

The Forestry Commission Industrial and Trade Council was set up in September, 1944 and one of its objects under Clause 2 of the Objects and Constitution reads as follows:-

Consideration of any proposal made by either side of the Council in respect of wages and working conditions of forest workers in the employment of the Commission, provided, however, that if there is failure to agree on any matter raising issues of a general character as affecting other Government Departments and thus coming within the purview of a Trade Joint Council for Government Industrial Establishments, or the Joint Co-ordinating Committee for Government Industrial Establishments, it shall be open to either side to raise the matter on such Council or Committee. If, however, the matter does not raise issues of a general character and both sides consent to arbitration it shall be referred to the Industrial Court.

In pursuance of this Object, the two sides of the Council have agreed upon the wages and conditions of service of workers employed by the Forestry Commission as set out in this Agreement.

The Agreement is issued free to all industrial employees at present in the service of the Forestry Commission and to all new entrants.

The Trade Unions who are represented on the Council and are parties to this Agreement are as follows:-

National Union of Agricultural and Allied Workers;

National Union of General and Municipal Workers;

Transport and General Workers Union.

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Forestry Commission
Industrial and Trade Council
Agreement
On Wages and Conditions of Service of Forest
Workers in the Forestry Commission

1.

Hours of Work

- (a) The working week shall be one of 40 hours exclusive of meal-times and overtime.
- (b) Normal working days (i.e. Monday to Friday) will be of 8 hours' duration.
- (c) Times for reporting for work at the start of each day will be mutually arranged locally (normally at forest level) to ensure that as far as possible the maximum amount of daylight working time is available each day in each locality. Local negotiations to implement these arrangements should be opened in good time to ensure completion by 15th September each year. The schedule of starting times so negotiated will take effect from the first Monday in October each year and will cover the ensuing 12 months. If a starting time for any period during the ensuing 12 months cannot be agreed by 15th September, a starting time of 8.30 a.m. (British Standard Time) shall apply during such period.
- (d) Commencing points of duty will also be mutually arranged in each locality, any disagreement being dealt with as provided under the section on local negotiating machinery (paragraph 22).

- (a) Basic Wage - The minimum weekly wages of male and female adult forest workers and of juvenile workers shall be those agreed from time to time in accordance with the procedure laid down in Clause 2 of the Objects and Constitution of the Council. The current rates of pay are given in the Appendix.

Forest Workers - new employees, men and women, who are being trained to reach the standard required of Skilled Forest Workers or, exceptionally, unskilled employees who are unable to attain the skill required for grading as Skilled Forest Workers and who are employed generally on unskilled work.

- (b) Leads - the undermentioned grades shall be paid amounts - "leads" - above the minimum forest worker rates determined in accordance with the procedure laid down in Clause 2 of the Objects and Constitution of the Council. The current amounts are set out in the Appendix.

Skilled Forest Workers - reliable men or women who have satisfied their Forester that they are able to carry out in a proficient manner and with a minimum of supervision the forest and/or nursery operations required of them.

Gangers - men of all-round ability who are in charge of a working gang and are responsible to the Forester.

Leading Gangers - men whose services and experience fit them to carry out duties which require a greater degree of initiative and responsibility than normally demanded of a Ganger and who are, exceptionally, appointed as Leading Gangers to take charge of a working gang in circumstances where a minimum of supervision by the Forester is likely to be provided.

Rangers - men employed in forest protection (wildlife control and conservation).

Tractor Drivers (Wheeled Tractors) - men wholly or mainly employed on driving wheeled and other agricultural type tractors.

Lorry Drivers

Horsemen

Handymen

Timekeepers - who give clerical assistance to Engineer Officers and Clerks of Works.

Forest Clerks - who give clerical assistance to Foresters.

- (c) When work in his grade is temporarily not available to an employee in one of the above grades through no fault of his own he will continue to receive his normal rate of pay for a period not exceeding six weeks, provided that he makes himself available to undertake any other work which he can reasonably be expected to perform. Thereafter, subject to the redundancy agreement, he will be offered employment in another grade.

- (a) Employees may be required to work overtime i.e. time in excess of their agreed daily working hours (paragraph 1), or to work on a Saturday or Sunday or paid public or privilege holiday.
- (b) Except for work done on a paid public holiday or a privilege holiday (for which see sub-paragraphs 3(c) and (d)), overtime will be calculated on a daily basis as follows:-

Monday to Friday	First two hours at time-and-a-third; thereafter at time-and-a-half.
Saturday before 2.00 p.m.	First two hours at time-and-a-third; thereafter at time-and-a-half; guaranteed minimum payment for two hours.
Saturday after 2.00 p.m.	Time-and-a-half.
Sunday	Double time.

- (c) (1) Employees who are required to work on Good Friday or Christmas Day will be paid double time for all hours worked, in addition to holiday pay at plain time rate; those required to attend on a public holiday other than Good Friday or Christmas Day will be paid for all hours worked at the rate of time-and-a-half in addition to their holiday pay at plain time rate.
- (11) When Christmas Day or Boxing Day falls on a Saturday or Sunday and another day is granted as a holiday in lieu, work on the Saturday or the Sunday in question will be paid for at the normal Saturday or Sunday rate, no holiday pay in addition being due for either of these days. Payment for work done on the day granted as a holiday in lieu of a Christmas Day or a Boxing Day falling on a Sunday will be in accordance with paragraph (c)(1) above. For work done on the day granted as a holiday in lieu of a Christmas Day or a Boxing Day falling on a Saturday, however an employee will receive pay at plain time rate only for the hours actually worked in addition to his holiday pay at plain time rate.

- (iii) Employees who are called upon to work on privilege holidays, i.e. Thursday afternoon before Good Friday, the Queen's Birthday, and the 'additional' day, will be paid for hours worked at the rates appropriate to an ordinary working day and in addition will receive the normal holiday pay for the day.
- (iv) Where, as in Scotland, another day is completely substituted for a public or privilege holiday and the actual holiday is treated in every way as a normal working day, any work done on the substitute day will be paid for at the rate of pay normally applicable to the holiday, in addition to holiday pay at plain time rate.
- (d) Pieceworkers who are authorised to work overtime will be paid, in addition to their piecework earnings, the difference between the overtime rate and the plain time rate for the period of overtime. When the work is done on a paid public or privilege holiday they will also receive holiday pay at plain time rate.
- (e) Employees who undertake emergency fire duties at night will receive payment as follows:-
- (1) First Night - If an employee is required to stay on beyond his normal finishing time for the day, or is recalled after having finished work, in order to undertake emergency fire duties, he will be paid for the overtime hours worked up to 11 p.m. at ordinary overtime rates. For hours worked after 11 p.m. and before the normal starting time the next day, payment will be at double-time rate. If an employee is recalled for emergency fire duties (as opposed to staying on for such duties beyond his normal finishing time) he will receive a guaranteed minimum payment equivalent to the payment for a spell of three hours' duty reckoning from the time when he is called out. In the event of an employee being recalled for such duty more than once on the same night he will receive this guaranteed minimum payment for each recall and no account will be taken of overlaps in time arising as a result of subsequent recalls. If the emergency duty continues into the normal hours of the following day, payment for the hours worked after the normal starting time on that day will be at plain time rate. No payment will be made for any time lost the following day.

(ii) Shift Working, Subsequent Nights - Where the emergency continues through two nights or longer, necessitating a system of night shift working, payment for the second and subsequent nights will be at time-and-a-third for the equivalent of the normal hours of an ordinary full working day and at time-and-a-half for overtime hours where such longer hours are necessary. For all hours worked between midnight on a Saturday and midnight on Sunday, payment will be at double-time rate.

(f) Payment for fire protection duties outside normal working hours is dealt with in sub-paragraph 8(f).

- (a) Twelve and a half days annual leave will be allowed with pay at plain time rates on the basis of one day's leave for each completed month of service in the leave year with the addition of one-half day's leave after the completion of 6 months service in the leave year. The annual leave year is reckoned from the first day of November to the last day of October.
- (b) Every employee shall be required to take in one spell not less than one week of his paid annual leave or as much of it as together with any paid public or privilege holidays as in (e) below shall amount to one week of leave. Annual leave cannot be substituted for sick leave.
- (c) An employee will be permitted to anticipate the leave allowance due to the end of the leave year and also, where practicable, to anticipate during the last month of the leave year up to 5 days of the following year's leave entitlement. No payment will be made for leave not taken during the leave year but employees will be permitted to carry forward up to 5 days leave to the following leave year.
- (d) If an employee's services are terminated before the leave year expires and, as a result, he has exceeded his leave entitlement, he may be required within certain prescribed limits to refund the over-payment of leave pay. An employee whose services are terminated before he has taken all the paid annual leave due to him in accordance with (a) above may take the outstanding leave during the period of his notice.
- (e) In addition to annual leave, the following days will be granted as holidays with pay at plain time rate:-
 - (i) In England and Wales: Thursday afternoon before Good Friday; Good Friday; Easter Monday; Friday before or Tuesday after the Spring Holiday (subject to local agreement) for the Queen's Birthday; Spring Holiday; Autumn Holiday; Christmas Day; Boxing Day and one additional day (to be agreed locally);
 - (ii) In Scotland: January 1st and 2nd shall be observed instead of the Spring Holiday and Boxing Day, and other days may be substituted by mutual agreement for the remaining days mentioned in (i).
- (f) A worker who is absent without permission or reasonable cause during any period of the working day before, or any period of the working day following a paid holiday will forfeit any payment for that holiday; when two or more paid holidays run consecutively a worker absent without leave

- (i) on the day preceding the holidays will forfeit payment for the first day;
 - (ii) on the day following the holidays will forfeit payment for the last day;
 - (iii) on the day preceding and the day following the holidays will forfeit payment for the whole of the holidays.
- (g) A worker who is absent on unpaid special leave (i.e. with permission) will receive pay for a paid holiday falling within the period of such leave only if he was at work within the 10 days immediately preceding or the 10 days immediately following the holiday.
- (h) A worker who is absent on sick leave immediately before or immediately after a paid holiday will receive full pay for the holiday, but if he is on sick leave on both days the paid holiday will reckon as part of sick leave.

5.

Piecework

When piecework is desirable piecework rates and any subsequent changes in these rates shall be agreed locally. The piecework rate for any job shall be such that a Skilled Forest Worker is able to earn on piecework in the ordinary weekly hours not less than 30 per cent above his normal time rate for the period he is employed on piecework.

When pieceworkers are working as a group the method of sharing the group earnings shall be agreed by the group who shall notify the Forester of the agreement. Any disputes arising on piecework rates shall be dealt with as provided under the section on local negotiating machinery (paragraph 22).

6.

Time Lost on Account of Bad Weather

- (a) Workers who attend for work but are prevented from working on account of bad weather shall be paid at plain time rate for the time they are idle, except that pieceworkers will not receive payment for any idle period of less than two hours aggregated over a day. The decision as to whether the weather is such as to prevent work shall rest with the Forester. The operation of this rule will be subject to the right to appeal to a senior officer where it appears to have caused hardship.
- (b) In cases where workers normally use public or official transport for getting to work and, owing to weather conditions, that transport is not available, payment of wages shall be made at plain time rate, provided that the workers have presented themselves at the normal time and at the usual point of boarding the transport. This shall apply only where the usual transport is definitely not available. It shall not apply where it is merely delayed; such cases shall be dealt with having regard to the particular circumstances.

7.

Stoppages at Work

Where work comes to a standstill for reasons beyond the control of the worker, other than exceptionally inclement weather as referred to above, he shall be paid at plain time rate for time so lost. The stoppage shall be reported to the Forester with the minimum of delay.

8.

Extra Payments for Exceptional Work

- (a) Time workers working in water, for example in main wet drains and other abnormally wet drains, shall be paid 2d. per hour above plain time rates. The decision on whether a drain is abnormally wet will rest with the Forester.
- (b) Men working with liquid creosote or liquid tar shall be paid 2d. per hour above plain time rates, with a minimum payment as for four hours, except where this operation is already included in a piecework or bonus rate.
- (c) Workers who operate a "Motoblo" machine or similar motorised machine carried knapsack fashion on the shoulders on time work shall be paid 2d. per hour above plain time rates. Payment will be on a daily basis, i.e. the allowance will be paid for the whole of any day on which the machine is used. When piecework is in operation the rate fixed shall take account of the allowance.
- (d) Wheeled tractor drivers will receive the following hourly supplements to their plain time rate of pay whilst in charge of a wheeled tractor of 45 draw-bar horse power and above:
 - (1) 2d. per hour (or part of an hour) for tractors of 45 to 65 draw-bar horse power.
 - (11) 4½d. per hour (or part of an hour) for tractors of over 65 draw-bar horse power.

When piecework is in operation the rate fixed shall take account of these allowances as appropriate.

- (e) An employee who carries out fire tower watching duties will be paid 2/- per shift or turn of duty above his plain time rate of pay.
- (f) (The arrangements outlined in this sub-paragraph were introduced on a trial basis in 1967 and are subject to review).

Workers who perform fire protection duties outside normal working hours will be paid at the appropriate overtime rate for the period involved. Rotas will be drawn up by the Forester from amongst those who have volunteered for these duties and reasonable notice of a turn of duty will be given to those concerned. If a worker is unable to fulfil his turn of duty for any reason it will be his responsibility to find a suitable substitute and to inform the Forester accordingly. Notice of cancellation of fire duty due to be performed outside normal working hours will be given not later than noon of the preceding

working day otherwise the workers affected will be paid half the pay they would have received had the duty taken place. If the duty is terminated prematurely after it has begun the workers concerned will be paid not less than half of what they would have received had they completed the duty. When the fire protection duty involves "standing by" in the forest the men involved may be given light duties to do at the standby site. Workers who are called upon to fight an outbreak of fire during their period of fire protection duty will be paid for any emergency duty they have to perform beyond their expected finishing time in accordance with the provisions of sub-paragraph 3(e).

Special Leave with Pay

- (a) Employees may be allowed special leave with pay at plain time rate in certain circumstances, for example, on marriage, or for the purpose of public work, or for periods of training in the Reserve Forces, or for urgent domestic distress.
- (b) Special paid leave may be granted to an employee on marriage, five days if he is an established worker and three days if he is unestablished. For women, such special leave will be limited to those whose services it is intended to retain after marriage.
- (c) Special leave with pay may be granted up to 18 days in any leave year to an employee who is a local councillor, for the purpose of attending Council meetings, or to an employee who is a Justice of the Peace for attendance on the Bench. In cases where an employee serves as both a Justice of the Peace and a local councillor the total amount of special paid leave allowable in any leave year will be 24 days. Special leave with pay may also be allowed, within specified limits, in certain other cases where voluntary unpaid service is relied upon for the fulfilment of statutory functions where all the work cannot be carried out in leisure time. Employees who serve as jurors may be allowed special leave with pay for the period of such service.
- (d) Special leave with pay may also be granted to an employee who is called out during working hours to serve with any voluntary emergency rescue service e.g. Mountain Rescue Team, Search and Rescue Team, Coastal Life Saving Association provided recompense is not available from any other source.
- (e) An employee who is a volunteer member of an approved non-regular Force, for example, the Territorial and Army Volunteer Reserve, and has completed six months' Government service, may be allowed special leave with pay for the purpose of full-time annual training, subject to a limit of 15 days; leave required for training in excess of that period may be allowed without pay, or in whole or in part against the annual leave allowance. If he is a member of the Royal Naval Reserve, he may be granted special paid leave up to four working weeks in any year in which he does 28 days' naval training subject to a limit of eight working weeks in any period of five years.

- (f) Normally up to three days' special leave with pay may be allowed to an employee in the event of the death of a husband, wife, mother, father, son, daughter, brother or sister. The granting of a longer period will only be considered in exceptional circumstances.
- (g) In no case will more than five days' special paid leave be granted for bereavement or other urgent domestic distress.

Absences

- (a) An employee who is unable to attend for work must notify his Forester with the least possible delay of the reason for his absence. Absence due to sickness, even if the employee does not receive sick pay for it, must be covered by a medical certificate except in the circumstances described in sub-paragraph 11(b).
- (b) Applications for time off without pay, that is other than annual leave or special paid leave, will be sympathetically considered in cases of domestic distress or special hardship or for other good and genuine reasons. For example, established employees who occupy holdings may be allowed unpaid leave up to four weeks per annum to work their land. Such applications should be made in the first instance to the Forester.
- (c) Any employee who is habitually absent from work without leave will be liable to suspension or discharge; before action to discharge is taken, the employee's Trade Union representative will be given an opportunity to make representations.

Payment of Wages During Sickness

(Certain of the arrangements set out in this paragraph were introduced on a trial basis in 1968 and are subject to review)

- (a) Full-time employees (established and unestablished) may be granted sick leave with pay for limited periods of sick or injury absence in accordance with the Scheme of Paid Sick Leave for Government Industrial Employees. This scheme provides that an employee may receive full pay based on plain time rate, less any National Insurance Sickness benefit (including earnings related supplement), injury benefit etc. to which he may be entitled, subject to his having completed 26 weeks' reckonable service in Government employment (this qualifying period will be waived, however, in the case of an employee who is absent as a result of suffering an injury during the normal course of his employment). Paid sick leave is limited normally to a total of 13 weeks in any period of 12 months' reckonable service. After five years' reckonable service an employee who has exhausted his entitlement to sick leave on full pay may be granted a further period of up to 13 weeks on half pay. Sick leave (paid or unpaid) may not exceed a total of 52 weeks in any period of four years or less.
- (b) Medical certificates will not be required for sick absences not exceeding 3 days at any one time provided the employee does not draw National Insurance sickness benefit for such absences, but no more than 5 days of paid sick leave without a medical certificate will be allowed within any period of 12 months. A medical certificate will be necessary to qualify for pay during sick absences in excess of the above limits. Employees absent without a medical certificate on both a Friday and the following Monday will be regarded as having 2 days' uncertificated sick leave. Where an employee goes sick at any time during a day on which he has commenced work, that day will count as a normal day's attendance and not as uncertificated sick leave. But if an employee is sick during the morning and does not produce a medical certificate to cover the absence and reports for duty in the afternoon, the morning shall count as half a day's uncertificated sick leave.

If abuse of the concession of uncertificated sick leave is suspected the Commission has the right to require the production of a medical certificate.

- (c) Paid sick leave will not be allowed without a medical certificate in respect of any absence which includes the working days both immediately before and immediately after public and privilege holidays or in respect of any absence immediately following annual or special leave. (See also sub-paragraph 4(h)).
- (d) Part-time employees who work regularly for not less than 18 hours a week are included in the scheme if otherwise eligible. Their sick pay is calculated on the plain time rate for the hours they regularly work.
- (e) It is an important requirement of the scheme that an employee who falls sick and submits a medical certificate for the Forester's scrutiny shall enter on it details of dependent relatives.

Travelling and Subsistence

- (a) An employee's home forest shall be agreed locally but will normally be taken to be the Forest, Section or Beat in the charge of his Supervisor of Forester rank. An employee who is sent on detached duty away from his home forest shall be treated in accordance with the Code of Industrial Travelling Rules for Government Industrial Employees and if transferred to another station, the conditions of the Code of Transfer Rules shall apply.
- (b) Within the home forest each employee, on engagement, shall be given an official reporting point which may be the actual work site, or some other centre, as may be determined in consultation with the local Trade Union representative, and shall be clearly instructed as to the location of this reporting point, and as to the times of starting and finishing work daily. It is the employee's responsibility to get to and from this reporting point in his own time and at his own expense. If official transport is provided for part of the journey, the employee must get to and from the pick-up point in his own time and at his own expense, and the journey may be entirely or partly in the employee's time as may be determined by the Conservator. The provision of transport by the Commission at any time will not commit the Commission to continue to provide it, or to provide it at other times and in other places; but transport will not be withdrawn without prior consultation with the Trade Union representative and reasonable notice of withdrawal having been given.
- (c) An employee's reporting point may be varied, within the home forest, from time to time at the discretion of the Forester. If a second or subsequent reporting point is further from the employee's home (or usual place of lodging) than his first reporting point, travelling time will be allowed in respect of the additional distance each way, by the shortest practicable route, on the following basis:-

if the first reporting point was three miles or more from home, allowance will be made for the additional distance; if the first reporting point was less than three miles from home, allowance will be made only for that part of the journey which exceeds three miles.

The amount of any time allowed shall be based on the time taken by the employee's normal means of travel to each of the two reporting points. The travelling time allowance may be made at the discretion of the Forester by either (i) varying the times of starting and/or finishing, or (ii) payment of wages

for the additional time taken in travelling the longer distance. No travelling time allowance will be made for any part of a journey from home to reporting point which does not exceed three miles. If the additional time so qualifying for payment brings the total working hours to more than the conditioned hours, the excess hours will qualify for overtime payment.

- (d) When official transport is provided free of charge from a recognised pick-up point, or from the original reporting point to the new reporting point, no allowance will be paid to an employee in respect of travelling expenses (as distinct from travelling time). Similarly, no expenses will be paid when an employee walks to the new reporting point. Where, however, an employee uses public transport, or his own cycle or other vehicle, or travels under a private hire arrangement, he may be paid the excess fares or travelling expenses in respect of that part of the journey which is in excess of the journey to the original reporting point and in excess of three miles, at the following rates:-

By public transport	- actual extra fares or assessed fares within the limit of 4½d. per mile.
By own pedal cycle	- 2d. per mile
By own motor vehicle:	
(i) with engine capacity of 150 c.c. or less	- 2½d. per mile
(ii) with engine capacity of more than 150 c.c.	- 4½d. per mile
By private hire arrangement	- actual excess payment, subject to a limit of 4½d. per mile.

- (e) When an employee has been given prior authority to use his own motor vehicle for an official journey for which the use of a private motor vehicle is considered appropriate, a mileage allowance at the following rates may be paid:-

Motor vehicles with an engine capacity of

(i) 150 c.c. or less	- 2½d. per mile
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- (ii) 151 to 500 c.c. (including all motor cycles, motor scooters etc. of more than 150 c.c.) - 4½d. per mile
- (iii) 501 to 1000 c.c. - 8d. per mile
- (iv) 1001 c.c. to 1750 c.c. - 10½d. per mile
- (v) over 1750 c.c. - 11½d. per mile

Where the use of a private motor vehicle is not considered appropriate, authority may be given for the use of the employee's vehicle but at the rates given in sub-paragraph (d) above.

- (f) A passenger supplement to the rates set out in sub-paragraphs (d) and (e) of 1d. per passenger per mile may also be payable.
- (g) The payment of mileage allowances under sub-paragraphs (d) and (e) above is subject to strict insurance conditions details of which can be obtained from the Forester.
- (h) The rules contained in sub-paragraphs 12(a) - (g) will also apply to workers not normally working in a forest, for example, in a workshop which is not located in a forest, in which case the expressions "home forest" and "Forester" will be interpreted as meaning "official station" and "Supervisor" respectively.

13.

Cycle Allowances

A worker required to use his own cycle on duty shall be paid a mileage allowance on the scale shown below and for this purpose the Forester shall allocate a starting point from which the monthly mileage shall be measured. Such allowances shall be paid monthly in arrear.

<u>Mileage per month</u>	<u>Allowances</u>
Less than 100 miles	2d. per mile
100-150	17/- per month
151-200	20/- " "
201-250	22/- " "
251-300	24/- " "
Over 300	25/- " "

Establishment

Full-time adult employees are eligible for establishment, to the extent that the authorised complement of established posts permits. In order to qualify for nomination they must be over 21 years and under 60 years of age and have had at least three years' reckonable adult industrial service in a Government department. Only full-time service can count towards this qualifying period and normally it must be continuous; service which is broken through no fault of the employee may be counted subject to the Treasury's "broken service rules" as applied for gratuity purposes. Employees must also be British born or naturalised British subjects and of good health and character, and possess the knowledge and ability to perform the duties of the grade.

Only whole time workers may hold established posts but, exceptionally, those established employees who occupy holdings may be allowed special unpaid leave of up to four weeks per annum to work their land.

Established employees are liable to be transferred to work at any station in the Forestry Commission or in any government establishment in the United Kingdom or overseas.

- (a) An employee must be established (i.e. have been granted a certificate by the Civil Service Commissioners under the scheme of establishment referred to at paragraph 14) and have completed at least 10 years' reckonable service in order to be eligible for a pension and a single lump sum payment ("additional allowance"). Normally the minimum age at which a pension and additional allowance may be payable is 60, but there are special provisions for earlier payment to employees who are retired on grounds of ill-health. In cases of premature retirement through ill-health where the employee has less than 10 years' reckonable service a gratuity may be awarded.

An established employee who resigns voluntarily before his 50th birthday will forfeit all his superannuation benefits, but one who does so after reaching age 50 will (provided he has completed the minimum 10 years' reckonable service) be allowed to preserve any pension and additional allowance to which he has earned an entitlement up to the date of his resignation. Superannuation benefits preserved in this way will not normally be payable, however, until the employee's 60th birthday.

The pension is calculated at the rate of one-eightieth of the employee's average annual pay at plain time rates over the last 3 years for each completed year of reckonable service, subject to a maximum of forty eightieths by age 60 and forty-five eightieths by age 65. The pension will be subject to abatement in certain circumstances (see sub-paragraph 15(b)). The additional allowance is equal to three times the amount of the annual pension. If the employee has participated in the Widows' and Children's or Dependants' Pension Scheme the additional allowance will be reduced to cover outstanding contributions to the appropriate scheme.

The pension payable to the widow of an established employee who has participated in the Widows' and Children's Pension Scheme and has completed the minimum 10 years' reckonable service will be one third of that which has accrued to him at the date of his death (whether in service or after retirement) or £26 per annum, whichever is the greater. Subject to certain provisions, a pension may be granted under this Scheme in respect of the employee's children and under the Dependants' Pension Scheme to a nominated dependant of the employee.

If an established employee dies, after completing not less than 5 years' reckonable service, his legal personal representatives may be paid a death gratuity equal to his average annual pay at plain time rates over the last 3 years of service or to the amount of the additional allowance which he could have received had he retired on ill-health grounds at the date of death, whichever is the greater.

- (b) Employees whose reckonable service began on or after March 1st, 1948 will, as a general rule, have their pension reduced to take account of the National Insurance pension when they reach age 65 (men) and 60 (women) by the sum of £1 14s. Od. per annum for each year of reckonable service, subject to a maximum reduction of £67 15s. Od. per annum. The pension will be further reduced by the amount of any Graduated National Insurance Pension that an employee's temporary service before establishment might have earned him.
- (c) An unestablished employee who resigns or is retired after not less than 5 years' reckonable service may be eligible for the award of a gratuity. Service is reckonable from the age of 18 (service before that age counts as qualifying only).

The gratuity is calculated at the rate of one week's pay for each year of reckonable service up to 5 years, two weeks' pay for each of the next 5 years up to 10 years and four weeks pay for each year of reckonable service over 10 years, subject to a total of one year's pay.

If an unestablished employee dies after not less than 5 years' continuous service, his legal personal representatives may be paid the gratuity he could have received had he been retired on the date of death.

Subject to certain provisions, a gratuity may be paid to the legal personal representatives of an unestablished employee who dies after less than 5 years' service as a direct result of an injury or disease specifically attributable to the nature of his duty. The gratuity would be that payable to the employee if he had served continuously for 5 years.

- (a) The Redundancy Procedure as agreed by the Council details the action to be taken should it become necessary to reduce the number of workers at a Forest or Establishment at a rate which normal wastage (such as retirements and resignations) cannot absorb. The following is a summary of the main provisions:-

Unestablished workers will always be declared surplus to a Forest or Establishment's requirements before established workers and will generally be discharged in the following order:-

- (i) Workers of age 65 or over
- (ii) Female workers who are not Forestry Commission tenants
- (iii) Male workers who are not Forestry Commission tenants
- (iv) Female workers who are Forestry Commission tenants
- (v) Male workers who are Forestry Commission tenants

Within each of the above categories discharge will be by grades, commencing with the most junior, and within each grade, on the basis of length of service. The Procedure provides for the order of discharge to be varied, however, in favour of workers of special ability or experience whom it is essential to retain. Where redundancy is restricted to a certain class of workers (e.g. forest workers as opposed to road workers) within a Forest or Establishment, the Redundancy Procedure will normally be applied to that class alone.

Surplus established workers will be transferred to another Forest or Establishment in accordance with their liability under the Scheme of Establishment. Unreasonable refusal to accept a move will result in the termination of their services with the loss of pension rights, except in the case of those aged 50 and over with the requisite ten years' qualifying service whose pensions will be put into "cold storage" until they reach age 60.

The Redundancy Procedure provides for full consultation with the appropriate local Trade Union officials before any discharge or transfer action is taken.

- (b) An unestablished employee who is discharged on redundancy and who does not qualify for a gratuity may be awarded a payment on the broad analogy with the Redundancy Payments Act 1965, provided he satisfies the following conditions for eligibility:-

- (i) is between ages 18 and 65 (men) and 60 (women)
- (ii) has completed at least two years' service
- (iii) has worked 21 hours or more per week

The redundancy payment is calculated at the rate of a half week's pay for each complete year of employment between ages 18 and 21, one week's pay for each complete year of employment between ages 22 and 40 and one-and-a-half week's pay for each complete year of employment over age 41, subject to a maximum of 20 years' service. The rate of pay is based on the average earnings, including bonus or piecework rates, over a four-week period. This method of calculating the weekly rate of pay applies only to redundancy payments.

An unestablished employee who is discharged on redundancy and who is eligible for a gratuity may be awarded either a gratuity or a payment on the analogy of the Redundancy Payments Act, whichever is the greater.

17. Periods of Notice

- (a) An employee whose services are to be terminated will receive:

- (i) not less than one week's notice if he has served continuously for less than twenty-six weeks;
 - (ii) not less than two weeks' notice if he has served continuously for twenty-six weeks or more but less than two years.
 - (iii) not less than three weeks' notice if he has served continuously for two years or more but less than five years.
 - (iv) not less than five weeks' notice if he has served continuously for five years or more.
- These periods of notice will not apply if an employee is dismissed on disciplinary grounds.

- (b) An employee who wishes to terminate his employment is required to give not less than one week's notice if he has twenty-six weeks' continuous service, or more.

Disabled and Infirm Workers

The rates of pay given in the Appendix are for able-bodied workers. Any departure from the rates, e.g. where a worker is affected by physical injury or infirmity due to age, shall be discussed locally by the Trade Union representative and the Forester and the rate agreed by them shall be subject to confirmation by the Conservator.

Lorry Drivers

- (a) When work as a driver is temporarily not available to him through no fault of his own a regular lorry driver will continue to receive his normal rate of pay for a period not exceeding six weeks, provided that he makes himself available to undertake any other work which he can reasonably be expected to perform. Thereafter, subject to the redundancy agreement, he will be offered employment in another grade.
- (b) A forest worker who drives a lorry occasionally shall be paid at the appropriate "lorry drivers" rate for the whole of any week in which the driving amounts to 20 hours or more. When such work is less than 20 hours, payment of the "lorry drivers" rate will be made for the whole day or days on which driving is done and the forest worker concerned will be paid his normal forest worker rate for the remainder of the week.
- (c) Drivers are expected to give reasonable assistance in loading and unloading their vehicles. Drivers of vehicles equipped with Hiab Hoists will be paid the following plus rates for the whole of any day during which the Hiab Hoist is used:-
- (i) 1d. per hour for vehicles of up to and including 6 tons carrying capacity.
 - (ii) 2d. per hour for vehicles of over 6 tons carrying capacity.

Craftsmen

The rates to be paid to craftsmen shall be those operating under the relative Trade Agreement. They shall be applied to the working week prescribed for the particular industry, and hours necessarily worked in excess thereof shall be paid at the overtime rates for that industry. The conditions relating to the Guaranteed Week for the industry concerned shall also be applicable. Other conditions of service will be similar to those for forest workers; pay for holidays and sick absence will be calculated on the basis of the normal working week operating for the trade concerned.

- (a) Operators of heavy civil engineering plant, including drivers of crawler tractors and low loading vehicles, also mechanics and foreman mechanics engaged on the inspection and repair of such equipment, shall receive hourly rates of pay and overtime pay determined by reference, as appropriate, to the Working Rule Agreement of the Civil Engineering Construction Conciliation Board for Great Britain. Other conditions of service will be similar to those for forest workers.
- (b) When work as a driver or operator is temporarily not available to him through no fault of his own and for reasons other than inclement weather, e.g. repairs to a crawler tractor, a regular driver or operator will continue to receive his normal rate of pay for a period not exceeding six weeks provided that he makes himself available to undertake any other work which he can reasonably be expected to perform. Thereafter, subject to the redundancy agreement, he will be offered employment in another grade.

Local Negotiating Machinery

In the event of failure to agree at this level, the matter shall be referred for decision to the Establishment Officer, Forestry Commission Headquarters, or to the Forestry Commission Industrial and Trade Council.

Trade Union Forest Meetings

24.

Better Conditions

Forestry Commission Industrial and Trade Council

G. F. Taylor)
) - Joint Secretaries
R. N. Bottini)

Appendix

(a) Minimum Rates of Weekly Wages of Forest Workers as introduced with effect from 2nd February 1970:-

Male:	<u>Weekly Wage</u>		<u>Weekly Wage</u>	
	<u>England & Wales</u>		<u>Scotland</u>	
	s.	d.	s.	d.
Adults (age 20 and over)	269	6	269	6
Youths (based on a percentage of the adult rate as shown):				
Age 19 (85 per cent)	229	0	253	3
18 (75 per cent)	202	0	239	9
17 (65 per cent)	175	0	200	0
16 (55 per cent)	148	0	160	0
15 (45 per cent)	121	6	133	3

Female: (based on a percentage of the male adult rates, as shown)

Age 21 and over (80 per cent)	215	6	215	6
20 (75 per cent)	202	0	203	0
19 (72½ per cent)	195	6	195	6
18 (70 per cent)	188	6	188	6
17 (60 per cent)	161	6	172	0
16 (50 per cent)	135	0	160	0
15 (40 per cent)	108	0	133	3

(b) Amounts ("leads") above the minimum adult Forest Worker rate and weekly wage rates:-

	<u>Lead</u>		<u>Weekly Wage</u>	
	s.	d.	s.	d.
Grade 2 Forest Worker (male)	5	6	275	0
Grade 2 Forest Worker (female)	5	0	220	6
Skilled Forest Worker (male)	11	0	280	6
Skilled Forest Worker (female)	11	0	226	6
Ganger	27	0	296	6
Leading Ganger	32	0	301	6
Ranger				
To commence	5	6	275	0
Grade 2	11	0	280	6
Grade 1	21	0	290	6
Senior Ranger Grade 2	27	0	296	6
Senior Ranger Grade 1	32	0	301	6

	<u>Lead</u>		<u>Weekly Wage</u>	
	s.	d.	s.	d.
Tractor Driver (Wheeled Tractor)				
With less than six month's experience	7	0	276	6
With at least six months' experience	16	6	286	0
Horseman	11	6	281	0
Handyman	11	0	280	6
Camp Warden (on the new conditions - EM 753)	27	0	296	6
Timekeeper - Site	22	0	291	6
- District	27	0	296	6

Forest Clerks

Male:	<u>Age</u>	<u>Lead</u>		<u>Weekly Wage</u> <u>England & Wales</u>		<u>Weekly Wage</u> <u>Scotland</u>	
		s.	d.	s.	d.	s.	d.
	15	7	0	128	6	140	3
	16	7	0	155	0	167	0
	17	7	0	182	0	207	0
	18	8	6	210	6	248	3
	19	12	6	241	6	265	9
	20	15	6	285	0	285	0
	21 and over	17	0	286	6	286	6
	or	22	0 (after one year's adult service)	291	6	291	6

Female:							
	15	7	0	115	0	140	3
	16	7	0	142	0	167	0
	17	7	0	168	6	179	0
	18	8	6	197	0	197	0
	19	12	6	208	0	208	0
	20	15	6	217	6	218	6
	21 and over	17	0	232	6	232	6
	or	22	0	237	6	237	6

Lorry Drivers (excluding drivers of low loading vehicles)

	<u>Carrying capacity of vehicle</u>	<u>Weekly Wage</u>	
		s.	d.
(a)	Up to and including 5 tons	280	6
(b)	Over 5 tons and up to and including 10 tons	284	6
(c)	All vehicles of over 10 tons	288	6

(See paragraph 19(c) re lorry equipped with Hiab hoist)

- (c) Engineering Employees (See paragraph 21) - The minimum rate of pay of adult male general Civil Engineering Workers, as introduced with effect from 2 February 1970, is 7s. 6d. per hour. For those engineering workers in receipt of a "plus rate" the rates of pay introduced with effect from 6 July 1970 - are as follows:-

	<u>Plus rate</u>	<u>Hourly rate</u>	<u>Weekly wage</u>
	s. d.	s. d.	s. d.
<u>PLANT OPERATORS</u>			
Drivers or Operators of:-			
<u>Motor Graders</u>	1 8½	9 2½	368 4
<u>Heavy Crawler Tractors</u>			
Over 40 H.P. up to and including 85 H.P.	1 3½	8 9½	351 8
Over 85 H.P. up to and including 250 H.P.	1 8½	9 2½	368 4
Over 250 H.P.	2 0	9 6	380 0
<u>Tractors - Rubber Tyred</u>			
Up to and including 40 H.P. - with trailer	3½	7 9½	311 8
Over 40 H.P. - with trailer	6	8 0	320 0
<u>Excavators</u>			
Rated Bucket capacity up to and including ½ cu.yds.	9½	8 3½	311 8
Bucket capacity over ½ cu.yds and up to and including 1 cu.yds.	1 2½	8 8½	348 4
Bucket capacity over 1 cu.yds up to and including 2 cu.yds	1 7	9 1	363 4
<u>Front End Shovels</u>			
Up to and including 1 cu.yd. capacity	9½	8 3½	331 8
Over 1 cu.yd. capacity and up to and including 3 cu.yds.	1 3½	8 9½	351 8

	<u>Plus</u> <u>rate</u>	<u>Hourly</u> <u>rate</u>	<u>Weekly</u> <u>wage</u>
	s. d.	s. d.	s. d.
<u>Dumpers</u>			
Up to and including 1 cu.yd. struck capacity	3½	7 9½	311 8
Over 1 cu.yd. up to and includ- ing 5 cu.yds. struck capacity	8½	8 2½	328 4
Over 5 cu.yds. and up to and including 16 cu.yds.	1 3½	8 9½	351 8
<u>Cranes</u>			
Capacity up to and including 2 tons	10½	8 4½	335 0
Capacity over 2 tons and up to and including 6 tons	1 3½	8 9½	351 8
Capacity over 6 tons up to and including 20 tons.	1 7	9 1	363 4
<u>Road Rollers</u>			
Power Roller up to but not including 4 tons	7	8 1	323 4
Power Roller 4 tons and upwards	10½	8 4½	335 0
<u>Mixers</u>			
Mortar pan of mixer up to but not including 10/7 capacity	4½	7 10½	315 0
Mortar pan of mixer 10/7 and up to and including 21/14 capacity	8½	8 2½	328 4
<u>Stone Crushers</u>			
Capacity 24 x 15	1 0	8 6	340 0
Capacity 30 x 18	1 3½	8 9½	351 8
<u>Compressors</u>			
Diesel (portable) or Petrol Air compressor	6	8 0	320 0
<u>Power Driven Tools</u>			
Breakers, Percussive Drills	4½	7 10½	315 0

	Plus rate	Hourly rate	Weekly wage
	s. d.	s. d.	s. d.
<u>OTHERS</u>			
<u>Read Foreman</u>	2 2	9 8	386 8
<u>Low Loader Driver</u>			
Vehicle over 10 tons and up to and including 16 tons G.V.W.	1 0	8 6	340 0
Vehicle over 16 tons and up to and including 24 tons G.V.W.	1 2½	8 8½	348 4
Vehicle over 24 tons G.V.W.	1 3½	8 9½	351 8
<u>WATCHMAN</u> - On Civil Engineer- ing rates - 52/6 per shift, day or night			
<u>MECHANICAL STAFF</u>			
Mechanic Grade 3	1 6	9 0	360 0
" Grade 2	1 9½	9 3½	371 8
" Grade 1	2 1	9 7	383 4
" Inspector	2 7	10 1	403 4
Foreman Mechanic Grade 2	2 7	10 1	403 4
" " Grade 1	2 10	10 4	413 4
Mechanic's Mate	6	8 0	320 0
Trainee Maintenance Mechanic and Contractors' Plant Mechanics			
Age 16 years - ½ basic adult rate		3 9	150 0
" 17 " - ¾ " " "		5 7½	225 0
" 18 " and over " " "		7 6	300 0
<u>Plus</u>			
In first year of training		-	-
" second " " "		4½	15 0
" third " " "		10½	35 0
" fourth " " " (Contractors' Plant Mechanic's only)		1 2	46 8