their individual roles in meeting both the short and long-term goals of the business in their particular areas ie improved equipment reliability and reduced maintenance costs.

Understanding of, and commitment to, the contribution they collectively make to the business.

Continuous improvement and innovation with an emphasis on achieving 'best practice' and concepts such as total productive maintenance and equipment ownership.

A culture which promotes continuous learning and upskilling allowing all employees the opportunity for personal growth.

A focus on the customer both internal and external.

4.0 Safety Health and Environment

- 4.1 The Company will provide safe working conditions, promote and encourage safe working practices and provide information and control measures for hazards in the workplace and related environment.
- 4.2 Everyone will ensure that they perform their jobs in a safe and environmentally responsible manner and undertake to follow procedures and practices as set.

5.0 Work Organisation

- 5.1 Area maintenance teams will continue to operate. Team structures will be reviewed from time to time to ensure that they correspond to the needs of the business. With the implementation of the new SAP Computerised Maintenance Management System, all planning and scheduling for maintenance at Kurnell Refineries is coordinated by a centralised planning and scheduling group with appropriate responsibilities. Before increasing or reducing team numbers or sizes, the team(s) under review will be consulted and a manning review carried out with a Manning Review Subcommittee to ensure the skills and workload requirements for the Area are met. Such reviews would be limited to two days in length. If not resolved, then the Maintenance Manager will determine the allocation of Team Members across their Areas(s) based on all relevant information.
- 5.2 Each area maintenance team must provide a working team leader to co-ordinate the activities of the combined trades team to ensure business needs are met. Team Leader duties and responsibilities are defined in Appendix 5. Team Leader applicants will be required to complete the agreed training needs analysis assessment and successfully complete the required training which will be offered to all team members to enable them to undertake this role. It is recognised that not all team members will wish to undertake this role. This is acceptable providing a reasonable number of team members participate and rotate through the role.
- 5.3 Team Leaders shall hold the position for a period of 3 months or as agreed between the team and the Maintenance Manager. Whilst designated as a team leader an allowance will be paid (the allowance will only be paid to one person per team). The allowance is detailed in Clause 8.0 - Annualised Pay Rates and Performance Payments.
- 5.4 The parties agree that the annualised pay and team concept will not lead to work 'dumping' by either the company from contractors to teams or from teams to contractors. Work allocation will be done

according to the most efficient and effective way of performing the work as per the SELL principle (Safe, Efficient, Legal, and Logical). In accordance with this principle an employee will at the Companys direction carry out such duties as are within the employees skills/competence and training provided that such duties are not designed to promote deskilling and are consistent with the Companys responsibility to provide a safe and healthy working environment. The intent is to allow maintenance team members to work more efficiently wherever possible.

- 5.5 Where technical expertise is required the Maintenance Manager, after consultation with the effected teams, may move people across area boundaries for short-term assignments. During this period, staffing in the effected area will remain constant by transfer of permanent or contract personnel into the area if deemed necessary by the team. Where possible, the requirement to work additional hours will be minimised for people who transfer across area boundaries. Note, however that this sub-clause does not apply during Turnaround and Inspections (T&Is), as defined in Clause 6.5.

6.0 Annualised Pay

- 6.1 The annualised pay concept described in this clause encompasses all pay and allowances (including annual leave loading) made to an employee (other than an apprentice) whilst working at the Kurnell Refinery. Any work or pay exceptions are detailed within this agreement. The annualised pay concept requires a commitment to the concept of pay for the job and the following main components are included:

Normal hours of work

Additional Hours (overtime component)

Changes to start and finish times

T&I component

Standby allowance

The following leave conditions contained within the Award Section continue to apply:

Annual Leave (Clause 18)

Long Service Leave (Clause 19)

Sick Leave (Clause 20)

Parental Leave (Clause 26)

Bereavement Leave (Clause 34)

Jury Service (Clause 35)

Family Leave (Clause 36)

Trade Union Training Leave (Clause 30)

- 6.2 Normal Hours

Ordinary hours of work are based on 70 hours per two-week period.

Maintenance employees are day workers and their hours of work are as defined in the current award.

- 6.3 Additional hours component

Ensures that:

Area work needs may be addressed in a flexible manner

Employees can work to meet the needs of the business without artificial time constraints.

The following commitments underpin this component:

The philosophy is to minimise the requirement to work additional hours

Relevant maintenance team members stay back at the end of normal hours to finish high priority work - priorities are determined by Maintenance Manager or designate

Responsible approach to requirement to work additional hours by area operations, reliability and the maintenance teams

Any additional hours that are required to be worked are spread equitably amongst the team members

A transparent system is in place to monitor and control excessive overtime (electronic spreadsheet/database)

Some time off in lieu of additional hours

Time off in lieu for excessive additional hours

6.3.1 Time off in lieu of additional hours

Some time off in lieu of additional hours worked may be taken by an individual within a team subject to the following conditions being met:

The Team must not lose its ability to meet area business needs (refer Appendix 1) whilst the time off in lieu of additional hours is taken

There must be approval for all time off in lieu of additional hours by the Maintenance Manager or designate

The time off in lieu of additional hours must be planned ahead as part of the teams week ahead work schedule unless otherwise agreed by the Maintenance Manager or designate

Time off in lieu of additional hours must be taken within 2 calendar months of completion of the 2 month calendar block worked or as agreed by the Maintenance Manager or designate.

There will be a four monthly area review of time off in lieu of additional hours by the Reliability Manager, Maintenance Manager and the teams, to ensure consistency of application across the site. The philosophy is to minimise the requirements to work additional hours.

6.3.2 Time off in lieu of Excessive Additional Hours

"Excessive" means where an individual exceeds 26hrs of additional work over a 2 month calendar period excluding T&I hours.

The above calculation is based on the following formula - $35\text{hrs/week} \times 52\text{ weeks/yr} \times 8.5\% / 6$ (2 month blocks ie Jan/Feb, Mar/Apr, May/Jun...).

Where an individual exceeds 26hrs over a 2-month calendar period, time off in lieu of excessive additional hours may be taken subject to the following conditions being met:

Additional hours worked are spread equitably, where possible, amongst the team members

The team must not lose its ability to meet area business needs whilst the time off in lieu of excessive hours is taken

There must be approval for the timing of time off in lieu of excessive additional hours by the Maintenance Manager or designate

The time off in lieu of excessive additional hours must be planned ahead as part of the teams week ahead work schedule unless otherwise agreed by the Maintenance Manager or designate

If the agreed amount of an individuals time off in lieu of excessive additional hours is not taken within 2 calendar months of completion of the 2 month calendar block worked, then it is automatically added to 'lieu time' leave.

A flexible approach will be applied to requests for time off in lieu where associated with pressing and domestic circumstances such as children's school/medical issues, and when such cannot be attended to on rostered days off.

6.4 Changes to hours of work

Alterations to start/finish times will be agreed between the team and the Maintenance Manager or designate. These alterations will occur from time to time to meet business needs. This is taken into account in the annualised pay. The differentiation of day work and special shift work is normally as defined by spread of hours in the Award but this can be varied by agreement between the team and the Maintenance Manager or designate. The area team affected is responsible for the equitable distribution of changes to hours of work among team members.

6.5 Turnarounds & Inspections (T&Is)

T&Is are defined as the period from oil out to oil in plus 7 calendar days either side (ie 14 total). The T&I component contained in the annualised salary is intended to apply to all Areas though some areas do not experience T&Is. In these situations additional work will be substituted in consultation with the relevant area team. The T&I component is defined as 60 hours per year, based on 6x10 hour days per calendar week.

Notwithstanding the fact that the annualised salary contains a component to compensate for T&Is, additional payments for T&I shutdowns as well as unplanned shutdowns that last for greater than 4 calendar days between feed out and feed in, will be made as per Appendix 2.

6.6 Standby Allowance (Call-in guarantee allowance)

Incorporated into the annualised pay and compensates on the basis of 1 week in 5 standby for mechanical technicians in order to guarantee call-ins. Call ins will count towards additional hours in the following circumstances:

If an employee is on site less than 4 hours then 4 hours will be counted.

If an employee is on site greater than 4 hours then actual hours on site will be counted.

All hours counted will be valued at single time. Travel time is not counted.

6.7 Recording system

A transparent recording system, open to the Maintenance Manager and designates, self administered by the teams, and with restricted access spanning all maintenance areas is in operation. It includes, as a minimum, the following:

- Additional hours worked
- Time off in lieu arising from additional hours
- Time off in lieu arising from excessive overtime
- T&I hrs worked
- Call-ins
- Vacation schedule
- RDOs
- Oil Spill Training Days

7.0 Public Holidays-Arrangements for Employees on Call

- 7.1 When a technician is on call or attends work on a public holiday (even when not on call) they will receive a day in lieu added to annual leave. If a technician on call is called in on a public holiday, no additional hours will be recognised, unless the time exceeds 8 hours, in which case the hours in excess of 8 will be recognised (ie. the normal call in provisions do not apply). Recognised hours are totalled in single time.
- 7.2 Teams will provide one Mechanical Technician per area for on-site maintenance coverage for one day during extended holiday breaks. Extended breaks are defined as four days or greater (including weekends). The parties will confer and agree on which day coverage will be provided during the extended break. No time off in lieu or additional recognition of hours will occur on the specified days unless the time worked exceeds 8 hours in which case the hours in excess of 8 will be recognised.

8.0 Annualised Pay Rates and Performance Payments

8.1.0 Rates of Pay -The following rates of pay, with effective dates as shown below will apply:

Classification	\$pa effective ffp 22/6/03	\$pa effective ffp 21/12/03	\$pa effective ffp 22/6/04	\$pa effective ffp 22/6/05
Wage Increase	2%	2%	4%	4%
Mechanical Assistant	50,637	51,650	53,716	55,865
Mechanical Technician Level 1	63,484	64,754	67,344	70,038
Mechanical Technician Level 2	66,984	68,324	71,057	73,899
Mechanical Technician Level 3	69,337	70,724	73,553	76,495

(A detailed breakdown of the salaries for year one is contained in Appendix 3 of this agreement and skills associated with the classification structure in Appendix 4)

NB. A team member performing the role of Team leader, in accordance with clause 5.3, will be compensated by an additional allowance as below:

ffp 22/6/03	\$55.00 per week
ffp 22/12/03	\$56.00 per week

ffp 22/6/04 \$58.00 per week
 ffp 22/6/05 \$60.00 per week

8.1.1 The rates contained in subclause 8.1.0 are in substitution for the rates, allowances and penalties contained within the Award including, without limitation the payments arising from the following provisions contained within the Award:

- Clause 4 Wages
- Clause 9 Meal Allowances
- Clause 10 Boarding Allowance
- Clause 11 Car Allowance
- Clause 12 Shift Work
- Clause 13 Overtime -Day Workers
- Clause 14 Saturday Work-Day Workers
- Clause 15 Sunday Work-Day Workers
- Clause 16 Cancellation of Overtime, Holiday and Weekend Work- Day Workers
- Clause 17 Call-in Roster Payment
- Clause 18 Annual Leave (sub section b)

8.2.0 Apprentices -the following weekly rates for apprentices are as follows:

Year	\$pw effective ffp 22/6/03	\$pw effective ffp 21/12/03	\$pw effective ffp 22/6/04	\$pw effective ffp 22/6/05
Wage Increase	2%	2%	4%	4%
First Year	348.80	355.80	370.00	384.80
Second Year	456.60	465.70	484.30	503.70
Third Year	622.90	635.40	660.80	687.20
Fourth Year	730.70	745.30	775.10	806.10

8.2.1 Apprentices will continue to be paid in accordance with the conditions of the Award and attract the following allowances where such are applicable:

Allowance	ffp 22/6/03 \$	ffp 21/12/03 \$	ffp 22/6/04 \$	ffp 22/6/05 \$
Meal Allowance	10.00	10.20	10.60	11.00
Boarding Allowance	20.50	20.90	21.70	22.60
Car Allowance	23.70	24.20	25.20	26.20

8.3.0 Oil Spill Response Group

Members will receive an allowance, as detailed below, paid in quarterly instalments subject to the following conditions being met:

Members are required to attend 4 x 8 hour training sessions per year, as arranged by the Oil Spill Response Coordinator additional to, and outside of, their "normal" rostered work hours.
 If Oil Spill Response Group Members are unable to attend training sessions then time may be made up on preventative maintenance work provided such work is agreed in advance

with the Oil Spill Coordinator and is in the employees own time ie. outside of normal 35hr week.

Verification of attendance at Training Sessions is required prior to payment being made.

Any additional training required beyond the above will be considered as part of "normal" work hours.

8.3.1 The oil spill allowance will be as follows:

ffp 22/6/03	\$1,638 per annum
ffp 22/12/03	\$1,670 per annum
ffp 22/6/04	\$1,737 per annum
ffp 22/6/05	\$1,806 per annum

8.3.2 Employees who work on an oil spill, associated with the Kurnell Marine facilities or on an AMOSC spill, outside of their normal work hours, will receive payment for any additional hours worked. Payment will be calculated at 1.5 times the hourly rate of the annualised pay. There will be no payment for travel time.

8.4.0 A Performance Bonus is available to all maintenance award employees subject to the agreed KPI's being achieved. Bonus payment will be as follows:

For the period 1/1/2003 to 31/12/2003 - \$2,860.00	(4.0% of averaged maintenance rates)
For the period 1/1/2004 to 31/12/2004 - \$2,970.00	(4.0 % of averaged maintenance rates)
For the period 1/1/2005 to 31/12/2005 - \$3,088.00	(4.0 % of averaged maintenance rates)

[Apprentices will be eligible for a 4% bonus payment based on their actual salary as at December 31 each year].

8.4.1 Key Performance Indicators (KPI's) will be chosen to align with the published Kurnell Improvement Plan.

8.4.2 The targets adopted will be achievable, measured and rewarded on a sliding scale. The Company will determine the measures and will consult with the delegates over the target levels to be adopted, however a 'balanced scorecard' approach will be adopted. Each employee may elect to direct his or her bonus, if achieved, to a salary sacrifice towards superannuation providing such notification is received in advance.

9.0 Superannuation Benefits

Superannuation benefits will be calculated as follows. The base rate (as shown in Appendix 3) shall be used for service pre July 21, 1997. Total rate (as shown in Appendix 3) is used for service post July 21, 1997.

10.0 Agreement for Alternative Remuneration Arrangement

Where an employee elects to enter into an arrangement for alternative remuneration under the terms of Clause 4(5) of the Award, the amount so nominated will be calculated with reference to an annual sum, in substitution for the rate per week prescribed in the award. In other respects the terms of clause 4(5) of the award continue to apply.

11.0 Claims and Dispute Settling Procedures

- 11.1.1 Disputes or claims shall first be raised with the appropriate team.
- 11.1.2 If the matter is not settled within a reasonable time it shall be referred to the Area Coordinators and appropriate union delegate(s).
- 11.1.3 If the matter is still not resolved it will then be raised with the Maintenance Manager.
- 11.1.4 If not resolved it shall be raised with the Reliability Manager, HR representative and a union organiser may become involved.
- 11.1.5 In the event of no resolution the matter may be referred to the Industrial Relations Commission of NSW.
- 11.1.6 Until the matter is resolved work shall continue as normal. No party shall be prejudiced as to the final settlement by the continuance of work in accordance with this sub clause.

12.0 Personal Development Process

During the life of this agreement all employees will be formally appraised by their Team Leader or another person, as agreed between the employee and the Maintenance Manager or designate. The object of this process is to set performance objectives, discuss training requirements and personal development issues. The process shall also involve a discussion of individual strengths and weaknesses to help employees improve their performance. These reviews will be carried out on a regular basis - at least annually. This process shall not be used for disciplinary purposes.

13.0 Leave Reserved

In relation to the salary increase that applies to year 3 of the agreement (ie a 4% increase effective 22/6/05) the Company, consistent with its values, has committed to ensure that employees will not be disadvantaged during year three in relation to increases granted to other award covered work groups. Leave is reserved to the unions to raise this issue and will not be seen as a breach of a no extra claims undertaking.

APPENDIX 1

"BUSINESS NEEDS" DEFINITION

The Maintenance Manager or designate will require that all of the following are being reasonably addressed within their Area prior to a team member being authorised to take time off in lieu of additional hours (Refer Clause 6.3.1)

Safety

Environment

Loss of production

Loss of product quality

Critical equipment - as defined in Equipment Criticality Database

Equipment repair issues - say where a pump is broken down and the spare is operating but in poor condition as identified via IMI vibration survey

CSC system

Absenteeism/vacation

APPENDIX 2

Additional Payments for Shutdowns

The following arrangements will apply for T&I shutdowns as well as unplanned shutdowns/breakdowns that last for greater than 14 calendar days between feed out and feed in.

Contained within the annualised salary is an overtime payment. This equates to approximately 3 hours per week.

For T&I shutdowns, a designated shutdown period will be calculated based on 'oil out' to 'oil in' plus 7 calendar days either side (ie 14 total). For unplanned shutdowns payments outside of annualised salaries will occur where an unplanned shutdown lasts for greater than 14 calendar days between feed out and feed in.

During this designated shutdown period the Company will specify its skill and staffing requirements (numbers) to the work team. The team will make all reasonable attempts to provide the numbers sought and in the first instance the numbers will come from the team where the T&I is to occur. If more personnel are required than that team can provide, additional volunteers will be called for from other teams. It is not management's intention to force people onto shutdowns as long as sufficient numbers and skills can always be provided. If more volunteers come forward than are needed, it will be management's right to nominate who will be selected, taking into account skills and training requirements. Either party can terminate this arrangement at the conclusion of the agreement.

Payments over and above the 3 hours per week will be made if in any fortnightly period an employee's single time equivalent hours exceed the limit for that fortnight.

Payment will be calculated on an individual basis, but only for those hours worked in excess of the 3 hours per week, averaged over the fortnightly period.

For periods of less than a fortnight, hours will be pro-rated, annualised hours will be pro-rated at 3/7 hours per day.

Payment will be calculated at double time of the employee's base component of salary.

The following two examples illustrate how the arrangement will work.

Example 1

Assume designated shutdown period of 28 days ie 2 fortnightly periods.

Annualised overtime component within each fortnightly period is 6 hours ie 2 weeks x 3 hours per week.

Employee works additional hours (per week) as follows: 8 hours, 4 hours, 4 hours and 4 hours. Therefore total additional hours worked during the designated fortnightly periods of the shutdown period are 12 hours and 8 hours. Hours in excess of overtime component are 6 hours in first fortnightly period (ie 12 minus 6) and 2 in second fortnightly period (ie 8 minus 6).

Payment of 8 hours at double time on base rate of pay is made to employee.

Example 2

Assume designated shutdown period of 30 days

Annualised overtime component within each fortnightly period is 6 hours (ie 2 weeks x 3 hours per week) and 6/7 hours for the last 2 days (ie: 2 days x 3/7 hours per day) of the designated shutdown period.

Employee works additional hours as follows:

Nil (week 1),
 Nil (week 2),
 Nil (week 3),
 Nil (week 4) and
 4 hours (over last 2 days)

Hours for the last 2 days, the proration shows hours in excess of overtime as 3 1/7 (ie 4 minus 6/7).

Payment of overtime 3 1/7 hours at double time on base rate of pay is made to employee.

APPENDIX 3

MECHANICAL TECHNICIAN SALARIES ANNUALISED BREAKDOWN (June 22, 2003 - December 21, 2003)

Component	Mechanical Assistant	MT1	MT2	MT3
Base	\$39,461	\$44,798	\$47,534	\$49,371
Overtime @ 8.5%	\$6,708	\$7,616	\$8,081	\$8,393
T&I	\$0	\$2,954	\$3,134	\$3,255
Allowances	\$1,989	\$3,727	\$3,727	\$3,727
Stand by component (Call-in guarantee allowance)	\$1,619	\$3,309	\$3,370	\$3,410
Leave loading	\$860	\$1,080	\$1,138	\$1,181
Annualised Pay	\$50,637	\$63,484	\$66,984	\$69,337

APPENDIX 4

CLASSIFICATION STRUCTURE

Mechanical Assistant

Means an employee designated as such by the Company who will perform general duties as required by the company. Such duties and responsibilities will include but not be limited to the following:

- assisting Technicians in the performance of their duties
- oiling and greasing of equipment
- erection and dismantling of scaffolding where this does not infringe statutory limits
- removal and application of lagging and sheetmetal work
- operates power driven machinery including but not limited to powershears, power hacksaw, power press, grinders, screwing, drilling, and tapping machines
- work within the central tool room (CTR) and on shutdown caravans
- work of a general nature
- utilise the SAP system and communicate with other crafts

share specialised knowledge

In addition a mechanical assistant will hold and utilise a Crane Chasers Certificate of Competency

Mechanical Technician-Level 1

Means a tradesperson designated by the company to utilise general trade skills as required. Such duties and responsibilities may include but not be limited to the following:

competency on all types of rotating equipment such as pumps, compressors and turbines - all repairs to rotating equipment shall be to acceptable IMI standards

all pipework and pipelines, heat exchangers and valves

workshop machinery such as lathes, drilling, threading and milling machines

erection and dismantling of scaffolding, soldering, brazing, use of oxy-acetylene and electric arc welding equipment

perform minor lifting duties where the performance of these duties does not infringe statutory requirements

write reports to record the progress of work as required by the Company

utilise the SAP system

coordinate and communicate with other crafts and share specialist knowledge

In addition a Mechanical Technician Level 1 will hold a mechanical apprenticeship and will also hold and utilise a Crane Chasers Certificate of Competency

Mechanical Technician Level 2

Means an employee who, in addition to being able to fulfil the requirements of a level 1 technician has successfully completed and utilises the skills of L1 Vibration Monitoring and Balancing machine, LII Basic Analysis and Advanced Analysis IMI Training. Additionally:

Holds and utilises a National Dogging Certificate of Competency

Is capable of, and undertakes planning functions associated with assigned work. Without limiting the generality of the foregoing this includes reviewing work order requests and minor job lists, identifying materials, tools equipment and other crafts needed to undertake the job.

Prepares all necessary permits and procedure plans detailing materials and resources necessary to complete the job

Organises other trades as required in the execution of assigned duties

Mechanical Technician Level 3

Means an employee who in addition to the requirements of a level 1 and 2 technician, has accumulated superior and specialised knowledge of equipment in their team's area, and on which they may be consulted by their peers.

A Mechanical Technician Level 3 must have a minimum 5 years experience as a mechanical technician in a refinery environment. Before being considered for MT3 level, the applicant must demonstrate competency on all types of rotating equipment such as pumps, compressors, and turbines including mechanical seals. All repairs to rotating equipment shall be to acceptable IMI standards.

They must be conversant with at least one piece of major or critical equipment in their area and obtain a skill level four pass in at least 75% of general area requirements and at least 50% of area specific and applicable rotating equipment component items in the skill appraisal document.

Assessment will be conducted by a committee comprising two company representatives (with Mechanical Trades background) and one current MT3 from the area team (where possible). All assessments are to be decided by a majority vote.

APPENDIX 5

Team Leader Duties and Responsibilities

Attend Area Meetings as required

Attend Area weekly Planning and Scheduling meeting with Area Specialists, Dayworkers and Maintenance Planning Coordinators.

Develop a weekly crew schedule for rotating equipment work and submit to Planning & Scheduling Group (Reliability Dept) who will co-ordinate for overall Refinery Plan

Co-ordinate communication activities to all team members and customers

Ensure Area budget monitoring is understood by all team members on a monthly basis

Represents Area & attends morning Refinery Maintenance co-ordination meeting

Will carry out work under the direction of the Maintenance Planning & Scheduling Group (Reliability Department) as required

Ensure team functions are carried out safely & efficiently

Ensure that the Area Maintenance team adopts the principles of Maintenance Best Practice as outlined in the Reliability 2000+ project.

Signatories

SIGNED FOR AND ON BEHALF OF
CALTEX REFINERIES (NSW) PTY LTD

In the presence of:

SIGNED FOR AND ON BEHALF OF
THE AUSTRALIAN WORKERS' UNION

In the presence of

SIGNED FOR AND ON BEHALF OF
THE AUTOMOTIVE, FOOD METALS,
PRINTING AND KINDRED INDUSTRIES

UNION, NEW SOUTH WALES BRANCH

In the presence of
