## Eversource Contractor Tree Crew Work Schedule

The following schedule applies to all Eversource contractor tree crews. The purpose of this document is to clearly define the tree crews' normal hours of operation and daily work schedule. It is developed to standardize our crew expectations and enhance the efficiency of tree crew operations. The normal work hours are a 9-hour day from 7:00 AM to 4:30 PM.

**7:00 AM** **START TIME** - Arrive at parking location no later than 7:00 AM ready to start the day. Your promptness is important to the timely startup of the entire crew. Have your lunch, water, coffee, cigarettes, etc. before you arrive at the yard at 7:00 AM. Hi-vis safety vests must be worn at parking locations to increase your visibility to others. Obtain work instructions and conduct pre-trip equipment inspection. ROW crews may report directly to the job site as directed by contractor supervision and Eversource. Be sure to close gates behind you when leaving to avoid unauthorized access. Be cautious of driveways and wet roads to avoid ruts and damage that can lead to expensive repairs.

**7:15 AM** **LEAVE PARKING LOCATION** Go directly to your work location, taking the most direct/fastest route to the job site. Our goal is to be at the job site by 7:30 AM depending on the distance to your job site, earlier if possible.
**DO NOT STOP FOR COFFEE/ LUNCH/ WATER/ ETC.**

**10:00-l0:15 AM** **MORNING BREAK** (are to be taken at the work location)

**12:00-12:30 PM** **LUNCH BREAK** (normally taken at the work location)

**4:15 PM** **RETURN TO PARKING LOCATION –** Stay on the job site working and do not return to the yard until 4:15 PM. At the yard, perform all end of the day tasks so you are ready for tomorrow including, post trip equipment inspection, paperwork, general housekeeping of equipment, saw maintenance, pin truck if applicable, etc.

**4:30 PM** **WORKDAY ENDS –** Lock all gates when leaving.

Any deviations from the 7:00 AM to 4:30 PM normal workday must be communicated to contractor supervision and Eversource. An 8-hour workday is normally 7:00 AM to 3:30 PM; a 10-hour workday is normally 7:00 AM to 5:30PM.

Fuel vehicles and dump chips only when necessary and at the best time of the day to optimize the efficiency and production of your crew. This may depend on your parking, dumping and fueling locations. All equipment should be filled to minimize repeat fill-ups on multiple days. Do not leave the job site for coffee, lunch, water, cigarettes etc. or stop for these items when fueling or dumping chips. You are to bring these items to work with you.

Do not sit in your truck during inclement weather. If conditions become too unfavorable to work, you must contact your supervisor and return to the parking location to shut down your crew. Contractor supervision may discuss the possibility of make-up time with Eversource.

Any change to this work schedule must be communicated to and authorized by Eversource and tree contractor's supervision.

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