

preceding the day and before midnight ending the day will be at the rate prescribed for that day.

**1.41 Work Group.**

A group of employees who work under the same first line, or immediate supervisor, and who regularly interchange on work assignments and regularly relieve each other.

**1.42 Work Group Advocate.**

*Employee or employees designated to perform supervisory or other special work without relieving a supervisor.*

**1.43 Work Unit.**

A work unit will mean all those employees within a given title and department who have a common place of reporting except that employees within a single title performing distinctly different job duties will not be grouped together.

**1.44 Zone.**

A subset of a directory's geographic coverage area, comprised of multiple zip codes. It is used in geographic market distribution to determine the different sections that will be worked by different Directory Advertising Sales Representatives. DASR's market will be assigned by zone and contain a cross-section of all zip codes within the zone.

**ARTICLE 2  
WAGES**

**2.01 Wage Rates.**

A. Full-Time Employees. The rate of pay and progression wage scales for full-time employees will be those shown in Appendix B, Part I, attached hereto and made a part hereof.

B. Part-Time Employees.

1. Except for payment for overtime hours worked, all hours worked by a part-time employee will be paid at the equivalent basic hourly rate for a comparable full-time employee working a normal tour in the same job title,

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classification, and work group. Part-time employees will not be eligible to receive overtime payments until they have worked a normal tour or work week for a comparable full-time employee. The overtime rate for the part-time employee will be the applicable overtime rate for a comparable full-time employee based on such part-time employee's basic hourly rate.

2. The classification of a part-time employee is based on the employee's "part-time equivalent work week" which will be determined prospectively by dividing the employee's total normally scheduled hours per month by 4.35 and rounding the result to the next higher whole number. (Illustration: 68 hours per month divided by 4.35 equals 15.6 rounded to a "part-time equivalent work week" classification of 16.)
3. The "part-time equivalent work week" classification of each part-time employee will be reviewed by the Company on April 1 and October 1 of each year and more often if appropriate. Indicated adjustments, if appropriate, will be on a prospective basis. In determining whether such adjustment is appropriate, the Company will consider the actual average number of hours worked per month during the preceding six (6) month period and the likelihood that such number of work hours will continue for a reasonably foreseeable period of time except that any hours worked which are paid at the overtime rate will not be counted in computing the average number of hours worked.
4. For employees who are hired on or after January 1, 1981, and who work as regular part-time employees, payments to a regular part-time employee for sickness disability accident disability, or death benefits under the Short Term Disability Plan vacations, holidays, anticipated disability leave, sickness absence (not under the Short Term Disability Plan) or termination allowance (or its equivalent) will be prorated based on the relationship of the individual part-time employee's "part-time equivalent work week" to the normal work week of a comparable

full-time employee in the same job title, classification and work group.

5. Regular employees who are on the active payroll of the Company as of December 31, 1980, and who work part-time on or after January 1, 1981 will thereafter continue, during the current term of employment, to receive payments for the benefits and other items listed above on the same basis as was applicable to a part-time employee on December 31, 1980.

## **2.02 Starting Rates.**

- A. Except as provided in "B" above , a person engaged to work in one of the titles listed in Appendix A, Part I, will receive the rate designated "Start" on the progression wage scale for his/her title in the appropriate schedule for his/her location as shown in Appendix B, Part I.
- B. Appropriate allowances for wage experience calling for rates higher than such "Start" rates may be made as outlined in the sub-sections of this paragraph.
  1. Persons with previous work experience may be granted wage experience credit, if their previous work experience is directly related to the duties of the new job. The previous work experience must be verifiable with satisfactory performance. Normally this credit will not exceed fifty percent (50%) of such actual work experience nor result in an allowable maximum credit of more than twenty-four (24) months.
  2. An employee formerly employed by the Company, another BellSouth Company, or any Company as required by applicable law(s), will have his/her former wage experience credit adjusted in accordance with the following table if re-employed in the same or lower-rated job classification:

<b>For Months Out of Service</b>	<b>Number of Months to be Deducted from Former Wage Length of Service</b>
Less than 24 Months	0 Months
24 but less than 48 Months	6 Months
Over 48 Months	12 Months

In all cases, if an employee's wage credit is adjusted, the employee will be placed in the nearest wage step to his/her adjusted wage length of service.

- a. If the employee had directly related experience or training during his/her absence from the Company or another BellSouth company which the Company considers of value, he/she will be given credit for this experience or training in addition to the credit provided above. Normally this credit will not exceed fifty percent (50%) of such actual work experience nor result in an allowable maximum credit of more than twenty-four (24) months.
  - b. Each of a series of successive breaks in service will be computed in the same manner using the table above.
  - c. The above table does not apply to an employee re-engaged within four years after layoff as provided in Article 7 or employees returning from authorized leaves as provided in Article 6, but he/she will receive credit for the outside experience or training of value under "a" above.
3. The provisions of "2" above will also be applicable to such a former employee when re-employed in a higher-rated job classification except that his/her wage rate and wage length of service on the higher-rated job will be established as follows:
    - a. The wage rate to be received on the higher-rated job will be either the same as that calculated by the use of the above table for the lower-rated job at the location

to which the employee is re-employed or the starting rate of the higher-rated job, whichever is greater. If the calculated rate is not an exact step on the wage scale for the higher-rated job, the employee will be paid the nearest higher rate.

- b. The wage length of service will be the number of months applicable to the wage rate determined by "a" above.
  4. An employee of another BellSouth *entity* transferring to this *bargaining unit* on a higher-rated job classification will have wage rate and wage length of service computed according to "a" and "b" of 2.02B3. An employee of another BellSouth *entity* transferring to this *bargaining unit* in the same or lower-rated job classification will be given credit for the wage experience accrued with the other BellSouth *entity*. The employee's wage rate will be determined by reading the wage length of service directly into the wage scale being entered.
  5. Upon employment, persons who have previous experience with independent telephone companies will be given wage experience credit commensurate with such previous training and experience that is of value to the Company, but in no event will the wage experience credit allowed be more than the employee would have received had such previous training and experience been with this Company or another BellSouth Company as determined under the provisions of 2.02B2 of the Agreement.
- C. This section will not apply to persons initially engaged for technical assignments, or to persons engaged for typing or stenographic work or other work comparable to the work performed by such persons prior to their engagement by the Company.

### **2.03 Wage Progression Schedules.**

The wage progression increases provided in the attached wage scales will be automatic unless the wage scales specifically state otherwise.

**2.04 Effective Date for Progression Increases.**

The effective date for progression increases will be the beginning of the payroll period nearest the anniversary date of the employee's wage experience date.

**2.05 Flexible Starting Rates.**

It is agreed that the starting rate specified for any of the wage scales listed in Appendix B for any location may be increased when the Company determines that the employment situation warrants such action in accordance with the following:

- A. In the event that such action is taken, the progression steps on the wage scale or scales affected at such location or locations will be revised in accordance with the following procedure unless otherwise agreed between the Company and the Union:
  1. Establish the new starting rate which will be an increase of not less than \$3.00 per week.
  2. Establish new progression steps in multiples of fifty cents, but not less than \$1.00, to meld the increased starting rate into the existing wage scale.
  3. The new progression steps will be established at intervals of not less than three months nor more than twelve months.
- B. On the date the new starting rate is placed in effect, the Company agrees to adjust the wage rates of all employees on the payroll as of that date to the new rates established in accordance with their wage experience.
- C. At any time after the above action has been taken, the Company may reinstate the wage rates provided in the related wage scale or scales listed in Appendix B. However, if this is done no employee on the payroll at that time will have his/her wage rate reduced because of this action.
- D. The Company will notify the Union in all instances where changes in starting rates are to be made. The Union will have the right within thirty (30) days from receipt of notice by the Company to conduct negotiations concerning such changes.

**2.06 Promotional Increases.**

Employees promoted from one job to another within the bargaining unit will be accorded the following pay treatment:

- A. When an employee is promoted from a weekly rated job to another weekly rated job, he/she will be paid at their existing wage experience level.
- B. If an employee's rate in the lower title exceeds the indicated rate for the new higher title, such rate will not be reduced; and thereafter, the employee will progress on the new scale.

**2.07 Transfers without Change in Wage Scale to Locations Having Lower Wage Zones.**

A. When an employee who has worked currently and continuously for a period of six months or more in a location or locations having a higher wage zone is transferred in the same wage scale to a location having a lower wage zone, his/her rate of pay will not be reduced if it is not above the maximum rate for the job at the new location.

- 1. If his/her rate is not above the maximum at the new location he/she will continue at such rate until his/her wage length of service entitles him/her to an increase on the wage scale in effect at the new location.
- 2. If his/her rate is above the maximum at the new location, his/her rate will be reduced to that maximum.

B. When an employee who has not worked currently and continuously for a period of six months or more in a location or locations having a higher wage zone is transferred in the same wage scale to a location having a lower wage zone, his/her rate of pay will be adjusted at the time of transfer to the rate applicable to his/her wage experience credit on his/her wage scale for the lower zone.

C. Paragraphs "A" and "B" above do not apply to transfers from other BellSouth Companies. (See 2.02B4 for details on how to determine wage rates and wage experience credit for employees transferring from other BellSouth Companies.)

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**2.08 Transfers without Change in Wage Scale to Locations Having Higher Wage Zones.**

When an employee is transferred in the same wage scale to a location having a higher wage zone at the time of transfer his/her rate of pay will be adjusted to the rate applicable to his/her wage length of service on his/her wage scale for the higher zone. Thereafter, he/she will follow the scale at the new location.

**ARTICLE 3****SCHEDULING AND ALTERNATIVE WORK ARRANGEMENTS****3.01 Work Schedules.**

- A. Work schedules for all employees will be posted officially by 11:00 A.M. on each Thursday to show for each such employee his/her scheduled or assigned tours for the next two calendar weeks.
- B. Work schedules will stipulate the starting and ending time of such tours, together with the starting and ending time of each session. Intervals between sessions will not be shifted, at the instance of the Company, except as necessary to meet needs of the business.
  - 1. Lunch or meal periods between sessions which are shifted by the Company will not be considered as a shift of tours under 3.02G.
  - 2. "B" above does not require the posting of starting and ending time of sessions for those tours that have no meal period.
- C. Where employees work common hours as a group, a statement which meets the requirements of 3.01B may be posted for the group as such.
- D. At locations where no management person is assigned to supervise the employee involved, a letter to such employee which meets the requirements of 3.01B may be addressed to him/her advising that until further notice he/she is to work