

# NATIONAL MAINTENANCE AGREEMENTS POLICY COMMITTEE, INC.

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Impartial Secretary/CEO  
Stephen R. Lindauer

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

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Bulletin No. XV – 21 \* National Maintenance Agreement

Subject: Article XV – Work Hours Per Day

## **Extended or Short Term Plant Shut Downs**

The Committee was requested to provide clarification regarding the planned shutdown of plants/facilities at the direction of Owners. Inquiries involved extended facility shutdowns of three (3) days, or more (i.e., one (1) to two (2) weeks) and short-term shutdowns involving one (1) to two (2) days. In keeping with consistent past practice when such circumstances arise involving work being performed under the National Maintenance Agreements, this office has provided the following guidance:

### **Conclusion**

Extended Plant Shutdowns (Three (3) Days, or More) - Under these circumstances in which no work orders will be issued during these extended periods, it is required that National Maintenance Agreements (NMA) Employers offer their employees working on such jobs a voluntary layoff, leaving it up to the individual employees to choose whether or not they desire to take such a layoff. The Employer is encouraged to contact the affected business manager/agent regarding action taken. Further, it is recommended that employees sign-off in writing.

Short-Term Facilities Shutdowns (One (1) to Two (2) Days) - Under these circumstances during which time no work orders will be issued by the plants we have advised that, consistent with the NMAPC policy of recognizing the ability of plant Owners to shut down their entire facility (see NMAPC Bulletin No. XV – 18), NMA Employers should provide ample and timely notification to the local unions that no work orders will be issued by the Owner on these days and no work will be available. However, NMA Employers are further advised that they are required to compensate their designated general foreman/foreman or top hourly craft supervisor for eight (8) straight hours on these days in accordance with Article XIII - Supervision and NMAPC Bulletin No. XIII – 1.

Stephen R. Lindauer  
Impartial Secretary/CEO



June 17, 2011

APPROVED

Re: NMAPC Meeting of 6-17-11  
NMAPC Meeting of 8-25-10