



2017 PEPA Update Fact Sheet

The updated Policy for Employee Performance Accountability (PEPA) takes effect Feb. 1, 2017. The basic tenets and application of the policy remain the same. Primary updates include the following:

- The addition of Risk Reduction Education (RRE) as a non-disciplinary alternative to address certain rule violations and at-risk behaviors.
- The length of discipline-free service required for a reduced Level-S Review Period has been reduced from five years to three.
- The format of the policy has been changed to be consistent with other BNSF policies.

Risk-Reduction Education (RRE)

- PEPA now includes RRE, a collaborative alternative to discipline that encourages a substantive, non-punitive discussion about an incident to identify root causes and develop preventive measures.
- All BNSF union employees will have access to RRE.
 - For employees not covered by a collectively bargained agreement that provides for a non-punitive alternative to discipline, RRE eligibility is determined by the policy.
 - For employees who are covered by a collectively bargained agreement that provides for an alternative to discipline, eligibility will continue to be handled under the applicable agreement. Alternative handling plans will be applied through the RRE process.
- The policy outlines the process for RRE in Section IV. E. 3. To begin the process, the employee must request and complete an RRE acknowledgement no later than 48 hours prior to the initial scheduled date and time of the investigation. Once eligibility is confirmed, the supervisor will provide the employee an RRE packet that includes discussion questions to guide the discussion about root causes of the incident. The employee needs to complete that packet prior to the meeting with the supervisor. In that discussion, the supervisor and employee together create an action plan based on the information shared and ideas generated during the discussion.

Eligibility for a reduced review period

- The updated PEPA reduces the length of discipline-free service required for a shorter 12-month Level S Review Period. An employee now needs three consecutive years, instead of five consecutive years, of discipline-free service immediately before a Level S violation to qualify for a reduced 12-month review period. This new three-year requirement to qualify for a reduced Review Period will only apply to violations that occur after the effective date of the new policy.

Formatting changes

- The format of the policy has been changed to be consistent with other BNSF policies.
- The updated policy does not change the discipline progression for standard or serious violations, and the list of stand-alone dismissible violations has not been changed.

DANGER: "complete and RRE acknowledgement" is BNSF code for "admit fault and give up rights."