The following constitutes an official action of the National Maintenance Agreements Policy Committee, Inc.:

Bulletin No. XV – 14 * National Maintenance Agreement

Subject: Article XV – Work Hours Per Day

**Determining the FIRST Shift in Multiple Shift Operations**

The following should be used as a guide when multiple shift operations are required, and the first (1st) established shift starts at times different than shifts outlined in Article XV, Section 1 of the National Maintenance Agreements.

**Conclusion**

In multiple shift operations (two (2) or three (3) shifts) the first (1st) shift will be the shift having the majority of straight-time hours within the normal work day schedule (8:00 AM – 4:30 PM).

In those unusual situations, where the equal amount of straight-time hours are split between two (2) shifts, then the first (1st) shift shall be determined by the shift with a starting time closest to the regular starting time (8:00 AM) outlined in Article XV, Section 2 of the National Maintenance Agreements.

**EXAMPLE:**

Two (2) shift operation, twelve (12) hour shifts.

- Shift start, one (1) shift – 12:30 PM (1st Shift)
- Shift start, other shift – 1:00 AM (2nd Shift)

The shift with the 12:30 PM starting time will establish the first (1st) shift, because the starting time is closest to the regular starting time of 8:00 AM, as outlined in Article XV, Section 1 of the National Maintenance Agreements.

Stephen R. Lindauer
Impartial Secretary/CEO
June 17, 2011

**APPROVED**

Re: NMAPC Meeting of 6-17-11
NMAPC Meeting of 8-30-90