



Reporting Allowance & Job Cancellations

Gentlemen, we would like to define what needs to happen when a job cancellation occurs. If the weather is a factor or the job site for any reason is not ready for us, you will notify the Project Scheduler immediately and remain on-site until further notice. The Project Scheduler will notify the Operations Manager and/or Supervisor within a reasonable amount of time. The management team will make any necessary considerations to address the cancellation and communicate their decision to the field workers.

We are informing you to stay on-site for the full 2 hours or 4 hours (Erection) or until further notice as outlined in the Collective Agreement. During this time, Management may decide to redirect the crew to another site or return to Solar Erector's Warehouse to complete the 2 hours of work within our shop. Any applicable travel will be paid for that day as per the Collective Agreement should the jobsite you reported be within the applicable zones. Please note to receive full travel, you must provide 2 hours of service separate from your travelling time.

We would like to remind everyone that Solar Erectors has several tasks that can be completed within our warehouse if needed. The tasks include, cleaning the warehouse, organizing and cleaning the trucks, organizing the finishing bay and several other meaningful jobs. We kindly appreciate your cooperation with this matter and we hope that this letter gives more clarity of our expectations.

Management.