



# IATSE LOCAL 411

International Alliance of Theatrical Stage Employees, Moving Picture Technicians,  
Artists and Allied Crafts of the United States, its Territories and Canada

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## PRODUCTION COORDINATORS 2024 CONTRACT SUMMARY

### Budget Tiers and Rates Effective January 1, 2024 to December 31, 2024

#### Budget Tiers

Tier	Theatrical Motion Pictures (includes Feature Films)	Television Motion Pictures (includes M.O.W. & Direct-to-Video)	Mini Series Per 2-hour Episode	Television Series Per 1-hour Episode (includes Pilots)	Television Series Per 1/2-hour Episode (includes Pilots)	Serial and Strip Programs (1 hour)	Serial and Strip Programs (1/2 hour)	New Media (webisode/ podcasts/ interstitials, etc.)
A	\$12,923,350 and over	\$9,684,046 and over	\$7,759,655 and over	\$2,059,835 and over	\$1,241,545 and over	\$1,297,978 and over	\$648,989 and over	\$12,923,350 and over
B	\$12,923,349 - \$7,195,314	\$9,684,045 - \$7,263,034	\$7,759,654 - \$5,643,386	\$2,059,834 - \$1,622,473	\$1,241,544 - \$906,856	\$1,297,977 - \$1,142,241	\$648,988 - \$578,446	\$12,923,349 - \$7,195,314
C	\$7,195,313 - \$4,401,839	\$7,263,033 - \$4,035,020	\$5,643,385 - \$4,232,539	\$1,622,472 - \$1,142,783	\$906,855 - \$620,771	\$1,142,240 - \$818,290	\$578,445 - \$409,144	\$7,195,313 - \$4,401,839
D	\$4,401,838 - \$2,848,824	\$4,035,019 - \$2,848,824	\$4,232,538 - \$2,848,824	\$1,142,782 - \$733,638	\$620,770 - \$451,470	\$818,289 - \$324,492	\$409,143 - \$253,949	\$4,401,838 - \$2,848,824
E	\$2,848,823 - \$1,492,242	\$2,848,823 - \$1,492,242	\$2,848,823 - \$1,492,242	\$733,637 - \$305,233	\$451,469 - \$169,574	\$324,491 - \$257,751	\$253,948 - \$149,225	\$2,848,823 - \$1,492,242
F	Under \$1,492,242	Under \$1,492,242	Under \$1,492,242	Under \$305,233	Under \$169,574	Under \$257,751	Under \$149,225	Under \$1,492,242

#### MINIMUM WEEKLY RATES

	Tier A	Tier B	Tier C	Tier D	Tier E	Tier F
Production Coordinator	\$3,345.38	\$3,194.33	\$3,059.05	\$2,843.64	\$2,580.94	Negotiable
1 <sup>st</sup> Assistant Production Coordinator	\$2,515.27	\$2,448.29	\$2,379.98	\$2,242.10	\$2,035.86	Negotiable
2 <sup>nd</sup> Assistant Production Coordinator	\$1,779.12	\$1,716.46	\$1,602.55	\$1,524.17	\$1,373.76	Negotiable
Travel Coordinator	\$2,515.27	\$2,448.29	\$2,379.98	\$2,242.10	\$2,035.86	Negotiable
Script/Story Coordinator	\$2,176.41	\$2,097.59	\$2,018.79	\$1,895.32	\$1,712.74	Negotiable
Production Assistant	\$1,350.60	\$1,350.60	\$1,350.60	\$1,350.60	\$1,350.60	Negotiable

All rates listed are minimums.

Rates are based on a 12-hour day.

All rates are listed in Canadian dollars.

### MINIMUM DAILY RATES

	Tier A	Tier B	Tier C	Tier D	Tier E	Tier F
<b>Production Coordinator</b>	\$669.08	\$638.87	\$611.81	\$568.73	\$516.19	Negotiable
<b>1st Assistant Production Coordinator</b>	\$503.05	\$489.66	\$480.00	\$448.42	\$407.17	Negotiable
<b>2nd Assistant Production Coordinator</b>	\$355.82	\$343.29	\$320.51	\$304.83	\$274.75	Negotiable
<b>Travel Coordinator</b>	\$503.05	\$489.66	\$480.00	\$448.42	\$407.17	Negotiable
<b>Script/Story Coordinator</b>	\$435.28	\$419.52	\$403.76	\$379.06	\$342.55	Negotiable
<b>Production Assistant</b>	\$270.12	\$270.12	\$270.12	\$270.12	\$270.12	Negotiable

All rates listed are minimums.

Rates are based on a 12-hour day.

All rates are listed in Canadian dollars.

Rates for Other Coordinators are to be the same as the rate of 1st Assistant Production Coordinator. Other Coordinator Positions are positions for which Employees are hired to perform work that is otherwise regularly performed by employees holding the title of "Assistant Coordinator", including but not limited to work contemplated in Article 6(c) of this Agreement. Other Coordinator Positions include a Local 411 member hired in a category that includes but is not limited to Visual Effects Coordinator or a similar administrative position, for example in the Special Effects, Construction, Set Decoration or Transportation departments. Should the show require additional staff, Local 411 work may be further subdivided to other positions, in compliance with Articles 4 and 6.

## OTHER DETAILS

<b>Obligations</b> (Article 1)	The Company shall provide to the local for approval; a copy of the screen card which displays the Union's insignia in the production credits.
<b>Work Week</b> (Article 7)	Work week is seven days, the first five consecutive days being work days, the 6 <sup>th</sup> and 7 <sup>th</sup> being days off.
<b>Work Day</b> (Article 7)	Work day is up to 12 hours, inclusive of meals.
<b>Overtime</b> (Article 9)	Work after 12 hours at 2X one-sixtieth of the weekly contracted rate calculated in six (6) - minute increments Work after 14 hours at 3X one-sixtieth of the weekly contracted rate calculated in six (6) - minute increments
<b>6<sup>th</sup> Day</b> (Article 7)	1½ X one-fifth of the weekly contracted rate. All overtime is at 3X one-sixtieth of the weekly contracted rate.
<b>7<sup>th</sup> Day</b> (Article 7)	2 X one-fifth of the weekly contracted rate. All overtime is at 3X one-sixtieth of the weekly contracted rate.
<b>Hiatus</b> (Article 7)	Hiatus written notice required fourteen (14) calendar days prior to commencement of hiatus period. Failure to give such notice shall entitle Member to one (1) additional week salary. The three (3) statutory holidays at Christmas are not worked/not paid except where the Christmas break is ten (10) or fewer consecutive calendar days.
<b>Turnaround</b> (Article 8)	Turnaround is 10 hours. Encroachment is at 2 X one-sixtieth of the weekly contracted rate and is calculated in six (6) - minute increments.
<b>Holidays</b> (Article 12)	<b>Not Worked:</b> No deduction from weekly contracted rate. <b>Worked:</b> 1 ½ X one-sixtieth of the weekly contracted rate. If an Employee is required to work on a Statutory or Proclaimed Holiday (including travel) the employer shall comply with its obligations as it relates to holiday pay in the Ontario Employment Standards Act.  In the event that any of the Holidays fall on a scheduled day off, the next work day immediately following shall be deemed the day celebrated. This shall not apply to a Statutory Holiday that occurs within a hiatus period.  <b>Declaration</b> of a change to statutory holiday shall be made to the Employee and the union a minimum of fourteen (14) calendar days prior to the proposed date.
<b>Weekend Turnaround</b> (Article 8)	<b>On a 5 - day work week:</b> Fifty-four (54) consecutive hours. <b>On a 6 - day work week:</b> Thirty-four (34) consecutive hours. If there is a holiday, there shall be an additional 24 hours in the rest period.
<b>Upgrades</b> (Article 6)	If, at the direction of the Company, an Employee works for six (6) hours or more in a workday in a classification higher than the classification they were originally hired to fill, that Employee shall be paid the rate of the higher classification for the entirety of their workday. For clarity, when an Assistant Production Coordinator works the entirety of their workday in the absence of the Production Coordinator for any reason, the Assistant Production Coordinator shall automatically be upgraded to the Production Coordinator rate for that workday.
<b>Cancellation of Calls</b> (Article 17)	The Company may cancel daily calls for Employees up to 6:00pm (1800 hours) the day before the call. In the event that such a notice is not given, the Producer shall pay the employee one (1) day's pay at the basic rate.
<b>Meal Breaks</b> (Article 11)	No employee shall work longer than six consecutive hours without the Company providing a hot meal. If a meal is not provided the Company shall compensate the Employee twenty dollars (\$20.00) when the first meal period and thirty-five dollars (\$35.00) when the second meal period is due. This standard shall apply throughout prep, shoot and wrap periods.
<b>Penalties</b>	All penalties are calculated in six (6) – minute increments

<b>Discipline, Layoff and Dismissal</b> (Article 19)	All notices of layoff of Employees engaged on a weekly basis shall be given in writing by the sixth (6 <sup>th</sup> ) hour of the Employee's workday on the first (1st) day of the work week. Failure by the Company to give such notice of layoff shall entitle the Employee to one (1) additional week's salary in lieu thereof. The Company agrees to notify the Union in writing when a member has been given a verbal reprimand or warning. The notification shall specify the member involved and a description of the reason for the reprimand. The Company agrees to provide the Union with a copy of written reprimands and/or a written notice of discipline, which exceeds a written reprimand in severity, including dismissal.	
<b>Per Diem</b> (Article 16)	Seventy (\$70.00) per day plus hotel, calculated on the basis of: Breakfast - \$15.00, Lunch - \$20.00, Dinner - \$35.00	
<b>Layover Days</b> (Article 16)	When the unit is away from the Company's home base on distant locations requiring that the Employee layover away from their home base over the sixth (6th) or seventh (7th) day of the week, the Employee shall receive an additional one-fifth (1/5th) of their weekly contracted rate for each day away in addition to all per diem allowances.	
<b>Mileage</b> (Article 16)	For use of personal vehicles, employee shall be reimbursed at prevailing CAA or AAA rate.	
<b>Fringes &amp; Deductions</b> (Article 13)	<b>Vacation Pay:</b> PC PA <b>Health and Welfare:</b> PC PA <b>Retirement:</b> PC PA <b>Safety &amp; Training:</b> <b>Levy:</b> <b>Working Dues (Deduction):</b>	7% of total weekly wages (Tier A & B) 6% of total weekly wages (Tiers C to F) 4% of total weekly wages (All Tiers) 4% of total weekly wages (All Tiers) & \$9.00/day worked (All Tiers) 4% of total weekly wages (All Tiers) & \$2.00/day worked (All Tiers) 6% of total weekly wages & \$2.00/day worked (amounts matched by employee) (All Tiers) 5% of total weekly wages (amounts matched by employee) (All Tiers) \$1.00/day worked (All Tiers) 2% of total weekly wages (All Tiers) 1.75% of total weekly wages (All Tiers)
<b>Bond</b> (Article 13)	Equivalent of two (2) weeks payroll for all PC and PA engaged on the production or Corporate Guarantee from productions that are eligible.	
<b>T2200</b> (Article 15)	Producer will complete a T2200 form or equivalent for expenses incurred as a result of their engagement, if requested by the member while still actively engaged and while the production is still underway. The completed T2200 will be provided no later than the last payday	
<b>Term</b> (Article 31)	The Agreement shall come into effect January 1, 2024 and shall expire on December 31, 2024. The Agreement shall be applicable to all productions that open a production office in Ontario. All rates and additional payments of a newly ratified contract will be applicable to all productions, including those that carry over from one year into the next at any stage of production	
<b>Boundaries</b> (Article 10)	Winston Churchill Boulevard (Brampton Regional Road 19) to Bovaird Drive / Castlemore Road (Brampton Regional Road 107 / 10) to Highway 50 (Brampton Regional Road 50) to Major Mackenzie (York Region Regional Road 25) to Highway 30 (York Regional Road 30 / York-Durham Line) to Concession Road 7 to Lake Ridge Road (Durham Regional Road 23) to Lake Ontario and shall represent the area in which "in town" conditions will apply. The Union may set a zone outside the Greater Toronto Area based on a thirty-five kilometer (35 km) radius from the production office address, as determined on a production by production basis.	
<b>Travel Time</b> (Article 10)	Travel time to a location outside of the boundaries (excluding Kleinberg Studios) is considered as time worked and subject to provision of overtime and penalties.	
<b>Health and Safety</b> (Article 21)	The Producer will post a copy of the Production's Occupational Health and Safety Act compliant Violence and Harassment policy in the production office.	