

BC Sawmill Rate Determination Program Rate Revision Application Form

Instructions for Completing This Request for Rate Revision

Management and/or the Union must complete both this Application Form and the accompanying Benchmark Comparison Study Sheet at the plant level. When completed, forward copies of the document set to the USW D3 office in Burnaby and FIR office in Vancouver for processing.

These two (2) documents are represent a document set and applications submitted with single documents will be deemed incomplete and rejected. Be sure there are a Rate Revision Application Form and a Benchmark Comparison Study Sheet for each application for rate revision.

All applications must be based on a comparable benchmark category. Be sure the comparable benchmark category on this form and the Benchmark Comparison Study Sheet are the same.

Applicable Benchmark Category:

Security and Fire Prevention Officer

Job Information	Application Date:		
Company and Division:			
Job Title:			
Job Rate: \$	per/hour	Group:	Is this a New Job? <i>(circle one)</i> Yes No

Reason for this Application

Application Authorization	
For the Local Union:	For Local Management:
_____	_____
Name: _____	Name: _____

Next... complete the Benchmark Comparison Study Sheet

BC Sawmill Rate Determination Program Rate Revision Application - Benchmark Comparison Study Sheet

BENCHMARK NAME: **Security and Fire Prevention Officer**

GRADE: **5**

Examine the benchmark description on the left to determine how the job being submitted is different. Cross off any benchmark duties on the left hand side that are no longer performed. Add any duties that are missing from the benchmark description on the right hand side in the corresponding areas provided below.

1. Make And Model Of Any Equipment Operated As Part Of This Job Function

Fire Truck
Patrol Wagons
Auxiliary Fire Pump
Pollution Truck
Standard key-punch type

1. Make And Model Of Any Additional Equipment Operated

2. Responsibility For This Equipment As Part Of The Job Function

Changes clock disk daily.

2. Responsibility For This Additional Equipment As Part Of The Job Function

3. Summary Of Duties Which Are Part Of The Job Function

Patrols areas in and around operations by use of patrol wagons and walking to protect buildings and installations against theft, fire or water damage.
Each route patrolled has various key stations, at which a clock is punched regularly.
Checks all sprinklers and standpipes in each area at least once per shift.
May communicate with Dispatcher or Fire Marshall by radio.
Responds to all emergencies and escorts emergency equipment to the area.
May open and shut plant gates at shift changes.
May be responsible for investigating security irregularities. Must assess which authorities, if any, must be contacted to deal with specific problem at hand.
Checks all fire prevention equipment on a regular basis; makes necessary tests and repairs to hoses, checks valves on underground water route, maintains and replaces extinguishers.
Prepares daily reports.
Advises maintenance of required repairs.

3. Summary Of Additional Duties Which Are Part Of The Job Function

4. Other Pertinent Information To The Job Function

Notifies maintenance in case of actual or potential malfunction.

4. Other Additional Pertinent Information To The Job Function