

NATIONAL JOINT COUNCIL
FOR THE
ENGINEERING CONSTRUCTION INDUSTRY

NUCLEAR SUPPLEMENTARY PROJECT AGREEMENT
MODEL STRUCTURE

MODEL NUCLEAR SPA STRUCTURE

SECTION 1 TITLE

- Project title, overview and objectives

SECTION 2 SIGNATORY CONTRACTORS

- Signatory Employers' Association membership requirements
- Commitment of current and future in-scope project contractors to the NAECI and SPA

SECTION 3 SIGNATORY TRADE UNIONS

- Signatory Trades Union membership requirements
- Promotion to all employers the importance of NECC accredited senior shop stewards.
- Contractors' encouragement of employees covered by this SPA to be members, in good standing, of a signatory trade union.

SECTION 4 TERMS AND CONDITIONS OF EMPLOYMENT

- Statement that the NAECI and the SPA shall form the principal constituent part of the terms and conditions of employment of the hourly paid employees of the contractors in scope of this Agreement
- Statement that all employees are engaged on the basis that the entire provisions of the NAECI and the SPA are accepted as a constituent part of each individual's Contract of Employment

SECTION 5 STATUS, IMPLEMENTATION AND DURATION OF AGREEMENT

- Statement that acceptance of the provisions of the NAECI and this SPA will constitute the entire collective agreement between the parties
- Statement that the SPA was negotiated by the parties listed in Sections 2 and 3 of this SPA and was submitted to the National Joint Council (NJC) for approval
- Date of NJC approval and implementation
- Requirement that any proposed amendment to the SPA must be agreed by the Project Joint Council (PJC), and approved by the NJC
- Reference to NAECI precedence where SPA is silent

SECTION 6 SCOPE & INTERFACE

- Definition of in-scope activities
- List of out of scope activities
- Enablers and requirements for integration / interface with Civil sector works

SECTION 7 THE PROJECT JOINT COUNCIL

- Establishment and title
- Membership, including Client attendee and role if exercised
- Chairmanship
- Objectives
- Functions & Duties
- Meeting frequency

SECTION 8 SITE REPORT BACK ARRANGEMENTS

- Post-PJC meeting report back arrangements (To be decided at PJC)
- Amendment of SPA report back arrangements

SECTION 9 OVERARCHING SITE FORUM

- Arrangements for participating in any overarching All Sector Site Forum which will be separate from and without authority over the PJC

SECTION 10 SKILLS TRAINING & ACE

- Statement of commitment to TecSkills, Apprentice training, NAECI shop stewards and supervisor training and ACE
- Long-term, project specific training strategy and trainee co-ordination details

SECTION 11 INDUCTION TRAINING

- NAECI emphasis, SPA details, IBA criteria, project and welfare logistics
- Inclusion in the Induction process NECC Senior Stewards from both Signatory Trade Unions to promote Trade Union membership.
- Nuclear specific details including:
 - o Significant nuclear project SPA / traditional SPA differences
 - o Nuclear project specific security, parking, transport and accommodation arrangements
- "Making Your Sympathy Count" DVD

SECTION 12 INCENTIVE BONUS ARRANGEMENTS

- Detail of locally agreed and NJC approved NAECI IBA arrangements and / or;
- Detail of NJC agreed nuclear project specific IBAs or other payments given dispensation by the NJC

SECTION 13 PRODUCTIVE UTILISATION OF WORKING HOURS

- Statement of commitment to the achievement of maximum productivity and specific requirements
- Reference to specific obligations / requirements for any new NJC approved nuclear project specific working patterns

SECTION 14 WORKING HOURS

SECTION 15 OVERTIME

SECTION 16 SHIFT WORKING

- Detail of locally agreed NAECI working patterns, overtime and shift working
- Detail of alternative locally agreed and NJC approved nuclear project specific working and break arrangements

SECTION 17 TRAVEL & ACCOMMODATION

- Radius allowance and accommodation allowance details
- Detail of agreed project specific travel and collective accommodation provision arrangements

SECTION 18 AUDIT OF PERFORMANCE AND PAY LEVELS

- Identification of Project Independent Auditor
- Requirements of audit and contractor compliance
- Additional auditing provision for a nuclear specific project where required and agreed

SECTION 19 POLICY FOR WORK IN INCLEMENT WEATHER

- Statement of inclement weather project policy in line with NAECI 8.3

SECTION 20 PROTECTIVE CLOTHING AND EQUIPMENT

- Reference to appropriate NAECI provisions
- Nuclear project specific provisions / arrangements

SECTION 21 HOLIDAYS & SICKNESS

- Entitlement to and arrangements for holidays in accordance with NAECI 10
- Sickness, Accident and Life Insurance arrangements & Sickness absence

SECTION 22 PAYMENT OF WAGES

- Statement of payment of wages policy in line with NAECI 6

SECTION 23 SAFETY

- Safety related conditions of employment and PPE arrangements
- Policy details: Smoking, electronic equipment etc
- Separate nuclear project / Site specific safety requirements

SECTION 24 DRUGS & ALCOHOL POLICY

- Project Drugs and Alcohol Policy details
- Separate nuclear project / Site specific requirements

SECTION 25 GRIEVANCE PROCEDURE, DISCIPLINE, DISMISSAL AND APPEALS

- Company Grievance procedures.
- NAECI Arbitration and Adjudication procedural routes and normal working
- Nuclear project specific "fast track" Procedural Routes:
 - o Quick response Stage 3 Panel (2 & 2) – administered by the NJC ROM with pre-identified members from outside of the Project / other PJs. Held onsite or at the NJC Office.
 - Or
 - o Any alternative quick response Procedural mechanism that may be considered and approved by the NJC
- NJC Facilitation provided by the ROM, where agreed, before or at any point during the Procedural route

SECTION 26 SITE SECURITY

- Nuclear specific project / site security requirements

SECTION 27 PROCEDURE IN THE EVENT OF THE DEATH OF AN EMPLOYEE

- NAECI provisions (including reference to additional NAECI Conditional Death Benefit)

SECTION 28 RECRUITMENT OF LABOUR

- Project policy in line with SPA and NAECI Procedures

SECTION 29 REDUNDANCY

- Project policy in line with NAECI 16

APPENDIX A SIGNATORIES

B EMPLOYEE ACCEPTANCE