

**2004-2006
Health Services & Support
Facilities Subsector
Collective Agreement**

Between

**Association of Unions
(HEU, BCGEU, IUOE, CSWU,
IBEW, USWA, BCNU, UBCJA,
UAJAP&P, IUPAT)**

And

**Health Employers Association of
British Columbia**

10331 04

UNITED
EDUCATION

***Without Prejudice
Errors & Omissions
Excepted***

Subsequent to the ratification of the 2001-2004 Facilities Subsector Collective Agreement, the ***Health and Social Services Delivery Improvement Act (the “Act”)*** and the ***Health Sector Labour Adjustment Regulation (the “Regulation”)*** were enacted.

The ***Act*** was passed and became effective on January 28, 2002. The ***Regulation*** was enabled and became effective on March 1, 2002.

The ***Act*** and ***Regulation*** render certain provisions of this Collective Agreement void and provide for certain rights and obligations different from those set out in this Collective Agreement. Those provisions which are impacted by the ***Act*** and ***Regulation*** are identified by shading.

Identification of or non-identification of any provision in this Agreement with shading is without prejudice to any position that HEABC or the Facilities Bargaining Association may take in any forum regarding the impact of the ***Act*** and ***Regulation*** on this Agreement.

Table of Contents

	Page
ARTICLE 1 - PREAMBLE	1
1.01 Preamble	1
1.02 Variations	2
ARTICLE 2 - DEFINITIONS	2
2.01 Definition of Employee Status	2
2.02 Practical Nurse	3
2.03 Common-Law Spouse	3
2.04 Employer	3
ARTICLE 3 - GENERAL CONDITIONS	3
3.01 Effective and Terminating Dates	3
3.02 Labour Code	3
3.03 Future Legislation	4
3.04 Article Headings	4
ARTICLE 4 - NO DISCRIMINATION	4
4.01 No Discrimination	4
4.02 Harassment	4
4.03 Complaints Investigation	5
ARTICLE 5 - UNION RECOGNITION AND RIGHTS	5
5.01 Sole Bargaining Agency	5
5.02 Union Shop	5
5.03 Union Check Off	6
5.04 Induction	7
5.05 Shop Stewards	7
5.06 Badges and Insignia	8
5.07 Bulletin Boards	8
5.08 Legal Picket Lines	8
5.09 Union Advised of Changes	8
5.10 Notice of Union Representative Visits	8
5.11 Union/Management Committee	8
ARTICLE 6 - MANAGEMENT RIGHTS	9
6.01 Management Rights	9
6.02 Medical Examination, Vaccination and Inoculation	9
ARTICLE 7 - EMPLOYER PROPERTY	9
7.01 Return of Employer Property on Termination	9
7.02 Employer to Repair or Indemnify	9
7.03 Reimbursement of Legal Fees	9
7.04 Employer to Continuo to Supply Tools	9
7.05 Uniforms	10
7.05.01 Uniforms	10
7.05.02 Joint Committee on Uniforms	10
7.05.03 Uniform Allowance	10
ARTICLE 8 - UNION/MANAGEMENT COMMITTEE	10
8.01 Committee on Labour Relations	10
8.02 Union Committee	10
8.03 Union/Management Meetings	11
8.04 Committee Meetings	11

ARTICLE 9 -	GRIEVANCE PROCEDURE	11
9.01	Union Representation	11
9.02	Grievance Investigations	11
9.03	Right to Grieve Disciplinary Action	12
	9.03.01 Disciplinary Action Grievable	12
	9.03.02 Employee Notified of File Documentation	12
	9.03.03 Removal of Disciplinary Documents	12
	9.03.04 Introduction of Evidence at Hearing	12
9.04	Grievance Procedure	12
	9.04.01 Preamble	12
	9.04.02 Step One	13
	9.04.03 Step Two	13
	9.04.04 Step Three	13
	9.04.05 Canada Post	14
9.05	Policy Grievance	14
9.06	Dismissal/Suspension for Alleged Cause	14
9.07	Reinstatement of Employees	14
9.08	Technical Objections to Grievances	14
9.09	Industry Troubleshooter	14
	9.09.01 Issues Referred to Troubleshooter	14
	9.09.02 Roster	15
	9.09.03 Roles/Responsibilities of Troubleshooter	15
	9.09.04 Agreed to Statement of Facts	15
ARTICLE 10 -	EXPEDITED ARBITRATION	15
10.01	Roster	15
10.02	Expedited Arbitrations	16
	10.02.01 Issues for Expedited Arbitration	16
	10.02.02 Expedited Schedule	16
	10.02.03 Location of Hearing	16
	10.02.04 Process	16
	10.02.05 Agreed to Statement of Facts	16
	10.02.06 Procedure	16
	10.02.07 Mediation Assistance	17
	10.02.08 Issuance of Report	17
	10.02.09 Status of Report	17
	10.02.10 Fees	17
	10.02.11 Authority of Arbitrator	17
	10.02.12 Quarterly Review	17
ARTICLE 11 -	ARBITRATION	17
11.01	Composition of Board	17
11.02	Dismissal/Suspension	18
11.03	Authority of Arbitration Board	19
11.04	Time Limit for Decision of Arbitration Board	19
11.05	Employee Called as a Witness	19
11.06	Arbitration Board Hearings	20
11.07	Expenses of Arbitration Board	20
11.08	Reinstatement of Employees	20

ARTICLE 12 - EVALUATION REPORTS, PERSONNEL FILES	20
12.01 Evaluation Reports	20
12.02 Personnel File	21
ARTICLE 13 - PROBATIONARY PERIOD	21
ARTICLE 14 - PROMOTION, TRANSFER, DEMOTION, RELEASE	21
14.01 Selection Criteria	21
14.02 Qualifying Period	21
14.03 Temporary Promotion or Transfer	22
14.04 Relieving in Higher and Lower-Rated Positions	22
14.05 Promotions	23
14.06 Transfers	23
14.07 Demotions	23
14.08 Re-employment After Retirement	24
14.09 Re-employment After Voluntary Termination or Dismissal for Cause	24
14.10 Supervisory or Military Service	24
14.11 Seniority Dates	24
14.12 Portability	24
14.12.01 Probation	24
14.12.02 Portable Benefits	25
14.13 Previous Experience	25
14.14 More Favourable Rate or Condition	25
14.15 Part-Time Employees	25
14.15.01 Qualifying Period	25
14.15.02 Increment Progression	26
14.15.03 Seniority	26
ARTICLE 15 - JOB DESCRIPTIONS, NOTICE OF NEW AND CHANGED POSITIONS	26
ARTICLE 16 - JOB POSTINGS AND APPLICATIONS	26
16.01 Job Postings and Applications	26
16.02 Change to Start and Stop Times, Days Off and Department	27
16.03 Job Posting Process and Regional Postings	28
16.04 Placement Process	29
16.05 Special Project Vacancies	29
16.06 Applications from Absent Employees	30
16.07 Temporary Appointments	30
16.08 Notice to Union	30
16.09 Notice of Successful Applicant	30
16.10 Grievance Investigation	30
16.11 Float Positions	30
ARTICLE 17 - TECHNOLOGICAL, AUTOMATION AND OTHER CHANGES/EMPLOYMENT SECURITY AGREEMENT	31
17.01 Technological Change	31
17.01.01 Preamble	31
17.01.02 Employment Security	31

	17.01.03 Enhanced Consultation	31
17.02	Joint Health Care Reform/Labour Adjustment Committee	32
17.03	Job Training	32
17.04	Process - Reduction and Restructuring	32
17.05	Definition of Displacement	33
17.06	Bumping (<u>Effective June 1, 2004</u>)	33
17.07	Notice of Displacement	35
17.08	Layoff Notice	35
17.09	Employment Security	36
17.10	Interim Solutions	36
17.11	Transfers and Closures	36
17.12	Contracting Out	37
17.13	Labour Relations Code	37
ARTICLE 18 -	TERMINATION OF EMPLOYMENT	37
18.01	Employer's Notice of Termination	37
18.02	Employee's Notice of Termination	37
18.03	Employment Abandoned	38
ARTICLE 19 -	SCHEDULING PROVISIONS	38
19.01	Scheduling Provisions	38
19.02	Unusual Job Requirements of Short Duration	39
ARTICLE 20 -	HOURS OF WORK	39
20.01	Continuous Operation	39
20.02	Hours of Work	39
20.03	Rest and Meal Periods	41
20.04	Split Shifts	41
20.05	Part Time Employees	41
ARTICLE 21 -	OVERTIME	41
ARTICLE 22 -	SHIFT, WEEKEND AND TRADES QUALIFICATION PREMIUMS	43
ARTICLE 23 -	CALL BACK	44
ARTICLE 24 -	CALL-IN - STATUTORY REQUIREMENT	44
ARTICLE 25 -	ON-CALL DIFFERENTIAL	45
ARTICLE 26 -	TRANSPORTATION ALLOWANCE	45
ARTICLE 27 -	STATUTORY HOLIDAYS	45
27.01	Statutory Holidays	45
27.02	Super Stats	46
27.10	Part-Time Employees	47
ARTICLE 28 -	VACATIONS	47
28.01	Vacation Entitlement	47
28.02	Supplementary Vacations	48
28.03	Vacation Period	49
28.04	Splitting of Vacation Periods	49
28.05	Vacation Pay	50
28.06	Vacations Non-Accumulative	50
28.07	Vacation Entitlement Upon Dismissal	50
28.08	Reinstatement of Vacation Days Sick Leave	50
28.10	Part-Time Employees	51
ARTICLE 29 -	COMPASSIONATE LEAVE	51

ARTICLE 30 - SPECIAL LEAVE	51
30.02 Part-time Employees	52
ARTICLE 31 - SICK LEAVE, WCB, INJURY-ON-DUTY	53
31.12 Cash Pay-Out of Unused Sick Leave Credits	55
31.13 Other Claims	55
31.14 Part-Time Employees	55
ARTICLE 32 - EDUCATIONAL LEAVE	56
32.01 Employer Requested Leave	56
32.02 In-Service Education	56
32.03 Employee Requested Long Term Leave	56
32.04 Paid Education Leave	56
ARTICLE 33 - JURY DUTY	57
ARTICLE 34 - LEAVE - UNPAID	57
34.01 Unpaid Leave	57
34.02 Unpaid Leave - After Three Years	58
34.03 Unpaid Leave - Affecting Seniority and Benefits	58
34.04 Unpaid Leave - Union Business	58
34.05 Unpaid Leave - Public Office	59
ARTICLE 35 - MATERNITY AND PARENTAL LEAVE	59
35.01 Maternity Leave	59
35.02 Maternity Leave Allowance	60
35.03 Parental Leave	60
35.04 Parental Leave Allowance	61
35.05 Benefits Continuation	61
35.06 Deemed Resignation	62
35.07 Entitlements Upon Return to Work	62
35.08 Maternity and/or Parental Leave Allowance	62
ARTICLE 36 - ADOPTION LEAVE	63
ARTICLE 37 - OCCUPATIONAL HEALTH AND SAFETY	63
37.01 Occupational Health and Safety Committee	63
37.02 Aggressive Patients/Residents	65
37.03 Vaccination and Inoculation	65
37.04 Video Display Terminals	65
37.05 Transportation of Accident Victims	66
37.06 Working Alone or in Isolation	66
37.07 Employee Workload	66
ARTICLE 38 - HEALTH CARE PLANS	66
38.01 Medical Plan	66
38.02 Dental Plan	67
38.03 Extended Health Care Plan	67
ARTICLE 39 - LONG-TERM DISABILITY INSURANCE PLAN	67
ARTICLE 40 - GROUP LIFE INSURANCE	68
ARTICLE 41 - MUNICIPAL PENSION PLAN	68
41.01 Municipal Pension Plan	68
ARTICLE:42 - EMPLOYMENT INSURANCE COVERAGE	69
ARTICLE 43 - SEVERANCE ALLOWANCE	69
43.01 Employees Who Qualify Defined	69

43.02	Definition of Service Related to Calculation of Severance Allowance Monies	70
43.03	Calculation of Severance Allowance Monies	71
ARTICLE 44 - VOLUNTEERS	72
ARTICLE 45 - CHILD CARE	72
ARTICLE 46 - MORGUE SERVICE	72
ARTICLE 47 - PRINTING OF THE AGREEMENT	72
ARTICLE 48 - WAGE SCHEDULES, ATTACHMENTS AND ADDENDA.	73
48.03	Wage Schedule	73
48.04	General Wage <u>Adjustments</u>	73
48.05	Increments	73
48.06	Pay Days	73
48.07	Effective Date of Wages and Benefits	74
ARTICLE 49 - PAY EQUITY	75
	Principles	76
	General	76
	Interim Pay Equity Adjustments	77
	Job Value Comparison Plan	78
	Disputes Pay Equity Arbitrator	79
	Framework of Job Evaluation Factors	80
	Ongoing Pay Equity Implementation Review Process	80
ADDENDUM	81
	Group Life Insurance Plan	
ADDENDUM	82
	Long-term Disability Insurance Plans	
ADDENDUM	99
	Casual Employees	
ADDENDUM	106
	Maintenance Agreement and Classification Manual	
	Maintenance Agreement	106
	Classification Manual	113
ADDENDUM	120
	Report and Recommendations of Industrial Inquiry Commissioner	
	Introduction	121
	History of the Dispute	124
	An Overview of the Ever-Changing Health Care Environment	125
	Recommendations	130
	Schedule One to the Report and Recommendations of Industrial Inquiry	
	Commissioner V.L. Ready Dated May, 1996	146
	Employment Security and Labour Force Adjustment Agreement (ESLA)	146
	25 Clarifications	156
	Region	160

	When and to Whom is a Comparable Job Offer Issued?	161
	Generally Comparable	165
	Policy Dispute Resolution Process - Employment Security and Labour Force Adjustment Agreement	165
	Dispute Resolution Process	166
	Employment Security and Labour Force Adjustment Agreement - ESLA	166
	Section 8 - ESLA Job Sharing	167
	Memorandum of Understanding Re: Joint Health Care Reform Committees	170
	General	170
MEMORANDUM OF UNDERSTANDING		172
Re:	Report of the Royal Commission on Health Care and Costs - Education and Training of Employees	
LETTER OF INTENT		173
Re:	Workload and Safety in the Workplace	
ADDENDUM		175
	Return to Work Programs	
MEMORANDUM OF AGREEMENT		178
Re:	Return to Work Committee	
MEMORANDUM OF AGREEMENT		179
Re:	LTD Claimants Governed by Plans Other Than the Former HEU Master	
MEMORANDUM OF AGREEMENT ..		180
Re:	Employer Specific Variations and Attachments	
MEMORANDUM OF AGREEMENT		181
Re:	Direct Care Staff Positions/Upgrading	
LETTER OF INTENT		182
Re:	Improvement to LTD Benefits	
MEMORANDUM OF UNDERSTANDING ..		183
Re:	Apprenticeship Training in Health Care Committee	
MEMORANDUM OF UNDERSTANDING		185
Re:	Isolation Allowance	
MEMORANDUM OF UNDERSTANDING ..		186
Re:	Schedules with Work Days Greater than <u>7.5</u> Hours and Up To and Including 8 Hours per Day	
MEMORANDUM OF UNDERSTANDING		193
Re:	Manual Lifting	
MEMORANDUM OF UNDERSTANDING		194
Re:	Local Discussions Regarding Nursing Shortage Solutions	
MEMORANDUM OF UNDERSTANDING		195
Re:	Benefits During the LTD Waiting Period	
MEMORANDUM OF UNDERSTANDING		196
Re:	Standardization of Non-Monetary Provisions to New Certifications	

LETTER	197
Re: Termination of Health and Welfare Benefits	
LETTER OF UNDERSTANDING	198
Re: Contracting Out	
LETTER OF UNDERSTANDING	201
Re: Healthcare Labour Adjustment Agency Funding	
LETTER OF INTENT	203
Re: Classification - Benchmarks and Classification Benchmark Name Changes	
LETTER OF INTENT	204
Re: Clerical Benchmark Series	
ADDENDUM	205
Laundry Worker Benchmark Review	
LETTER OF UNDERSTANDING	206
Re: Programmer Analysts	
LETTER OF UNDERSTANDING	207
Re: Scheduling for Union Activity	
LETTER OF INTENT	208
Re: LTD Plan's Rehabilitation Provision	
ADDENDUM.	209
Health Care Occupational Health and Safety Agency	
LETTER	210
Re: Article 17.06 Bumping	
FACILITIES PARTY TO THE COLLECTIVE AGREEMENT	211
WAGE SCHEDULES • Schedule A - Benchmarks	222
WAGE SCHEDULES • Schedule B - Rate Levels	232
<u>Effective Date: April 1, 2004 – Includes Pay Equity Adjustments</u>	
WAGE SCHEDULES • Schedule B - Rate Levels	234
<u>Effective Date: May 1, 2004 – Includes Wage Reduction of Eleven Percent (11%)</u>	
WAGE SCHEDULES • Schedule B - Rate Levels	236
<u>Effective Date: First Pay Period between Sept. 30, 2004 and Oct. 13, 2004 – Includes Move to 37.5 Hour Work Week</u>	
SIGNATURES FOR THE ASSOCIATION OF UNIONS ..	238
SIGNATURES FOR THE EMPLOYER (HEABC)	240
APPENDIX #1	241
Information - Extended Health Care Plan	
APPENDIX #2	246
Information - Extended Health Care Dental Plan	
SUBJECT INDEX	250

MEMORANDUM OF AGREEMENT

BETWEEN:

HEALTH EMPLOYERS ASSOCIATION, an Employers' organization accredited by the Labour Relations Board of the Province of British Columbia authorized to bargain collectively and bind by Collective Agreement the Employers attached hereto which forms part of this Agreement and those members of the Health Employers Association added from time to time to this Agreement by the mutual consent of the Health Employers Association and the Association of Unions.

AND:

ASSOCIATION OF UNIONS, (Represented by the Hospital Employees' Union, British Columbia Government and Service Employees' Union, the International Union of Operating Engineers, the Construction and Specialized Workers' Union Local 1611, the International Brotherhood of Electrical Workers Local No. 230, the United Steelworkers of America Local 9705, the British Columbia Nurses' Union, the United Brotherhood of Carpenters and Joiners of America Local No. 1598, the United Association of Journeymen and Apprentices of the Plumbing and Pipefitting Industry of the United States and Canada Local No. 324, the International Union of Painters and Allied Trades Local No. 138) representing the employees of the Employer who are affected by this Agreement and for whom it has been certified as the sole bargaining agency.

ARTICLE 1 - PREAMBLE:

1.01 Preamble

WHEREAS the right of the sick person to uninterrupted, skillful and efficient care cannot be questioned, and it is obligatory upon the Employer and its employees that efficient operation of the Employer's business be maintained, and to effect this, it is important that harmonious relations be continued between the Employer and its employees;

AND WHEREAS the Association is made up of trade unions formed by and including certain employees of the Employer;

AND WHEREAS the parties hereto, with the desire and inten-

tion of making their relationship more harmonious and profitable, have concluded to make provision herein for the orderly and expeditious consideration and settlement of all matters of collective bargaining and of mutual interest, including wages, hours, working conditions and the adjustment of grievances, with respect to the employees of the Employer for whom the Association has been certified as bargaining agent;

NOW THEREFORE THIS AGREEMENT WITNESSETH that the parties hereto in consideration of the mutual covenants hereinafter contained, agree each with the other as follows:

1.02 Variations

The general provisions of this Agreement shall have application save and except where specific variations are provided in Attachments to this Agreement.

ARTICLE 2 - DEFINITIONS

2.01 Definition of Employee Status

(a) **Regular Full-Time Employees**

A regular full-time employee is one who works full-time on a regularly scheduled basis. Regular full-time employees accumulate seniority and are entitled to all benefits outlined in this Collective Agreement.

(b) **Regular Part-Time Employees**

A regular part-time employee is one who works less than full-time on a regularly scheduled basis. Regular part-time employees accumulate seniority on an hourly basis and are entitled to all benefits outlined in this Collective Agreement. Regular part-time employees shall receive the same perquisites, on a proportionate basis, as granted regular full-time employees.

(c) **Casual Employees**

A casual employee is one who is not regularly scheduled to work other than during periods that such employee shall relieve a regular full-time or regular part-time employee. Casual employees accumulate seniority on an hourly basis and are entitled to such benefits as are contained in the "Addendum - Casual Employees".

(d) **Restriction of Employee Status**

The status of all employees covered by this Agreement shall be defined under one of the preceding three (3) definitions. If a dispute arises over the proper allocation of employee status,

such dispute shall be resolved through Article 9.04 - Grievance Procedure. In the event that it is determined that an employee has been improperly classified such employee shall be reclassified effective immediately and the Employer shall restore such benefits as may be capable of being restored. In addition, such employee shall be paid the equivalent of the cost of any benefits that are not restored to which that employee would have been entitled if the employee had been properly classified.

2.02 Practical Nurse

A Practical Nurse shall be recognized as one who is in possession of a diploma from a recognized Practical Nurse ~~School~~ and/or holds a valid British Columbia Practical Nurse License

2.03 Common-Law Spouse

Two people who have cohabited as spousal partners for a period of not less than one (1) year.

This definition shall apply to the following sections of the Agreement:

- Article 29 - Compassionate Leave
- Article 30 - Special Leave
- Article 38.01 - Medical Plan
- Article 38.02 - Dental Plan
- Article 38.03 - Extended Health Care Plan

2.04 Employer

"Employer" means the corporation, society, person(s), organization, facility, agency or centre (represented by the Health Employers Association of B.C.) as listed in the appendix attached to the consolidated certifications issued by the Labour Relations Board to the Facilities Subsector Unions.

ARTICLE 3 - GENERAL CONDITIONS

3.01 Effective and Terminating Dates

The Collective Agreement shall be effective from April 1, 2004, unless specifically stated otherwise, and shall remain in force and be binding upon the parties until March 31, 2006, and from year to year thereafter unless terminated by either party on written notice served during the month of December, 2005.

3.02 Labour Code

It is agreed that the operation of Subsection 2 of Section 50 of

the *Labour Relations Code of British Columbia* is excluded from this Agreement.

3.03 Future Legislation

In the event that present or future legislation renders null and void or materially alters any provision of this Collective Agreement, the following shall apply:

- (a) The remaining provisions of the Collective Agreement shall remain in full force **and** effect for the term of the Collective Agreement.
- (b) The Employer and the Association shall, as soon as possible negotiate mutually agreeable provisions to be substituted for the provisions so rendered null and void or materially altered.
- (c) If a mutual agreement cannot be struck as provided in (b) above, the matter shall be arbitrated pursuant to Article II of the Collective Agreement.

3.04 Article Headings

In this Agreement including the printed form thereof, titles shall be descriptive only and shall form no part of the interpretation of the Agreement by the parties or an Arbitration Board.

This Agreement, has been reorganized. Such reorganization shall be as to form only, there being no intention of any alteration to substantive meaning.

ARTICLE 4 - NO DISCRIMINATION

4.01 No Discrimination

The Employer and the Association subscribe to the principles of the *Human Rights Code of British Columbia* (SBC Chapter 22, Assented to May 16, 1984).

4.02 Harassment

The Association and the Employer recognize the right of employees to work in an environment free from harassment, including sexual harassment, and the Employer shall take such actions as are necessary with respect to any person employed by the Employer engaging in sexual or other harassment in the workplace.

The Employer and the Association agree that there shall be no discrimination, interference, restriction or coercion exercised or practiced with respect to any employee for reason of membership or activity in the Union.

4.03 Complaints Investigation

An employee who complains of harassment under the provisions of the *Human Rights Code of British Columbia* may refer the complaint, to either one or other of the following processes:

- (a) where the complaint pertains to the conduct of an employee within the Association's bargaining unit it, shall be referred to Ms. H. Jansen (Complaints Investigator); or
- (b) where the complaint pertains to the conduct, of a person not in the Association's bargaining unit it shall be referred to Ms. G. Brodsky **or** Ms. J. Bischoff.

When a complaint, is received under either (a) or (b) above, the appropriate Complaint Investigator shall,

- (i) investigate the complaint;
- (ii) determine the nature of the complaint; and
- (iii) make written recommendations to resolve the complaint

ARTICLE 5 - UNION RECOGNITION AND RIGHTS

5.01 Sole Bargaining Agency

The Employer recognizes the Association as the sole bargaining agency on behalf of the employees for whom the Union has been certified as bargaining agent with respect to wages, hours of work, terms and conditions of employment during the life of this Agreement.

5.02 Union Shop

Employees covered by the Union's Certificate of Bargaining Authority who were employed by the Employer and were not members of the Union prior to January 1, 1974 shall have the option of.

- (a) applying for membership in the Union which membership they shall maintain, or
- (b) not applying for membership in the Union, but as a condition of employment,, shall authorize the deduction from their pay cheques of an amount equal to Union Dues and Assessments, and shall be deemed to have made an irrevocable assignment under Article 5 02.

All other employees who are covered by the Union's Certificate of Bargaining Authority shall maintain membership in the Union as a condition of employment. Employees who are **brought** within the jurisdiction of the Union's Certificate of Bargaining Authority, including newly hired employees, shall become members of the Union by the first day of the third bi-weekly pay period after their initial date of employment in the bargaining unit,

Upon receipt by the Employer of written advice from the Union, employees who fail to maintain membership in the Union or the check-off of Union Dues, or an amount equal to Union Dues, shall be terminated by the Employer from their employment.

Where the Employer has knowledge of an employee failing to maintain Union membership, or the check-off of Union Dues, the Employer shall so advise the Union and, in turn, the Union shall advise the employee in writing. When the Employer is advised by the Union of non-compliance of either of the above, the Employer shall terminate the services of the employee within thirty (30) days of written advice as noted above.

In the event an employee is terminated pursuant to this section, the following contract provisions shall not be applicable to the employee:

Article 9.04 - Grievance Procedure

Article 9.06 - Dismissal/Suspension for Alleged Cause

Article 18.01 - Employer's Notice of Termination

5.03 Union Check-Off

The Employer agrees to the monthly check-off of all Union Dues, Assessments, Initiation Fees, and written assignments of amounts equal to Union Dues.

The check-off monies deducted in accordance with the above paragraph shall be remitted to the members of the Association by the Employer in a period not to exceed twenty-one (21) days after the date of deduction.

The Employer shall provide the Union's Provincial Office with a list of all employees hired, and all employees who have left the employ of the Employer (who shall be designated as terminated and shall include discharges, resignations, retirements and deaths) in the previous month along with a list of all employees in the bargaining unit and their employee status and the amount of dues or equivalent monies currently being deducted for each employee.

The Employer agrees to sign into the Union all new employees whose jobs are covered by the Certificate of Bargaining Authority in accordance with the provisions of Article 5.02.

The Employer shall supply each employee, without charge, a receipt in a form acceptable to Revenue Canada for income tax purposes which receipt shall record the amount of all deductions paid to the Union by employees during a taxation year. The receipts

shall be mailed or delivered to employees prior to March 1st of the year following each taxation year.

Twice every calendar year the Employer shall provide to either the Secretary-Treasurer of the Local or the Senior Union Official of the Union, a list of all employees in the bargaining unit, their job titles, addresses and their telephone numbers known to the Employer. Implementation shall be six (6) months following the signing of the Collective Agreement.

5.04 Induction

The Secretary-Treasurer or the Senior Union Official shall be advised of the date, time and place of Employer induction sessions for new employees in order that a Union-designated representative shall be given an opportunity to talk to the new employees. Prior to each session, the Employer shall advise the Secretary-Treasurer or the Senior Union Official of the names of the new employees hired.

Induction sessions for new employees shall be held at the Employer's place of business within the first thirty (30) calendar days of employment any day between Monday and Friday at a time designated by the Employer between the hours of 0900 and 1700.

There shall be no deduction of wages or fringe benefits because of time spent by the Union representative during these sessions.

New employees shall receive **regular** wages while attending at these sessions but regular wages shall be limited to and shall not include any overtime even in cases in which the session is scheduled outside of and in addition to the scheduled work of the employees.

5.05 Shop Stewards

The Employer agrees to the operation of a Shop Steward system which shall be governed by the following:

- (1) Shop Stewards may be appointed by the Union on the basis of one (1) Shop Steward for every fifty (50) employees covered by this Agreement, or major portion thereof, with a minimum number of two (2) Shop Stewards to a maximum number of twenty-five (25) Shop Stewards
- (2) The Employer is to be kept advised of all Shop Steward appointments
- (3) One (1) Shop Steward, or Union Committee member, shall be appointed by the Union as Chief Shop Steward who may present or assist, in the presentation of any grievance.
- (4) When the absence of more than one (1) Shop Steward or Union Committee member shall interfere with the proper operation

of a department, then no more than one (1) Shop Steward or Union Committee member from any one department shall be given leave of absence to transact Union business at any one time.

- (5) When a Shop Steward or Union Committee member is the only employee on duty in a department and where his/her absence would unduly interfere with the proper operation of the department, then such Shop Steward or Union Committee member may be refused leave of absence to transact Union business

5.06 Badges and Insignia

Employees shall be permitted to wear Union pins or Shop Steward badges. Employees shall be permitted to wear pins and caps from recognized health care organizations.

5.07 Bulletin Boards

Bulletin boards located in a conspicuous place of access to the employees shall be supplied by the Employer for the use of the Union. The Union shall use these for the posting of Employer/Union business only.

5.08 Legal Picket Lines

Refusal to cross a legally established picket line shall not constitute cause for discipline or dismissal. An employee who refuses to cross a legally established picket line shall be considered to be absent without pay.

5.09 Union Advised of Changes

The Senior Union Official shall be informed in writing of any change contemplated by the Employer which shall affect the terms of this Agreement.

5.10 Notice of Union Representative Visits

The Union shall provide reasonable notice to the Employer when the Senior Union Official or his/her designated representative intends to visit the Employer's place of business for the purpose of conducting Union business.

If possible, the Union shall specify the anticipated duration of the visit.

5.11 Union/Management Committee

Employees who are members of the Union/Management Committee shall be granted leave without loss of pay or receive straight, time regular wages while attending meetings of the Joint Committee.

ARTICLE 6 - MANAGEMENT RIGHTS

6.01 Management Rights

The management of the Employer's business, and the direction of the working forces including the hiring, firing, promotion and demotion of employees, is vested exclusively in the Employer, except as may be otherwise specifically provided in this Agreement.

The Union agrees that all employees shall be governed by all rules as adopted by the Employer and published to employees on bulletin or notice boards, or by general distribution, provided such rules are not in conflict with this Agreement

6.02 Medical Examination, Vaccination and Inoculation

Any employee refusing, without sufficient medical grounds, to take medical or x-ray examination at the request of the Employer, or to undergo vaccination, inoculation and other immunization when required, may be dismissed from the service of the Employer. Where an employee is required by the Employer to take a medical or x-ray examination or undergo vaccination, inoculation or other immunization, it shall be at the Employer's expense and on the Employer's time. (See also Article 37.03)

ARTICLE 7 - EMPLOYER PROPERTY

7.01 Return of Employer Property on Termination

Employees must return to the Employer all Employer property in their possession at the time of termination of employment. The Employer shall take such action as required to recover the value of articles which are not returned.

7.02 Employer to Repair or Indemnify

Upon submission of reasonable proof, the Employer will repair or indemnify with respect to damage to the chattels of an employee while on duty caused by the actions of a patient/resident, provided such personal property is an article of use or wear of a type suitable for use while on duty.

7.03 Reimbursement of Legal Fees

Where an employee is charged with an offense resulting directly from the proper performance of his/her duties and is subsequently found not guilty, the employee shall be reimbursed for reasonable legal fees.

7.04 Employer to Continue to Supply Tools

All Employers currently supplying tools to employees shall con

tinue to supply tools to employees. All Employers shall supply tools to employees upon the requirement, of the Employers that the employees provide tools calibrated to the metric scale. All Employers shall replace tools upon satisfactory proof that they have been lost, broken, or stolen while being used in the work of the Employer with the knowledge and consent of the Employer and upon reasonable proof that reasonable precautions were taken by the employer to protect the tools against, loss or theft.

7.05 Uniforms

7.05.01 Uniforms

The Employer shall supply and maintain uniforms for employees who are required to wear same

7.05.02 Joint Committee on Uniforms

The Employer and the Union shall establish and maintain a Joint Committee for the purpose of regulating uniforms.

The Joint Committee shall have equal representation appointed by the Union and appointed by the Employer.

The Joint Committee shall meet regularly by mutual agreement.

The Employer shall continue to pay the employees regular wages for time spent at meetings of the Joint Committee which take place during the regular scheduled hours of work.

7.05.03 Uniform Allowance

If the Employer requires an employee to supply and/or maintain specified clothing in place of a uniform which would otherwise be supplied and maintained for jobs involving the direct care of patients/residents, then a clothing/maintenance allowance of ten dollars (\$10.00) per bi-weekly pay period shall be paid.

This allowance does not apply to non-patient/non-resident areas.

ARTICLE 8 - UNION/MANAGEMENT COMMITTEE

8.01 Committee on Labour Relations

The Employer shall appoint and maintain a Committee to be called the "Committee on Labour Relations", one member of which shall be designated as Chairperson. The Employer, at all times shall keep the Union informed of the individual membership of the Committee.

8.02 Union Committee

The Union shall appoint and maintain a Committee comprising

persons who are employees of the Employer, and/or the Senior Union Official, or his/her representative, which shall be known as the Union Committee. The Union at all times shall keep the Employer informed of the individual membership of the Committee.

8.03 Union/Management Meetings

The Union Committee and the Senior Union Official of the Union, or his/her representative, shall, as occasion warrants, meet with the Committee on Labour Relations for the purpose of discussing and negotiating a speedy settlement of any grievance or dispute arising between the Employer and the employee concerned, including possible re-negotiations relative to this Agreement and the Schedules which are a part hereof. However, except for renegotiations of Agreements, these matters shall be introduced to such meetings only after the established grievance procedure has been followed.

Grievances of a general nature may be initiated by a member of the Union Committee in step two of the grievance procedure outlined in Article 9.04.

8.04 Committee Meetings

All meetings of the said Committee on Labour Relations with the Union Committee and the Secretary-Business Manager, or his/her representative, shall be under the chairpersonship of a member of the Committee on Labour Relations. Meetings shall be held at the call of the Chairperson as promptly as possible on request in writing of either party.

The Employer and the Union shall make every effort to exchange written agendas at least one (1) week prior to meetings called under Article 8.04.

ARTICLE 9 - GRIEVANCE PROCEDURE

9.01 Union Representation

No Shop Steward, Union Committee member, or employee shall leave his/her work without obtaining the permission of his/her immediate supervisor. Employee-Shop Steward or Union Committee member discussions shall take place where patient/resident care is not affected.

9.02 Grievance Investigations

Where an employee has asked or is obliged to be represented by the Union in relation to the presentation of a grievance and a Shop Steward or Union Committee member wishes to discuss the griev-

ance with that employee, the employee and the Shop Steward or Union Committee member shall, where operational requirements permit, be given reasonable time off without loss of pay for this purpose when the discussion takes place at the Employer's place of business.

Shop Stewards or Union Committee members shall be permitted to represent an employee's interest without loss of pay when such meetings are scheduled during the Shop Steward's or Union Committee member's hours of work.

9.03 Right to Grieve Disciplinary Action

9.03.01 Disciplinary Action Grievable

Disciplinary action grievable by the employee shall include written censures, letters of reprimand, and adverse reports or performance evaluation.

9.03.02 Employee Notified of File Documentation

An employee shall be given a copy of any such document placed on the employee's file which might be the basis of disciplinary action. Should an employee dispute any such entry in his/her file, he/she shall be entitled to recourse through the grievance procedure and the eventual resolution thereof shall become part of his/her personnel record.

9.03.03 Removal of Disciplinary Documents

- (i) Any such document other than official evaluation reports shall be removed from the employee's file after the expiration of eighteen (18) months from the date it was issued provided there has not been a further infraction.
- (ii) In cases where disciplinary documents relate to resident or patient abuse, the eighteen (18) month period may be extended by the length of time an employee is absent from work for an accumulated period of more than thirty (30) days, except for periods of approved vacation and maternity leave.

9.03.04 Introduction of Evidence at Hearing

The Employer agrees not to introduce as evidence in any hearing any document from the file of an employee, the existence of which the employee was not aware at the time of filing or within a reasonable period thereafter.

9.04 Grievance Procedure

9.04.01 Preamble

The Employer and the Union recognize that grievances may arise concerning:

- (a) differences between the Parties respecting the interpretation, application, operation or any alleged violation of a provision of this Agreement, including a question as to whether or not a matter is subject to arbitration; or
- (b) the dismissal, discipline or suspension of an employee bound by this Agreement.

If an employee has a grievance, his/her grievance shall be settled as follows:

9.04.02 Step One:

The employee, with or without a Shop Steward or Union Committee member (at the employee's option), shall first discuss the grievance with his/her immediate supervisor or department head within seven (7) calendar days of the occurrence of the grievance. In this first step, both parties shall make every effort to settle the dispute. If the grievance is not settled at this step, then:

9.04.03 Step Two:

The grievance shall be reduced to writing by:

- (1) recording the grievance on the appropriate grievance form, setting out the nature of the grievance and the circumstances from which it arose;
- (2) stating the article or articles of the Agreement infringed upon or alleged to have been violated and the remedy or correction required;
- (3) the grievance shall be signed by the employee and a Shop Steward or Union Committee member;
- (4) the supervisor shall acknowledge receipt of the written grievance by signing and dating the grievance form at the time the grievance is presented; and
- (5) within seven (7) calendar days of receipt of the written grievance, the supervisor or the department head shall give his/her written reply. If the grievance is not settled at this step, then:

9.04.04 Step Three:

The Union Committee and the Committee on Labour Relations, or its delegate, shall meet within twenty-one (21) calendar days or other mutually agreed to time to discuss the grievance. At this step of the grievance procedure, each party shall provide to the other a statement of facts and copies of all relevant documents. The findings or decisions of the Committee on Labour Relations shall be presented to the Union in writing within seven (7) calendar days of the meeting. If the grievance is not settled at this step, either party may refer the grievance to arbitration under Article 11 within thirty (30) calendar days.

9.04.05 Canada Post

Canada Post strike/lockout will not affect grievance time limits.

9.05 Policy Grievance

Where either party to this agreement disputes the general application, interpretation, or alleged violation of an article to this agreement, the dispute shall be discussed initially with the Employer, his/her designate or the Union within fourteen (14) calendar days of the occurrence. Where no satisfactory resolution is reached, either party within a further 28 calendar days may submit the dispute to arbitration as set out in Article 11 of this agreement.

9.06 Dismissal/Suspension for Alleged Cause

Employees dismissed or suspended for alleged cause shall have the right within seven (7) calendar days after the date of dismissal or suspension to initiate a grievance at Step Three of the grievance procedure.

9.07 Reinstatement of Employees

If, prior to the constitution of an Arbitration Board pursuant to Article 11, it is found that an employee was disciplined or dismissed without just and reasonable cause, or laid-off contrary to the provisions of the Collective Agreement, that employee shall be reinstated by the Employer without loss of pay with all of his/her rights, benefits and privileges which he/she would have enjoyed if the layoff, discipline or discharge had not taken place, or upon such other basis as the parties may agree.

9.08 Technical Objections to Grievances

It is the intent of both parties to this Agreement that no grievance shall be defeated merely because of a technical error other than time limitations in processing the grievance through the grievance procedure. To this end, the arbitration board shall have the power to allow all necessary amendments to the grievance and the power to waive formal procedural irregularities in the processing of a grievance in order to determine the real matter in dispute, and to render a decision according to equitable principles and the justice of the case.

9.09 Industry Troubleshooter

9.09.01 Issues Referred to Troubleshooter

Where a difference arises between the parties relating to the dismissal, discipline, or suspension of an employee, or to the interpretation, application, operation, or alleged violation of this

Agreement, including any question as to whether a matter is arbitrable, during the term of the Collective Agreement, such difference may be referred to an Industry Troubleshooter.

9.09.02 Roster

It is understood that the Industry Troubleshooters named below (or substitutes agreed to by the parties) shall be appointed on a rotating basis commencing with the first Troubleshooter named:

H.A. Hope, Q.C.

J. McEwen

J. Korbin

V.L. Ready.

In the event the parties are unable to agree on an Industry Troubleshooter within a period of thirty (30) calendar days from the date this Collective Agreement is signed, either party may apply to the Minister of Labour for the Province of British Columbia to appoint such person.

9.09.03 Roles/Responsibilities of Troubleshooter

At the request of either party, the Troubleshooter shall:

- (a) investigate the difference;
- (b) define the issue in the difference; and
- (c) make written recommendations to resolve the difference, within five (5) calendar days of the date of receipt of the request and for those five (5) calendar days from that date, time does not run in respect of the grievance procedure.

9.09.04 Agreed to Statement of Facts

The parties will endeavour to reach an agreed to statement of facts prior to the hearing.

ARTICLE 10 - EXPEDITED ARBITRATION

10.01 Roster

It is understood that the expedited arbitrators named below shall be appointed on a rotating basis, commencing with the first expedited arbitrator named:

1. J. Gordon

2. H.A. Hope, Q.C.

3. D. Munroe, Q.C.

4. J. McEwen

5. J. Korbin

6. V.L. Beady

10.02 Expedited Arbitrations

10.02.01 Issues for Expedited Arbitration

All grievances shall be considered suitable for and resolved by expedited arbitration except grievances in the nature of:

- (1) dismissals;
- (2) rejection on probation;
- (3) suspensions in excess of ten (10) work days;
- (4) policy grievances;
- (5) grievances requiring substantial interpretation of a provision of the collective agreement.
- (6) grievances relating to employment security and matters arising from the report and recommendations of the Industrial Inquiry Commissioner (except where specified otherwise);
- (7) grievances requiring presentation of extrinsic evidence;
- (8) grievances where a party intends to raise a preliminary objection;
- (9) matters arising from the maintenance agreement and classification manual;
- (10) grievances arising from duty to accommodate.

By mutual agreement of the parties, a grievance falling into any of these categories may be resolved by expedited arbitration.

10.02.02 Expedited Schedule

Those grievances agreed to be suitable for expedited arbitration shall be scheduled to be heard on the next available expedited arbitration date. Expedited arbitration dates shall be agreed to by the parties and shall be scheduled monthly or as otherwise mutually agreed to by the parties.

10.02.03 Location of Hearing

The location of the hearing is to be agreed to by the parties but will be at a location central to the geographic area in which the dispute arose.

10.02.04 Process

As the process is intended to be non-legal, outside lawyers will not be retained to represent either party.

10.02.05 Agreed to Statement of Facts

The parties will endeavour to reach an agreed to statement of facts prior to the hearing.

10.02.06 Procedure

All presentations are to be short and concise and are to include

a comprehensive opening statement. The parties agree to make limited use of authorities during their presentations.

10.02.07 Mediation Assistance

Prior to rendering a decision, the arbitrator may assist the parties in mediating a resolution to the grievance.

Where mediation fails, or is not appropriate, a decision shall be rendered as contemplated herein.

10.02.08 Issuance of Report

The decision of the arbitrator is to be completed on the agreed to form and mailed to the parties within three (3) working days of the hearing.

10.02.09 Status of Report

All decisions of the arbitrators are to be limited in application to that particular dispute and are without prejudice. These decisions shall have no precedential value and shall not be referred to by either party in any subsequent proceeding.

All settlements of proposed expedited arbitration cases made prior to hearing shall be without prejudice.

10.02.10 Fees

The parties shall equally share the costs of the fees and expenses of the arbitrator.

10.02.11 Authority of Arbitrator

The expedited arbitrator shall have the same powers and authority as an arbitration board established under the provisions of Article 11 excepting Article 11.04.

It is understood that it is not the intention of either party to appeal a decision of an expedited arbitration proceeding.

Any suspension for alleged cause that is not dealt with under this Section shall be referred immediately to Article 9.06 for resolution.

10.02.12 Quarterly Review

A representative of HEABC and the Association will meet quarterly to review the expedited arbitration process and scheduling of hearing dates.

ARTICLE 11 - ARBITRATION

11.01 Composition of Board

Should the Committee on Labour Relations, the Union

Committee, and the senior official of the Union fail to settle any difference, grievance, **or** dispute whatsoever arising between the Employer and the Union, **or** the employees concerned, such difference, grievance or dispute, including any question as to whether any matter is arbitrable, but excluding re-negotiation of the Agreement shall, at the instance of either party, be referred to the arbitration, determination and award of an Arbitration Board of three (3) members. Such Board shall be deemed to be a Board of Arbitration within the meaning of the *Labour Code of British Columbia*.

One (1) member is to be **appointed** by the Committee on Labour Relations, one (1) by the Union, and the third (3rd), who shall be the Chairperson of the Arbitration Board, by the two (2) thus appointed or, failing such appointment within two (2) weeks after either party has given notice to the other requiring that such appointment be made, the Chairperson of the Arbitration Board shall be appointed on a rotating basis under the provisions of Article 11

A list shall be maintained by HEABC and the Union from which arbitrators shall be drawn in sequence commencing with the first (1st) arbitrator named below. The rotation shall be administered on an industry basis without regard to the facility in which the grievance originates:

1. D.R. Munroe, Q.C
2. J. Gordon
3. J. Korbin
4. D. McPhillips
5. J. McEwen
6. H.A. Hope, Q.C.
7. J.E. Dorsey
8. V.L. Ready

The parties, by mutual agreement, may amend the list of arbitrators at any time.

The decision of the said arbitrators, **or** any two (2) of them, made in writing in regard to any difference or differences, shall be final and binding upon the Employer, the Union, and the employees concerned.

11.02 Dismissal/Suspension

If the dismissal or suspension of an employee for alleged cause is not settled at Step Three of the grievance procedure, such griev-

ance shall be referred to the arbitration, determination and award of an Arbitration Board of one (1) member

The parties agree to make every effort to have the matter heard by an arbitrator within two (2) months of the referral to arbitration using one of the arbitrators named below:

1. J. Gordon
2. J.E. Dorsey
3. H.A. Hope, Q.C
4. J. Korbin
5. J. McEwen
6. D.C. McPhillips
7. D.R. Munroe, Q.C.
8. V.L. Ready

The arbitrator shall schedule a hearing within seven (7) calendar days of his/her appointment

The arbitrator shall hear and determine the dispute and issue a verbal or a written decision within seven (7) calendar days of the conclusion of the hearing.

The decision of the arbitrator shall be final and binding upon the parties. Upon receipt of the decision, either party may request written reasons for the decision.

The parties agree that the time limits for appeal under the *Labour Relations Code of B.C.* shall commence with the issuance of written reasons for the decision.

The arbitrator shall have the same powers and authority as an Arbitration Board established under the provisions of Article 11 excepting Article 11.04.

11.03 Authority of Arbitration Board

The Arbitration Board shall have the power to settle the terms of the question to be arbitrated.

11.04 Time Limit for Decision of Arbitration Board

A Board of Arbitration established under this article of the Collective Agreement shall have twenty (20) calendar days to render a decision with respect to the question to be arbitrated unless this time limit is extended by mutual agreement between the parties.

11.05 Employee Called as a Witness

The Employer shall grant leave without loss of pay to an employee called as a witness by an Arbitration Board and, where

operational requirements permit, leave without loss of pay to an employee called as a witness by the Union, provided the dispute involves the Employer.

On application, the arbitration board may determine summarily the amount, of time required for the attendance of any witness.

11.06 Arbitration Board Hearings

Where operational requirements permit, the Employer shall grant leave without loss of pay to a reasonable number of employees representing the Union before an Arbitration Board, provided the dispute involves the Employer.

11.07 Expenses of Arbitration Board

Each party shall bear the expenses of the arbitrator appointed by such party, and shall pay half of the expenses of the Chairperson and of the stenographic and other expenses of the Board, unless paid by the Labour Relations Board of the Province of British Columbia.

11.08 Reinstatement of Employees

If the Arbitration Board finds that an employee has been laid off contrary to the provisions of the Collective Agreement, or unjustly suspended or discharged, that employee shall be reinstated by the Employer and the Board may order that his/her reinstatement be without loss of pay and/or with all his/her rights, benefits and privileges which he/she would have enjoyed if the layoff, suspension or discharge had not taken place.

ARTICLE 12 - EVALUATION REPORTS, PERSONNEL FILES

12.01 Evaluation Reports

Where a formal evaluation of an employee's performance is carried out, the employee shall be provided with a copy to read and review. Provision shall be made on the evaluation form for an employee to sign it. The form shall provide for the employee's signature in two (2) places, one indicating that the employee has read and accepts the evaluation, and the other indicating that the employee disagrees with the evaluation. The employee shall sign in one of the places provided within seven (7) calendar days. No employee may initiate a grievance regarding the contents of an evaluation report unless the signature indicates disagreement with the evaluation. The employee shall receive a copy of the evaluation report at the time of signing. An evaluation report shall not be changed after an employee has signed it, without the knowledge

of the employee, and any such changes shall be subject to the grievance procedure.

12.02 Personnel File

An employee, or the Senior Union Official (or his/her designated representative), with the written authority of the employee, shall be entitled to review the employee's personnel file, in the office in which the file is normally kept, in order to facilitate the investigation of a grievance or an employee may review his/her file for personal reference.

The employee or the Senior Union Official, as the case may be, shall give the Employer seven (7) days' notice prior to examining the file.

The personnel file shall not be made public or shown to any other individual without the employee's written consent, except in the proper operation of the Employer's business and/or for the purposes of the proper application of this Agreement.

ARTICLE 13 - PROBATIONARY PERIOD

13.01 For the first three (3) calendar months of continuous service with the Employer, an employee shall be a probationary employee. By written mutual agreement between the Employer and the Union, the probationary period may be extended by one (1) calendar month provided written reasons are given for requesting such extension. During the three (3) month probationary period, an employee may be terminated. If it is shown on behalf of the employee that the termination was not for just and reasonable cause, the employee shall be reinstated.

13.02 Upon completion of the probationary period, the initial date of employment shall be the anniversary date of the employee for the purpose of determining perquisites and seniority.

ARTICLE 14 - PROMOTION, TRANSFER, DEMOTION, RELEASE

14.01 Selection Criteria

In the promotion, transfer, demotion or release of employees, efficiency, required qualifications (including initiative), and seniority shall be the determining factors. Each of the three determining factors will be accorded equal weight.

14.02 Qualifying Period

if a regular employee is promoted, voluntarily demoted, or

transferred to a job, the classification for which the Union is the certified bargaining authority, then the promoted, voluntarily demoted, or transferred employee shall be considered a qualifying employee in his/her new job for a period of three (3) months.

In no instance during the qualifying period shall such an employee lose seniority or perquisites. However, if a regular employee has been promoted, voluntarily demoted or transferred and during the aforementioned three (3) month period is found unsatisfactory in the new position, then the promoted, voluntarily demoted or transferred employee shall be returned to his/her former job and increment step before the promotion, voluntary demotion or transfer took place, without loss of seniority, and any other employee hired, promoted, voluntarily demoted or transferred because of the rearrangement of jobs, shall be returned to his/her former job and pay rate without loss of seniority and accrued perquisites.

An employee who requests to be relieved of a promotion, voluntary demotion, or transfer during the qualifying period in the new job shall return to the employee's former job without loss of seniority or perquisites on the same basis as outlined in paragraph (2) of this Article.

14.03 Temporary Promotion or Transfer

An employee granted a temporary promotion, transfer or demotion shall return to his/her former job and pay rate without loss of seniority and accrued perquisites when the temporary promotion, transfer or demotion terminates.

14.04 Relieving in Higher and Lower-Rated Positions

14.04.01

In the event of an employee relieving in a higher-rated job, the employee shall receive the next higher increment rate of the new position, or a minimum increase of twenty dollars (\$20.00) monthly, proportionate to the time worked, whichever is greater, after not less than one (1) work day, retroactive to the start of the relief period. Maximum increment rates in the higher range shall not be exceeded by the application of this clause.

14.04.02

In cases where an employee is required to transfer temporarily to a lower-rated job, such employee shall incur no reduction in wages because of such transfer.

14.04.03

Employees temporarily assigned to the duties of supervisory

personnel *outside* the contract shall receive ten percent (10%) per month more than the highest rate for his/her classification, **or one** hundred dollars (\$100.00) per month, or portion thereof, whichever is greater, if so employed **for** one (1) or more work days, retroactive to the start of the relief period.

14.05 Promotions

A regular employee promoted to a job with a higher wage rate structure shall receive in the new job the increment rate that is immediately higher than his/her wage rate immediately prior to the promotion.

For increment progression, the employee's increment anniversary date shall then become the initial day in the new job. Employee pay rates shall become effective from the first day in the new job and further increment increases shall become effective on the established increment date.

However, should the promotion at any time result in a lesser rate of pay than the employee would have received if the promotion had not occurred, then the employee shall retain the increment anniversary date of his/her **prior** job

14.06 Transfers

A regular employee transferred to a job with the same pay rate structure as his/her former job shall remain at the same increment step in the pay rate structure and shall retain his/her former increment anniversary date.

A regular employee transferred upon the employee's request to a job with the same pay rate structure as his/her former job, who has the experience in or possesses the ability to perform the duties of the new job, shall retain the pay rate and increment anniversary date of his/her prior job.

A regular employee transferred upon the employee's request to a job with the same pay rate structure as his/her former job who does not have prior experience or ability to qualify as above, shall remain at the increment step immediately preceding the step indicated by length of overall seniority for a period *not to exceed* three (3) months. Upon completion of this qualifying period, the employee shall revert to the increment anniversary date of his/her prior job.

14.07 Demotions

An employee requesting a voluntary demotion from a higher to a lower-rated job, and who is subsequently demoted **to** the lower-rated job, shall go to the increment *step* of the lower-rated **job** con

mensurate with his/her overall seniority, provided he/she has experience in or possesses the ability to perform the duties of the lower-rated **job** without a training period. For the purpose of this Article and in the event of involuntary demotion, an employee who does not have **prior** experience or ability to qualify as above, shall remain at the increment step immediately preceding the step indicated by length of overall seniority, for a period not to exceed three (3) months

14.08 Re-employment After Retirement

Employees who have reached retirement age as prescribed under the Pension (Municipal) Act and continue in the Employer's service, **or** are re-engaged within three (3) calendar months of retirement, shall continue at their former increment step in the pay rate structure of the classification in which they are employed, and the employee's previous anniversary date shall be maintained. All perquisites (which does not include seniority) earned up to the date of retirement shall be continued or reinstated.

14.09 Re-employment After Voluntary Termination or Dismissal for Cause

Where an employee voluntarily leaves the Employer's service, **or** is dismissed for cause and is later re-engaged, seniority and all perquisites shall date only from the time of re-employment, according to regulations applying to new employees.

14.10 Supervisory or Military Service

It is understood service with the Armed Forces of Canada in time of war **or** compulsory military service, or service with the Employer as a supervisory employee does not constitute a break in the continuous service and shall not affect an employee's seniority rights

14.11 Seniority Dates

Upon request, the Employer agrees to make available to the Union the seniority dates of any employees covered by this Agreement. Such seniority dates shall be subject to correction for error on proper representation by the Union.

14.12 Portability

14.12.01 Probation

Any new employee who, within three (3) months previous to being hired by the Employer, worked for any Employer where the Union **is** certified and where the Employer is a member of the Health Employers Association of B.C., shall be required to serve a

probationary period in accordance with Article 13. Upon completion of the probationary period, the employee shall be credited with portable benefits as defined below.

14.12.02 Portable Benefits

(a) Wages

Previous service in a similar position classification shall be recognized and the employee shall proceed to the increment step commensurate with his/her accumulated seniority. Credit given for such service shall carry with it the previous anniversary date.

(b) Annual Vacations

Vacation entitlement earned during previous employment shall be credited to the employee, and vacations granted shall be in accordance with such previous entitlement (Articles 28.01 and 28.02).

(c) Sick Leave

The employee shall be credited with any unused accumulation of sick leave from his/her previous employment up to a maximum of one hundred fifty-six (156) days, and shall be entitled to sick leave in accordance with the provisions of Article 31, commensurate with his/her accumulated seniority.

14.13 Previous Experience

14.13.01

Upon recruiting new (including previous) employees, the Employer agrees that previous comparable experience shall be taken into consideration and the commencing pay rate may be at any step in the range above the minimum.

14.13.02

A former employee, re-engaged for a previous job, who has been absent from employment in a health care institution for a period not exceeding three (3) years, shall be recruited at any step in the range above the minimum.

14.14 More Favourable Rate or Condition

No employee who is at present receiving a more favourable rate or condition than is specified herein shall incur a reduction in such rate or condition unless a reduction in such rate or condition was negotiated.

14.15 Part-Time Employees

14.15.01 Qualifying Period

Employees promoted to a regular full-time position shall be con-

sidered qualifying employees in that position for a period of three (3) calendar months.

14.15.02 Increment Progression

Based on calendar length of service with the Employer.

14.15.03 Seniority

Applicable on a proportionate basis. [See also Casual Addendum 12(3)]

**ARTICLE 15 - JOB DESCRIPTIONS,
NOTICE OF NEW AND CHANGED POSITIONS**

See Addendum - Maintenance Agreement and Classification Manual

**ARTICLE 16 -
JOB POSTINGS AND APPLICATIONS**

The following articles **are** to be interpreted and applied consistent with the Addendum - Report and Recommendations of Industrial Inquiry Commissioner

16.01 Job Postings and Applications

If a vacancy or a new job is created for which union personnel might, **reasonably** be recruited, the following shall apply:

- (a) If the vacancy or new Job has a duration of thirty (30) calendar days or more, the vacancy or new job including salary range, a summary of the job description, the required qualifications, the hours of work, including start and stop times and days off, the work area and the commencement date shall, before being filled, be posted for a minimum of seven (7) calendar days, in a manner which gives all employees access to such information.
- (b) Notwithstanding (a) above, if a temporary absence is one of less than sixty (60) calendar days, the work of the absent employee may be performed by employees working in float pool positions, where float pools exist.
- (c) Notwithstanding (a) above, if the vacancy is a temporary one of less than sixty (60) calendar days and the work is not being performed by a float employee, the position shall not be posted and instead shall be filled as follows:
 - (i) where practicable by qualified regular employees who have indicated in writing their desire to work in such position consistent with the requirements of Article 14. Should a vacancy under this Article result in backfilling of

more than one (1) vacancy (including the initial vacancy) the second (2nd) vacancy may be filled by an employee registered for casual work unless the Employer and the Union agree otherwise in good faith. If the application of this paragraph requires the Employer to pay overtime to the employee pursuant to Article 19, the proposed move shall not be made.

- (ii) by employees registered for casual work in accordance with the casual addendum.
- (iii) in cases of unanticipated or unplanned temporary absences, such temporary absence may first be filled under (c)(ii) for a period of up to seven (7) days.
- (d) A part-time employee who has accepted a casual assignment which conflicts with a temporary vacancy referred to in paragraph (c)(i) above shall be considered unavailable for such temporary vacancy.

A part-time employee who has accepted a temporary vacancy referred to in paragraph (c)(i) above which conflicts with a casual assignment shall be considered unavailable for such casual assignment.

Where an employee declines an offer to work under (c)(i) the Employer need not offer the work again to that employee under (c)(ii), if he/she is also registered for casual work.

- (e) Existing local agreements will be in force and effect (including termination clauses) unless changed by mutual agreement by the parties at the local level.
- (f) Where the local agreement covering access to work by part time employees (former "15.01c") does not contain a termination clause, the agreement may be terminated on giving of six (6) months' notice by either party.
- (g) By mutual agreement, the parties may vary the job posting process set out in Article 16.01.

16.02 Change to Start and Stop Times, Days Off and Department

In the posting of a vacancy or a new job, the hours of work, including stop and start times, days off and work area may be subject to change provided that:

- (i) the change is consistent with operational requirements and the provisions of the Collective Agreement, and is not capricious, arbitrary, discriminatory or in bad faith; and
- (ii) the Employer has inquired into, and given **prior** due consideration to, the importance placed by the affected employee(s) on

the existing hours of work, days off and work area; and the impact the change will have on the personal circumstances of such employee(s).

16.03 Job Posting Process and Regional Postings

1. Step #1 (All Employers): A regular on-going vacancy is to be posted at the Collective Agreement Employer where the vacancy originates. All employees of that Employer in the Facilities Subsector, including laid off and displaced employees, are entitled to apply on the vacancy and be considered pursuant to the provisions of Article 14.01. There is no requirement for “automatic” consideration of displaced or laid off employees.
2. Step #2 (Health Authority Amalgamated Employers only): If the position is not filled through Step #1 above, it is an unfilled vacancy and is available to displaced employees throughout the Dovetailed Seniority List Area as per BCLRB Decision No. B274/2002. The Dovetailed Seniority List Area (“DSL A”) means the geographic area in which a single Dovetailed Seniority List applies, as identified in BCLRB Decision No. B274/2002. The Dovetailed Seniority List Area for a particular geographic area may be subject to change. The selection decision of the Employer will be made in accordance with Article 14.01.
3. Step #3 (Health Authority Amalgamated Employers only): If the position is still not filled through Step #1 and Step #2 above, laid off employees throughout the DSL A are recalled to the vacancy as per BCLRB Decision No. B274/2002.
4. Step #4 (All Employers): If the vacancy is unfilled after Step #3 above, the following Regional Posting process will apply:
 - (a) If the vacancy originated in a Health Authority Amalgamated Employer, employees of the Health Authority within the DSL A are eligible to apply for the vacancy. If a displaced employee from an Affiliated Employer within the DSL A applies, she will receive equal priority with employees of a Health Authority within the DSL A. Employees of the Health Authority within the DSL A and displaced employees of Affiliated Employers receive priority prior to external applicants.
 - (b) If the vacancy originated in an Affiliated Employer, displaced employees within the applicable DSL A of the Health Authority are eligible to apply for the vacancy. Displaced employees in the DSL A of the Health Authority receive priority over external applicants.

The selection decision of the Employer will be made in accordance with Article 14.01.

5. For the purposes of Step #4 above, there is no Affiliated Employer to Affiliated Employer priority for employees. In addition, there is no priority for non-displaced employees of a Health Authority Amalgamated Employer to a vacancy at an Affiliated Employer or for a non-displaced employee of an Affiliated Employer to a vacancy at a Health Authority Amalgamated Employer.
6. Employers are working toward the goal of an on-line job posting process. In the interim, until that goal is achieved, Employers will facilitate the operation of Step #4 above by forwarding between the appropriate Health Authority Amalgamated Employer and/or Affiliated Employer information allowing for display on notice boards of a simple listing of vacancies.
7. Any employee who successfully posts on a vacancy under the above process is entitled to port her service and sent the receiving worksite.
8. Employers within the Provincial Health Services Authority are not covered by the Regional Posting-process outlined at Steps #2 through #4 above.
9. The onus is on employees with a priority for a vacancy to apply. The Employer is not required to "seek out" employees with a priority for a vacancy.
10. The implementation of the above process will not result in "reposting" or "second posting" of vacancies, "holding of vacancies" for any period of time, or an extension to the length of the posting period set out in Article 16.
11. The above provisions in no way preclude the parties from agreeing to a job posting procedure on a Health Authority wide basis.

16.04 Placement Process

Placement under steps 2 to 4 as set out above would not, normally result in a promotion. However, the parties may mutually agree to a promotion under the placement process. In such case, the promotion provisions of Article 14 shall apply.

16.05 Special Project Vacancies

Positions funded for specific projects, i.e., grant-lidid, capital projects, etc., will be posted pursuant to the collective agreement and the ESLA.

When the funding ends, an internal candidate retains their pre-

vious status. For an external candidate, they maintain their current rights under the collective agreement.

16.06 Applications from Absent Employees

The Employer shall also consider applications from those employees, with the required seniority, who are absent from their normal places of employment because of sick leave, annual vacation, unpaid leave, Union leave, compassionate leave, education leave, or special leave, and who have filled in an application form before each absence, stating the jobs they would be interested in applying for should a vacancy or new job occur during their absence.

16.07 Temporary Appointments

Where operational requirements make it necessary, the Employer may make temporary appointments pending the posting and consideration of Union personnel pursuant to 16.01 above.

16.08 Notice to Union

Two (2) copies of all postings shall be sent to the Local of the Union within the aforementioned seven (7) calendar days.

16.09 Notice of Successful Applicant

The Employer shall, within three (3) calendar days, inform all applicants of the name of the successful applicant either in writing to each applicant or posting the name of the successful applicant in the same manner in which the vacancy or new job was posted.

16.10 Grievance Investigation

The Employer agrees to supply to the Union the names of all applicants for a vacancy or new position in the course of a grievance investigation.

16.11 Float Positions

- (a) It may be operationally more efficient and cost effective to utilize regular float positions for relief work as set out in the Addendum - Casual Employees.
Within ninety (90) days of ratification of the Agreement, and on an annual basis thereafter, the Employer and the Union, at the local level, will discuss the development of regular status float pool positions in light of the Employer's use of casual employees in the previous period.
- (b) Float pool employees shall be utilized only to relieve positions occupied by other regular employees. However, where no such work is available, employees in float pool positions shall be utilized productively.

- (c) The Employer shall post and fill float positions in accordance with Article 16.01(a). Float pool employees are entitled to all the provisions of this agreement except Article 19 (a), (b), (c), (d) and (f). In addition, they shall not be entitled to access work under Article 16.01(b) and the Addendum - Casual Employees at times when they are otherwise regularly scheduled to work
- (d) Where appropriate, a float pool employee may be required to perform work at more than one work site of the Employer.
- (e) Existing local agreements will not be affected by the above.

ARTICLE 17 - TECHNOLOGICAL, AUTOMATION AND OTHER CHANGES/ EMPLOYMENT SECURITY AGREEMENT

The following articles are to be interpreted and applied consistent with the Addendum - Report and Recommendations of Industrial Inquiry Commissioner.

17.01 Technological Change

17.01.01 Preamble

This Article shall not interfere with the right of the Employer to make such changes in methods of operation as are consistent with technological advances in the health care field.

The purpose of the following provisions is to preserve job security and stabilize employment and to protect as many regular employees as possible from loss of employment.

17.01.02 Employment Security

All Union members in facilities covered by this agreement will be protected by employment security as set out in the Addendum - Report and Recommendations of Industrial Inquiry Commissioner

The parties agree that voluntary solutions to problems and adjustment which arise from regionalization and restructuring are the best ones and will make every effort to achieve them.

17.01.03 Enhanced Consultation

The Employer shall notify the Union(s) of any proposed labour adjustment initiative in accordance with the general principles of enhanced consultation.

The parties shall meet with respect to the proposed initiative and explore a means whereby the matters arising therefrom may be accommodated. Specifically, the parties shall use their best

efforts to achieve the permanent or interim solution which best meets the needs of the proposed initiative.

17.02 Joint Health Care Reform/Labour Adjustment Committee

The parties shall promote participation by Union members and by Union members designated by Unions in health reform and utilization management to ensure that: health reform objectives are advanced; waste, inefficiencies, and inappropriate utilization are reduced or eliminated; and employee workloads are not excessive or unsafe.

There shall be no repercussions for employees participating in such activities and the employees shall do so without loss of pay or receive straight time regular wages for attending meetings of the joint labour adjustment committee.

17.03 Job Training

The Employer and the Union shall establish a Joint Committee on Training and Skill Upgrading for the following purposes:

- (1) for planning training programs for those employees affected by technological change;
- (2) for planning training programs to enable employees to qualify for new positions being planned through future expansion or renovation;
- (3) for planning training programs for those employees affected by new methods of operation;
- (4) for planning training programs in the area of general skill upgrading.

Whenever necessary, this Committee shall seek the assistance of external training resources such as the Federal Human Resources Development Canada and Provincial Ministry of Labour, or other recognized training institutions.

17.04 Process - Reduction and Restructuring

17.04.01

In the event of reduction resulting from any labour adjustment or downsizing initiative, the employer together with the unions will canvass the bargaining units by means of a notification process to see the degree to which necessary reductions and labour adjustment generally can be accomplished on a voluntary basis by early retirement, transfer to another employer, and other voluntary options. In the case of voluntary options, where more employees are interested in an available option than are needed for the necessary reductions, the options will be offered to qualified employees on the basis of seniority.

17.04.02

Failing voluntary resolution, positions to be reduced will be identified by the employer in accordance with the collective agreement.

17.04.03

The parties agree that FTE reductions will not result in a workload level that is excessive or unsafe. The parties acknowledge that a primary means of ensuring that FTEs can be reduced without resulting in an excessive workload or diminishing public access to needed health services is through utilization management.

(See Reduction Process chart - Addendum - Report and Recommendations of Industrial Inquiry Commissioner.)

17.05 Definition of Displacement

Any employee classified as a regular employee shall be considered displaced by technological change when his/her services shall no longer be required as a result of a change in plant or equipment, or a change in a process or method of operation diminishing the total number of employees required to operate the department in which he/she is employed.

17.06 Bumping (Effective June 1, 2004)

"Comparable" means that the regularly scheduled hours of work differ by no more than 20% from the regularly scheduled hours of an employee's current position and the hourly wage rate differs by no more than 5% from the hourly wage rate of the employee's current position.

"Dovetailed Seniority List Area" means the geographic area in which a single Dovetailed Seniority List applies, as identified in BCLRB Decision No. B274/2002.

"Worksite" means a facility, agency, centre, program, organization or location at or from which an employee is assigned to work.

(1) An employee exercising a right to bump another employee must:

(a) advise the employee's employer within 48 hours after receiving the seniority list referred to in subsection (2) of his or her intention to bump an employee at the same worksite, or

(b) advise the employee's employer within 7 days after receiving the seniority list referred to in subsection (2) of his or her intention to bump an employee at a different worksite.

(2) An employee who has received a layoff notice must decide whether to bump another employee, within the time set out in

subsection (1), after receiving from the employee's employer a list of the position:: on the same seniority list occupied by employees with fewer than ti pears seniority.

- (3) An employee with greater than 5 years seniority making a decision under subsection (2) may bump an employee with fewer than 5 years seniority at their worksite who occupies a comparable position in a classification that entails performing duties the bumping employee is qualified to perform and capable of performing.
- (4) An employee with greater than 5 years seniority who does not have an option to bump tin employee with less than 5 years seniority at their worksite who occupies a comparable position may bump the most junior employee at their worksite who occupies a comparable position that, entails performing duties the bumping employee is qualified to perform and capable of performing.
- (5) An employee with greater than 5 years seniority who does not have an option under (4) may bump the most junior employee who occupies a position at their worksite that entails performing duties the bumping employee is qualified to perform and capable of performing; or bump the most junior employee who occupies a position within the Dovetailed Seniority List Area performing duties the bumping employee is qualified to perform and capable of performing.
- (6) An employee with fewer than 5 years seniority making a decision under subsection (2) may bump the most junior employee at their worksite who occupies a comparable position that entails performing duties the bumping employee is qualified to perform and capable of performing.
- (7) An employee with fewer than 5 years seniority who does not have an option under (6) may bump the most junior employee who occupies a position at their worksite that entails performing duties the bumping employee is qualified to perform and capable of performing::or bump the most junior employee who occupies a cornparable position within the Dovetailed Seniority List Area in a classification that entails performing duties the bumping employee is qualified and capable of performing.
- (8) If an employee exercises a right to bump another employee under subsection (3), (4), (5), (6) or (7), the employer may assign the employee to the new position anytime within 7 days from the date on which the employer receives notification that the employee has exercised his or her right to bump that other employee.

- (9) An employee who fails to exercise his or her right to bump another employee under this Article may be laid off anytime after 7 days from the date on which the employee received the seniority list referred to in subsection (2) or at the expiry of the employee's notice period, whichever is later.

17.07 Notice of Displacement

Where a notice of displacement or layoff actually results in a layoff, and prior to the layoff becoming effective, two (2) copies of such notice shall be sent to the Local designate

17.08 Layoff Notice

17.08.01

The Employer shall give regular full-time and regular part-time employees the following written notice of layoff or normal pay for that period in lieu of notice:

- (a) less than two (2) years' seniority thirty-one (31) calendar days;
- (b) two (2) or more years' seniority but less than three (3) years' seniority - two (2) months;
- (c) three (3) or more years' seniority but less than four (4) years' seniority - three (3) months;
- (d) four (4) or more years' seniority but less than five (5) years' seniority - four (4) months;
- (e) five (5) or more years' seniority - six (6) months.

[Note: Paragraphs (c) through (e) above are restored January 1, 2006 in accordance with Section 9 of Bill 29-2002.]

17.08.02

Notice of layoff shall not apply where the Employer can establish that the layoff results from an act of God, fire or flood.

17.08.03

Laid off regular employees shall retain their seniority anti perquisites accumulated up to the time of lay-off, for a period of one (1) year and shall be rehired, if the employee possesses the capability of performing the duties of the vacant job, on the basis of last off - first on. Laid off employees failing to report for work of an ongoing nature within seven (7) days of the date of receipt of notification by registered mail shall be considered to have abandoned their right to re-employment. Employees requiring to give two (2) weeks' notice to another employer shall be deemed to be in compliance with the seven (7) day provision. In the exercise of rights under this Article, employees shall be permitted to exercise their rights in accordance with Article 17.06 of this Agreement.

17.09 Employment Security

Displaced employees shall, following the expiration of their notice period under the collective agreement, retain employment security for a period of up to twelve (12) months during which time every effort will be made to place such employees into gainful employment (hereinafter called "Employment Security"). Displaced employees who refuse placement by the HLAA shall lose their HLAA registration and employment security period will be terminated. This does not affect an employee's recall rights under the collective agreement.

The facility (Employer) from which a displaced employee is displaced shall pay the wages and benefits of the displaced employee for the duration of the employment security period. The HLAA shall reimburse the facility for any portion of the employment security period in excess of six (6) months.

17.10 Interim Solutions

The parties at the facility level will cooperate in the spirit of this agreement to facilitate interim job security solutions by means of relief assignments pending more permanent solutions.

Employees who accept temporary positions continue to be covered by job security protection at the conclusion of the temporary position.

17.11 Transfers and Closures

17.11.01

In the event that services or programs are transferred from one employer to another, the following will apply:

Employees will be transferred with the service or program and will port seniority. An employee can refuse a transfer if:

- (a) the transfer is out of the region; or,
- (b) except where the transfer is a result of the closure of a facility, the employee has other employment options under the collective agreement at the facility from which the service or program is being transferred.

17.11.02

The facility receiving the program will determine the number and category of employees. Where the receiving facility does not need all the employees in a category, opportunities to transfer will be based on seniority, and remaining employees will be entitled to exercise their rights under the collective agreement.

17.11.03

Transferring employees will port seniority. Note that seniority

cannot be used to bump employees in another facility, but only becomes ported after the employee moves into an existing vacancy.

17.11.04

In the case of the closure of facility, casual employees with more than 3915 hours of seniority acquired within the five years prior to the closure announcement will be covered by employment security provisions.

17.12 Contracting Out

The Employer agrees that they will not contract out bargaining unit work that will result in the lay-off of employees within the bargaining unit during the term of this agreement. The Employer will discuss with representatives of the local in a timely manner, functions they intend to contract out after the date of signing this collective agreement that could otherwise be performed by Union members within the facility, except where an emergency exists.

There will be no expansion of contracting in or contracting out of work within the bargaining units of the unions as a result of the reduction in FTEs.

17.13 Labour Relations Code

The present agreement fulfils the requirements of Section 54 of the *Labour Relations Code*. In the event that any changes related to FTE reductions contemplated by the present agreement constitute technological change, the Union agrees that the present agreement gives notice of technological change and complies with the notice periods in the agreement. The present agreement satisfies any other requirement of technological change or the *Employment Standards Act* (group terminations). There are no other tests regarding change.

ARTICLE 18 - TERMINATION OF EMPLOYMENT

18.01 Employer's Notice of Termination

The Employer shall give regular full-time and regular part-time employees twenty-eight (28) calendar days' notice in writing or ~~normal~~ pay for that period in lieu of notice where services are no longer required, except for casual employees or employees dismissed for just and reasonable cause. The period of notice must be for time to be worked and must not include vacation time

18.02 Employee's Notice of Termination

Employees shall make every effort to give twenty eight (28) calendar days' notice when terminating their employment.

Employees leaving with less than fourteen (14) calendar days' notice shall be paid their earned vacations less two percent (2%); for example:

employees entitled to eight percent (8%) shall be paid six percent (6%);

employees entitled to ten percent (10%) shall be paid eight percent (8%); etc.

Notwithstanding the foregoing, if the employee can show reasonable cause for giving less than fourteen (14) calendar days' notice, the employee shall be paid all earned vacations.

The period of notice must be for time to be worked and must not include vacation time.

18.03 Employment Abandoned

Any employee who fails to report for work and does not notify his/her supervisor within three (3) work days and who cannot give an acceptable reason for his/her absence shall be considered as having abandoned his/her position.

ARTICLE 19 - SCHEDULING PROVISIONS

19.01 Scheduling Provisions

- (a) (i) The Employer shall arrange the times of all on-duty and off-duty shifts, including statutory holidays, and post these at least fourteen (14) calendar days in advance of their effective date.
- (ii) If the Employer alters the scheduled work days of an employee without giving at least fourteen (14) calendar days' advance notice, such employee shall be paid overtime rates for the first shift worked pursuant to Article 21. Notice of the alteration shall be confirmed in writing as soon as possible.
- (b) There shall be a minimum of twelve (12) consecutive hours off-duty between the completion of one work shift and the commencement of the next
- (c) When it is not possible to schedule twelve (12) consecutive hours off-duty between work shifts, all hours by which such changeover falls short of twelve (12) consecutive hours shall be paid at overtime rates in accordance with Article 21.
- (d) If a written request for a change in starting time is made by an employee which would not allow twelve (12) consecutive hours off-duty between the completion of one work shift and

the commencement of another, and such request is granted, then the application of paragraphs (b) and (c) of this section shall be waived for all employees affected by the granting of such a request provided they are in agreement

- (e) Employees may exchange shifts with the approval of the Employer, provided that, whenever possible, sufficient advance notice in writing is given and provided that there is no increase in cost to the Employer
- (f) If the Employer changes a shift schedule without giving a minimum of fourteen (14) calendar days' advance notice and such change requires an employee to work on a scheduled day off, then such hours worked shall be paid at overtime rates pursuant to Article 21. Notice of the change shall be confirmed in writing as soon as possible.
- (g) Regular full-time employees shall not be required to work three (3) different shifts in any six (6) consecutive day period posted in their work schedules.
- (h) Where operational requirements necessitate a temporary change in start or stop time by up to a maximum of 2 hours with no change in shift duration, overtime rates pursuant to Article 21 will not be applicable
If child care, transit difficulties or other serious personal circumstances do not permit such a change, employees may decline the change without repercussion by the Employer

19.02 Unusual Job Requirements of Short Duration

The nature of health care is such that at times it is necessary for an employee to perform work not normally required in his/her job and, therefore, the requirements of the moment shall determine the type of work to be performed. It is understood that an employee shall not be expected to perform a task for which he/she is not adequately trained.

ARTICLE 20 - HOURS OF WORK

20.01 Continuous Operation

The work week shall provide for continuous operation Sunday through Saturday.

20.02 Hours of Work

- (a) The hours of work for each regular full-time employee covered by this agreement exclusive of meal times shall be 36 hours per week or an equivalent. Effective the start of the first pay period not later than ninety (90) calendar days after ratifica-

tion, the work week shall be an average of thirty-seven and one-half (37.5) hours per week. The longer work week will not result in an increase in the monthly rate of pay for regular full-time employees (i.e., the monthly wage rate will not change as a result of the implementation of the longer work week); however, the hourly wage rate will be reduced by four percent (4%).

Where an Employer has an existing Local Agreement providing for a thirty-seven and one-half (37.5) hour work week as of March 31, 2004, such an arrangement will continue and Article 21 shall not apply for the difference between a thirty-six (36) hour work week and a thirty-seven and one-half (37.5) hour work week.

- (b) The Employer will determine and implement the new work schedules for the longer **work** week. The new work schedules shall be supplied to the Union fifteen (15) calendar days prior to implementation. The right to grieve the new work schedules is limited to alleged violations **of** Article 19 and 20.
- (c) Effective the first pay period prior to September 30, 1993, for hours worked after that pay period, the base day will be seven point two (7.2) hours for the purpose of calculating the accrued credit banks. Effective no later than the start of the first pay period ninety (90) calendar days after ratification, for hours worked after that pay period, the base day will be seven and one-half (7.5) hours for the purpose of calculating the accrued credit banks.
- (d) Schedules with work days greater than seven and one-half (7.5) hours per day and up to and including eight (8) hours per day are further clarified in the Memorandum of Understanding Re: Schedules.
- (e) Employees who are scheduled to be on-call during a meal period shall be paid for a full shift with the meal period being included within such shift.
- (f) Employees shall be scheduled off from work, exclusive of annual vacations, a minimum of one hundred fifteen (115) days per year (that is, an average of two (2) days per week plus a minimum **of** eleven (11) statutory holidays). If at the end of fifty-two (52) weeks dating from an employee's first scheduled shift in January, an employee has not had a minimum of one hundred fifteen (115) days off, he/she shall be paid **extra** at the applicable overtime rate for each day by which his/her total number of days off falls short, of one hundred fifteen (115) days, except that he/she shall not again **be** paid for any day for

which he/she was paid overtime in accordance with Article 21 or Article 27.04.

- (g) Employees shall not be required at *any* time to work more than six (6) consecutive shifts, and employees shall not receive at any time less than two (2) consecutive days off-duty excluding statutory holidays, otherwise overtime shall be paid in accordance with Article 21. Subject to the approval of the Employment Standards Board, the foregoing provision may be varied by mutual agreement between HEABC and the Union.

20.03 Rest and Meal Periods

(a) Rest Periods

Employees working a full shift shall receive two (2) rest periods, one in each half of the shift. Employees working less than a full shift shall receive one (1) rest period.

Employees electing to take these breaks in their work areas shall receive fifteen (15) minute breaks. Those using the cafeteria shall be allowed ten (10) minutes in the cafeteria.

(b) Meal Periods

All employees covered by the Collective Agreement shall receive a one-half ($\frac{1}{2}$) hour meal period, *no more, no less*. The Employer shall attempt to schedule the meal period as close as possible to the middle of the shift.

20.04 Split Shifts

No split shifts shall be worked except in cases of emergency

20.05 Part-Time Employees

The Employer shall eliminate, as far as possible, all part-time employees.

ARTICLE 21 - OVERTIME

21.01 Employees requested to work in excess of the normal daily full shift hours as outlined in Article 20.02, **or** who are requested to work on their scheduled off-duty days, shall be paid:

- (1) the rate of time and one-half of their basic hourly rate of pay for the first two (2) hours of overtime on a scheduled work day and double time thereafter;
- (2) the rate of double time of their basic hourly rate of pay for all hours worked on a scheduled day off.

21.02 Employees required to work on a scheduled day off shall receive *the overtime* rate as provided but shall not have the day off rescheduled.

21.03 If an employee works overtime on a statutory holiday which

calls for a premium rate of pay as provided at Article 27, the employee shall be paid overtime at the rate of time and one-half (1-1/2) times the premium statutory holiday rate for all hours worked beyond seven and one-half (7-1/2) in that day, effective the first pay period between September 30, 2004 and October 13, 2004.

21.04 Overtime pay shall be paid to the employee within eight (8) days after the expiration of the pay period in which the overtime was earned except as provided in Article 21.05 below.

21.05 At the time an employee is required or requested to work overtime, the employee may opt for compensating time off at the applicable overtime rate in lieu of overtime pay. If an employee opts for compensating time off in lieu of overtime pay, the time shall be taken at a time mutually agreed to by the employee and the Employer and shall be taken within twenty-four (24) calendar weeks of the occurrence of the overtime. The Employer will make a reasonable effort to allow time off when requested by the employee. If such time off is not taken by the end of the twenty-four (24) week period, overtime at the applicable overtime rate shall be paid on the employee's next regular pay cheque.

The accumulated balance of hours under this Article shall not be reduced as a result of the September 30, 1993 reduction in the work week to 36 hours per week.

21.06 The hourly pay rate as calculated for computer purposes shall be the monthly wage rate of the employee, as shown in the Wage Schedules, multiplied by twelve (12) and divided by fifty-two (52) times the weekly hours of work as provided at Article 20.02, and such hourly rate so arrived at shall apply in the calculation of adjustments and overtime.

21.07 An employee who works two and one-half (2-1/2) hours of overtime immediately before or following his/her scheduled hours of work shall receive a meal allowance of seven dollars (\$7.00). One-half (1/2) hour with pay shall be allowed the employee in order that he/she may take a meal break either at or adjacent to his/her place of work.

- (i) This clause shall not apply to part-time employees until the requirements of Article 21.09 have been met.
- (ii) In the case of an employee called out on overtime to work on a rest day this clause will apply only to hours worked outside his/her regular shift times for a normal work day.

21.08 When an employee is requested to work overtime on a scheduled work day or on a scheduled day off, the employee may decline to work such overtime except in cases of emergency. Only

in cases of emergency may an employee be required to work over time.

When an employee does not agree that an emergency exists, the employee shall work such overtime under protest and may file a grievance.

21.09 A regular part-time employee working less than the normal hours per day of a full-time employee, and who is requested to work longer than his/her regular work day, shall be paid at the rate of straight time for the hours so worked, up to and including the normal hours in the work day of a full-time employee. Overtime rates shall apply to hours worked in excess of the normal hours in the work day of a full-time employee

21.10 A regular part-time employee working less than the normal days per week of a full-time employee and who is requested to work other than his/her regularly scheduled work days, shall be paid at the rate of straight time for the days so worked, up to and including the normal work days in the work week of a full-time employee. Overtime rates shall apply to hours worked in excess of the normal work days in the work week of a full-time employee.

21.11 An employee required to work overtime adjoining his/her regularly scheduled shift shall be entitled to eight (8) clear hours between the end of the overtime work and the start of his/her next regular shift. If eight, (8) clear hours of time off are not provided, overtime rates shall apply to all hours worked on the next regular shift.

ARTICLE 22 - SHIFT, WEEKEND AND TRADES QUALIFICATION PREMIUMS

22.01 Employees working the evening shift shall be paid a shift differential of seventy (70¢) cents per hour for the entire shift worked. Employees working the night shift, shall be paid a shift differential of one dollar (\$1.00) per hour for the entire shift worked. Effective April 1, 2002, the evening and night shift premiums shall be ninety-five cents (95¢) per hour and one-dollar twenty-five cents (\$1.25) per hour respectively.

22.02 An Employee shall be paid a weekend premium of fifty cents (50¢) per hour for each hour worked between 0001 hours Saturday and 2400 hours Sunday. Effective April 1, 2002, the weekend premium shall be seventy-five cents (75¢) per hour.

22.03 Evening shift will be defined as any shift in which the major portion occurs between 4:00 P.M. (1600 hours) and 12:00

Midnight (2400 hours) and night shift as any shift in which the major portion occurs between 12:00 Midnight (2400 hours) and 8:00 A.M. (0800 hours).

22.04 Effective April 1, 2001, regular employees classified in the trades job family and maintenance supervisor classifications who hold a TQ ticket as a requirement of their job, and who supervise trades, shall receive a trades qualification premium of \$500 per year, prorated for part-time employees.

ARTICLE 23 - CALL BACK

23.01 Employees called back to work on their regular time off shall receive a minimum of two (2) hours' overtime pay at the applicable overtime rate, or shall be paid at the applicable overtime rate for the time worked, whichever is greater.

These employees shall receive a transportation allowance based on the cost of taking a taxi from their home to the Employer's place of business and return or, if the employee normally drives his/her motor vehicle to work an allowance of thirty-nine cents (39¢) per kilometre, effective July 1, 2001, from the employee's home to the Employer's place of business and return. Minimum allowance shall be two dollars (\$2.00).

23.02 If an employee is called back to work and does not receive a total of eight (8) consecutive hours off duty in the twenty-four (24) hour period beginning from the commencement of the employee's shift, then the employee will not be required to report for duty for her/his next shift until she/he has received a total of eight (8) consecutive hours off duty. In such circumstances, no deduction will be made in the employee's daily pay and the employee's normal shift hours will not be extended to have the employee work a full shift.

The employee in the above situation will advise her/his supervisor in advance of the fact that she/he will not be reporting for duty at her/his scheduled time.

This provision is waived if the employee is granted a request for a particular shift arrangement that does not give the employee eight (8) consecutive hours in total off duty in the aforementioned twenty-four (24) hour period.

ARTICLE 24 - CALL-IN - STATUTORY REQUIREMENT

24.01 Any employee, except those covered by Article 23, reporting for work at the call of the Employer shall be paid his/her regular rate of pay for the entire period spent at the Employer's place of

business, with a minimum of two (2) hours' pay at his/her regular rate of pay if he/she does not commence work, and a minimum of four (4) hours' pay at his/her regular rate if he/she commences work.

ARTICLE 25 - ON-CALL DIFFERENTIAL

25.01 Employees required to be on-call shall be paid an on-call differential of one dollar (\$1.00) per hour, or portion thereof. Effective April 1, 2002 the on-call differential shall be two dollars (\$2.00) per hour.

The minimum on-call requirement shall be four (4) consecutive hours.

25.02 Should the Employer require an employee to have a pager or beeper available during their on call period, then all related expenses for such device shall be the responsibility of the Employer.

ARTICLE 26 - TRANSPORTATION ALLOWANCE

26.01 An employee who uses his/her own motor vehicle to conduct business on behalf of and at the request of the Employer shall receive an allowance of thirty-nine cents (39¢) per kilometre effective July 1, 2001. Minimum allowance shall be two dollars (\$2.00).

26.02 Where an employee uses his/her own motor vehicle to conduct business at the request of the Employer, and to the extent that Insurance Corporation of British Columbia insurance premiums are necessarily increased to recognize such usage, the Employer shall reimburse the employee that portion of the premium representing the insurance necessary to move the employee's coverage from "to and from work" to "business use".

ARTICLE 27 - STATUTORY HOLIDAYS

27.01 Statutory Holidays

Employees will be entitled to eleven (11) statutory holidays and such other holidays as may be in future proclaimed or declared by either the Provincial or Federal Governments:

New Year's Day	Easter Monday
Victoria Day	Canada Day
Thanksgiving Day	Labour Day
Boxing Day	Remembrance Day
Good Friday	Christmas Day
B.C. Day	

They shall be granted on the basis that employees shall be scheduled off from **work**, exclusive of annual vacations, a minimum of one hundred fifteen (115) days per year (two (2) days per week plus a minimum of eleven (11) statutory holidays).

If at the end of a year (fifty-two (52) weeks dating from an employee's first scheduled shift in January), an employee has not had a minimum of one hundred fifteen (115) days off, he/she shall be paid extra at double time rates for each day by which his/her total number of days off falls short of one hundred fifteen (115), except that he/she shall not again be paid for any day for which he/she was paid at the rate of double time under Article 21 or Article 27.04.

Employees who are required to work on hospital scheduled statutory holidays and are given less than seven (7) calendar days' advance notice of this requirement will receive pay at the rate of time and one-half (1-1/2) for the time worked, in addition to their regular monthly pay rate, and will have such statutory holidays rescheduled in addition to such overtime pay.

27.02 Super Stats

Employees who are required to work on Good Friday, Labour Day, or Christmas Day shall be paid at time and one-half (1-1/2) rates in addition to their regular monthly pay rate. Payment of time and one-half (1-1/2) rates under this provision does not detract from statutory holiday entitlements otherwise owing to the employee. The Employer and the Union agree to be bound by the decision of Special Officer, D.R. Blair, dated August 29, 1974 regarding the interpretation and application of the foregoing Super Stat provisions.

27.03 When an Employee has been on sick leave that is inclusive of one or more working days prior to an Employer scheduled statutory holiday and one or more working days following such Employer scheduled statutory holiday, then the Employer scheduled statutory holiday shall become a day to which accrued sick leave credits shall be applied and it shall be re-scheduled. The employee shall be required in all such cases to provide a certificate of illness from a medical practitioner. The provisions of Article 27.01, paragraph 3 shall not apply to Employer scheduled statutory holidays rescheduled in accordance with this paragraph. Such rescheduled statutory holidays shall be rescheduled not later than January 31st of the year following the year in respect of which they were originally scheduled.

27.04 Employees required to work on scheduled days off will

receive pay at the rate of double time for the time worked, but will not have the day off rescheduled.

27.05 Employees who are required to work on a statutory holiday other than a Super. Stat shall be paid at the rate of double time. Payment of premiums under this provision does not detract from statutory holiday entitlements otherwise owing to the employee.

27.06 If an employee terminates during the year, he/she shall be entitled to the same portion of one hundred fifteen (115) days off that his/her period of service in the year bears to a full year.

27.07 Every effort will be made to schedule such public holidays or their equivalent days, as additions to the employee's two (2) regularly scheduled days off per week so that employees will receive as many three-day breaks during each year as possible.

27.08 The Employer shall make every effort to schedule either Christmas Day or New Year's Day off for employees so requesting.

27.09 If an Employer scheduled statutory holiday occurs within an employee's vacation period, an extra day's vacation will be allowed for each statutory holiday so occurring.

27.10 Part-Time Employees

Part-time Employees shall receive the same perquisites on a proportionate basis as granted regular full time employees, including the following:

Two point eighty-eight (2.88) hours off with pay every thirty three (33) days for employees working an average of fourteen point four hours (14.4) per week, or pay in lieu thereof; or a proportionate amount depending on time worked.

Effective the first pay period between September 30, 2004 and October 13, 2004, three (3) hours of with pay every thirty-three (33) days for employees working an average of fifteen (15) hours per week, or pay in lieu thereof; or a proportionate amount depending on time worked.

ARTICLE 28 - VACATIONS

28.01 Vacation Entitlement

All employees shall be credited for and granted vacations earned up to July 1st each year, on the following basis:

- (a) New employees who have been continuously employed at least six (6) months prior to July 1st will receive vacation time based on total completed calendar months employed to July 1st.

New employees who have not been employed six (6) months prior to July 1st will receive a partial vacation after six (6) months' service based on the total completed calendar months employed to July 1st.

- (b) Employees with one (1) or more years of continuous service shall have earned the following vacation with pay:
 - 1 year's continuous service - 20 work days' vacation
 - 2 years' continuous service - 20 work days' vacation
 - 3 years' continuous service - 20 work days' vacation
 - 4 years' continuous service - 20 work days' vacation
 - 5 years' continuous service - 21 work days' vacation
 - 6 years' continuous service - 22 work days' vacation
 - 7 years' continuous service - 23 work days' vacation
 - 8 years' continuous service - 24 work days' vacation
 - 9 years' continuous service - 25 work days' vacation
 - 10 years' continuous service - 26 work days' vacation
 - 11 years' continuous service - 27 work days' vacation
 - 12 years' continuous service - 28 work days' vacation
 - 13 years' continuous service - 29 work days' vacation
 - 14 years' continuous service - 30 work days' vacation
 - 15 years' continuous service - 31 work days' vacation
 - 16 years' continuous service - 32 work days' vacation
 - 17 years' continuous service - 33 work days' vacation
 - 18 years' continuous service - 34 work days' vacation
 - 19 years' continuous service - 35 work days' vacation
 - 20 years' continuous service - 36 work days' vacation
 - 21 years' continuous service - 37 work days' vacation
 - 22 years' continuous service - 38 work days' vacation
 - 23 years' continuous service - 39 work days' vacation
 - 24 years' continuous service - 40 work days' vacation
 - 25 years' continuous service - 41 work days' vacation
 - 26 years' continuous service - 42 work days' vacation
 - 27 years' continuous service - 43 work days' vacation
 - 28 years' continuous service - 44 work days' vacation
 - 29 years' continuous service - 45 work days' vacation

This provision applies when the qualifying date occurs before July 1st in each year.

- (c) The accumulated balance of an employee's vacation credits earned before the first pay period prior to September 30, 1993 shall not be reduced as a result of the September 30, 1993 reduction in the work week to 36 hours per week.

28.02 Supplementary Vacations

- (a) Upon reaching the employment anniversary of twenty-five

- (25) years of continuous service, employees shall have earned an additional five (5) work days' vacation with pay. This provision applies when the qualifying date occurs before July 1st in each year.
- (b) Upon reaching the employment anniversary of thirty (30) years of continuous service, employees shall have earned an additional ten (10) work days' vacation with pay. This provision applies when the qualifying date occurs before July 1st in each year.
 - (c) Upon reaching the employment anniversary of thirty-five (35) years of continuous service, employees shall have earned an additional fifteen (15) work days' vacation with pay. This provision applies when the qualifying date occurs before July 1st in each year.
 - (d) Upon reaching the employment anniversary of forty (40) years of continuous service, employees shall have earned an additional fifteen (15) work days' vacation with pay. This provision applies when the qualifying date occurs before July 1st in each year.
 - (e) Upon reaching the employment anniversary of forty-five (45) years of continuous service, employees shall have earned an additional fifteen (15) work days' vacation with pay. This provision applies when the qualifying date occurs before July 1st in each year.

The supplementary vacations set out above are to be banked on the outlined supplementary vacation employment anniversary date and taken at the employee's option at any time subsequent to the current supplementary vacation employment anniversary date but prior to the next supplementary vacation employment anniversary date.

28.03 Vacation Period

Vacation time earned up to July 1st as indicated in Articles 28.01 and 28.02 shall be granted as follows:

Sixty percent (60%) of the employees shall be scheduled and granted vacations during the months of June, July, August and September.

Forty percent (40%) of the employees shall be scheduled and granted vacations during the remainder of the year.

The choice of vacation periods shall be granted employees on the basis of seniority with the Employer except where the period requested would be detrimental to the operation of a department.

28.04 Splitting of Vacation Periods

Annual vacations for employees with ten (10) work days' vaca

tion or **more** shall be granted in one (1) continuous period but may, upon request from the employee, be divided, subject to the approval of the Employer, provided that the following shall apply:

1. The Employer's approval shall not be unreasonably withheld, taking into consideration the operational requirements of the department; and
2. At least one block of vacation shall be at least five (5) days in duration.

Employees wishing to split their vacations shall exercise seniority rights in the choice of the first vacation period. Seniority shall prevail in the choice of the second vacation period, but only after all other "first" vacation periods have been approved. Seniority shall also prevail in the choice of each subsequent vacation period, but only after each previous vacation period has been approved.

Annual vacations for employees with less than ten (10) work days' vacation shall be granted in one (1) continuous period.

28.05 Vacation Pay

Vacation pay to which an employee is entitled shall be paid to the employee at least one (1) calendar day before the beginning of his or her vacation, provided that the employee gives the Employer at least fourteen (14) days written advance notice. The amount of his ~~or~~ her vacation pay shall be based on the number of work days ~~or~~ planned absence due to vacation ~~for~~ each vacation period.

28.06 Vacations Non-Accumulative

Vacation time shall not be cumulative from calendar year to calendar year.

28.07 Vacation Entitlement Upon Dismissal

Employees dismissed for cause shall be paid their unused earned vacation allowance pursuant to Articles 28.01 and 28.02.

28.08 Reinstatement of Vacation Days - Sick Leave

In the event an employee is sick or injured prior *to* the commencement of his/her vacation, such employee shall be granted sick leave and the vacation period so displaced shall be added to the vacation period if requested by the employee and by mutual agreement, or shall be reinstated for use at a later date.

28.09 Employees who have commenced their annual vacation shall not be called back to work, except in cases of extreme emergency. If such occurs, an employee shall receive two (2) times his/her applicable rate of pay for all hours worked and shall have

vacation period so displaced rescheduled with pay at a mutually agreeable time. All reasonable travel expenses incurred shall be reimbursed to the employee.

28.10 Part-Time Employees

Part-time Employees shall receive the same perquisites on a proportionate basis as granted regular full time employees, including the following:

Regular part-time Employees shall be credited with and granted vacations as set out in Articles 28.01 and 28.02; that is, eight percent (8%) during the first year on regular part-time employment; and vacation with pay based on a proportionate amount of the vacation entitlements as set out under Articles 28.01 and 28.02.

ARTICLE 29 - COMPASSIONATE LEAVE

29.01 Compassionate leave of absence of three (3) days with pay shall be granted to a regular employee at the time of notification of death upon application to the Employer in the event of a death of a member of the employee's immediate family. This shall include parent (or alternatively step-parent or foster parent), spouse, child, step-child, brother, sister, father-in-law, mother-in-law, grandparent, grandchild, legal guardian, ward and relative permanently residing in the employee's household or with whom the employee permanently resides.

Such compassionate leave shall be granted to employees who are on other paid leaves of absence including sick leave and annual vacations. When compassionate leave of absence with pay is granted, any concurrent paid leave credits used shall be restored.

Compassionate leave of absence with pay shall not apply when an employee is on an unpaid leave of absence.

ARTICLE 30 - SPECIAL LEAVE

30.01 Effective September 30, 1993, an Employee shall earn special leave credits with pay up to a maximum of twenty-five (25) days (180 hours) at the rate of one-half (0.5) day (36 hours) every four (4) weeks (144 hours). Effective the first pay period between September 30, 2004 and October 13, 2004, an employee shall earn special leave credits with pay up to a maximum of twenty-five (25) days (187.5 hours) at the rate of one-half (0.5) day (3.75 hours) every four (4) weeks (150 hours).

The accumulated balance of an employee's special leave credits shall not be reduced as a result of the September 30, 1993 reduction in the work week to 36 hours per week.

Notwithstanding the foregoing, employees with accumulated special leave credits in excess of 180 hours as of the first pay period prior to September 30, 1993, up to and including the previous maximum of 187.5 hours, shall retain the accumulated balance to their credit. Where this accumulated credit exceeds 180 hours, no further credit shall be earned until the accumulated balance is reduced below 180 hours, in which event the accumulation of special leave credits will be reinstated, but the accumulated balance shall not, again exceed 180 hours.

As special leave credits are used, they shall continue to be earned up to the maximum.

Special leave credits may be used for the following purposes:

- (1) Marriage Leave - five (5) days.
- (2) Paternity Leave - one (1) day.
- (3) Serious household or domestic emergency including illness in the immediate family of an employee, and when no one at the employee's home other than the employee can provide for the care of the ill immediate family member - up to two (2) days at one time.
- (4) Leave of one (1) day may be added to three (3) days' compassionate leave.
- (5) Leave of three (3) days may be taken for travel associated with compassionate leave.
- (6) Adoption Leave - one (1) day.

If a regular full-time or regular part-time employee has not earned sufficient special leave credits, he/she may request leave of absence without pay.

30.02 Part-time Employees

Part-time Employees shall receive the same perquisites on a proportionate basis as granted regular full-time employees, including the following:

All special leave credits shall be paid in conformity with Article 30. Two and three fifths (2-3/5) days (18.72 hours) per year for those working an average of fourteen point four (14.4) hours a week per calendar year, or a proportionate amount depending on time worked.

Effective the first pay period between September 30, 2004 and October 13, 2004, two and three-fifths (2 3/5) days (19.5 hours) per year for those working an average of fifteen (15) hours per week

per calendar year or a proportionate amount depending on time worked.

ARTICLE 31 - SICK LEAVE, WCB, INJURY-ON-DUTY

31.01 The following sick leave provisions may be varied by mutual agreement between the Union and the Employer in the event further EIC premium reductions for eligible sick leave plans are attainable under the *Employment Insurance Act*.

31.02 Sick leave credits with pay shall be granted on the basis of one and one-half (1-1/2) work days per month, cumulative up to one hundred fifty-six (156) work days. Upon completion of the three (3) month probationary period, employees shall have sick leave benefits paid retroactive to their starting date to the extent of the accumulated sick leave credits earned up to the date of return from illness.

The accumulated balance of an employee's sick leave credits shall not be reduced as a result of the September 30, 1993 reduction in the work week to thirty-six (36) hours.

Notwithstanding the foregoing, employees with accumulated sick leave credits in excess of 1,123.2 hours, as of the first pay period prior to September 30, 1993 shall retain the accumulated balance to their credit. Where this accumulated credit exceeds 1,123.2 hours, no further credits shall be earned until the accumulated balance is reduced below 1,123.2 hours, in which event the accumulation of sick leave credits shall be reinstated, but the accumulated balance shall not again exceed 1,123.2 hours. Effective the first pay period between September 30, 2004 and October 13, 2004, the maximum accumulation of sick leave credits shall be eleven hundred and seventy (1,170) hours.

31.03 Sick leave with pay is only payable because of sickness and employees who are absent from duty because of sickness may be required to prove sickness. Failure to meet this requirement can be cause for disciplinary action. Repeated failure to meet this requirement can lead to dismissal. Employees must notify the Employer as promptly as possible of any absence from duty because of sickness and employees must notify the Employer prior to their return.

31.04 Sick leave pay shall be paid for the one (1) day or less not covered by the *Workers' Compensation Act*.

An employee shall be granted reasonable injury-on-duty leave with pay if it is determined by the Provincial Workers' Compensation Board that he/she is unable to perform his/her duties and the employee agrees to pay to the Employer any amount received

by him/her for loss of wages in settlement of any claim he/she may have in respect of such coinpensable injury or accident.

When an employee is granted sick leave with pay and injury-on-duty leave is subsequently approved for the same period, it shall be considered, for the purpose of the record of sick leave credits, that the employee was not granted sick leave with pay.

31.05 Employees qualifying for Workers' Compensation coverage shall be continued on the payroll and shall not have their employment terminated during the compensable period.

31.06 Sick leave pay shall be computed on the basis of scheduled work days and all claims shall be paid on this basis.

Sick leave deductions shall be according to actual time off.

31.07 An employer must apply for sick leave pay to cover periods of actual time lost from work owing to sickness or accident.

Where medical and/or dental appointments cannot be scheduled outside the employee's working hours, sick leave with pay shall be granted.

31.08 Employees with more than one (1) year's service who are off because of sickness or accident, shall at the expiration of paid sick leave benefits, be continued on the payroll under the heading of leave of absence without pay for a period of not less than one (1) month plus *an* additional one (1) month for each additional three (3) years of service, *or* proportion thereof, beyond the first year of service.

Further leave of absence without pay shall be granted upon written request provided that the request is reasonable. The Employer may require the employee to prove sickness or incapacity and provide a medical opinion as to the expected date of return to **work**. The Employer's decision for further leave of absence without pay shall be in writing.

If no written report is received by the Employer by the end of the leave of absence without pay explaining the employee's condition, the employee's services shall be terminated.

31.09 Employees with less than one (1) year's service who are off because of sickness or accident shall be continued on the payroll under the heading of leave of absence without pay for a period of seven (7) work days. Further leave of absence periods of seven (7) work days without pay may be granted upon written request. These written requests shall be acknowledged in writing. If no written report is received by the Employer within the seven (7) work days from such an employee explaining his/her condition, he/she shall be removed from the payroll.

31.10 The Employer shall inform all employees at least once each year of the number of sick days accumulated and shall make the information available to an employee on request.

31.11 All sick leave credits are cancelled when an employee terminates his/her employment except when an employee transfers to another health care institution in accordance with Article 14.12.02(c) and except as provided in Article 31.12 below.

31.12 Cash Pay-Out of Unused Sick Leave Credits

Upon retirement, or voluntary leave from the workforce as defined in Article 43, Severance Allowance, regular full-time and regular part-time employees shall be paid in cash an amount equivalent to forty percent (40%) of unused sick leave credits calculated at the employee's rate of pay at retirement.

31.13 Other Claims

In the event that an employee is absent from duty because of illness or injury in respect of which wage loss benefits may be payable to the employee by the Insurance Corporation of British Columbia (ICBC), the liability of the Employer to pay sick pay shall rank after the ICBC. Notwithstanding such liability, the Employer shall pay the employee such sick leave pay as would otherwise be payable under this Agreement. The employee shall not be obliged to take action against the ICBC, but the Employer shall be entitled to subrogate to the rights of the employee and to take whatever action may be appropriate against ICBC at any time after six (6) months following the illness or injury, unless the employee first elects to take action on his/her own behalf. To the extent that the employee recovers monies as compensation for wages lost, the Employer shall be reimbursed any sick leave pay that it may have paid to the employee.

Where the Employer recovers monies from the ICBC, the employee's sick leave credits shall be proportionately reinstated.

31.14 Part-Time Employees

Seven point two (7.2) days (fifty-four (54.0) hours) per year for those working an average of fifteen (15) hours per week per calendar year or a proportionate amount depending on time worked. All sick leave credits shall be paid in conformity with Article 31.

Effective the first pay period prior to September 30, 1993, seven point two (7.2) days, (fifty-one point eighty-four (51.84) hours) per year for those working an average of fourteen point four (14.4) hours per week per calendar year or a proportionate amount depending on time worked. Effective the first pay period between

September 30, 2004 and October 13, 2004, the provisions of the preceding paragraph take effect.

ARTICLE 32 - EDUCATIONAL LEAVE

32.01 Employer Requested Leave

Leave of absence without loss of pay, seniority and all benefits shall be granted to employees whenever the Employer requests, in writing, that the employee take designated courses and/or examinations. The cost of the course and/or any examination fee and reasonable expenses, including tuition fees and course required books, necessary travelling and subsistence expenses, incurred in taking the course and/or examination shall be paid by the Employer.

32.02 In-Service Education

The parties recognize the value of in-service both to the employee and the employer and shall encourage employees to participate in in-service. All employees scheduled by the Employer to attend in-service seminars shall receive regular wages.

32.03 Employee Requested Long Term Leave

After three (3) years' continuous service, an employee may request an unpaid leave of absence to take educational courses relating to the delivery of health care subject to the following provisions:

- (a) The employee shall give the longest possible advance notice in writing. Where an employee requests an unpaid leave of absence in excess of four (4) calendar months, such employee shall make every effort to give six (6) calendar months' advance notice in writing of such request.
- (b) Every effort shall be made by the Employer to comply with such requests, providing that replacements to ensure proper operation of the department can be found.
- (c) Notwithstanding such requests shall be given by the Employer in writing.

32.04 Paid Education Leave

- (a) The Employer recognizes the desirability of providing a climate for employees to improve their education level and enhance their qualifications in order to enhance their opportunities for advancement.
- (b) Applications for paid education leave shall be submitted giving the longest possible advance notice in writing. Every rea-

sonable effort shall be made by the Employer to comply with such applications.

- (c) Paid education leave may be utilized to attend courses which are necessary to maintain an employee's current certification, registration or licence, required by the approved benchmark. It may also be utilized to sit exams for relevant professional courses.
- (d) Provided that the courses or exams are necessary to obtain a qualification set out on an approved benchmark for a job that might reasonably be available at the Employer's worksite, an employee with at least three (3) years of service with the Employer may also utilize paid education leave to improve her/his education level and qualifications in order to enhance her/his opportunities for advancement with the Employer.
- (e) Upon approval of the course, the Employer will grant two days education leave of absence with pay (at straight time rates), to a maximum of 14.4 hours. Premium pay does not apply under this article. Paid education leave is not to exceed 2 days (14.4 hours) of Employer contribution per agreement year; nor shall it accumulate from agreement year to agreement year. Effective the first pay period between September 30, 2004 and October 13, 2004, the maximum Employer contribution per agreement year is fifteen (15) hours.

ARTICLE 33 - JURY DUTY

33.01 An employee who is subpoenaed by the Crown for jury duty, or as a witness for the Crown or the defence (not being himself/herself a party to the proceeding), shall continue to receive his/her regular pay and benefits. The employee shall turn over to the Employer any monies he/she receives from the court on the days he/she is normally scheduled to work, providing this does not exceed his/her regular pay rate. The employee shall not be required to turn over allowances received for travelling and meals.

ARTICLE 34 - LEAVE - UNPAID

34.01 Unpaid Leave

Requests by employees for unpaid leave of absence shall be made in writing to the department supervisor and may be granted at the Employer's discretion. The employee shall give at least seven (7) days' notice to minimize disruption of staff. The Employer shall make every reasonable effort to comply with such

requests. Notice of the Employer's decision shall be given in writing as soon as possible

34.02 Unpaid Leave - After Three Years

For every three (3) years' continuous service, an employee may request, in writing, an extended unpaid leave of absence, giving the longest possible advance notice. Every reasonable effort shall be made to comply with such requests providing that replacements to ensure proper operation of the Employer's business can be found. Notices granting such leaves shall be in writing.

34.03 Unpaid Leave - Affecting Seniority and Benefits

Any employee granted unpaid leave of absence totalling up to twenty (20) working days in any year shall continue to accumulate seniority and all benefits and shall return to his/her former job and increment step.

If an unpaid leave of absence or an accumulation of unpaid leaves of absence exceeds twenty (20) working days in any year, the employee shall not accumulate benefits from the twenty-first (21st) day of the unpaid leave to the last day of the unpaid leave but shall accumulate benefits and receive credit for previously earned benefits upon expiration of the unpaid leave.

34.04 Unpaid Leave - Union Business

- (a) Short-term leave of absence without pay to a maximum of fourteen (14) days at one time shall be granted to employees designated by the Union to transact Union business including conventions and conferences unless this would unduly interrupt the operation of the department provided, however, that these designated employees shall be paid by the Employer for time lost in attending meetings during working hours whenever their attendance is requested by the Employer. The Union shall give reasonable notice to minimize disruption of the department and the Union shall make every effort to give a minimum of seven (7) days' notice.
- (b) Long-term leave of absence without pay shall be granted to employees designated by the Union to transact Union business for specific periods of not less than fourteen (14) days unless this would unduly interrupt the operation of the department. Such requests shall be made in writing sufficiently in advance to minimize disruption of the department. Employees granted such leave of absence shall retain all rights and privileges accumulated prior to obtaining such leave. Seniority shall continue to accumulate during such

leave and shall apply to such provisions as annual vacations, increments and promotions.

- (c) Leave of absence without **pay** shall be granted to employees designated by the Union for the purpose of collective bargaining. Seniority and all benefits shall accumulate during such leave.
- (d) The foregoing provisions shall not limit the provisions of Article 5.10, 9.01, 9.02, 9.03, 11.05, 11.06, 12.01, 12.02.
- (e) Every **effort** will be made by the Employer to retain employees on unpaid leave of absence for Union business on the Employer's payroll and where such employees are retained, the Union shall reimburse the Employer for the wages and benefits involved. This provision does not apply to employees on extended leaves of absence who are employed by the Union on a regular full-time basis.
- (f)
 - (i) Provided not less than seven (7) days' notice has been given, members of the Provincial Executive of the Union shall be granted leave of absence to attend the regular meetings of such Executive.
 - (ii) Where less than seven (7) days' notice is given, leave pursuant to this paragraph shall be subject to reasonable operational requirements.

34.05 Unpaid Leave - Public Office

Employees shall be granted unpaid leave of absence to enable them to run for elected public office and if elected, to serve their term(s) of office subject to the following provisions:

- (a) Employees seeking election in a Municipal, Provincial or Federal election shall be granted unpaid leave of absence for a period **up** to ninety (90) calendar days.
- (b) Employees elected to public office shall be granted unpaid leave of absence for a period up to five (5) years.

ARTICLE 35 - MATERNITY AND PARENTAL LEAVE

35.01 Maternity Leave

- (a) Pregnancy shall not constitute cause for dismissal.
- (b) Medical complications of pregnancy, including complications during an unpaid leave of **absence** for maternity reasons preceding the period stated by the *Employment Insurance Act*, shall be covered by sick leave credits providing the employee is not in receipt of maternity benefits under the *Employment Insurance Act* or any wage loss replacement plan.
- (c) The period of maternity leave shall commence six (6) weeks

prior to the expected date of birth. The commencement of leave may be deferred for any period approved in writing by a duly qualified medical practitioner.

- (d) An employee shall notify the Employer in writing of the expected date of birth. Such notice will be given at least ten (10) weeks prior to the expected date of birth.
- (e) If an employee is unable or incapable of performing her duties prior to the commencement of the maternity leave of absence without pay, the employee may be required to take unpaid leave of absence.
- (f) The Employer may require the employee to provide a doctor's certificate indicating the employee's general condition during pregnancy along with the expected date of confinement.
- (g) An employee is entitled to maternity leave up to seventeen (17) weeks without pay (*sec* also Article **35.03**).

35.02 Maternity Leave Allowance

- (a) An employee who qualifies for maternity leave pursuant to Article 35.01, shall be paid a maternity leave allowance in accordance with the Supplemental Employment Benefit (SEB) Plan. In order to receive this allowance, the employee must provide to the Employer, proof that she has applied for and is eligible to receive employment insurance benefits pursuant to the Employment Insurance Act. An employee disentitled or disqualified from receiving employment insurance benefits is not eligible for maternity leave allowance.
- (b) Pursuant to the Supplemental Benefit (SEB) Plan, the maternity leave allowance will consist of:
 - (1) Two (2) weeks at eighty-five (85) percent of the employee's basic pay;
 - (2) Fifteen (15) additional weekly payments equivalent to the difference between the employment insurance gross benefits and any other earnings received by the employee and eighty-five (85) percent of the employee's basic pay.

Note. For the purpose of Article 35 only, "Basic Pay" is defined as the employee's earnings based on the rate of pay (in accordance with the applicable wage schedule) and the employee's regular schedule.

35.03 Parental Leave

- (a) Upon written request an employee shall be entitled to parental leave of up to thirty-seven (37) consecutive weeks without pay (or thirty-five (35) consecutive weeks in the case of birth mother who takes maternity leave under article

35.01). The leave period may be extended by an additional five (5) weeks where the employee's claim is extended pursuant to Section 12(7) of the *Employment Insurance Act*.

- (b) Where both parents are employees of the Employer, the employees shall determine the apportionment of the thirty-seven (37) weeks (or thirty-five (35) consecutive weeks in the case of birth mother who takes maternity leave under article 35.01) parental leave between them. In such case the Employer shall be advised of the arrangements at least four (4) weeks prior to the commencement of the leave.
- (c) Such written request pursuant to (a) above must, be made at least four (4) weeks prior to the proposed leave commencement date.
- (d) Leave taken under this clause shall commence:
 - (1) In the case of a mother, immediately following the conclusion of leave taken pursuant to Article 35.01 or following the adoption;
 - (2) In the case of the other parent, following the adoption or the birth of the child and conclude within the fifty-two (52) week period after the birth date or adoption of the child. The "other parent" is defined as the father of the child and/or spouse of the mother, including common-law spouse as defined by Article 2.03. Such leave request must be supported by appropriate documentation.

35.04 Parental Leave Allowance

- (a) An employee who qualifies for parental leave pursuant to Article 35.03, shall be paid a parental leave allowance in accordance with the Supplemental Employment Benefit (SEB) Plan. In order to receive this allowance, the employee must provide to the Employer proof of application and eligibility to receive employment insurance benefits pursuant to the Employment Insurance Act. An employee disentitled or disqualified from receiving employment insurance benefits is not eligible for parental leave allowance.
- (b) Pursuant to the Supplemental Employment Benefit (SEB) Plan and subject to leave apportionment pursuant to Article 35.03(b), the parental leave allowance will consist of a maximum of ten (10) weekly payments, equivalent to the difference between the employment insurance gross benefits and any other earnings received by the employee, and seventy-five (75) percent of the employee's basic pay.

35.05 Benefits Continuation

- (a) For leaves taken pursuant to Article 35.01 and 35.03, for the

first twenty (20) days of such leave, the employee shall be entitled to the benefits applicable to other leaves of absence.

- (b) For the balance of the leaves taken pursuant to Articles 35.01 and 35.03 the Employer shall maintain coverage for medical, extended health, dental, group life and long term disability and shall pay the Employer's share of these premiums.
- (c) Notwithstanding (b) above, should an employee be deemed to have resigned in accordance with Article 35.06 or **fail** to remain in the employ of the Employer for at least six months after their return to work, the Employer will recover monies paid pursuant to this Article on a pro-rata basis.

35.06 Deemed Resignation

An employee shall be deemed to have resigned on the date upon which leave pursuant to Articles 35.01 and 35.03 commenced unless they advised the Employer of their intent to return to work one (1) month prior to the expiration of the leave taken pursuant to Article 35, **or if they do** not return to work after having given such advice.

35.07 Entitlements Upon Return to Work

- (a) Notwithstanding Article 28 - Vacations, vacation entitlements and vacation pay shall continue to accrue while an employee is on leave pursuant to Articles 35.01 and 35.03, providing the employee returns to work as a regular employee for a period of not less than six (6) months. Vacation earned pursuant to this Article may be carried over to the following year notwithstanding Article 28.06.
- (b) Upon return to work, the employee shall continue in her former position without loss of perquisites accumulated up to the date of commencement of the maternity or parental leave of absence without pay and subject to the provisions of Article 34.03.
- (c) Employees who are unable to complete the **six** (6) months return to work required in (a) as a result of proceeding on maternity or parental leave shall be credited with their earned vacation entitlements and vacation pay providing the employee returns to work as a regular employee for a period of not less than six (6) months following the expiration of the subsequent maternity or parental leave.

35.08 Maternity and/or Parental Leave Allowance

- (a) To be entitled to the maternity or parental leave allowances pursuant to Article 35.02 and 35.04, an employee must sign an agreement that they will return and remain in the Employer's

employ for a period of at least six (6) months as a regular employee after their return to work.

- (b) Should the employee fail to return to work and remain in the employ of the Employer for a period of six (6) months as a regular employee, the employee shall reimburse the Employer for the maternity or parental leave allowance received under Articles 35.02 and 35.04.

ARTICLE 36 - ADOPTION LEAVE

36.01 An employee is entitled to adoption/parental leave pursuant to Article 35.03.

ARTICLE 37 - OCCUPATIONAL HEALTH AND SAFETY

The Employer and the Association agree to cooperate in the promotion of safe working conditions, the prevention of accidents, the prevention of workplace injuries and the promotion of safe workplace practices. The Employer and the Association agree to adhere to the provisions of the Workers' Compensation Act and related regulations. The Employer will ensure that the Occupational Health and Safety Regulation is readily available at each worksite for reference by all workers and will ensure that workers are aware of the onsite location where the Regulation is available for viewing.

37.01 Occupational Health and Safety Committee

- (a) The parties agree that a Joint Occupational Health and Safety Committee will be established. The Committee shall govern itself in accordance with the provisions of the Occupational Health and Safety Regulations made pursuant to the *Workers' Compensation Act*. The Committee shall be as between the Employer and the Union, with equal representation, and with each party appointing its own representatives.
In addition to the Joint Union-Employer Occupational Health and Safety Committee, the Union agrees to actively pursue with the other Health Care Unions a Joint Committee for the purposes of the Occupational Health and Safety Regulations.
- (b) Employees who are members of the Committee shall be granted leave without loss of pay or receive straight time regular wages while attending meetings of the joint committee. Employees who are members of the Committee shall be granted leave without, loss of pay or receive straight time regular wages to participate in workplace inspections and accident

investigations at the request of the Committee pursuant to the WCB Occupational Health and Safety Regulations.

- (c) The Occupational Health and Safety Committee shall have as part of its mandate the jurisdiction to receive complaints or concerns regarding workload problems which are safety-related, the right to investigate such complaints, the right to define the problem and the right to make recommendations for a solution. Where the committee determines that a safety-related workload problem exists, it shall inform the Employer. Within twenty-one (21) days thereafter, the Employer shall advise the committee what steps it has taken or proposes to take to rectify the safety-related workload problem identified by the committee. If the Union is not satisfied with the Employer's response, it may refer the matter to the Industry Troubleshooter for a written recommendation.
- (d) No employee shall be disciplined for refusal to work when excused by the provisions of the *Workers' Compensation Act* and regulations.
- (e) Where the Occupational Health and Safety Committee determines that it is necessary to obtain information on its role and responsibility, it shall use the resources of the Workers' Compensation Board and/or the Occupational Health & Safety Agency. The committee will increase the awareness of all staff on such topics as: workplace safety, safe lifting techniques, dealing with aggressive patients/residents, WHMIS and the role and function of the Occupational Health and Safety Committee. The committee will foster knowledge and compliance with the Occupational Health and Safety Regulations by all staff.
- (f) The Employer will provide orientation and/or in-service, which is necessary for the safe performance of work, including universal precautions, the safe use of equipment, safe techniques for lifting and supporting patients/residents and the safe handling of materials and products. The Employer will also make readily available information, manuals and procedures for these purposes. The Employer will provide appropriate safety clothing and equipment.
- (g) The Employer shall be informed by the Occupational Health and Safety Committee of its recommendations on ergonomic adjustments and on measures to protect pregnant employees as far as occupational health and safety matters are concerned.
- (h) Effective April 1, 2001, where an employee is appointed to serve on the occupational health and safety committee for the

first time, the Employer will provide such employee with one day of paid education leave, in addition to that required by law, during the first year in which she/he serves on the committee. This additional day of paid education leave will be used to attend safety courses sponsored by the Workers' Compensation Board or the Joint Occupational Health and Safety Agency or other courses mutually agreed to by the Employer and the Union at the local level.

37.02 Aggressive Patients/Residents

- (a) When the Employer is aware that a patient/resident has a history of aggressive behaviour the Employer will make such information available to the employee. Upon admission or transfer the Employer will make every reasonable effort to identify the potential for aggressive behaviour. In-service and/or instruction in caring for the aggressive patient/resident and on how to respond to patient's/resident's aggressive behaviour will be provided by the Employer. The appropriate Occupational Health and Safety Committee will be consulted on the curriculum. The Employer shall make every reasonable effort to ensure that sufficient staffs are present when any treatment or care is provided to such patients/residents.
- (b) Critical incident stress defusing shall be made available and be known to employees who have suffered a serious work related, traumatic incident of an unusual nature. Leave to attend such a session will be without loss of pay.

37.03 Vaccination and Inoculation

- (a) The Employer agrees to take all reasonable precautions, including in-service seminars, to limit the spread of infectious diseases among employees.
- (b) Where the Employer or Occupational Health and Safety Committee identifies high risk areas which expose employees to infectious or communicable diseases for which there are protective immunizations available, such immunizations shall be provided at no cost to the employee.
- (c) The Employer shall provide Hepatitis B vaccine, free of charge, to those employees who may be exposed to body fluids or other sources of infection.

37.04 Video Display Terminals

The Employer shall ensure that any new office equipment or facility required for use in conjunction with Video Display Terminals (VDTs) shall meet the standards required by the Workers' Compensation Board.

37.05 Transportation of Accident Victims

Transportation to the nearest physician or hospital and return transportation to the worksite or the employee's residence for employees requiring immediate medical care as a result of an on-the-job accident shall be at the expense of the Employer. Return transportation to the employee's home shall not be provided by the Employer where someone at the employee's home can reasonably provide such transportation.

37.06 Working Alone or in Isolation

The Occupational Health and Safety Committee shall have the mandate to review procedures established by the Employer for checking the well-being of employees working alone or in isolation under conditions which present a risk of disabling injury where the employee might not be able to secure assistance in the event of injury. The Committee shall have the right to make recommendations to the Employer regarding such procedures.

37.07 Employee Workload

The Employer shall ensure that an employee's workload is not unsafe as a result of employee absence(s). Employees may refer safety related workload concerns to the Occupational Health and Safety Committee for investigation under article 37.01(c).

ARTICLE 38 - HEALTH CARE PLANS

Notwithstanding the references to the Pacific Blue Cross Plans in this article, the parties agree that Employers, who are not currently providing benefits under the Pacific Blue Cross Plans may continue to provide the benefits through another carrier providing that the overall level of benefits is comparable to the level of benefits under the Pacific Blue Cross Plans.

38.01 Medical Plan

Eligible employees and dependents shall be covered by the British Columbia Medical Services Plan or carrier approved by the British Columbia Medical Services Commission. The Employer shall pay one hundred percent (100%) of the premium.

An eligible employee who wishes to have coverage for other than dependants may do so provided the Medical Plan is agreeable and the extra premium is paid by the employee through payroll deduction.

Membership shall be a condition of employment for eligible employees who shall be enrolled for coverage following the com-

pletion of three (3) months' employment or upon the initial date of employment for those employees with portable service as outlined in Article 14.12.

38.02 Dental Plan

- (a) Employees shall be provided with a dental plan covering one hundred percent (100%) of the costs of the basic plan (Plan A), sixty percent (60%) of the costs of the extended plan (Plan B) and sixty percent (60%) of the costs of the orthodontic plan (Plan C). An employee is eligible for orthodontic services under Plan C after twelve (12) months' participation in the plan. Orthodontic services are subject to a lifetime maximum payment of \$2750.00 per eligible employee or eligible dependant with no run-offs for claims after termination of employment.
- (b) The dental plan shall cover employees, their spouses and children provided they are not enrolled in another comparable plan.
- (c) The Employer shall pay one hundred percent (100%) of the premium.
- (d) During the term of this Agreement Pacific Blue Cross will be the carrier of the dental plan.

38.03 Extended Health Care Plan

- (a) The Employer shall pay the monthly premiums for extended health care coverage for employees and their families under the Pacific Blue Cross plan. The maximum lifetime amount payable per eligible employee or eligible dependant shall be unlimited.
- (b) There shall be coverage for eye glasses and hearing aids. The allowance for vision care will be \$225.00 every twenty-four (24) months per eligible employee or eligible dependant; the allowance for hearing aids will be \$600.00 every forty-eight (48) months per eligible employee or eligible dependant.
- (c) During the term of this Agreement Pacific Blue Cross will be the carrier of the extended health care plan.

ARTICLE 39 - LONG-TERM DISABILITY INSURANCE PLAN

39.01 The Employer shall provide a mutually acceptable long-term disability insurance plan.

39.02 The plan shall be as provided in the Addendum - Long-Term Disability Insurance Plans.

39.03 The Employer shall pay one hundred percent (100%) of the premium.

ARTICLE 40 - GROUP LIFE INSURANCE

The following provision applies to employees formerly covered by the HEU Master Agreement. Employees formerly covered by other collective agreements will be governed by Group Life Insurance Plan provisions, if any, found in their respective former collective agreements.

40.01 The Employer shall provide a mutually acceptable group life insurance plan.

40.02 The plan shall provide \$50,000.00 insurance coverage for post-probationary employees.

40.03 The plan shall include provision for employees to continue the payment of premiums after retirement or termination.

40.04 The plan shall also include coverage for accidental death and dismemberment.

40.05 The plan shall be as provided in the Addendum - Group Life Insurance Plan.

40.06 The Employer shall pay one hundred percent (100%) of the premium.

ARTICLE 41 - MUNICIPAL PENSION PLAN

41.01 Municipal Pension Plan

41.01.01 Regular employees shall be covered by the provisions of the Municipal Pension Plan. That is, all regular employees shall be entitled to join the Municipal Pension Plan after three (3) months of employment and shall continue in the Plan as a condition of employment.

Notwithstanding the foregoing, existing regular part-time employees who are not now enrolled in the Plan, and any new regular part-time employees, may, either now or at the time of hiring, decline to be enrolled in the Plan for the period of their part-time employment.

Casual employees shall be eligible for enrolment in the Municipal Pension Plan in accordance with the provisions of the Plan and the Municipal Pension Plan Regulations. As at the date of ratification of this collective agreement the Municipal Pension Plan Regulations provided for the following:

- (i) A casual employee who has been employed in a continuous full-time capacity with the same employer for a period of twelve (12) months shall be enrolled in the Plan as a condition of employment.

- (ii) Regular part-time and casual employees (except as noted in (i) above) who have completed two (2) years of continuous employment with earnings from the employer of not less than thirty-five percent (35%) of the year's maximum pensionable earnings in each of the two (2) consecutive calendar years shall be enrolled in the Plan as a condition of employment, unless the employee gives the Employer a written waiver.

41.01.02 Notwithstanding the reference to the Municipal Pension Plan in Article 41, the Parties agree that for all Employers certified on or before September 30, 2003, the Plan shall be effective January 1, 2004 or six (6) ~~months~~ after the date of certification, whichever is later. For employers certified after September 30, 2003, the application of the Municipal Pension Plan shall be the subject of negotiation between the parties.

41.02 The Employer agrees that at the time an employee retires, assistance will be given to the same extent as in the past in the preparation and forwarding of applications for pension and medical, Extended Health Benefits and Dental coverage. It is understood that this shall be at no cost to the Employer.

ARTICLE 42 - EMPLOYMENT INSURANCE COVERAGE

42.01 All employees affected by this Agreement shall be covered by the *Employment Insurance Act*, or succeeding Acts.

Premiums rebated by the Employment Insurance Commission shall be paid directly to employees by the Employer.

ARTICLE 43 - SEVERANCE ALLOWANCE

43.01 Employees Who Qualify Defined

- (a) A severance allowance shall be paid to each employee who has completed ten (10) years' service and who:
 - (1) voluntarily leaves the Employer's workforce after his/her fifty-fifth (55th) birthday, or
 - (2) was in the work force prior to April 1, 1963 and exercises the option of retiring under the provisions of the *Public Sector Pension Plans Act* and *Municipal Pension Plan Rules* at age fifty-five (55) or any subsequent age up to sixty (60), or
 - (3) is terminated because the employee's services are no longer required due to closure of the health care facility, job redundancy, etc., except employees dismissed for cause, or
 - (4) dies in service.

- (b) Where an employee is laid off, and such employee would be entitled to severance allowance upon the expiration of the one (1) year period of seniority retention, such employee may, at the time of lay-off or at any time during the one (1) year period aforesaid, elect in writing to be terminated rather than accept or retain a lay-off status, in which event the severance allowance shall be payable forthwith.
- (c) Eligibility shall not be dependent upon participation in ~~or~~ contribution to the Municipal Pension plan.
- (d) Regardless of length of service, a severance allowance shall be paid to all employee enrolled under the provisions of the *Public Sector Pension Plans Act* and *Municipal Pension Plan Rules* who is required to retire because of medical disability as defined under the *Public Sector Pension Plans Act* and *Municipal Pension Plan Rules*.
- (e) Regardless of length of service, in the case of an employee not enrolled in the Municipal Pension Plan, medical disability shall be determined by a board of medical practitioners established in a manner similar to that provided in the *Public Sector Pension Plans Act* and ~~Municipal~~ *Pension Plan Rules*.

43.02 Definition of Service Related to Calculation of Severance Allowance Monies

- (a) An employee's service shall be calculated from the initial date of employment (regardless of date of Union certification) as a regular full-time ~~or~~ regular part-time employee (Article 2.01-Definition of Employee Status) subject to the application of Article 34.03 and the following:
 - (1) an employee voluntarily terminating his/her service and who is later hired by another Employer within three hundred sixty-five (365) calendar days shall have continuous service for purposes of severance allowance, subject to (c) below;
 - (2) an employee whose service is terminated by the Employer (except employees dismissed for cause) and who is later hired within three hundred sixty-five (365) calendar days by the same employer or another certified Employer shall have continuous service for purposes of severance allowance, subject to (c) below.
- (b) Length of service shall include paid sick leave, annual vacations, statutory holidays and periods of unpaid leave of absence up to twenty (20) working days per year granted under Article 34.03. Length of service shall also include accrued an-

nual vacation and statutory holidays at the date of termination.

- (c) The same period of service cannot be used more than once for calculating severance allowance

43.03 Calculation of Severance Allowance Monies

- (a) Severance allowance monies for regular full-time and regular part-time employees shall be calculated on the basis of one (1) week's pay for every two (2) years of service to a maximum of twenty (20) weeks' pay.

Proportionate payments shall be paid for service less than two (2) years as calculated in the following example:

If an employee has fifteen (15) years' service and 1000 into his/her sixteenth (16th) year, he/she shall be entitled to:

Fourteen (14) years' service	-	7 weeks
Fifteenth (15 th) year	-	2½ days
1000 hours additional		1000 X 2.5 days
		1879.2

or 1.33 days

Effective the first pay period between September 30, 2004 and October 13, 2004, the employee shall be entitled to:

Fourteen (14) years' service	-	7 weeks
Fifteenth (15 th) year	-	2½ days
1000 hours additional		<u>1000</u> X 2.5 days
		<u>1957.5</u>

or 1.277 days

- (b) Length of service for part-time employees shall be calculated as follows:

(1) ~~total hours worked divided by thirty-stwen and one-half (37.5) hours to establish weeks of service and effective September 30, 1993, for hours worked after the first pay period prior to September 30, 1993, total hours worked divided by thirty-six (36) hours to establish weeks of service, and then effective the first pay period between September 30, 2004 and October 13, 2004, total hours worked divided by thirty-seven and one-half (37.5) hours to establish weeks of service, then~~

- (2) weeks of service to be divided by fifty-two (52) weeks to give years of service for severance allowance payment

- (c) In addition to the foregoing severance allowance, regular full-time and regular part-time employees shall be paid in cash an

amount equivalent to forty percent (40%) of unused sick leave credits calculated at the employee's rate of pay at leave.

ARTICLE 44 - VOLUNTEERS

44.01 It is agreed that Volunteers have a role in health care and are an important link to the community being served.

It is further agreed that Volunteers will be supernumerary to established positions in the bargaining unit, and that, the use of Volunteers will not result in the lay-off of employees in the bargaining unit; nor will Volunteers be used to fill established positions within the bargaining unit.

ARTICLE 45 - CHILD CARE

45.01 The Employer and the Union agree to establish a Joint Committee to investigate the availability and viability of facilities and equipment for child care centres for children of employees covered by this Agreement.

ARTICLE 46 - MORGUE SERVICE

46.01 Employees who are required to perform a morgue service on cadavers shall receive seventeen dollars (\$17.00) for each cadaver. This provision does not apply to employees classified as Morgue or Pathology Attendants. Employees required to assist in autopsies shall, if requested by the employee, be supplied with Hepatitis B vaccine at no cost.

ARTICLE 47 - PRINTING OF THE AGREEMENT

47.01 The Association and the Employer desire every employee to be familiar with the provisions of this Agreement, and his/her rights and obligations under it. For this reason the Employer shall print sufficient copies of the Agreement for distribution to employees.

The Agreement shall be printed at the Queen's Printer and bear a recognized Union label.

The Association and Employer shall agree on the size, print, colour and cover of the Agreement prior to it being printed.

The Employer shall print the Agreement no later than 75 days after the completion of negotiations.

The Employer and the Association shall each bear one-half of the printing costs.

**ARTICLE 48 -
WAGE SCHEDULES, ATTACHMENTS AND ADDENDA**

48.01 Employees shall be compensated in accordance with the applicable Wage Schedules, Attachments and Addenda appended to this Collective Agreement. Hourly wage rates shall be expressed to the second decimal place

48.02 The indication in this Wage Schedule of a job and accompanying wage classification shall not bind the Employer to create such job if not already in existence.

48.03 Wage Schedule

The pay rate (including increments and stated extras) as agreed to and hereinafter in this Schedule provided, shall be in effect during the term of the Agreement, from **April 1, 2004** to March 31, 2006.

48.04 General Wage Adjustments

May 1, 2004 - General wage reduction of eleven percent (11%) to all job classifications in accordance with Bill 37-2004.

48.05 Increments

- (a) Regular full-time and regular part-time employees shall move to the increment step indicated by calendar length of service with the Employer.
- (b) All employees affected by this Agreement shall automatically move to the pay rate bracket indicated in accordance with their service with the Employer
- (c) Casual employees shall move to the increment step indicated by accumulated hours of service with the Employer

48.06 Pay Days

Employees shall be paid by cheque or direct deposit every second Friday subject to the following provisions:

- (a) Pay statements given to employees on their pay day shall include the designation of statutory holidays paid, the listing of all adjustments including overtime and promotions, the cumulative amount of sick leave credits earned, and an itemization of all deductions.
- (b) Subject to paragraph (g) below, when a pay day falls on a non-banking day, the pay and pay statement shall be given prior to the established pay day.
- (c) Employees on evening shift, paid by cheque shall receive their pay cheques on the day immediately prior to pay day.
- (d) Employees on night shift paid by cheque shall receive their

pay cheques on the morning of pay day at the conclusion of their shift.

- (e) Employees paid by cheque whose days off coincide with pay tiny shall be **paid**, as far as practicable, on his/her last day preceding the pay day provided the cheque is available at his/her place of work.
- (f) The pay **for** an annual vacation to which an employee is entitled shall be paid as set out in Article 28.05.
- (g) Where an Employer has implemented or intends to implement a system of direct payroll deposit, the Employer shall have the right, to require all employees to participate in the pay direct system. The Employer will make every reasonable effort to accommodate employees with extenuating circumstances. The employee shall choose the financial institution in Canada to which they wish their pay to be deposited provided that the institution selected by the employee will accept a direct deposit and unreasonable administrative costs are not incurred. Where an employee identifies a significant error in his/her pay, the Employer must provide a manual cheque at the employee's request, as soon as reasonably possible.

48.07 Effective Date of Wages and Benefits

- (a) All new wages and benefits shall be effective from April 1, 2001, unless otherwise specified in this Collective Agreement or the Molding and Levelling Awards.
- (b) Non-compensation changes will be effective sixty (60) days after the date of ratification unless otherwise specified in the Collective Agreement.
- (c) Employees governed by certifications granted on or prior to March 31, 2001 shall be entitled to the wage levels set out in the Facilities Subsector Collective Agreement effective October 1, 2000 or six (6) months following certification, whichever is later. For these employees, health and welfare benefit levels of the Facilities Subsector Collective Agreement are effective July 1, 2001 or six (6) months following certification, whichever is later (except Municipal Pension Plan (MPP) see article 41 and the named carrier, see article 38). Other monetary benefits will be effective the date of ratification of this agreement.
- (d) Employees governed by certifications granted on or after April 1, 2001 shall be entitled to the wage and benefit levels six (6) months after the date of certification (except Municipal Pension Plan (MPP), see Article 41 and the named carrier, see article 38). Application of the Facilities Subsector Collective

Agreement to employees governed by certifications occurring after September 30, 2002, will be the subject of negotiations between the parties.

- (e) Employment security is not for these purposes a benefit.
- (f) Superior benefits for new certifications shall be addressed in accordance with the principles set out in the Levelling and Melding Awards.
- (g) Employees certified on or after April 1, 2001 and during the term of this collective agreement shall engage in the following process of review and their method of operation and job descriptions:
 - (1j) Within three (3) months of certification, the Employer may review its operation and if necessary make changes to its method of operation and job descriptions. Such changes, if any, shall not be arbitrary, capricious or in bad faith;
 - (2) At the completion of the period above, HEABC will provide the appropriate Union with a list of the proposed classification of the jobs at the Employer;
 - (3) Within one month of receiving the list referred to in (g) (2) above, the Union shall file with HEABC, in writing any objections to the proposed classification of jobs. All jobs not covered by a written objection shall be deemed to be appropriately classified under the Facilities Classification System;
 - (4) The Employer shall review any objections to its proposed classification of jobs within one (1) month of receiving the Union's written objections. The parties shall attempt to resolve the objections within a further month. Objections not resolved shall be resolved by John Kinzie and/or Judi Korbin using the expedited arbitration process as set out in article 11 of the Maintenance Agreement;
 - (5) If any classification process results in the reduction of an employee's classification pay rate, the issue shall be addressed consistent with the principles set out in the Melding and Levelling Awards;
 - (6) New positions, changed positions, and classification disputes which arise after the completion of steps (g)(1) through (g)(5j) above shall be addressed using the Facilities Classification System.

ARTICLE 49 - PAY EQUITY

The following is a framework for implementing pay equity in the Collective Agreement.

The parties agree to make interim pay equity adjustments prior to finalizing pay equity.

Principles

1. The parties agree that the purpose of pay equity is to eliminate gender-based wage discrimination.
2. Pay equity shall be achieved through a plan to compare the relative value of jobs.
3. As part of the pay equity review, the parties will review the pay grid; the increment structure (in addition to the adjustment to the increment structure which is directed below under the heading Interim Pay Equity Adjustments); and the number of job classes and benchmarks.
4. The parties are committed to implementing pay equity changes as quickly as possible. The parties recognize that pay equity cannot be achieved in one collective agreement, and agree to a joint implementation process commencing April 1, 1991, to put in place a pay equity plan. To that end, in addition to all other provisions of this pay equity article, it is agreed that commencing April 1, 1994, an annual amount of not less than one percent (1%) of the total salaries of the bargaining unit shall be applied to the achievement of pay equity (provided that the full one percent (1%) is required to achieve pay equity in the final year).

Pay equity increases of one percent (1%) shall be effective May 1, 2001; one and one-half percent (1.5%) effective April 1, 2002, and one and two-tenths percent (1.2%) effective April 1, 2003. Pay equity increases of one percent (1%) shall be effective on April 1, 2004 and on April 1, 2005. The 1994 and 1995 pay equity increases shall be applied consistent with the above paragraph.

General

1. Implementation of pay equity will be incorporated into the collective agreement.
2. Pay equity adjustments will be applied prior to implementing general wage increases.
3. Pay equity adjustments, including retroactivity, will be paid to all employees in eligible classifications, including casual employees.
4. There will be no red-circling or wage reduction for any employee as a result of the implementation of pay equity.
5. The parties agree to use the ten (10) factors listed below to form the basis of the comparison of relative job values. If either party is of the view that the ten (10) factors should not be equal-weighted, it shall have the onus of persuasion that

the weights should not be equal. In the event the pay equity arbitrator is required to resolve a dispute about factor weightings, he shall place the onus of persuasion as aforesaid, and shall ensure that his decision is consistent with the above-stated purpose of the pay equity plan. The Steering and Technical Committees (constituted as directed below) will finalize the definitions and structure of the factors, and, subject to the foregoing, the weights of the factors.

6. HEU and HEABC accept the principle of comparability with the BC Government Employees' Union as part of their pay equity plan. To the extent necessary of satisfaction, this principle shall be made effective April 1, 1996.

Interim Pay Equity Adjustments

1. Interim pay equity adjustments will be made prior to implementing a comprehensive pay equity plan.
2. These interim adjustments will amount to \$13 million on salaries effective April 1, 1991; and \$7 million on salaries effective April 1, 1992.
3. The \$13 million effective April 1, 1991 will be allocated.
 - (a) first, by ensuring that no classification receives less than the amount proposed by Health Employers Association of B.C. during the 1991-92 collective bargaining as the appropriate interim allocation to be effective April 1, 1991;
 - (b) second, by eliminating the bottom increment step in respect of all classifications for which increment steps are now part of the wage structure;
 - (c) third, to the extent of any remaining monies, as the Steering and Technical Committees may determine, such determinations being consistent with the above-stated purpose of the pay equity plan.
4. The \$7 million effective April 1, 1992 will be allocated in such manner as the Steering and Technical Committees may determine, such determinations being consistent with the above-stated purpose of the pay equity plan.
5. In addition to his jurisdiction under Disputes below, the pay equity arbitrator shall have the jurisdiction to resolve any disputes between the parties concerning the interpretation or application of the above provisions dealing with interim pay equity adjustments. In that regard, issues which remain outstanding forty-five (45) days after ratification may be referred by either party to the pay equity arbitrator for binding determination. In the exercise of his jurisdiction under this paragraph, the pay equity arbitrator may determine his own pro-

cedure, but will adopt such procedures as will best ensure an expeditious resolution. It is the aim of this paragraph that any outstanding issues concerning interim pay equity adjustments will be resolved within ninety (90) days of ratification.

Job Value Comparison Plan

The parties agree to implement a method of comparing the relative value of jobs to determine the extent of any gender - based wage discrimination. The parties agree to the following steps:

1. **Step 1 - Establish Committees**

A Steering Committee and a Technical Committee will be established within twenty-one (21) days of the ratification of the Agreement. Each committee will have no more than eight (8) persons with equal representation from the Union and the Industry Employees who are members of a committee will be granted leave without loss of pay, or receive straight time regular wages to participate in the committee process.

2. **Step 2 - Gathering Information**

In order to compare the value of jobs the parties agree that additional information needs to be gathered for pay equity purposes to supplement the Benchmarks.

Within one hundred and forty-one (141) days of Step 1, the parties will establish a representative sample of Benchmarks and/or jobs; will decide what additional information is necessary; and will decide the manner in which such information will be gathered including a schedule of interviews.

3. **Step 3 - Interview Process**

Interviews will take place over a period of ninety (90) days. The interviews both of bargaining unit employees and of managers will be conducted jointly by Union/

Industry members of the Technical Committee (or designates).

4. **Step 4 - Assess the Results**

Within thirty-five (35) days of Step 3, the Technical Committee will review the results of the gathering of job information including the interviews.

5. **Step 5 - Comparison of Relative Job Values**

Within forty-eight, (48) days of Step 4, the Steering and the Technical Committees will use the results of the assessment of job values to determine the extent of gender-based wage discrimination.

6. **Step 6 - Implementation Schedule**

Within twenty-eight (28) days of Step 5, the Steering

Committee will establish a schedule for implementing the necessary pay equity adjustments, with the first adjustments effective April 1, 1993. The cost of the adjustments effective April 1, 1993 shall be one percent (1%) of the total salaries of the bargaining unit (but in no event less than \$6 million).

Disputes Pay Equity Arbitrator

1. Any dispute between the parties about the interpretation, application ~~or~~ alleged violation of ~~the provisions of this article of~~ the collective agreement, including any disputes arising from the application of the processes in the above six steps, shall be referred to Stephen F.D. Kelleher, Q.C. as pay equity arbitrator. Where the dispute pertains to one of the above six steps, it will be referred to the pay equity arbitrator not later than seven (7) days prior to the maximum of the time frame of the particular step.
2. For disputes arising under the provisions of this article, other than those arising under the heading Interim Pay Equity Adjustments or those arising under paragraph 6 (BCGEU comparability) of the heading General, the parties agree to the following expedited arbitration process:
 - (a) Hearings shall be at locations directed by the pay equity arbitrator.
 - (b) The parties will not use lawyers for presentations.
 - (c) The presentations will be short and concise. Written arguments will not exceed five (5) typed pages. Each party's oral argument shall not exceed four (4) hours.
 - (d) The pay equity arbitrator will give the parties a succinct written decision within seven (7) days of the hearing.
 - (e) The decisions of the pay equity arbitrator will be final and binding.
3. For disputes arising under paragraph 6 (BCGEU comparability) of the heading General, the following shall apply. Within forty-five (45) days of the effective date stipulated by paragraph 6 aforesaid, the parties will meet and endeavour to agree upon the exact implementation of the principle of comparability. If, by fifteen (15) days prior to such effective date, full agreement has not been reached, either party may refer the outstanding issues to the pay equity arbitrator for binding determination. In the exercise of his jurisdiction under this paragraph, the pay equity arbitrator may determine his own procedure, but will adopt such procedures as will best ensure an expeditious resolution. It is the aim of this paragraph that

the pay equity arbitrator will have rendered a decision on any outstanding issues within sixty (60) days of the matter being referred to him.

Framework of Job Evaluation Factors

1. **Education** - measuring the level of formal education required to perform the duties of the job.
2. **Training and Experience** - measuring the degree of training and experience required to perform the duties of the job.
3. **Physical Demands** - measuring the degree of physical demands required to perform the duties of the job.
4. **Mental Demands** - measuring the degree of mental demands required to perform the duties of the job.
5. **Independence** - measuring the degree of supervision or guidance received in performing the duties of the job.
6. **Supervision** - measuring the degree of supervision exercised over other employees.
7. **Responsibility** - measuring the degree of responsibility of the process, function, data, people.
8. **Communication** - measuring the type of communications requirements in performing the duties of the job.
9. **Services to people** - measuring the nature of the services, and/or care giving to others as required by the performance of the duties of the job.
10. **Working Conditions** - measuring the conditions under which the normal performance of the duties occurs.

Ongoing Pay Equity Implementation Review Process

Within six (6) months of the finalization of Step 6 of the Job Value Comparison Plan, the Joint Pay Equity Steering Committee will meet, to review the impact of any changes to benchmarks and pay rates on the Job Value Comparison Plan.

The Committee will meet semi-annually thereafter.

Any dispute between the parties about the ongoing pay equity implementation review process shall be heard by an arbitrator agreed upon by the parties. He or she shall proceed in accordance with the expedited process outlined in Article 49: Disputes Pay Equity Arbitrator. If the parties are unable to agree on an arbitrator the appointment will be made by the Chair of the Labour Relations Board of B.C.

ADDENDUM

- Group Life Insurance Plan -

See Article 40 - Employees formerly covered by other collective agreements will be governed by Group Life Insurance provisions, if any, found in their respective former collective agreements.

The HEABC and the Association agree that the group life insurance plan shall be governed by the terms and conditions set forth below.

GROUP LIFE INSURANCE PLAN

Section 1 - Eligibility

Regular full-time and regular part-time employees who are on staff January 1, 1979 or who join the staff following this date shall, upon completion of the three-month probationary period, become members of the Group Life Insurance Plan as a condition of employment.

Section 2 - Benefits

The Plan shall provide basic life insurance in the amount of fifty thousand dollars (\$50,000.00) and standard 24-hour accidental death and dismemberment insurance. Coverage shall continue until termination of employment. On termination of employment (including retirement) coverage shall continue without premium payment for a period of thirty-one (31) days during which time the conversion privilege may be exercised; that is, the individual covered may convert all or part of his/her group life insurance to any whole life, endowment or term life policy normally issued by the insurer and at the insurer's standard rates at the time, without medical evidence.

Section 3 - Premiums

The cost of the plan shall be borne by the Employer.

ADDENDUM

- Long-term Disability Insurance Plans -

Long-term Disability Insurance Plans

The HEABC and the Association agree that the long-term disability insurance plans shall be governed by the terms and conditions set forth below. For employees previously covered by the HEABC/HEU Master Agreement provisions underwritten by the Healthcare Benefit Trust ("HBT"), this amended plan is effective July 6, 1998 (unless otherwise indicated). For all other employees, the terms of this Plan are effective April 1, 1999.

*** Explanatory Note:**

There are two effective dates for defining an "existing claimant". For employees previously covered by the HEABC/HEU Master Agreement, provisions underwritten by the HBT, an "existing claimant" is defined as an employee with a date of disability or injury that occurred prior to April 1, 1998. For all other employees, the definition of an "existing claimant" is defined as an employee with a date of disability or injury that occurred prior to April 1, 1999. For the latter group of employees substitute the date "April 1, 1999" for "April 1, 1998" and substitute "March 31, 1999" for "March 31, 1998", wherever found in this Addendum.

LONG-TERM DISABILITY PLAN

Section 1 - Eligibility

- (A) Regular full-time and regular part-time employees who are on staff January 1, 1979 or who join the staff following this date shall, upon completion of the three-month probationary period, become members of the Long-Term Disability Plan as a condition of employment.
- (B) Seniority and Benefits - Seniority accumulation and benefit entitlement for employees on long-term disability shall be consistent with the provisions of Article 34.03 of the collective agreement which reads:

Any employee granted unpaid leave of absence totalling up to twenty (20) working days in any year shall continue to accumulate seniority and all benefits and shall return to his/her former job and increment step.

If an unpaid leave of absence or an accumulation of unpaid leaves of absence exceeds twenty (20) working days in any year, the employee shall not accumulate benefits from the twenty-first (21st) day of the unpaid leave to the last day of the unpaid

leave but shall accumulate benefits and receive credit for previously earned benefits upon expiration of the unpaid leave

Upon return to work following recovery, an employee who was on claim for less than twenty-four (24) months shall continue in his/her former job; an employee who was on claim for more than twenty-four (24) months shall return to an equivalent position, exercising his/her seniority rights if necessary, pursuant to Article 17.06 of the collective agreement.

Employees on long term disability who have exhausted all sick leave credits and in addition have been granted twenty (20) working days (effective September 30, 1993: 144 working hours) unpaid leave shall be covered by the Medical, Extended Health Care, and Dental Plans.

Effective April 1, 1999 premiums for medical, dental, extended health and accidental death and dismemberment insurance to be cost shared by the employer and claimant on a 50-50 basis. For employees previously covered by the HEU/HEABC Master Collective Agreement, this provision is effective July 6, 1998. Employees to be permitted to enroll in some or all of the above plans. The employee's share of premiums for such coverage is to be paid in advance, on a monthly basis.

Superannuation - Employees on long-term disability shall be considered employees for the purposes of superannuation in accordance with the Pension (Municipal) Act.

Group Life Insurance - Employees on long-term disability shall have their group life insurance premiums waived and coverage under the Group Term Life Insurance Plan shall be continued.

Section 2 - Waiting Period and Benefits

(A) Employees Disabled Prior to April 1, 1998 ⁴

(⁴ See Explanatory Note in Preamble to this Addendum)

In the event an employee, while enrolled in this Plan, becomes totally disabled prior to April 1, 1998 as a result of an accident or a sickness, then, after the employee has been totally disabled for six (6) months the employee shall receive a benefit equal to two-thirds (2/3) of monthly earnings.

(1) Supplemental Monthly LTD Benefit

(a) The Parties agree that the eligible employees, who have been and continue to receive benefits under the provisions of the LTD Plan that was in effect prior to the effective date of this agreement, ought to be afforded

ed benefit enhancements. The intent is to ensure that these eligible employees are not unduly disadvantaged or excluded from enhancements to benefits under the LTD Plan effective the date of this agreement because they were:

- (i) eligible for benefits ~~or~~ were receiving benefits prior to and including March 31, 1998; and
 - (ii) not actively at work due to illness or injury prior to and including March 31, 1998.
- (h) Commencing on the ratification date of this agreement (or no later than April 1, 1999 for non-HEU Master employees) and continuing for ~~a~~ further thirty-six **(36)** months thereafter, all eligible employees who, prior to and including March 31, 1998 were receiving or, were entitled to receive benefits under the LTD Plan and, who:
- (i) are not eligible for the LTD Plan Early Retirement, Incentive Provision; and,
 - (ii) have been receiving LTD benefits for four (4) years or more rollowing the date of disability; and
 - (iii) arc medically unable to participate ~~in~~ a Rehabilitation Plan

shall be eligible for a Supplemental Monthly LTD Benefit.

- (c) The Supplemental Monthly LTD Benefit shall be determined ~~as~~ follows:
- (i) obtain the ~~gross~~ monthly LTD benefit that the employee is entitled to receive based on the monthly earnings of his/her regular occupation at the date of disability;
 - (ii) obtain the gross monthly LTD benefit that the employee would be entitled to receive based on the current, monthly earnings of his/her regular occupation as at the date of disability;
 - (iii) obtain the difference between (i) and (ii) above;
 - (iv) multiply the answer to (iii) above by 25% and add to (i) above to determine the adjusted gross monthly LTD benefit;
 - (v) deduct from the answer to (iv) above the applicable offsets in Section 5 to determine the adjusted net,-of-offsets monthly LTD benefit; and,
 - (vi) deduct the eligible employee's current, net-of-off-

sets LTD monthly benefit entitlement to determine the amount of the Supplemental Monthly LTD Benefit.

The Supplemental Monthly LTD Benefit shall be paid as a separate benefit in addition to the regular monthly LTD net-of-offsets benefit that the employee is eligible to receive.

(B) Employees Disabled on or After April 1, 1998 *

(* See Explanatory Note in Preamble to this Addendum.)

- (1) In the event an employee, while enrolled in this Plan, becomes totally disabled on or after April 1, 1998 as a result of an accident or sickness, then, after the employee has been totally disabled for five (5) months the employee shall receive a benefit equal to seventy per cent (70%) of the first \$2800 of the pre-disability monthly earnings and fifty per cent (50%) on the pre-disability monthly earnings above \$2800 or 66-2/3% of pre-disability monthly earnings, whichever is more. The \$2800 level is to be increased annually by the increase in the weighted average wage rate for employees under the collective agreement for the purpose of determining the benefit amount for eligible employees as at their date of disability.

It is understood that this adjustment will **only** be applied once for each eligible employee, i.e., at the date of the disability, to determine the benefit amount to be paid prospectively for the duration of entitlement to benefits under the LTD plan.

- (2) In the event that the benefit falls below the amount set out in Section 2(B)(1) above for the job that the claimant was in at the time of commencement of receipt of benefits, LTD benefits to be adjusted prospectively to seventy per cent (70%) of the first \$2800 of the current monthly earnings and fifty per cent (50%) on the current monthly earnings above \$2800 or 66-2/3% of current monthly earnings, whichever is more based on the wage rate in effect following review by HBT every four years. (Note: the \$2800 figure will be adjusted as set out in Section 2(B)(1) above).

(C) All Claimants

For the purposes of the above, earnings shall mean basic monthly earnings (including isolation allowances where applicable) as at the date of disability. Basic monthly earnings for regular part-time employees shall be calculated on the basis of the employee's average monthly hours of work for the twelve-

month period **or** such shorter period that the employee has been employed, **prior** to the date **of** disability, multiplied by his/her hourly **pay** rate as at the date of disability.

The long-term disability benefit payment shall be made so long as an employee remains totally disabled and shall cease on the date the employee reaches age sixty-five (65), recovers, dies, **or** the effective date of early retirement under this plan, whichever occurs first.

- (D) Employees who still have unused sick leave credits after the waiting period when the long-term disability benefit becomes payable shall have the option of:
 - (1) exhausting all sick leave credits before receiving the long-term disability benefit;
 - (2) using sick leave credits to top off the long-term disability benefit; or
 - (3) banking the unused sick leave credits for future use.
- (E) Employment status during the intervening period between expiration of sick leave credits and receipt of long-term disability benefits:

Employees who will be eligible for benefits under the Long-Term Disability Plan shall not have their employment terminated; following expiration of their sick leave credits they shall be placed on unpaid leave of absence until receipt of long-term disability benefits.
- (F) Employees are not to be terminated for non-culpable absenteeism, while in receipt of long-term disability benefits.

Section 3 - Total Disability Defined

- (A) Employees disabled Prior to April 1, 1998 ¹
(See Explanatory Note in Preamble to this Addendum.)

Total disability, as used **in** this Plan, means the complete inability because of an accident or sickness, of a covered employee to perform the duties of his/her own occupation for the first two (2) years of disability. Thereafter, an employee who is able by reason of education, training, or experience to perform the duties of any gainful occupation for which the rate of pay equals **or** exceeds eighty-five per cent (85%) of the rate of pay of his/her regular occupation at date of disability shall no longer be considered totally disabled and therefore, shall not continue to be eligible for benefits under this Long-Term Disability Plan.
- (U) Employees Disabled on or After April 1, 1998 ^{*}
(See Explanatory Note in Preamble to this Addendum.)

Total Disability, as used in this Plan, means the complete inability because of an accident or sickness, of a covered employee to perform the duties of his/her own occupation for the first two (2) years of disability. Thereafter, an employee who is able by reason of education, training, or experience to perform the duties of any gainful occupation for which the rate of pay equals or exceeds seventy per cent (70%) of the current rate of pay for his/her regular occupation at the date of disability shall no longer be considered totally disabled under the Plan. However, the employee may be eligible for a Residual Monthly Disability Benefit.

(1) Residual Monthly Disability Benefit

The Residual Monthly Disability Benefit is based on 85% of his/her rate of pay at the date of the disability loss the rate of pay (the minimum being equal to seventy per cent (70%) of the current rate of pay for his/her regular occupation) applicable to any gainful occupation that the employee is able to perform. The Residual Monthly Disability Benefit will continue until the rate of pay (the minimum being equal to seventy per cent (70%) of the current rate of pay for his/her regular occupation) applicable to any gainful occupation that the employee is able to perform equals or exceeds 85% of the rate of pay for his/her regular occupation at the date of the disability. The benefit is calculated using the employee's monthly LTD net of offsets benefit and the percentage difference between the 85% of the employee's rate of pay at the date of disability and the rate of pay (the minimum being equal to seventy per cent (70%) of the current rate of pay for his/her regular occupation) applicable to any gainful occupation that he/she is able to perform.

Example:

(a) Monthly LTD net of offsets benefit	= \$1,000.00 per month
(b) 85% rate of pay at date of disability	= \$13.60 per hour
(c) 70% of current rate of pay	= \$12.12 per hour
(d) percentage difference [(b/c) - 1]	= 12.2%
(e) Residual Monthly Disability Benefit (a x d)	= \$122.00

(C) All Claimants

(1) Total disabilities resulting from mental or nervous disorders

arc covered by the Plan in the same manner as total disabilities resulting from accidents or other sicknesses.

- (2) During a period of total disability an employee must be under the regular and personal care of a legally qualified doctor of medicine.

- (3) Commitment to Rehabilitation

In the event that an employee is medically able to participate in a rehabilitation activity or program that:

- (a) can be expected to facilitate his/her return to his/her own job or other gainful occupation; and
- (b) is recommended by HBT and approved as a Rehabilitation Plan, then,

the entitlement to benefits under the LTD Plan will continue for the duration of the Approved Rehabilitation Plan as long as he/she continues to participate and cooperate in the Rehabilitation Plan. If the Plan involves a change in own occupation, the LTD benefit period will continue at least until the end of the first two (2) years of disability. In addition, the employee may be eligible for the Rehabilitation Benefit Incentive Provision.

The Rehabilitation Plan will be jointly determined by the employee (and, if the employee chooses, his/her union) and HBT. In considering whether or not a rehabilitation plan is appropriate, such factors as the expected duration of disability, and the level of activity required to facilitate the earliest return to a gainful occupation will be considered along with all other relevant criteria. A rehabilitation plan may include training. Once the Rehabilitation Plan has been determined, the employee and the HBT will jointly sign the Terms of the Rehabilitation Plan which will, thereby, become the Approved Rehabilitation Plan and the employee's entitlement to benefits under the LTD plan shall continue until the successful completion of the Approved Rehabilitation Plan, provided the eligible employee is willing to participate and cooperate in the Approved Rehabilitation Plan. In addition, the employee may be eligible for any, or all, of the Rehabilitation Benefit Incentive Provisions.

- (4) Rehabilitation Review Committee

- (a) In the event that the eligible employee does not agree:
 - (i) with the recommended rehabilitation plan, or,
 - (ii) that he/she is medically able to participate and cooperate in the Rehabilitation Plan as defined in the Terms of the Rehabilitation Plan, then,

to ensure benefit entitlement under the LTD Plan, the employee must either:

- (iii) be able to demonstrate reasonable grounds **for** being unable to participate and cooperate in a rehabilitation plan; or,
 - (iv) appeal the dispute to the Rehabilitation Review Committee for a resolution.
- (b) During the appeal process, the employee's benefit entitlement under the LTD Plan shall not be suspended.

The Rehabilitation Review Committee shall be composed of three qualified individuals who, by education, training, and experience are recognized specialists in the rehabilitation of disabled employees. The Committee members shall be composed of one (1) employer nominee, one (1) union nominee and a neutral chair appointed by the nominees. The purpose of the Rehabilitation Review Committee shall be to resolve the appeal of an eligible employee who:

- (i) does not agree with the recommended Rehabilitation Plan;
or
- (ii) does not agree that he/she could medically participate in ~~the~~ Rehabilitation Plan.

During the appeal process, the eligible employee's entitlement to benefits under the LTD Plan shall continue until the Committee has made its decision. The decision of the Committee shall determine whether or not the eligible employee is required to participate and cooperate in the Rehabilitation Plan approved by the Committee. In the event that the eligible employee does not accept the Committee's decision his/her entitlement to benefits under the LTD Plan shall be suspended until such time as the eligible employee is willing to participate and cooperate in the Approved Rehabilitation Plan.

- (5) Rehabilitation Benefit Incentive Provisions
- (a) An employee who has been unable to work due to illness or injury and who subsequently is determined to be medically able to:
 - (i) return to work on a gradual or part time basis
 - (ii) engage in a physical rehabilitation activity; and/or
 - (iii) engage in a vocational retraining programshall be eligible for any, or all, of the Rehabilitation Benefit Incentive Provision.
 - (b) The intent of the Provision is to assist the employee with a

return to a gainful occupation. In many situations, an employee who returns to work by participating and cooperating in an Approved Rehabilitation Plan will be able to increase his/her monthly earnings above the LTD benefit amount. The objective of the Rehabilitation Benefit Incentive Provision is to promote the successful completion of the Rehabilitation as follows:

- (i) The employee, who upon return to gainful rehabilitative employment under an Approved Rehabilitation Plan, will be entitled to receive all monthly rehabilitation earnings plus a monthly LTD benefit up to the amount set out in Part B, Section 2(A) or (B) (as the case may be) of the Addendum, provided that the total of such income does not exceed one hundred per cent (100%) of the current rate of pay for her/his regular occupation at the date of the disability;
- (ii) Upon successful completion of the Approved Rehabilitation Plan, the employee becomes an automatic candidate for all job postings with the Employer, HLAA vacancies and shall have the ability to bump under the collective agreement for positions that the employee is qualified and physically capable of performing; and,
- (iii) Upon successful completion of the Approved Rehabilitation Plan, the LTD benefit period may be extended for a maximum of six (6) months for the purpose of job search; and,
- (iv) The eligible employee shall be entitled to participate in the Job Exploration and Development program.

“Rehabilitative employment” shall mean any occupation or employment for wage or profit or any course or training that entitles the disabled employee to an allowance, provided such rehabilitative employment has the approval of the employee's doctor and the underwriter of the Plan.

If earnings are received by an employee during a period of total disability and if such earnings are derived from employment which has not been approved as rehabilitative employment, then the regular monthly benefit from the Plan shall be reduced by one hundred per cent (100%) of such earnings.

- (6) Joint Rehabilitation Improvement Committee
During the term of the agreement, one (1) person from HEABC and one (1) person from the Healthcare Benefit Trust

shall meet the two (2) representatives of the Association of Unions. The parties will work together to improve the Rehabilitation Process.

The Committee will have access to all relevant information available to the Trust to determine the cost savings experienced by the LTD Plan and as a result of the Rehabilitation Provisions

Section 4 - Exclusions from Coverage

The Long-Term Disability Plan does not cover total disabilities resulting from:

- (A) war, insurrection, rebellion, or service in the armed forces of any country;
- (B) voluntary participation in a riot or civil commotion, except while an employee is in the course of performing the duties of his/her regular occupation;
- (C) intentionally self-inflicted injuries or illness

Section 5 - Integration with other Disability Income

In the event a totally disabled employee is entitled to any other income as a result of the same accident, sickness, mental or nervous disorder that caused him/her to be eligible to receive benefits from this Plan, the benefits from this Plan shall be reduced by one hundred per cent (100%) of such other disability income.

Other disability income shall include but is not limited to:

- (A) any amount payable under any *Workers' Compensation Act* or law or any other legislation of similar purpose; and
- (B) any amount the disabled employee receives from any group insurance, wage continuation, or pension plan of the Employer that provides disability income; and
- (C) any amount of disability income provided by an compulsory act or law; and
- (D) any periodic primary benefit payment from the Canada or Quebec Pension Plans or other similar social security plan of any country to which the disabled employee is entitled or to which he/she would be entitled if his/her application for such a benefit were approved; and
- (E) any amount of disability income provided by any group or association disability plan to which the disabled employee might belong to or subscribe.

Private or individual disability plan benefits of the disabled employee shall not reduce the benefit from this Plan.

The amount by which the disability benefit from this Plan is reduced by other disability income shall be the amount to which

the disabled employee is entitled upon becoming first eligible for such other disability income. Future increases in such other disability income resulting from increases in the Canadian Consumer Price Index or similar indexing arrangements shall not further reduce the benefit from this Plan.

Section 6 - Successive Disabilities

If following a period of total disability with respect to which benefits are paid from this Plan, an employee returns to work for a continuous period of six (6) months or more, any subsequent total disability suffered by that employee, whether related to the preceding disability or not, shall be considered a new disability and the disabled employee shall be entitled to benefit payments after the completion of another waiting period.

In the event the period during which such an employee has returned to work is less than six (6) months and the employee again suffers a total disability that is related to the preceding disability, the subsequent disability shall be deemed a continuation of the preceding disability, and the disabled employee shall be entitled to benefit payments without the necessity of completing another waiting period.

Should such an employee suffer a subsequent disability that is unrelated to the previous disability and provided the period during which the employee returned to work is longer than one (1) month, the subsequent disability shall be considered a new disability and the employee shall be entitled to benefit payments after the completion of another waiting period. If the period during which the employee returned to work is one (1) month or less, the subsequent disability shall be deemed a continuation of the preceding disability and the disabled employee shall be entitled to benefit payments without the necessity of completing another waiting period.

Section 7 - Leave of Absence

Employees on leave of absence without pay may opt to retain coverage under the Plan and shall pay the full premium. Coverage shall be permitted for a period of twelve (12) months of absence without pay, except if such leave is for educational purposes, when the maximum period shall be extended to two (2) years. If an employee on leave of absence without pay becomes disabled, his/her allowance under this Plan shall be based upon monthly earnings immediately prior to the leave of absence.

Section 8 - Benefits Upon Plan Termination

In the event this Long-Term Disability Plan is terminated, the benefit payments shall continue to be paid in accordance with the

provisions of this Plan to disabled employees who became disabled while covered by this Plan prior to its termination.

Section 9 - Premiums

The cost of this Plan shall be borne by the Employer. Payment of premiums shall cease on termination of employment or five (5) months prior to an employee's sixty-fifth (65th) birthday, whichever occurs first.

Section 10 - Waiver of Premiums

The premiums of this Plan shall be waived with respect to disabled employees during the time such an employee is in receipt of disability benefit payments from this Plan.

Section 11 - Claims

Long-term disability claims shall be adjudicated and paid by a claims-paying agent to be appointed by the Parties. The claims-paying agent shall provide toll free telephone access to claimants. In the event a covered employee disputes the decision of the claims-paying agent regarding a claim for benefits under this Plan, the employee may arrange to have his/her claim reviewed by a claims review committee composed of three medical doctors - one designated by the claimant, one by the Employer, and a third agreed to by the first two doctors.

Written notice of a claim under this Plan shall be sent to the claims-paying agent no later than forty-five (45) days after the earliest foreseeable commencement date of benefit payments from this Plan or as soon thereafter as is reasonably possible. Failure to furnish the required notice of claim within the time stated shall not invalidate nor reduce the claim if it was not reasonably possible to file the required notice within such time, provided the notice is furnished no later than six (6) months from the time notice of claim is otherwise required.

Claims Adjudication Committee

During the term of the Agreement, one person from HEABC and one person from the Health and Benefit Plan shall meet with two (2) representatives of the Association. The parties will work together to improve the claims adjudication process.

The Committee will arrange to have an information brochure prepared to explain detailed procedures for claims adjudication.

Section 12 - Administration

The Employer shall administer and be the sole trustee of the

Plan. The Association shall have access to any reports provided by the claims-paying agent regarding experience information.

All questions arising as to the interpretation of this Plan shall be subject to the grievance and arbitration procedures in Articles 9, 10 and 11 of the collective agreement.

Section 13 - Collective Agreement Unprejudiced

The terms of the Plan set out above shall not prejudice the application or interpretation of the collective agreement.

Section 14 - LTD Plan Early Retirement Incentive Provision

The LTD Plan Early Retirement Incentive Benefit is to ensure that the eligible employee will not realize a pension benefit that is less than the pension benefit that he/she would have been entitled to receive at the normal retirement date, had he/she not applied for early retirement, regardless of when the early retirement incentive provision is activated.

(A) An employee under this Agreement who is:

- (1) eligible for, or who is receiving LTD benefits, or in the case of claimants under Section 2(A), eligible for, or who has been in receipt of LTD for four (4) years or more, and
 - (2) eligible for early retirement pension benefits
 - (3) not eligible for the LTD Plan Rehabilitation Provisions
- shall apply for early retirement

The employee's entitlement to benefits under the LTD Plan shall, provided the employee remains eligible as per the definition of Total Disability, continue during the period of time that his/her application for early retirement is being processed with his/her pension plan administrator. In the event that the employee is not, eligible for an unreduced pension benefit, he/she may still be eligible for the LTD Plan Early Retirement Incentive Benefit.

(B) Entitlement to and the amount of the LTD Plan Early Retirement Incentive Benefit shall be determined by considering the following factors:

- (1) the amount of the monthly pension benefit that the employee would have been entitled to receive if early retirement was not elected;
- (2) the amount of the monthly early retirement benefit that the employee will receive;
- (3) the amount of the gross monthly LTD benefit that the employee is entitled to receive;

- (4) the amount of the net-of-offsets monthly LTD benefit that the employee is entitled to receive; and,
- (5) the maximum LTD benefit duration period applicable to the employee.

If the combination of superannuation benefit, Canada Pension Plan retirement benefit and any other disability income referred to in Part B - Section 5 of the LTD Addendum results in monthly income of less than the LTD monthly income benefit, then the eligible employee shall be entitled to remain on LTD benefits.

- (C) An employee who is eligible for the LTD Plan Early Retirement Incentive Benefit shall be entitled to receive the benefit in a lump sum, or direct the Healthcare Benefit Trust to any other designate. The employee shall complete an LTD Plan Early Retirement Incentive Benefit Application. Upon approval of the employee's application, the employee and the Healthcare Benefit Trust will jointly sign the Terms of the LTD Plan Early Retirement Incentive Benefit and the employee and the members of the Joint LTD Plan Early Retirement Incentive Committee shall sign the LTD Plan Early Retirement Incentive Agreement on behalf of the Parties to the Collective Agreement.
- (D) All eligible employees who are entitled to the LTD Plan Early Retirement Incentive Benefit shall be entitled to the continuation of the Life Benefit coverage in effect until age 65 years or death, whichever is earlier.
- (E) Joint Early Retirement Improvement Committee

Within six (6) months of the ratification of this agreement, one (1) person from HEABC and one (1) person from the Healthcare Benefit Trust shall meet with two (2) representatives of the Association of Unions. The parties will work together to improve the early retirement incentive process.

The Committee will have access to all relevant information available to the Trust to determine the cost savings experienced by the LTD Plan as a result of the Early Retirement Incentive Provisions.

Section 15 - LTD Benefit Re-opener

The Parties agree to an LTD Benefit re-opener eighteen (18) months after the ratification date of this Agreement to determine:

- (A) firstly, whether or not the Supplemental Monthly LTD Benefit will continue beyond the 36-month period and/or be increased for a further period of time; and

- (B) secondly, whether or not the employers' portion of premiums for medical, dental, extended health, and accidental death and dismemberment insurance will be increased, depending upon whether there has been an experience savings as a result of the changes to the LTD Plan (i.e., a net savings).

The Association will have access to all relevant information available to the Trust to determine whether there has been an experience savings as a result of the changes to the LTD plan (i.e., a net savings).

Any outstanding issues from this LTD Benefit re-opener shall be referred to Don Munroe for final and binding resolution.

Section 16 - Return to Work Programs

Preamble

The parties recognize that prevention of injuries and rehabilitation of injured employees are equally important goals. The parties further recognize that return to work programs are part of a continuum of injury prevention and rehabilitation.

Mutual Commitment

The **Employer** and the Union are committed to a safe return to work program that addresses the needs of those able to return to work.

Return to work programs will recognize the specific needs of each individual employee who participates. Employer creation of a return to work program is voluntary.

Consultation

Return to work programs will be part of an Approved Rehabilitation Plan under the Long Term Disability Plan.

Confidentiality

The parties jointly recognize the importance of confidentiality and will ensure that full confidentiality is guaranteed. The Employer shall not have contact with the employee's physician, without the employee's consent.

Types of Initiatives

Return-to-work programs may consist of one or more of the following:

1. **Modified Return to Work:** Not performing the full scope of duties.

2. **Graduated Return to Work:** Not working regular number of hours.
3. **Rehabilitation:** Special rehabilitation programs.
4. **Ergonomic Adjustments:** Modifications to the workplace.

Re-orientation to the Workplace

A departmental orientation will be provided for the employee, as well as a general facility orientation, if necessary for an employee who has been off work for an extended period of time.

Pay and Benefits

An employee involved in a return to work program will receive pay and benefits as set out below.

Employees participating in a return to work program for fifteen (15) hours or more per week are entitled to all the benefits of the agreement, on a proportionate basis, except for medical, extended health and dental plan coverage, which shall be paid in accordance with Article 38.

Wage entitlement, when participating in the program, will be consistent with the terms of the agreement and are outlined below:

- (a) Employees who have no accumulated sick leave credits and who have been granted an unpaid sick leave and/or who are awaiting acceptance of an LTD claim:

Receive pay and appropriate premiums for all hours worked in the program. Medical, dental, extended health coverage, group life and LTD premiums and superannuation payments are reinstated on commencement of the program and all other benefits are implemented when working fifteen (15) hours or more per week.

- (b) Employees in receipt of LTD benefits:

These employees are considered disabled and under treatment. These employees receive pay for all hours worked. The LTD plan will pay for hours not worked at two-thirds (2/3) of current salary. Benefits will be reinstated in the same manner as set out in (a) above except Group Life and Long-Term Disability Insurance Plan premiums may continue to be waived as outlined in the Addendum - Group Life and Long-Term Disability Insurance Plans.

No Adverse Effect on Benefits

An employee's participation in a return to work program will not adversely affect an employee's entitlements with respect to Long Term Disability. Participation in a program will not delay

entitlement to LTD benefits, except as otherwise provided in the Long Term Disability Addendum.

The period that the employee is involved in a return to work program shall be considered as part, of the recovery process and will not be used or referred to by the Employer in any other proceedings, other than proceeding under the Long Term Disability Addendum (Claims Review Committee and Rehabilitation Review Committee).

ADDENDUM

- Casual Employees -

1. Casual employees shall be employed only to relieve in positions occupied by regular full-time and regular part-time employees that could not be reasonably expected to be filled by employees working in float pool positions, where float pools exist, provided that a casual employee shall not be used for a period in excess of sixty (60) calendar days in any one position. Without limiting the generality of the foregoing, the Employer may call casual employees to perform the following work:
 - (1) vacation relief;
 - (2) sick leave relief;
 - (3) education relief;
 - (4) maternity leave relief;
 - (5) compassionate leave relief;
 - (6) union business relief;
 - (7) educational leave relief;
 - (8) such other leave relief as is provided by the Collective Agreement; or
 - (9) in an emergency where an extraordinary workload develops, a casual employee may be used to do work having a duration of sixty (60) calendar days.
2. Casual employees shall be called in to work in the order of their seniority provided that they are registered to work in a job classification applicable to the work required to be done. A casual employee shall be entitled to register for work in any job classification in a single department in respect of which such employee meets the requirements of the class. No casual employee shall be registered in more than one (1) department except where the Employer and the Union otherwise agree in good faith.
3. Where it appears that the regular employee whose position is being filled by a casual employee will not return to his/her position within sixty (60) calendar days, that position shall be posted and filled pursuant to the provisions of Articles 14.01, 16.01 and 17 of the Agreement.
4. (a) A casual employee who is appointed to fill a position under Section 3 shall not thereby become a regular employee. A casual employee may become a regular employee only by successfully bidding into a permanent vacancy in respect of which there is no present regular incumbent. Upon com-

pletion of an assignment a casual employee shall **be** reverted to the casual list.

- (b) Where a job posting is filled by a casual employee under Section 3 and the casual employee occupies the position for six (6) months or more, he/she will be entitled to reimbursement for monthly benefit premiums paid by the employee for medical, dental and extended health premiums pursuant to paragraph 14 of the Casual Addendum for the period subsequent to the first thirty-one (31) days in the position.

In any event, after the casual employee has filled the position for a period of six (6) months, the casual employee shall be enrolled in the benefit plans listed below at the sole cost of the Employer:

Article 38, Section 38.01 - Medical Plan

Section 38.02 - Dental Plan

Section 38.03 - Extended Health Care Plan

Coverage under this section shall cease when either:

- (i) the regular incumbent returns to the position, or
- (ii) the casual employee is no longer working in the posted position.

5. Casual employees are entitled to all benefits of this Agreement except the following:

- (1) Article 13 - Probationary Period;
- (2) Article 14.02, 14.03, 14.05, 14.06, 14.07, 14.08, 14.09 and 14.10;
- (3) Article 14.12 - Portability;
- (4) Article 17 - Technological, Automation and Other Changes/Employment Security Agreement;
- (5) Article 17.04 - Reduction in the Work Force;
- (6) Article 18.01 - Employer's Notice of Termination;
- (7) Article 19 - Scheduling Provisions except 19.01(e);
- (8) Sections 21.09 and 21.10 of Article 21 - Overtime;
- (9) Sections 28.03 and 28.04 of Article 28 - Vacations;
- (10) Article 29 - Compassionate Leave;
- (11) Article 30 - Special Leave;
- (12) Article 31 - Sick Leave, WCB, Injury-On-Duty;
- (13) **Article** 32 - Educational Leave;
- (14) Article 33 - Jury Duty;

- (15) Article 34 - Leave - Unpaid;
 - (16) Article 35 - Maternity Leave;
 - (17) Article 36 - Adoption Leave;
 - (18) Article 38 - Health Care Plans;
 - (19) Article 39 - Long-Term Disability Insurance Plan;
 - (20) Article 41 - Municipal Pension Plan, except as otherwise provided by legislation.
 - (21) Article 43 - Severance Allowance.
6. Casual employees shall accumulate seniority on the basis of the number of hours worked and upon written notification by the Union the number of hours paid for leave for Union business.
7. The manner in which casual employees shall be called to work shall be as follows:
- (1) The Employer shall maintain both (a) a master casual seniority list which shall include all casual employees employed by the Employer listed in descending order of their seniority; and (b) a classification registry for each job classification in which casual employees may be used. Each classification registry shall list those casual employees who have been qualified to work in that job classification in descending order of hours worked.
 - (2) The Employer shall call by either telephone or cellular phone (or pager by mutual agreement) only those casual employees who are registered in the classification registry applicable to the work required to be done at a number provided by the employee. The Employer shall commence by calling the most senior employee in the classification registry. Employers may agree at the local level to develop a system to contact eligible employees who are already at work. Only one call need be made to any one casual employee provided that the telephone shall be permitted to ring a minimum of eight (8) times.
 - (3) All such calls shall be recorded in a log book maintained for the purpose which shall show the name of the employee called, the time of vacancy, the time that the call was made, the job required to be done, whether the employee accepts or declines the invitation to work or fails to answer the telephone, and the signature of the person who made the call. In the event of a dispute the Union shall have reasonable access to the log book and shall be entitled to make copies.

- (4) If the casual employee who is being called fails to answer or declines the invitation to work, the Employer shall then call the next most senior employee registered in that job classification and so on until a casual employee is found who is ready, willing and able to work.
 - 8. Casual employees shall not be dismissed except for just and proper cause
 - 9. Casual employees may be laid off from the casual list in the inverse order of their seniority where it becomes necessary to reduce the work force due to economic circumstances. Laid off casual employees shall retain their seniority for one year subject to which they shall be reinstated to the casual list in the order of their seniority when it becomes necessary to expand the work force.
 - 10. (1) The master casual employee seniority list and each classification registry shall be revised and updated every three months as of the last date of the payroll period immediately prior to January 1, April 1, July 1 and October 1 (the "adjustment dates") in each year. The seniority of each casual employee thus determined shall be entered in the classification registry in descending order of the most hours worked to the least. Casual employees hired after an adjustment date shall be added to such classification registry or registries as are applicable in the order that they are hired.
 - (2) For purposes of a call-in to do casual work, any time accumulated in a current period shall not be reckoned until the next following adjustment date.
 - (3) Within two weeks of each adjustment date the Employer shall send to the Senior Union Official a revised copy:
 - (a) of the master casual seniority list; and
 - (b) of each classification registry maintained by the facility.
 - 11. (1) Except for regular employees who transfer to casual status under Section 15, casual employees shall serve a probationary period of four hundred and eighty-eight (488) hours of work. During the said probationary period casual employees may be terminated for unsatisfactory service.
- Effective September 30, 1993 casual employees shall serve a probationary period of four hundred and sixty-eight (468) hours. In the calculation of probationary periods, hours worked before the first pay period prior to September 30,

1993 and after the first pay period between September 30, 2004 and October 13, 2004 will be based on four hundred and eighty-eight (488) hours.

- (2) A casual employee who has not completed probation under this clause and who successfully bids into a regular position, shall serve a probationary period pursuant to Article 13 of this Agreement.
 - (3) Where a casual employee who has completed probation successfully bids into a regular position, such employee shall not be required to serve another probationary period under Article 13.
12. For purposes of relating the seniority of a casual employee to that of regular employees, the seniority date or initial date of hiring of such employee shall be calculated by:
 - (1) Dividing his/her number of seniority hours by a factor of 7.5 (or by a factor of 7.0 in the event that the hours of work of regular employees under Article 20 shall be reduced to 35) which shall be deemed to be the number of days worked; and then
Effective September 30, 1993, for hours worked after the first pay period **prior** to September 30, 1993 dividing his/her number of seniority hours by a factor of seven point two (7.2) which shall be deemed to be the number of days worked; and then effective the first pay period between September 30, 2004 and October 13, 2004, divide seniority hours by a factor of 7.5; and then
 - (2) Taking the number of days worked derived under subsection (1) herein multiplied by a factor of one point four (1.4) rounded off to the nearest whole number which shall be deemed to be the number of calendar days of employment. The seniority date shall then be calculated by backdating from the applicable date the number of calendar days thus determined.
 - (3) Upon return to work, casual employees will be credited with seniority hours based on their relative position on the casual list while receiving Worker's Compensation Benefits.
13. Casual employees shall receive twelve ~~point~~ two percent **(12.2%)** of their straight time pay in lieu of scheduled vacations and statutory holidays.
14. (1) Upon completion of one hundred and eighty (180) hours of work (effective September 30, 1993 to the first pay period

between September 30, 2004 and October 13, 2004: 172.8 hours), casual employees shall be given the option to enroll in the following plans:

- (a) medical services plan;
- (b) dental plan;
- (c) extended health plan.

An employee who makes an election under this provision must enroll in each and every of the benefit plans and shall not be entitled to except any of them.

- (2) Where a casual employee subsequently elects to withdraw from the benefit plans or fails to maintain the required payments, the Employer shall terminate the benefits. Thereafter the employee shall only be entitled to re-enroll if the employee so elects between December 1 and December 15 in any year to be effective the January 1 next following.
15. A regular employee who is laid off shall be entitled as of right to transfer to casual status. Other regular employees may transfer to casual status provided that the Employer requires additional casual employees. Upon transfer such employees shall be entitled only to such benefits as are available to casual employees. Such employees shall maintain all accumulated seniority and benefits to the date of the transfer converted to hours on the following formula:
- (1) to determine the number of days worked, take the number of calendar days between the employee's seniority date and the date of transfer multiplied by a factor of zero point seven one four (0.714); and then
 - (2) to determine the number of seniority hours, multiply the result obtained under subparagraph one (1) by a factor of seven point five (7.5). (In the event that the hours of work of regular employees shall be reduced to thirty-five (35) under Article 20, this factor shall be reduced to seven (7.0).) Effective September 30, 1993 for hours worked after September 30, 1993 to the first pay period between September 30, 2004 and October 13, 2004, this factor shall be reduced to seven point two (7.2) hours.
16. Regular part-time employees may register for casual work under this Addendum except that Sections 11, 12, 13 and 14 shall not apply. Where the regular schedule of a part-time employee registered under this section conflicts with a casual assignment, the part-time employee shall be deemed to be

unable to work except that where the assignment is longer than four (4) days the employee shall be relieved of his/her regular schedule at the option of the employee. All time worked shall be credited to the employee under the provisions of Articles 14.15, 27.10, 28.10, 30.02 and 31.14 of the collective agreement.

Sick leave credits accumulated under the provisions of Article 31.14 may be used by regular part-time employees who become sick during a casual work assignment. The use of sick leave credits under these circumstances is limited to the current casual assignment and is not applicable to any casual assignments which the employee has not yet commenced.

17. Casual employees shall move to the increment step indicated by accumulated hours of service with the Employer.

ADDENDUM

- Maintenance Agreement and Classification Manual - MAINTENANCE AGREEMENT

1) Introduction

The purpose of this agreement is to provide a standard procedure for the description and classification of jobs and the evaluation of work in the health care industry.

2) Coverage

The provisions of this agreement shall apply to **all** work which is now or shall come within the scope of the Collective Agreement between the parties. This agreement, including the Classification Manual, shall be incorporated in and become part of the Collective Agreement.

This Agreement shall be subject to the grievance and arbitration procedures under the Collective Agreement.

3) Existing Rights

Without intending to create any new rights and obligations but only for greater certainty it is agreed that,:

- (1) Subject to the Collective Agreement and subject to procedures of this agreement, the Employer has the right to organize its work in a manner that best suits its operational requirements and to establish new jobs and to change existing jobs;
- (2) The Union has the right to enforce all the provisions of the Collective Agreement and this agreement and in particular may ensure that:
 - (a) a job has been established in a proper manner under the terms of the Collective Agreement and this agreement;
 - (b) a job description accurately describes the work required to be done;
 - (c) the qualifications established by the Employer for a job are reasonable and relevant to the work required to be done and consistent with agreed to benchmarks;
 - (d) a job is properly classified in relation to the benchmark class specifications; and
 - (e) a position is assigned to an appropriate job description.
- (3) Where a conflict arises between the Collective Agreement

and this Agreement, the Collective Agreement shall take precedence.

4) Benchmark Class Specifications

- (1) The benchmark class specifications in existence at the date of this agreement and agreed to by the parties and attached as Schedule A shall constitute the sole criteria for classifying **work** in the health care industry covered by the Collective Agreement. Except as provided for in Section 9, no new benchmark class specification shall be introduced and no existing benchmark class specification shall be changed except by mutual agreement between the HEABC and the Union. Neither party shall withhold mutual agreement unreasonably.
- (2) The rate levels which are set out in Schedule B to this agreement shall be assigned a value derived from the wage schedule of the Collective Agreement. Each benchmark class specification shall be assigned to an appropriate rate level which shall be deemed to comprise part of the specification.

5) Job Descriptions

- (1) The job descriptions which are in existence on the date of this agreement and agreed to by the parties shall comprise the base against which all changes shall be measured.
- (2) The position of each regular employee shall be assigned to an appropriate job description.
- (3) The Employer shall draw up job descriptions for all positions and classifications for which the Union is the certified bargaining agent. The said job descriptions shall be presented in writing to the Senior Union Official and shall become the recognized job descriptions unless written notice of objection thereto, set out in specific detail, is given by the Union within sixty (60) days.
- (4) Each regular employee shall be provided with a copy of the agreed to job description for his/her position.

6) Establishment of New Jobs

- (1) Prior to the establishment of a new job, the Employer shall:
 - (a) write a new job description;
 - (b) classify the new job in relation to the benchmark class specifications; and

- (c) assign such position to the job description as shall be appropriate.
- (2) Within ten (10) calendar days, the new job description and classification shall be submitted to the Union.
- (3) Within sixty (60) calendar days of the receipt of notice, the Union shall notify the Employer that it accepts or objects to the job description and/or classification. In the event that it objects it shall give written reasons for the objection.
- (4) Where the Union does not object within the time limits or accepts the job description and/or classification submitted by the Employer, the job description and/or Classification shall be deemed to be established.

7) Changes to Existing Jobs

- (1) Where the Employer makes any material change to an existing job, it shall forthwith notify the Union of the change (Form 1). The Union shall within sixty (60) calendar days notify the Employer if it considers the change to be significant and that it objects to the change. Where it objects it, shall provide written reasons for the objection.
- (2) Where the Employer changes an existing job to an extent that would affect its classification, it shall within thirty **(30)** calendar days.
 - (a) revise the permanent job description or write a new job description; and
 - (b) classify the new or revised job.
- (3) Within **a** further ten (10) calendar days the new or changed job description and classification shall be submitted to the Union.
- (4) Within sixty (60) calendar days of the receipt of notice the Union shall notify the Employer that it accepts or objects to the new or revised job description and/or classification. Where it objects it shall provide written reasons for the objection.
- (5) Where the Union does not object within the time limit or accepts the new or changed job description and/or classification, the job description and/or classification shall be considered to be established.

8) New or Changed Positions

- (1) Where the Employer establishes a new position or significantly changes an existing position, the position shall be

immediately posted pursuant to the provisions of Article 16.01 of the Collective Agreement. Where there is an incumbent in such an existing position he/she shall be displaced by the service of an appropriate notice to that effect

- (2) Where the Union or an employee consider that a position has been significantly changed or is not assigned to an appropriate job description either of them may request a review.
- (3) The employee and a Representative designated by the Union shall complete a "Job Review Request Form" (Form 2) indicating in what manner his/her position has changed and why he/she thinks the job description to which his/her position has been assigned is inappropriate. The "Job Review Request Form" shall be submitted to the Employer who shall within ten (10) calendar days forward it copy to the HEABC and the Union.
- (4) Within thirty (30) calendar days of the receipt of the "Job Review Request Form", the Employer shall review its decision and shall notify the HEABC and the Union of its determination.
- (5) Should the Union not accept the determination of the Employer, it shall within sixty (60) calendar days notify the Employer giving written reasons for its objection. Where the Union accepts the decision of the Employer or does not object within the time limits, the position shall be considered to be assigned to an appropriate job description.

9) Appeals

- (1) Where the Union launches an objection under the terms of this agreement, the Employer shall provide a written response to the Union within thirty (30) calendar days. If the Employer's written response is not provided within the time limit, the Union may, within a further thirty (30) days, refer the dispute to the Classification Referee.
- (2) Within fifteen (15) days of receiving the Employer's written response, the Union will notify the Employer whether the Employer's written response is acceptable. If the Employer's written response is not acceptable, the parties, including HEABC and the Union, shall meet within a further fifteen (15) days to disclose fully each party's case and to seek to resolve the dispute. Each party will set out for each grievance its understanding of the matter in dispute

The parties will seek to narrow the issues of fact in dispute and will conclude agreements on fact to the degree that they can agree. If the parties are unable to resolve the dispute, either party may, within a further period of thirty (30) days, refer the dispute to the Classification Referee for a final and binding decision.

- (3) Within ten (10) calendar days of the dispute being referred to the Referee, the Union shall provide the Referee with written reasons in support of the appeal.
- (4) Within sixty (60) calendar days of the receipt of the appeal the Referee shall make every effort to hear the dispute and render a final and binding decision in writing.
- (5) The decision of the Referee shall be based upon the same criteria applicable to the parties themselves. Where the Referee allows the appeal his/her decision shall be limited to a direction that:
 - (a) the position be assigned to another existing job description and may include a direction that any incumbent in the position be displaced and that any vacancy be posted under Article 16.01 of the Collective Agreement;
 - (b) a new job description be prepared by the Employer that more appropriately describes the type of duties, level of responsibilities and required qualifications of the position; or
 - (c) except as outlined below, the job be appropriately classified, provided that the Referee shall not have jurisdiction to classify a job except within the existing benchmark class specifications including the rate level;
 - (d) where the Referee concludes that a position does not conform to an existing benchmark class specification, the Referee shall notify the HEABC and the Union of his/her decision. The HEABC and the Union shall endeavour to establish an appropriate benchmark class specification for the position. Failing mutual agreement by the parties, each party shall make a submission within thirty (30) days to the Referee as to the appropriate benchmark to be established. The Referee shall establish a new benchmark or amend an existing benchmark and the decision of the Referee shall be binding on the parties. The Referee shall also establish an appropriate wage level for the new or revised benchmark.

- (6) A hearing called by the Referee shall have the same status as an Arbitration Board pursuant to Article 11 of the Collective Agreement.

Note: Amendments to sections 9(1), (2) and (3) of Maintenance Agreement are in compliance with an arbitration award by Stephen Kelleher dated December 17, 2001.

10) Classification Referee

- (1) The Referee(s) shall be mutually agreed to by the HEABC and the Union.

In the event that the parties are not able to reach mutual agreement, the Chairperson of the Labour Relations Board shall make the necessary appointment.

The Referee shall be appointed for the term of the Collective Agreement and may thereafter be terminated by either party upon sixty (60) days written notice to the Referee and the other party.

- (2) The fees and expenses of the Referee shall be borne equally by the Employer and the Union.
- (3) The parties shall meet every month, or as often as required, to review outstanding Job Review Requests to determine, by mutual agreement, those classification appeals that will be referred to expedited arbitration.

11) Expedited Classification Appeals

The classification expedited arbitration process shall be governed by the following principles:

- (1) The location of the hearing shall be agreed to by the parties, but will be at a location central to the geographic area in which the dispute arose.
- (2) Unless otherwise mutually agreed, each party shall be limited to a four (4) hour presentation.
- (3) The parties shall utilize staff representatives of the Union and the HEABC to present cases, and shall not utilize outside legal counsel.
- (4) All presentations are to be short and concise, and are to include a comprehensive opening statement. The parties agree to make limited use of authorities during their presentations.
- (5) Prior to rendering a decision, the arbitrator may assist the parties in mediating a resolution to the grievance. Where mediation fails, or is not appropriate, a decision shall be

rendered as contemplated herein. The arbitrator shall make every effort to deliver a decision to the parties within seven (7) days of the hearing.

- (6) Outstanding classification appeals shall be heard under this article by Judi Korbin, Joan Gordon or John Kinzie. The decision of the Classification Referee shall be final and binding on both parties.
- (7) All decisions of the Classification Referee are to be limited in application to the particular dispute and are without prejudice. Arbitration awards shall be of no precedential value and shall not thereafter be referred to by the parties in respect of any other matter. All settlements made prior to hearing shall be without prejudice.
- (8) The parties shall equally share the costs of the fees and expenses of the arbitrator.
- (9) The expedited arbitrator shall have the same powers and authority as an arbitration board established under the provisions of Article 11 excepting Article 11.04. It is understood that it is not the intention of either party to appeal a decision of an expedited arbitration proceeding.

12) Pay Adjustments

- (1) Where the rate of pay of a position or job is adjusted upwards, the employee shall be placed on the lowest step of the new pay range which will give him/her a monthly increase and the increment anniversary shall be that date.
- (2) Where an increase results from the establishment of a new job or a change in an existing job, the increase shall take effect on the date that the new job is established or the existing job is changed.
- (3) Where an increase results from a request for a review of a position by an employee or the Union, the increase shall take effect on the date of the request.
- (4) Where the rate of pay of a position or job is adjusted downward, the employee shall not suffer a reduction in pay but shall be red-circled. Such an employee shall retain the increment anniversary date of his/her prior job, and shall receive fifty per cent (50%) of all general wage increases until the new wage rate for the job being occupied meets the employee's existing wage rate. Employees who are required to transfer to a lower rated position as a result of a displacement notice being served pursuant to Section 8.1 shall be covered by this provision.

13) **Definitions**

- (1) **Position:** A group of duties, responsibilities and skills regularly assigned to one person. It may be full-time, part-time, occupied or vacant and may be created, changed or deleted in order to meet operational requirements
- (2) **Job:** One or more positions performing essentially the same duties, similar level of responsibilities and required qualifications covered by the same job description.
- (3) **Class:** A group of jobs which are sufficiently similar with respect to type of duties, level of responsibilities and required qualifications that they carry the same wage rate.
- (4) **Employer:** A hospital or health organization covered by the Collective Agreement between the HEABC and the Union.
- (5) **Union:** The Association of Health Services and Support Workers Facilities Subsector (represented by the Hospital Employees Union, B.C. Government and Service Employees' Union, the International Union of Operating Engineers, the Construction and Specialized Workers' Union, the International Brotherhood of Electrical Workers Local No. 230, the United Steelworkers of America Local 9705, the British Columbia Nurses' Union, the United Brotherhood of Carpenters and Joiners of America Local No. 1598, the United Association of Journeymen and Apprentices of the Plumbing and Pipefitting Industry of the United States and Canada Local No. 324, the International Union of Painters and Allied Trades Local No. 138)
- (6) **HEABC:** The Health Employers Association of British Columbia.
- (7) **Other Related Duties:** The phrase "Other Related Duties" shall be limited in its meaning so as to include only those additional duties which fall within the character of work as defined by the job description.

CLASSIFICATION MANUAL

1) **Introduction**

The Classification Manual outlines the definitions, format and principles of classification to be followed in matching jobs or positions to the benchmark class specifications contained in the Maintenance Agreement and forms part of the Maintenance Agreement.

2) **Benchmarks**

Benchmark class specifications set forth a list, of duties by which jobs or positions are distinguished and classified under the Classification System.

Benchmarks also set forth the qualifications appropriate to a position classified to the level of the benchmarks.

Benchmarks do not describe positions. They cover a wide diversity of positions by identifying work duty criteria and qualifications shared by positions at the same classification level and hence the same salary level.

3) **Format of Benchmarks**

(1) All benchmark class specifications are grouped together on a basis of closely related functional activities, fields of work or occupations. Each of these groups is called a "job family". There are eleven (11) job families in the Classification System:

- 1) Clerical
- 2) Food Service
- 3) Housekeeping
- 4) Laundry
- 5) Maintenance
- 6) Stores
- 7) Trades
- 8) Transportation
- 9) Patient Care
- 10) Patient Care Technical
- 11) Miscellaneous

(2) Within each job family there is a class series. For example:

Job Family:	Food Services
Class Series:	Food Service Workers
Class Series:	Cooks
Class Series:	Bakers
Class Series:	Food Service Supervisors

In some cases there is only one class series in a job family. For example:

Job Family:	Transportation
Class Series:	Transportation

(3) **Benchmark Title**

Each benchmark within a class series is identified as a benchmark title. For example:

Class Series: Transportation
Benchmark Title: Transportation Attendant 1
Benchmark Title: Transportation Attendant 2
Benchmark Title: Transportation Attendant 3
Benchmark Title: Transportation Attendant 4

(4) **Rate**

The salary level for each benchmark is identified as a “rate” and the corresponding dollar amount is in Schedule B of the Maintenance Plan. For example:

Rate: LW

Schedule B - Aug 1/82 \$1,647.00 per month

(5) **Benchmark Definition**

The duties listed in the benchmark class specification are a representative sampling of the kinds of work which will result in a position being classified at the Benchmark Level

(6) **Qualifications**

The qualifications set forth in a benchmark reflect the standard at that level under the Classification System.

Membership in a professional association or group is not a required qualification for any position under the Classification System.

(7) **Job Descriptions**

All job descriptions must be drafted in a similar format, with definitions and rules as apply to benchmark class specifications.

The qualifications set forth in a job description must be consistent with the qualifications set forth in the benchmark class specifications for that level.

4) Principles of Classification

The purpose of benchmarks is to establish the means whereby jobs may properly be classified and distinguished under the broad banding classification system.

To that end, a job should be classified according to:

- (i) the type of duty and level of responsibilities/skills which are performed to an extent material to reasonable standards of job classification; and
- (ii) qualifications that are required;

and consistent with the following:

- (i) **Integrated jobs.** Where a job encompasses work in two or more benchmark classes but it is administratively impractical to keep track **or** even identify when the incumbent, is working within one or the other of the *classes*, he/she should be classified at the highest classification of the jobs being performed.
- (ii) **Substitutional positions.** Where an employee is required to regularly substitute in a higher-rated position over **an** indeterminate period and/or to carry qualifications that permit him/her to substitute in such higher position, he/she should be classified and paid at the higher classification level.
- (iii) **Special licenses and certificates.** Where an employee is required to carry a special licence, certification or qualification, requiring the equivalent of at least three (3) months full-time study, such as trades qualification, stationary engineer's certificate or practical nurse's license, he/she should be classified consistently with such license certificate or qualification irrespective of the type of duties and level of responsibilities/skills required to be exercised.

If more than one such license, certificate, or qualification is required to be carried, the highest level of such item shall determine the classification level.

From time to time by direction of statute or professional association, separate certification is required to perform specific work already included in the job scope and requiring no additional training or education beyond the benchmark expectations. Where this occurs, attaining and maintaining the separate certification is the responsibility of the employee and will not constitute grounds for a classification review. The Employer will make every reasonable effort to assist the employee in attaining and maintaining this required certification.

Note: Amendments to section 4(iii) of the Classification Manual are in compliance with an arbitration award by Stephen Kelleher dated December 17, 2001.

Position Not Person

Throughout the whole process of evaluating jobs, it is the job that is evaluated and not the employee.

5) **Glossary of Terms**

(1) **Supervision Received:**

The type of supervision received is indicated in the benchmark only if it has a direct bearing on the evaluation of a position.

(2) **Direct Supervision:**

All work performed is assigned, checked and continuously observed by the designated supervisor and is performed in sight of the designated supervisor.

(3) **Close Supervision:**

All work performed is assigned and the end product is checked for accuracy and completeness by the designated supervisor.

(4) **General Supervision:**

Work performed is assigned by the designated supervisor with the method/manner of performing the work left up to the employee. Work is checked for completion of tasks rather than for specific detail of duties.

(5) **Supervision:**

Supervision **may** include but is not limited to, providing input into any or a combination of the following: employee evaluations; organization **of** employee work assignments; hiring of staff; maintaining departmental standards and procedures.

(a) **Supervisor:**

Employee who gives work direction to subordinate staff including scheduling, arranging vacations and authorizing overtime.

(b) **In Charge:**

Oversee the day-to-day operation of an assigned area. This involves a variety of administrative duties such as making recommendations regarding budget, allocating resources, overseeing and updating standards and procedures and may involve supervision of designated staff.

(c) **Working Supervisor:**

Employee who is a supervisor similar to above but in addition performs hands-on work.

(d) **Lead Hand:**

Employee who performs hands-on work in a group or small section of a department, (usually **four** or fewer

employees) and directs work assignments and is responsible for its completion.

Employees providing work direction or supervision must be layered over (i.e. placed at a higher classification than) all employees to whom direction or supervision is provided. The resulting classification will be determined by the classification levels of the applicable job family.

(6) **Number of Positions Supervised:**

Regular positions assigned to the area, not full-time equivalents.

(7) **Related Experience:**

Previous experience related to the duties associated with the position.

(8) **Recent Experience:**

Experience acquired within the previous six (6) years.

(9) **Domestic Washers/Dryers:**

Capacity up to fifty (50) pounds (dry weight).

(10) **Non-Domestic Washers/Dryers:**

Capacity of more than fifty (50) pounds (dry weight).

(11) **Technical Typing:**

Deals with specialized terminology such as medical terminology, legal terminology, accounting terminology, etc.

(12) **Direct Billings:**

Billings processed directly to an agency instead of through the Business Office of the facility.

(13) **Assist:**

To work under the direction of another who regularly checks, verifies, reviews, adjusts and corrects the work performed as it is being performed.

(14) **Work Direction:**

Checking, verifying, reviewing, adjusting, correcting, coordinating and/or assigning work to others. May also include training and orientation duties ensuring standardization of procedures.

(15) **Administrative Functions:**

Include any or a combination of: liaising with other departments on work flows and other matters; participating in interdepartmental meetings; coordinating transac-

tions with external agencies on behalf of department; formulating and updating departmental procedures; recommending changes to Administration; compiling statistical reports on departmental activity.

Administrative Levels Duties

First level: As listed above.

Second level: Participates in development and monitoring of departmental budget.

(16) Secretarial Support Functions:

Include any or a combination of the following typing correspondence, memos, reports, minutes, manuals; drafting, composing routine correspondence; arranging meetings; preparing agendas for meetings; taking, transcribing, editing minutes; maintaining appointment book for superior; making travel arrangements

ADDENDUM
**- Report and Recommendations of Industrial Inquiry
Commissioner -**

IN THE MATTER OF A COLLECTIVE BARGAINING DISPUTE

BETWEEN

HEALTH EMPLOYERS ASSOCIATION OF B.C.

AND

HOSPITAL EMPLOYEES' UNION
B.C. NURSES' UNION
HEALTH SCIENCES ASSOCIATION
BRITISH COLUMBIA GOVERNMENT AND SERVICE
EMPLOYEES' UNION
INTERNATIONAL UNION OF OPERATING ENGINEERS

REPORT AND RECOMMENDATIONS
OF INDUSTRIAL INQUIRY COMMISSIONER
VINCENT L. READY

TO

THE HONOURABLE PENNY PRIDDY
MINISTER OF LABOUR

INTRODUCTION

By Notice of Appointment dated April 23, 1996, I was constituted an Industrial Inquiry Commission pursuant to Section 79 of the *Labour Relations Code*, S.B.C., c.82 in the ongoing collective bargaining dispute between Health Employers' Association of British Columbia (HEABC), and a number of health care unions.

As a result of the Dorsey Commission recommendations, a new bargaining structure of health care unions was created. Through Articles of Association, the Hospital Employees' Union (HEU), British Columbia Government and Service Employees' Union (BCGEU), International Union of Operating Engineers (IUOE) came together to bargain with HEABC at what was referred to as the "Facilities' Bargaining Table". The British Columbia Nurses' Union (BCNU) and HEABC met at the "Nurses Bargaining Table" and through Articles of Association, the Health Sciences Association (HSA) and British Columbia Government and Service Employees' Union (BCGEU), came together to bargain with HEABC at what was referred to as the "Paramedical Professionals' Bargaining Table".

The collective agreements which govern the relationship between HEABC and the HEU, HSA and BCNU expired on March 31, 1996. Those parties, together with the Government of British Columbia, were also governed by the Employment Security Agreement, commonly referred to as the Health Accord, which expired on March 30, 1996.

Notwithstanding intensive and protracted negotiations, the parties have failed to reach agreement for the renewal of their collective bargaining agreements. Their impasse resulted in the Minister of Labour, the Honourable Penny Priddy, constituting the Industrial Inquiry Commission, the terms of reference for which were carefully crafted so as to appropriately deal with the complex nature of this dispute.

The terms of reference are as follows:

WHEREAS there is a commitment by the Government of British Columbia to continued high quality, affordable health care with equal access by all of its citizens;

AND WHEREAS the structure, organization, management and mandate of the health care system has been under review to secure that commitment and, with it, a healthier and happier future for all British Columbians throughout the 1990's and into the twenty-first century;

AND WHEREAS the provision of health services is concomitant with the preservation of dignity and respect;

AND WHEREAS in these times of rapidly expanding population, technological change and rising costs, the search for innovative solutions and creative alternatives is imperative for the continued sustainability of the health care system;

AND WHEREAS the Government of British Columbia has put forward a **clear** vision for maintaining its articulated commitment to health care along with a direction for achieving improvements in its delivery and cost-effective management;

AND WHEREAS the Government of British Columbia commends all employees involved in the management and delivery of health care for their continued dedication to the well-being, health and safety of all of our citizens;

AND WHEREAS the collective bargaining agreements between health care employers and their employees have expired;

AND WHEREAS negotiations for the renewal of those collective bargaining agreements have not proven successful;

AND WHEREAS the preservation of harmonious labour relations is imperative to the continued security of the health care system;

AND WHEREAS the Government of British Columbia deems it in the best interests of the continued security of the health care system and the health and safety of all of its citizens to appoint an Industrial Inquiry Commission upon the following terms:

1. Pursuant to s. 79 of the *Labour Relations Code*, S.B.C., c.82, the Minister of Labour hereby appoints an Industrial Inquiry Commission consisting of Vincent L. Ready.
2. The Industrial Inquiry Commission shall make such inquiries as it deems necessary and advisable to maintain or secure labour relations stability and promote conditions favourable to settlement of the disputes between Health Employers' Association of British Columbia (H.E.A.B.C.) and Hospital Employees' Union (H.E.U.) and Health Sciences' Association (H.S.A.) and British Columbia Nurses' Union (B.C.N.U.) and International Union of Operating Engineers (I.U.O.E.) and British Columbia Government and Service Employees' Union (B.C.G.E.U.).
3. The Industrial Inquiry Commission shall, without restricting the generality of the foregoing, inquire into and make recommendations to the parties within such time as it deems necessary, or advisable subject to the provisions of s.79(5); or with-

in such time as the Minister may direct, with respect to the following:

- (i) The principles and terms of a labour adjustment agreement;
 - (ii) The duration and terms of renewal collective agreements including attachments and appendices thereto;
 - (iii) A process for the negotiation and finalization of collective agreements including attachments and appendices thereto and labour adjustment agreements;
 - (iv) A process for final resolution of any outstanding issues including the amalgamation or merger of collective agreements and groups within the industry
 - (v) A procedure for approval and ratification of recommendations;
 - (vi) Such other matters as the Industrial Inquiry Commission deems necessary and advisable which, without limitation, may include interim solutions applicable to or necessary to give effect to labour adjustment.
4. In conducting its inquiry and making its recommendations, the Industrial Inquiry Commission shall take into account:
- (i) the advancement of health reform objectives, including the sustainability of public sector delivery of quality health care;
 - (ii) the effective and efficient utilization of capital and human resources more particularly described by the Public Sector Employers' Council - March (sic) 14, 1996;
 - (iii) safe employee workloads;
 - (iv) the fiscal reality facing health care as a result of cuts in federal cash transfer payments;
 - (v) the overriding and greater public interest;
 - (vi) such other factors as the Industrial Inquiry Commission deems relevant.
5. The Industrial Inquiry Commission may make interim recommendations.
6. The Industrial Inquiry Commission shall determine its own procedure and shall hire and retain with the agreement of the Minister, such person and resources as it deems necessary and advisable for the proper and efficient carrying out of its mandate.
7. By agreement of the parties there shall be no lay-offs during the term of the Industrial Inquiry Commission.

8. By agreement of the parties there shall be no strikes or lock-outs during the term of the Industrial Inquiry Commission.

Pursuant to the Hon. Minister's direction I conducted inquiries on April 26, 29, 30 and May 1, 1996. I wish to express my appreciation to the unions and to HEABC for their comprehensive presentations and written briefs which were provided and presented on very short notice.

HISTORY OF THE DISPUTE

Collective bargaining between the parties began at different intervals. At the Facilities Table, HEABC and HEU, BCGEU, IUOE began bargaining on February 22. At this bargaining table, 329 employer collective agreement relationships are covered by approximately 64 collective agreements (including 2 Masters, a number of Standards and single agreements). Employees covered by these agreements number approximately 42,000. The total wage bill is approximately \$1.2 billion. The parties met for 16 days but little consensus was achieved.

At the Nurses table, bargaining began between HEABC and BCNU on February 23. At this bargaining table, 280 employer collective agreement relationships are covered by approximately 82 collective agreements (including a Master, a number of Standards and single agreements). Employees covered by these agreements number approximately 25,000. The total wage bill is approximately \$996 million. The parties met for 7 days but, like the Facilities Table, very little consensus was achieved.

At the Paramedical Professionals Table, bargaining began between HEABC and HSA and BCGEU on March 7. At this bargaining table, 250 employer collective agreement relationships are covered by approximately 85 collective agreements (including two Masters, a mini-Master and single agreements). Employees covered by these agreements number approximately 8,000. The total wage bill is approximately \$511 million. The parties met for 6 days; like the Facilities Table and the Nurses Table, very little consensus was achieved.

I was asked by all the parties to enter these discussions as a mediator. Mediation meetings began on April 1, and took place on April 2, 3, 4, 9, 10, 11, 13, 17, 18, 19, 20, 21, 22, and 23. On April 23, as set out in the introduction, I was appointed by the Minister of Labour as an Industrial Inquiry Commissioner. On April 26, 29, 30 and May 1, I received extensive submissions on the matters in dispute.

It will be seen from the foregoing that the complexity and size

of the bargaining tables and the number of issues between the parties is monumental. An important piece of the bargaining picture was the effect and impact of the expiry of the Health Accord on March 30, one day prior to the expiry of the collective agreements. This resulted in the issue of employment security and labour adjustment becoming the dominant issue between the parties. Indeed this issue overshadowed all of the other important matters.

Even though my involvement has included a number of days as a mediator, I do not have the benefit of any constructive dialogue having taken place between the parties. I am left, therefore, in the difficult and unenviable position of making determinations based on many opposite positions of each party on more than 150 disputed contract issues.

Since the collective bargaining process provides the most appropriate avenue for change at the worksite, coupled with the absence of meaningful collective bargaining, I will, in the Recommendations section of this report, refer a number of matters back to the parties to give them the opportunity to fashion an appropriate collective agreement which will assist change and serve their collective interests.

I turn now to comment on the current and ever-changing health care environment.

AN OVERVIEW OF THE EVER-CHANGING HEALTH CARE ENVIRONMENT

The Province of British Columbia is in the midst of profound change; change which has swept across once-familiar and comfortable institutions upending established practices and compelling a re-evaluation of the traditional role of employers and workers and the unions which represent them.

Dramatic and perilous economic shifts have affected all sectors of our economy, causing disruption, anxiety and a disquieting absence of permanency. Words like downsizing and restructuring have become everyday terms. They may not be fully understood but everyone understands their implications.

It is of little solace to those affected to say that British Columbia is among the more fortunate in a world buffeted by the winds of economic and technological change.

The health care sector, with which this commission is concerned, is in the thick of change embraced by the words downsizing and restructuring. That change is usually referred to as "health care reform". It has been underway in British Columbia since 1991 with the Report of the Royal Commission on Health

Care and Cost. The Report recommended, *inter alia*, a reduction in reliance on acute care hospitals with high overhead and the implementation of new and creative ways to provide health care services closer to home.

In 1993 the Ministry of Health launched "New Directions for a Healthy British Columbia", a blueprint for the changes recommended by the Royal Commission. That document set out "specific actions to be implemented by the Government in cooperation with health providers and all British Columbians" with the goal of improving the health system and ensuring its sustainability.

The Government of British Columbia accepted the view of the Royal Commission that there should be greater emphasis on community based care and a reduction in the time spent in acute care facilities to approximately 850 patient days per year for each 1,000 people in the Province.

The Health Accord spoke of "a change in the allocation of resources, including human resources . . ." and went on to suggest a reduction of 4,800 FTE's over three years.

As a result of the implementation of the recommendations of the Royal Commission on Health Care and Costs, British Columbia's health care system is entering a transition period that promises to be fraught with change and uncertainty. What may be helpful to recognize in these difficult times, is that this type of journey is not unique to British Columbia, but that health care systems nationally and internationally are experiencing similar pressures for change.

Widespread and increasing fiscal pressures and finite resources are making it necessary to explore cost savings and efficiencies never before considered. At the same time, demographic shifts and increasingly well informed consumers are demanding the highest quality of care available.

The search for efficiencies and the need to break down barriers will be more far reaching than imagined. On page 24 of Dorsey's report and recommendations, he states:

"Boundaries created by funding policies, credentials creating exclusive areas of practices, professional rivalries and other turf issues, trade union representation and jurisdiction, bargaining unit boundaries and so on, all create present or potential interruptions or breaks in seamless care."

The requirement for flexibility will become paramount in providing quality care in new and innovative ways. In the new world "the health status of our community is much more than the nega-

tive absence of illness, the New Directions are toward improvement of illness prevention and enhanced quality of life, as well as more effective curative treatments." (Dorsey, p. 10)

While one cannot predict exactly how this journey will end, it is reasonably certain that before it is ended, significant change will have touched every aspect of care delivery, from governance, to management structure, to the very method by which front line workers deliver care.

Upon reviewing the recommendations of the Seaton Commission and a variety of New Directions documents, it has become abundantly clear that the new health care world may include any or all of the following:

- shifting of resources from institutional to community based care, where appropriate;
- rationalization of existing community based services;
- elimination of fragmentation and duplication of services;
- improving access for consumers and reducing bureaucratic overhead and administration;
- a focus on funding investments in those programs and services which have the best health outcomes and are most appropriate to the needs of individual communities;
- regional or system approach to the integration of management and governance;
- re-location, re-training and adjustment of the labour force.

In the Report and Recommendations of Health Sector Labour Relations, Commissioner Dorsey, at page 18, substantiates the foregoing:

"The New Directions policy agenda, following the lead of the Royal Commission, is toward integration and less rigidity. There is a shift toward integration and less rigidity. There is a shift toward a community care culture or wellness model of health. The clear challenge in the workplace will be to face and question the need and limit of work practices and divisions of labour and expectations based on the past credentialization of treatment and care procedures. Change will be difficult. Health worker education and training, established procedures, entrenched work practices, and classification structures, collective agreement terms, occupational turf, ingrained attitudes and beliefs and public expectations and conditioning are only a few of the hurdles..."

In the midst of all of this, it must be remembered that change can only result in constructive and positive outcomes if *it* respects the values, traditions, cultures and history of all those with an

interest in the system, including care recipients, care providers, workers, employers, unions, tax payers and government. Indeed this is a difficult balance to strike.

Since health care is a system of people taking care of people, the contribution of the health care worker must be respected as always being fundamental to the provision of quality care. And, in fact, this contribution has never been more important than it will be in this next period of unprecedented change. Navigating through sustained periods of transition and uncertainty takes up a good deal of energy. The Dorsey Commission Report contains a reference to well-known author, Michael Decker:

“Change is stressful. Pace of change is a real issue. A lot of health care leaders and providers are wearied by the pace of change and wish everything could just decelerate. Circumstances won’t allow it. People are going to have to continue a juggling act of doing a superb job of managing their existing programmes while being involved in innovative redirection of programmes. That is stressful.” (Michael B. Decker, *Healing Medicare: Managing Health System Change the Canadian Way* (1994) McGilligan Books, p. 95).

Indeed, in implementing the processes which will facilitate transition into the new system, some very difficult choices will have to be made. One thing is certain; adjustments of the magnitude contemplated in *New Directions* and by the Dorsey Commission cannot take place overnight. In fact, Dorsey states at page 27:

“Each party emphasizes the dire consequences of too much consistency too soon or too much integration before consistency.”

The reasons for this are not only financial, but practical. If changes are made too quickly, and if the transition processes are not sensitive to the needs and anxieties of the people who provide the care, the result could be a weakening of the very system we are striving to improve. A safer and more constructive approach to leading a system through rapid and overwhelming change might be described as “incremental pragmatism”. One important method of managing worker anxiety is to ensure that change strategies include proactive labour adjustment mechanisms. The most productive and motivated worker is one who feels satisfied and not threatened.

As a starting point on the new journey into health care reform, the parties to the Health Accord were compelled to find common ground in order to accommodate new health care policies. That

common ground, represented by the Health Accord, required the parties to abandon their traditional and time-honoured ways of doing business and accept, albeit with some trepidation, the new world of health care delivery.

The twin policy objectives today are restructuring and regionalization. It is anticipated that the manifestations of these objectives will be fundamental changes in the nature of jobs. Skills, responsibilities, the location of work and the number of workers needed for particular tasks will change. At the same time employers will be looking to merge, amalgamate, transfer, delete or add services in the existing system.

The issues which separate the parties are among the most difficult, complex and challenging I have confronted in mediating numerous difficult disputes over the past 20 years. They not only intrude into all areas of the traditional bargaining relationship between these parties but they add dimensions never before encountered. It will be seen from the scope of the terms of reference for this commission that the parties are at a new crossroads in their relationship. Collective bargaining is difficult at the best of times but here it is doubly so because of the overriding uncertainty of the times, the unparalleled complexities of the issues, the unmapped road ahead and the consequential, yet understandable, reluctance of the parties to enter into new contractual commitments covering uncharted territory. The lack of opportunity to test the water before diving in results in extreme caution before irrevocable commitment to the deep end.

The parties will continue to face unique and complex situations. Such situations will, doubtless, lead to disputes. In seeking to resolve these disputes, the parties must work toward and find practical local solutions as well as industry - wide solutions when necessary which reflect the environment and the specific factors leading to the change. That is the challenge I leave to the parties with third party assistance when required.

In summary, I am confident that the parties can work towards a reconfiguration of human resources that will promote health care reform as envisioned by the Seaton Commission, New Directions, the Korbin Commission, and the Dorsey Commission. This reconfiguration will accomplish three broad objectives:

- To enhance quality of care. This means being able to provide the correct expertise, the correct treatment, in the proper conditions with a major emphasis throughout the whole system on prevention and rehabilitation from motivated health care providers.

- To achieve satisfaction for all constituencies with an interest in quality health care. This means the ability to deliver employment security/labour force adjustment within a constantly changing system.
- To achieve cost effectiveness and efficiency. This means redirecting clinical and support services from inappropriate to appropriate utilization. It also means having the ability to deploy the right expertise in the right way, eliminating administrative as well as service and physical plant duplications and maximizing regional advantages in employment, planning and deployment.

RECOMMENDATIONS

As I have said, this is a vast and complex dispute. I am not going to comment on all of the issues presented to me. I respect the quality of the submissions provided by the parties but following careful thought, I do not believe it would serve the parties well to make changes other than the recommendations and processes that I will now outline.

Part 1: Term

A two year collective agreement. April 1, 1996 to March 31, 1998.

Part 2: General Wage Increases

April 1, 1996 - 0%

November 30, 1997 - 1%

Part 3: Pay Equity

April 1, 1996 - 1% (HEU only)

April 1, 1997 - 1% (HEU only)

As set out in my terms of reference, I must take into account the fiscal reality facing health care as a result of cuts in federal cash transfer payments. I am also aware that the compensation mandate through the Public Sector Employers' Council sets out, for fiscal 1996/97, no increase in employee compensation. The PSEC guidelines also clearly set out that the new compensation mandate does not affect agreements reached prior to April 1, 1996. Given that the current HEU agreement contains a pay equity provision that sets out an obligation to address pay equity issues, this provision must be respected.

With respect to term, I am of the view that with the amount of change taking place in health care and the processes I am about to recommend, 2 years should give the parties opportunity to work out and resolve a number of matters.

Part 4: Employment Security and Labour Force Adjustment

This is by far the most difficult and challenging issue facing the parties. Following intensive and protracted negotiations assisted by many days of mediation, the stark fact is that the parties remain so far apart on the pivotal point of this issue that their positions can only be described as intractable and unresponsive to each others collective bargaining needs. The parties have been unable or unwilling to negotiate from their intransigence.

The parties do agree on the provision of some sort of labour force adjustment process. Indeed there is a history of such protection. Article 18 of the HEU Master Agreement is one such provision.

The Health Accord introduced the concept of employment security within a framework of downsizing as a consequence of health care reform.

Reduced to its essentials, the unions have demanded no bargaining unit layoff until a displaced employee is offered a generally comparable job in the health sector in the employee's community/region.

The employers demand that a displaced employee be laid off if there is no comparable job in the region, or she or he, does not find permanent placement through existing Health Labour Association Adjustment (HLAA) programs within the layoff periods under the collective agreements.

Thus, there is an irreconcilable conflict on the very kernel of the labour adjustment initiative and both sides have been consistent in their adamant refusal to move.

Given all of this I am compelled to ask for the thousandth time "where do we begin?"

In coming to grips with this issue I have determined that the starting point is not a present or future sign post but a past event. The parties to this dispute have put all of their emphasis on trying to predict and shape uncertain future events that have not produced one tittle or jot of unanimity.

But there is a past event on which it is unnecessary to speculate. There is a past event from which to draw experience and mould the future. That event is the Health Accord about which I wrote the following:

"It is clear from all of the foregoing that the Accord was a point of departure. It heralded a new dawn in health care labour relations which was imperative for the implementation

of the new direction in health care recommended by the Royal Commission and adopted by the government.

The parties to the Accord were compelled to find common ground in order to accommodate new health care policy. That common ground, represented by the Accord, required the parties to forego their traditional and time-honoured ways of doing business and accept, albeit with some trepidation, the new world of health care delivery. The job had to be done and the parties did that. Not without difficulty, not without demanding protection for their various constituencies, not always without acrimony. But in the end, they struck the Accord - a testament to the vision, cooperation, diligence and plain hard work of all of the parties." (Enhanced Consultation Award, October 24, 1995, p.8)

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"It would be useful to pause at this point and set out the major assumption on which the Framework Agreement is based. The Agreement is ambitious, covering three Unions, approximately 150 Employers, over 50,000 employees and the Provincial Government. It also charts a new direction in labour relations involving (in the words of the clarification letter) 'creativity, problem-solving, trust and cooperation'. All of the needs and details of this new approach could not be anticipated and fleshed out, even in 40 days of intensive negotiations between the parties. No doubt, that is why the parties chose to call the document a 'Framework Agreement'." (Award, June 16, 1993)

"The purpose of the Health Accord was to establish a transitional process including employment security and was based upon cooperative, harmonious and mutually beneficial relationships between all parties". (Clarifications, May 28, 1993, p.5)

The Health Accord contemplated significant changes in the allocation of resources and the reduction of 4,800 FTE's. The transfer of services or programs from one employer to another received express recognition.

The Health Accord was intended to assist a process which has come to be called downsizing. The parties worked within that agreement for three years. It was never a static document. It was a living, breathing document which constantly evolved over time. It was the springboard for solutions to myriad issues arising from the matter of employment security.

The reviews on life under the Health Accord are understandably mixed. One hears praise and vilification. During these hearings it

was often said the Health Accord was inflexible and did not provide the assistance which the parties needed. On a full and complete review of the Health Accord and from my close working relationship with that document, I am of the view that the parties have failed to take full advantage of many of its problem-solving provisions.

Notwithstanding criticism of the Health Accord, it provided the bridge to achieve that first hesitant step in health care reform and we now have a well-worn and familiar document from which has evolved practiced and familiar policies and procedures as well as a body of interpretative arbitral jurisprudence which served to guide the parties along the way.

What, one may ask, does this have to do with the present dispute over employment security and labour force adjustment? A great deal.

The parties are now poised to implement the restructuring and regionalization of health care. The consequences are expected to be fundamental changes in the nature of jobs. Skills, responsibilities, the location of work and the number of workers needed for particular tasks will change. At the same time employers will be looking to merge, amalgamate, transfer, delete or add services in the existing system.

Arising from this is the need for a procedure to implement, a substantive policy of employee security and labour force adjustment. The Health Accord and its consequential clarifications, practices and arbitral jurisprudence represents a complete and familiar body of rules and procedures dealing with employment security within a framework of downsizing. It provides a conceptual framework for the major procedural issues which are in issue between the parties in the present dispute.

I wish to make it quite clear that I am neither advocating nor recommending renewal of the Health Accord. I am advocating that the Health Accord (in which term I include, except as otherwise modified, the body of rules, clarifications, practices, procedures and arbitral jurisprudence which flowed therefrom) be used as the foundation for the construction of the procedures necessary to implement the new substantive policy of employment security and labour force adjustment as it relates to regionalization and restructuring.

We have a long tradition in British Columbia of taking guidance from the past - of selectively building upon the best of our past experiences. It would be folly, as well as irresponsible, not to do so in this case.

There was an additional and vital component to the Health Accord. That was the Health Labour Adjustment Agency (HLAA). That was the institution charged with the responsibility under the Health Accord to administer the programs and procedures with respect to displaced workers. By all accounts it fulfilled its role. That component is vital to the implementation of the new employment security and labour force adjustment policy.

It is convenient at this point to leave the matter of process and return to the substantive issue on which the parties are at a complete impasse. That is the nature of the protection to which a displaced worker should be entitled.

The protection of workers from displacement is a worthy objective. Workers whose skills or jobs are overtaken by events over which they have no control should have access to a process which provides meaningful assistance to make the necessary adjustment.

That adjustment might mean a different but comparable job in the same facility or another facility in the same community or region or it might mean something other than that. There are myriad possibilities and permutations. But what it should not mean is unlimited full pay and benefits for no work. There is neither sense nor dignity in that.

Moreover that is the policy of the Public Sector Employer's Council dated February 14, 1996, and which, by paragraph 4(ii) of my terms of reference, I am required to take into account. That policy reads as follows:

PSEC Position on Labour Adjustment

Background

The cuts in federal cash transfer payments to British Columbia are \$450 million next year and an additional \$347 million the year following (for a two year total of \$797 million). These cuts have created a new fiscal reality.

The public sector must adapt to fiscal pressures and changing service demands to ensure the credibility and sustainability of public sector delivery of services. This adaption will have a significant effect on the nature of work, the skills required to perform it, job responsibilities and, in many cases, the number of employees and the locations of their work.

In this challenging fiscal environment, progressive employers and unions will work together to maintain and improve services and to minimize negative effects of changes on employees. Management has the responsibility for change leadership, and the

potential for positive change can be maximized only with the support of employees.

Policy

In the current fiscal circumstances, it is expected that unions in a number of sectors will seek to discuss and negotiate labour adjustment provisions. PSEC has adopted the following guidelines for labour adjustment provisions to assist employers in these negotiations.

Definition: a "labour adjustment provision" is a provision which:

- enhances to any degree employees' opportunities to maintain employment (although not necessarily in the same job or with the same employer); or
 - enhances displaced employees' opportunities for re-employment; or
 - facilitates early retirement.
1. Employers should agree to labour adjustment provisions only in the context of an agreement, which is realistic with respect to compensation and adaption. In other words, labour adjustment must be part of a program of on-going cost effectiveness and adaptation, not an obstacle to achieving it.
 2. Every labour adjustment provision must have a demonstrable relationship to its intended purpose. For example, an early retirement provision must provide retirement opportunities only where retirement avoids a specifiable layoff.
 3. Where parties agree to a number of labour adjustment options, the options must be prioritized such that eligible employees are obliged to accept the most cost effective options.
 4. The total cost of labour adjustment provisions must be reasonable in relation to the budget for the employer or group of employers whose employees are covered by the provisions. Even where the medium or long-term savings are significant, the short-term costs of labour adjustment are important because they come from current budgets and are not "new money".
 5. No labour adjustment provision shall provide salary continuation for any person who is not usefully employed or being retrained.
 6. Where employers establish labour adjustment provisions for non-union groups, they should apply the above guidelines with the changes necessary to reflect the non-union circumstances.

That policy was incorporated by the parties into my earlier and

first terms of reference [prior to the IIC] dated March 30, 1996, whereby I was appointed to provide mediation assistance:

Terms of Reference

The parties recognize the value of third party assistance. The parties agree to engage Vince Ready to assist them as mediator in dealing with the issues of labour adjustment, compensation, term and other outstanding issues. The mediator will be guided by the following:

1. The PSEC document of February 14, 1996 (appended) and the parties retaining the right to present their positions to the mediator.
2. The framework for compensation issues must include the fiscal reality facing health care as a result of cuts to federal cash transfer payments; and the need to ensure the credibility and sustainability of public sector delivery of quality health care.

Signed on behalf of the Employer:

Signed on behalf of the Union:

March 30, 1996

Following consideration of all of the foregoing I recommend as follows:

Recommendation #1

- (a) Displaced employees shall, following the expiration of their notice period under the collective agreements, retain employment security for a period of up to twelve months during which time every effort will be made to place such employees into gainful employment (hereinafter called "employment security period"). Displaced employees who refuse placement by the HLAA shall lose their HLAA registration and employment security period will be terminated. This does not affect an employee's recall rights under the collective agreements.
- (b) The facility from which a displaced employee is displaced shall pay the wages and benefits of the displaced employee for the duration of the employment security period. The HLAA shall reimburse the facility for any portion of the employment security period in excess of six months.
- (c) This Recommendation shall take effect from March 30, 1996 and have full application to HLAA registrants as at that date as well as employees displaced after that date.

Recommendation #2

That the parties accept as the basis for the process and procedures necessary to implement employment security and labour force adjustment that certain process based on the Health Accord and which is attached to this Report and marked Schedule 1. Any conflict between Schedule 1 and this Report and Recommendations shall be resolved in favour of this Report.

ESLA as Part of Collective Agreements

The parties adamantly and vigorously disagree on whether or not the employment security and labour force adjustment policy should be incorporated into and be a part of their collective agreements.

I fail to see the merit in a separate agreement which would expire one day prior to the collective agreements. The expiry of the Health Accord on March 30, 1996, has not assisted either party in terms of these negotiations.

The parties are now fashioning policies and procedures intended to serve them into the next century. A stand-alone employment security agreement will not serve any useful function and will likely be a point of discord.

Employment security and labour force adjustment, by agreement, is a policy to which both parties subscribe. I therefore recommend:

Recommendation #3 - That the employment security and labour force adjustment policy be incorporated into and made a part of the collective agreements.

Bumping

I have seen no evidence to suggest that the bumping process should be changed except as it relates to BCNU.

Bumping is a significant benefit to workers and an important feature of seniority. At the same time it is incumbent upon the unions to acknowledge that bumping can result in significant additional work and disruption for employers and it is incumbent upon the unions to work with the employers to reduce the time and disruption caused by bumping.

I have concluded that, with the exception I have noted, the present system is working effectively and is fair to all concerned and should not be disturbed. The sole exception to this is the BCNU which has no bumping provisions. This should be rectified.

Recommendation #4 - That there be no changes in the current bumping process EXCEPT THAT BCNU members be permitted to bump to the most junior comparable job.

Health Labour Adjustment Agreement (HLAA)

My recommendations with respect to employment security and labour force adjustment are dependent, to a significant extent, on the participation and role of the HLAA. The return to gainful employment of displaced employees is the cornerstone of this initiative and it is the HLAA which must ensure the efficient and effective attainment of that objective.

The HLAA is uniquely positioned to immediately assume this vitally expanded role. It had three years of successful experience under the former Health Accord during which time it honed its skills and, by all accounts, performed admirably in the service of the parties and displaced employees. Those skills and organizational framework must now be shaped to fit new and expanded duties and responsibilities which will define the broadened scope of the HLAA. The difference, now, is this: the HLAA was previously required to function within a framework of downsizing. The challenge for the future is gainful employment for those workers displaced within a framework of regionalization and restructuring.

An investment in the training and re-skilling of a present

health care worker under the able auspices of the HLAA, will provide a better health care worker in the future. This is the challenge of the HLAA in the new and changed world of health care.

It is imperative that the parties and the Government of British Columbia see that the HLAA has the resources to adequately meet the challenge.

In the final analysis, it is to the HLAA which displaced employees will look for re-entry into the workplace and continued gainful employment. The HLAA must meet this challenge.

The responsibilities of the HLAA must be expanded to include:

1. Human resources planning and allocation for labour adjustment purposes.
2. Skills testing and evaluation.
3. Training, re-training and re-skilling for jobs within and outside the health care industry.
4. Continuing skills enhancement and education.
5. Continuing occupational education and evaluation.
6. Conduct of audits of new and evolving work in the health care industry.
7. Identification of new health care facilities and additions to existing facilities.
8. The referral of displaced employees on the HLAA list to new or expanded facilities subject to the provisions of the applicable collective agreements. In the event that targeted facilities do not accept referral from the HLAA, the unions and displaced employees affected may file grievances at Step 3 of the grievance procedure and, if necessary, refer the matter to expedited arbitration under the Dispute Resolution Procedure of Schedule 1. Cumbersome procedures must not be permitted to impede or unnecessarily delay the speedy and efficient gainful employment and re-employment mandate of the HLAA.
9. The placement of HLAA registrants in job vacancies within the region by seniority.
10. Preferential placement of registrants over qualified external candidates.
11. The immediate review and consideration of the scope of regions with a view to re-definition so as to provide greater access to vacancies for HLAA registrants.
12. The immediate review, consideration and assignment of "full-time" and "part-time" so as to more efficiently and effectively match job vacancies to displaced employees for the fulfilment of labour adjustment purposes.
13. Peer counselling,

14. The determination and implementation of such other measures as are necessary to effect labour adjustment within the health care industry including the payment of severance or other such payments to individuals or groups where no other reasonable labour adjustment alternative is available.

Since the Government of British Columbia is the paymaster for health care and in view of my recommendations that the Government provide the funding necessary to adequately permit the HLAA to carry out its recommended mandate, it follows that HLAA registrants must be accorded pro-active priority placement. Gainful employment and re-employment of workers displaced as a result of health care reform is the responsibility of all of the parties.

I wish to make it clear that I am not suggesting that the HLAA intrude into employer resources or responsibilities but that the HLAA have the necessary resources to fulfil its expanded mandate.

Recommendation #5 - That following ratification the HLAA forthwith meet to determine how it will meet its new mandate and requirements.

Recommendation #6 - That the Government of British Columbia provide the HLAA with the appropriate funding to carry out its mandate during the terms of the collective agreements.

Comparable

The definition of comparable prevents employees from changing status. A displaced full-time employee is not required to take a .8 FTE vacancy, yet the definition of comparable is plus or minus .2 FTE. The anomaly, then, is that a displaced .8 FTE would be required to take a .6 FTE but a displaced 1.0 FTE would not have to accept a .8 FTE vacancy.

The difficulty arising out of the preceding is this: the HLAA Displacement Report of December, 1995, indicates a great number of full-time registrants and part-time jobs. The restriction against change of status means registrants did not get matched with vacancies. The result of this is to defeat the very objective of the HLAA.

Recommendation #7 - That in order to resolve the current problem and to further the labour adjustment aims and objectives of the HLAA, the definition of comparable be reviewed by the HLAA so as to place FTE's into part-time positions on an interim basis while at the same time preserving their full-time status under the collective agreements. This should serve to alleviate the present

problem and still allow the HLAA to place these workers into future full-time jobs as they arise.

Seniority

The employers have no objections to employees porting all of their seniority to different facilities. They do object to recalculating seniority for those moved under the expired Health Accord. On the other hand the Unions wish to recalculate the seniority of those employees who moved under the expired Health Accord.

Recommendation #8 - That this matter be referred to the melding process set out later in this Report.

Part 5: Matters Common to All Tables

As a result of my involvement as a mediator and an IIC in this dispute, it quickly became apparent that there were a number of common issues being discussed at all tables. As envisioned by the Dorsey report, and others, we are moving to a system approach and, for that reason, both parties have presented issues that transcend traditional bargaining boundaries. In this section, I will be making recommendations on three matters that have some common base for all parties. They are:

- 5(a): Health and Welfare Benefits
- 5(b): Melding of Collective Agreements
- 5(c): Levelling

Part 5(a): Health and Welfare Benefits

Both the employer and the unions presented extensive proposals on health and welfare benefits, WCB, Occupational Health & Safety, LTD and prorating of benefits. On many of these issues the parties have had little, or in some cases, no discussion. My recommendation takes into account the complexities and importance of these issues and the limited discussion that has taken place in regard to them.

I recommend that the parties form a Health and Welfare Benefits Committee (HWBC) of five people representing the unions/bargaining associations and five people representing the employer. The committee will meet following the ratification of the agreement to review:

1. All current health and welfare plans and their carriers in all collective agreements (including the administration of such plans).
2. Ways and means of altering or improving benefits in a cost neutral manner.
3. The role of the Healthcare Benefit Trust (present and future).

4. Initiatives for successful return to work.
5. The existing collective agreement language and in particular, language relating to work load and safety in the work place.

The parties may retain external resources for assistance and are encouraged to utilize materials and expertise from other sources, i.e. the WCB Tripartite Committee, the Korbin Commission, etc.

The parties will meet at least once each month. The parties will prepare a Report that will be distributed three months prior to the expiry of the agreement, i.e. January 1, 1998. The Report will outline the issues and recommendations for change.

I further recommend that Colin Taylor, Q.C., assist the parties as a facilitator during these discussions. The parties will share the cost of the facilitator. The parties will, unless otherwise agreed, pay their own respective costs relating to any of their experts and attendance at the meetings.

I turn now to the concerns of employees who have been off work on LTD for many years.

I received numerous submissions on this subject including that of Ms. Sandra Jackson who eloquently and persuasively made the case for LTD recipients.

There is no perfect solution to this problem. It is of special significance, but the reality is that any solution is necessarily cost driven.

I recommend a one-time lump sum payment of \$1.5 million be paid to HBT claimants who have been receiving benefits for at least eight years. Such payments shall be based on the gross monthly benefit less offsetting payments that may be being made because the claimant is also receiving Canada Pension Plan, WCB, ICBC or Rehabilitation benefits.

Further, I direct HEABC to obtain from Healthcare Benefit Trust (HBT) the schedule of payments to LTD recipients in accordance with this recommendation.

Any disputes arising out of the implementation of the foregoing paragraph shall be referred to me for final and binding resolution.

I also recommend that additional funding of \$2 million be provided by the Government to HEABC for payment to HBT to enhance LTD payments during the terms of the collective agreements.

The disbursement of this additional funding shall be part of the overall benefits study conducted by Colin Taylor.

I now return to the rationale for my recommendations. As noted

above, the parties had extensive proposals on this specific area. The issues are complex. Many of these items were not discussed thoroughly between the parties. It is my view that discussion and dialogue must take place prior to any change being made in these areas.

For that reason I am recommending that the collective agreements in the areas mentioned remain as they are while the parties work on a report prior to the next set of negotiations.

Once again, I point out that the parties must recognize the new and changed way that the health care industry will operate. The parties must develop new ways of looking at benefits, return to work, etc. I believe there are efficiencies that can be made in how benefits are delivered.

The parties must focus on safety in the workplace. This will require all of the parties working together, the worker, the employer and the union. There are numerous incentives and committees already structured in the collective agreements to deal with these issues. I have not recommended a change to these articles and encourage the parties to utilize these mechanisms and enhance these mechanisms through this committee.

I heard much about employers requesting the right to utilize a carrier other than CU&C and standardize effective dates. At the same time, I heard the unions requesting better benefits. It seems to me there could be a trade off beneficial to both parties in this particular area. This is an item for more discussion amongst the parties in the committee.

I have set out dates for the discussions and a final report. However, if the parties reach an agreement on changes to benefits, these changes could take effect on a date agreed to by the parties.

Part 5(b): Melding of Collective Agreements

I turn now to my recommendations on melding of the collective agreements.

I recommend that each of the bargaining tables form a committee of six union/bargaining association representatives and six employer representatives, i.e. the Facilities Melding Committee, the Nurses Melding Committee and the Paramedical Melding Committee.

The Committee will meet from the time of ratification of the agreement until a melded agreement is reached or until January 15, 1997. The purpose of the meetings is to reach one new agreement for the employees and employers in the sector.

The parties will deal with non cost items only. All changes must

be cost neutral. All cost items are referred to the Levelling Up Committee.

If the parties are unable to agree on any particular articles then they can request assistance from the mediator and/or refer matters to expedited arbitration with submissions by January 31, 1997. The submissions will be brief and will follow a format that provides the union position, the employer position and the rationale for each of the parties positions. Each party will have six hours to present their full position. The expedited arbitrator will then render a decision by February 28, 1997.

I recommend that the following will act as mediator, and if needed, arbitrator.

- For the Facilities Table - Stephen Kelleher
- For the Nurses Table - Vince Ready
- For the Paramedical Table - Colin Taylor

I now turn to my rationale. I have discussed earlier the need for the new and changed way the health care industry will operate. The process I have recommended encourages recognition of this new reality by both the employer and unions.

I also want to make it clear that melding is different from levelling up. I envisage the parties reviewing the various collective agreement provisions such as the grievance procedures in all of the collective agreements and determining which one best fits a single new agreement. In this process the parties will not deal with items such as shift premiums, vacation or classification issues. These items are all monetary in nature and have a cost attached to them. I will address those issues more specifically under Levelling Up.

The parties will also need to agree upon definitions i.e. for employer and site. I encourage the parties to review the definitions already presented.

In making my recommendation I have adopted some of the positions of the employer and some of the positions of the union, and have drawn on my own experience in similar circumstances in other industries. Once again, I have tried to meld the two positions into a process acceptable to both parties with a resulting single collective agreement. I have also applied reasonable and achievable time limits for the melding process considering there are over 200 agreements to meld.

I have recommended mediator/arbitrators to ensure that the parties do not get mired in detail and minor disagreements. All are familiar with health care agreements and have worked in the industry on many occasions. Again, I only recommend that the par-

ties use the mediator/arbitrator if they are not able to resolve matters on their own.

I have recommended an expedited process to ensure the written material is brief and to the point. The oral presentations are time limited to ensure the parties focus on the issue(s).

In regard to the Paramedical Table, I believe the one step process will serve the parties well. I encourage the two unions to get together and develop one common proposal to be put forward to the employer. However, that is not to preclude the parties from establishing, if they deem it necessary, a subcommittee to review the BCGEU agreements at this Table.

There has been discussion about devolving BCGEU employees. These employees have their own Memorandum and their own process for melding.

Part 5(c): Recommendation on Levelling

The following are my recommendations dealing with the levelling issue addressed by the parties:

I recommend that a fixed dollar amount be applied to the issue of levelling. The fixed dollar amount is based on setting aside 1/3 of one percent of the payroll for each table, not to exceed \$9 million for all tables combined. Should any disputes arise over the distribution of these monies, I shall have jurisdiction as an expedited arbitrator to resolve the matters.

These figures have been arrived at through discussions with both the Employer and the unions with respect to their analysis and costing of the levelling up matter. I am using the unions' estimate to determine the sum as set out above. The unions have said clearly in their discussions with me that they believe these are sufficient monies to correct the levelling situation.

I also recommend that the Government of British Columbia provide adequate funding to the employers to meet this obligation in order that health service delivery not be negatively impacted.

I am aware that there are a number of current agreements that reflect the notion of levelling up and include a date on which levelling up will be accomplished. Employers covered by these agreements, I understand, should receive additional funding to meet their obligations. Therefore, the sum as set out above shall be exclusive of levelling costs associated with prior agreements which were ratified prior to March 31, 1996.

Each of the bargaining tables will form a committee of six people representing the union and six people representing the employer to discuss the application of this fixed dollar amount.

The committee will meet from the time of ratification of the collective agreement until a levelling agreement is reached or until January 15, 1997. If the parties are unable to agree on the application of the levelling funds, they can refer the matter to expedited arbitration with submissions by January 31, 1997. The submissions will be brief and will follow a format that outlines the union position, the employer position and the rationale for each of the parties positions. Each party will have six hours to present their full positions. The expedited arbitrator will then render a decision by February 28, 1997.

I further recommend that the following will act as mediator/arbitrator:

- For the Facilities Table - Stephen Kelleher
- For the Nurses Table - Vince Ready
- For the Paramedical Table - Colin Taylor

I further recommend that the effective date for levelling adjustments be April 1, 1997. For new certifications, the effective date shall be April 1, 1997 or the date of certification, whichever is later, or such other date as agreed between the parties.

For clarity, in the event the parties are unable to agree on the appropriate classification for any individual employee or group of employees, the matter will be referred to V.L. Ready for final and binding resolution.

Any levelling issues that may arise from new certifications between the date of ratification and January 15, 1997 shall be subject to the process as set out in this recommendation. Certifications after January 15, 1997 will be dealt with by the parties.

I have discussed earlier the need for the new and changed way the health care industry will operate. The process I have established encourages recognition of this new reality by both the employer and unions.

Again, as in the melding process, I have adopted what I believe to be a reasonable compromise between the union(s) position and the Employer's position. Clearly, both the Korbin and Dorsey Commissions realized that what we have termed "levelling" cannot be reached immediately. Notwithstanding this, I have allocated a substantial sum (up to \$9 million) to address the issue of levelling.

As with the melding process, I have applied reasonable and achievable time limits for the levelling process and have recommended an expedited process to ensure the written material is brief and to the point. The oral presentations are time limited to ensure the parties focus on the issue.

Part 6: Other Issues - BCNU Table Only

I recommend that the parties form a committee of four HEABC designates and four BCNU designates to look at the impact on both nurses and the efficient delivery of care, of establishing seniority as one criteria to be used in the call-in of casual nurses.

To assist the parties in their discussion on this issue, I draw their attention to the comments made in the overview section of this document, in particular, p. 11, where I talk about reconfiguration of human resources meeting three broad objectives.

In the event the committee is unable to resolve this issue then it shall be referred to V.L. Ready for final and binding resolution.

Part 7: Other Issues - Paramedical Professionals Table Only

I recommend three issues be addressed by the parties. The Paramedical Table needs to discuss ways to ensure the HSA classification system is responsive to restructuring and health care reform. Although I do not recommend specific changes to the system, I recommend discussions amongst the parties on this matter. The issues Child Life Specialist, RPN and Recreation Therapist are for discussion by the Levelling Committee.

The issue of cents/kilometre should be considered at the levelling committee with consideration given to moving to the industry standard.

Part 8: Other Issues - Facilities Table Only

I recommend that the issue with respect to the utilization of casuals be dealt with under the melding process with consideration given to incorporating the language of the HEABC/HEU CCERA and PriCare Standard Agreements which provides flexibility for the use of casuals to do temporary workload fluctuations.

Part 9: No Other Changes

I recommend that there be no changes made to the existing collective agreements in regard to other issues. I have already outlined changes relating to employment security and labour adjustment issues, I have also outlined processes to deal with Health and Welfare/Occupational Health and Safety issues, Melding issues and Levelling Up issues.

CONCLUSION

This completes my Report and Recommendations as Industrial Inquiry Commissioner, I wish to reiterate my appreciation to the parties. The unions have been required by Health Labour Relations reform to forge new alliances, and, for the first time,

negotiate on a collective basis, agreements that reflect their similarities as well as their differences. New associations have been formed that will strengthen over time.

The Employers have been required to approach bargaining respectful of the integration of health care which is occurring. All of the parties have ably and professionally represented their constituencies and members in their submissions and I commend them.

Finally, I wish to refer to what I will, for convenience, call the "fall-through the cracks" provision. The volume of submissions, the number and complexity of the issues and the time within which I was required to report have made this an enormous undertaking. I have endeavoured to consider with great care all of the submissions and all of the issues many of which have numerous sub-issues, sub-sub-issues and so on.

I retain jurisdiction to deal with any omissions as well as jurisdiction as mediator/arbitrator to assist the parties in the implementation of this Report and Recommendations.

All of which is respectfully submitted this 8th day of May, 1996.

(Signed)

Vincent L. Ready
Industrial Inquiry Commissioner

**THIS IS SCHEDULE ONE TO THE REPORT
AND RECOMMENDATIONS OF INDUSTRIAL INQUIRY
COMMISSIONER V.L. READY DATED MAY, 1996**

**Employment Security and Labour Force Adjustment
Agreement (ESLA)**

Introduction:

The health sector is in the midst of change embraced by the words regionalization and restructuring. That change is usually referred to as health care reform. It has been underway in British Columbia since 1991 with the Report of the Royal Commission on Health Care and Costs. The Report recommended, *inter alia*, a reduction in reliance on acute care hospitals with high overhead and the implementation of new and creative ways to provide health care services closer to home.

In 1993 the Ministry of Health launched "New Directions for a Healthy British Columbia" a blueprint for the changes recommended by the Royal Commission. That document set out "specific actions to be implemented by the Government in cooperation with health providers and all British Columbians" with the goal of improving the health system and insuring its sustainability.

The Government of British Columbia accepted the view of the Royal Commission that there should be greater emphasis on community based care and a reduction in the time spent in acute care facilities to approximately 850 patient days per year for each 1,000 people in the Province.

The twin policy objectives today are restructuring and regionalization. It is anticipated that the manifestations of these objectives will be fundamental changes in the nature of jobs. Skills, responsibilities, the location of work and the number of workers needed for particular tasks will change. At the same time employers will be looking to merge, amalgamate, transfer; delete or add services in the existing system.

The unions and employers directly affected by these initiatives believe that it is in the public interest to proceed with regionalization and restructuring in a cooperative way. The following agreement seeks to provide guidance, direction and solutions for implementation of regionalization and restructuring so that these objectives may be achieved in a spirit of harmony and cooperation for the greater public good.

**ANY CONFLICT BETWEEN ANY PROVISION OF THIS
DOCUMENT AND THE REPORT AND RECOMMENDATIONS
OF INDUSTRIAL INQUIRY COMMISSIONER V.L. READY**

DATED MAY, 1996 SHALL BE RESOLVED IN FAVOUR OF THE REPORT.

ARTICLE 1

Employment Security: General

- 1.01** HEABC and the Unions agree that all HEU, HSA, and BCNU members (as well as BCGEU and IUOE members, subject to necessary modification) in facilities covered by this agreement will be protected by employment security as set out herein.
- 1.02** The parties agree that voluntary solutions to problems and adjustments which arise from regionalization and restructuring are the best ones and will make every effort to achieve them. To this end the parties agree to be bound by the principles and practices of Enhanced Consultation as exemplified by the GVHS Award (June 1, 1995) and the Enhanced Consultation Award (October 24, 1995) which, by specific reference, are incorporated into this agreement.
- 1.03** The employer shall notify the union(s) of any proposed labour adjustment initiative in accordance with the general principles of Enhanced Consultation.
- 1.04** The parties shall meet with respect to the proposed initiative and explore means whereby the matters arising therefrom may be accommodated. Specifically, the parties shall use their best efforts to achieve the permanent or interim solution which best meets the needs of the proposed initiative. In the event the parties are unable to reach agreement on either a permanent or interim solution the dispute may be referred by either party to Vincent L. Ready under the GVHS and/or Enhanced Consultation process.
- * This Agreement will not affect members of the BCGEU at the Paramedical Table pending the outcome of the melding process.

ARTICLE 2

Reductions:

- 2.01** In the event of reduction resulting from any labour adjustment or downsizing initiative the employer together with the unions will canvass the bargaining units by means of a notification process to see the degree to which necessary reductions and labour adjustment generally can be accomplished on a voluntary basis by early retirement, transfer to another employer, and other voluntary options. In the case of voluntary options, where more employees are interested in an available option than are needed for the necessary

reductions, the options will be offered to qualified employees on the basis of seniority.

- 2.02** The parties at the facility level will cooperate in the spirit of this agreement to facilitate interim job security solutions by means of relief assignments pending more permanent solutions.
- 2.03** In the case of voluntary job sharing that assists in the needs of labour adjustment, the labour adjustment program will pay the additional cost of group benefits that result from the job sharing arrangement.
- 2.04** Failing voluntary resolution, positions to be reduced will be identified by the employer in accordance with the terms of the respective collective agreements.
- 2.05** Employees who accept temporary positions continue to be covered by job security protection at the conclusion of the temporary position.
- 2.06** Regular on-going vacancies in any facility covered by agreements between HEABC and the unions will be filled according to each union's priority as set out below. Vacancies with other facilities covered by collective agreements will be filled in accordance with the selection procedures in those agreements, after which (if the vacancy still exists) in accordance with the applicable provision set out below.

ARTICLE 3

BCNU:

- 3.01** Regular employees in the bargaining unit of that facility who are displaced, in accordance with the criteria in the collective agreement;
- 3.02** Regular employees in the bargaining unit of that facility and casual employees with more than 2400 hours seniority in the bargaining unit of that facility who have indicated in writing a desire for regular work. The vacancy will be filled in accordance with the selection criteria in the collective agreement;
- 3.03** Qualified regular employees from within the region who have been identified in accordance with the above reduction procedure, on the basis of seniority;
- 3.04** Other qualified employees who are identified by the labour adjustment program, in accordance with seniority;
- 3.05** Bargaining unit members in that facility who are casual employees (other than those covered by subsection 2 above) in accordance with the criteria in the collective agreement;

- 3.06 External candidates, including displaced non-contract personnel;
- 3.07 Transferring employees will port seniority and will be protected from further displacement until at least the end of the present agreement, regardless of collective agreement provisions that would otherwise apply. Note that seniority cannot be used to displace employees at another facility, but only becomes ported after the employee moves into an existing vacancy.

ARTICLE 4

Facilities and Paramedical:

(Except as may be modified for BCGEU in the melding process under the Report of Commissioner V.L. Ready) *

- 4.01 Regular employees in the bargaining unit of that facility and casual employees with more than 2400 hours seniority in the bargaining unit of that facility who have indicated in writing a desire for regular work. The vacancy will be filled according to the criteria in the collective agreement;
- 4.02 Qualified regular employees from within the region who have been identified in accordance with the above reduction procedure, on the basis of seniority;
- 4.03 Other qualified employees who are identified by the labour adjustment program, on the basis of seniority;
- 4.04 Bargaining unit members in that facility who are casual employees according to the criteria in the collective agreement;
- 4.05 External candidates, including displaced non-contract personnel;
- 4.06 Transferring employees will port seniority and will be protected from further displacement until at least the end of the present agreement, regardless of collective agreement provisions that would otherwise apply. Note that seniority cannot be used to bump employees in another facility, but only becomes ported after the employee moves into an existing vacancy.

*Any seniority dispute arising out of the BCGEU collective agreement of the Facilities Table related to labour adjustment seniority shall be referred to V.L. Ready for final and binding resolution.

ARTICLE 5

Transfers and Contracting:

- 5.01 In the event that services or programs are transferred from one employer to another, the following will apply:

Employees will be transferred with the service or program and will port seniority *m* outlined above. An employee can refuse a transfer if:

- the transfer is out of the region; or,
- except where the transfer is a result of the closure of a facility, the employee has other employment options under the collective agreement at the facility from which the service or program is being transferred.

5.02 The facility receiving the program will determine the number and category of employees. Where the receiving facility does not need all the employees in a category, opportunities to transfer will be based on seniority, and remaining employees will be entitled to exercise their rights under the collective agreement and, if applicable, this agreement.

5.03 There will be no expansion of contracting-in or contracting out of work within the bargaining units of the unions as a result of the reduction in FTEs.

5.04 The government will make every reasonable effort, with respect to diagnostic and rehabilitative services provided both within the hospital system and in the private sector, to ensure that expenditures for services provided by the public sector will not decrease relative to the private sector.

5.05 The parties agree that FTE reductions will not result in a workload level that is excessive or unsafe. The parties acknowledge that a primary means of ensuring that FTEs can be reduced without resulting in an excessive workload or diminishing public access to needed health services is through utilization management.

ARTICLE 6

Closure of Facility:

6.01 In the case of the closure of facility, casual employees with more than 3915 hours of seniority acquired within the five years prior to the closure announcement will be covered by employment security provisions.

Dispute Resolution

6.02 Disputes about the interpretation, application, or alleged violation of these employment security provisions shall be referred to the arbitrators named herein who shall render a binding decision on an expedited basis.

HEU Undertaking

6.03 HEU agree that it will enact union policy recommending to

its members that they facilitate and expedite the job selection, placement and bumping process in the context of acute care downsizing and labour adjustment generally.

Voluntary Early Retirement and/or Severance

- 6.04** The government will fund a program to encourage voluntary retirement and/or severance for employees who are 55 years and older and who retire or leave voluntarily between the dates specified by the HLAA. The program will be administered by the HLAA, and will consider on a priority basis employees whose retirement or severance will facilitate the placement needs of the employment security and labour adjustment undertaking as well as equitable distribution between the unions.

ARTICLE 7

Enhanced Consultation, Input:

- 7.01** The parties undertake to proceed expeditiously to implement the following:

The parties shall, by means of the processes provided in the GVHS and Enhanced Consultation Awards, promote participation by unions, and by union members designated by unions, in health reform and utilization management to ensure that:

- health reform objectives are advanced;
- waste, inefficiencies, and inappropriate utilization are reduced, or eliminated; and
- employee workloads are not excessive or unsafe.

There shall be no repercussions for employees participating in such activities and the employees shall do so without loss of pay.

ARTICLE 8

Health Labour Adjustment Agency (HLAA):

- 8.01** The HLAA will administer the labour adjustment program. The Board of the HLAA will consist of organizational representatives as already determined, plus a chair agreed to by the six other Board members. The objectives of the HLAA shall be those provided in Section 4 of that certain Report and Recommendation of Industrial Inquiry Commissioner V.L. Ready dated May, 1996.

ARTICLE 9

Assistance for Employers

- 9.01** The Ministry of Health will cooperate with HEABC to estab-

lish within existing funding a "shared risk" arrangement to assist employers whose situation is such that they are unable to meet their labour adjustment undertakings within their budget after taking all appropriate measures.

ARTICLE 10

Labour Relations Code:

10.01 The parties agree that the present agreement fulfils the requirements of Section 54 of the *Labour Relations Code*. In the event that any changes related to FTE reductions contemplated by the present agreement constitute technological change, the unions agree that the present agreement gives notice of technological change and complies with the notice periods in the master agreements. The parties further agree that the present agreement satisfies any other requirement of technological change or the Employment Standards Act (Group Terminations). There are no other tests regarding change.

25 Clarifications

From Vince Ready's May 28, 1993 Recommendations.

1. Employee's Return

If after a bona fide effort within three months of placement the employee or the Employer believes that the new work situation is fundamentally unsatisfactory, either of them can seek the assistance of the Labour Adjustment Program. In such cases, the program will attempt to assist with the resolution failing which the employee will return to the original Employer and will continue to be covered by the employment security provisions of the present agreement.

Upon return to the original Employer, the parties will cooperate at finding other comparable positions. A return that is due to the employee's belief that the new work situation is fundamentally unsatisfactory, may only occur one further time. In such case, the Labour Adjustment Program will work with the employee to find alternative satisfactory solutions.

Before an employee would move to another position, they would have received displacement notice from the Employer therefore they do not require a second displacement notice. However, with HEU, if there is now an employee whom the returning employee can bump, they would have the option of bumping that employee.

3. and 23. Interim Solutions and Productive Employment

Until permanent placement can be found, and all steps have

been taken, and an employee cannot be placed, the parties will cooperate to ensure employees will be productively employed by:

- a) a return to the previous position if available
- b) relief work if available, including a vacancy in a regular position pending placement of a successful candidate
- c) project work
- d) supernumerary work
- e) relief work with another Employer within a particular region, as now defined or as may be re-defined, on the basis of secondment.

The principles that will guide the application of the interim solutions will be as follows:

- 1) The Employer will identify potential relief work with the date the work is available, commencement and completion dates within the facility.
- 2) The parties will cooperate by ensuring displaced employees move to this relief work.
- 3) Once an employee is placed in relief work, all parties will continue to find a permanent solution.
- 4) Employees will maintain their current status and pay while filling a temporary position.
- 5) The relief work will be filled consistent with the Collective Agreements. It is understood that displaced employees may be used to fill both short term and posted relief positions as defined under the individual Collective Agreements.
- 6) Employees will be provided with adequate orientation to perform the duties of their job efficiently and safely.
- 7) An employee doing relief work will be moved to a permanent placement when available.

8. Placement Assistance

To facilitate health care reform, the Labour Adjustment Program will:

- 1) Register vacancies.
- 2) Assist in identifying vacancies in the public service/public sector by region.
- 3) Register displaced employees and employees seeking voluntary transfers.
- 4) Match employees to vacancies.
- 5) Notify Employers, employees and Unions of the matches.
- 6) The Employer/Employee will have five (5) days to accept/reject the match.
- 7) If the match is acceptable, the employee reports to the new Employer within a further (3) three days. The vacancy and the

employee are removed from the register. The time lines on this paragraph may be extended by mutual agreement on an individual basis.

- 8) If the employee does not accept the match, they are laid off. The vacancy is entered on the LAA register.

9. Reduction Placement Process

The process for placement into regular ongoing vacancies requires clarification.

BCNU

(Except as modified by the Report and Recommendations of Industrial Inquiry Commissioner V.L. Ready dated May, 1996)

- 1) Criteria in Collective Agreements means Article 19.01 and 19.04.
- 2) Selection criteria refers to Article 18.
- 3/4) Qualified is as per the current Collective Agreement.
- 5) Criteria in Article 18.
- 6) Article 18.

HEU

- 1) Criteria in Collective Agreement means Article 14.01.
- 2/3) Qualified is as per the current Collective Agreement.
- 4) Criteria in Collective Agreement means Article 14.01.
- 5) Article 14.01.

HSA

- 1) Criteria in the Collective Agreement refers to Article 10.01.
- 2/3) Qualified is as per the current Collective Agreement.
- 4) Criteria in Collective Agreement means Article 10.01.
- 5) Article 10.01.

All Unions

In BCNU under steps 3 and 4; and HEU and HSA under steps 2 and 3 these issues would not normally result in a promotion. However, the parties may mutually agree to a promotion under the placement process. In such case, the promotion provisions of the respective Collective Agreements shall apply.

Vacancies - Clarify as follows: A vacancy posting will take place only once.

Once step 1 and 2 under BCNU, step 1 under HEU, and step 1 under HSA have taken place and the vacancy has not been filled, then the vacancy shall be registered with the Labour Adjustment Agency for a minimum period of 14 days. Following the 14 days, the Employer will consider casuals who have previously applied for

this position under step 5 for BCNU, and step 4 for HEU and HSA. Following that, step 6 for BCNU, and step 5 for HEU and HSA, will apply.

12. Principles

In light of the numerous references to cooperation in the ESLA, the following reflects the clarification of these items.

The purpose of the ESLA is to establish a labour adjustment transitional process including employment security and is based upon cooperative, harmonious and mutually beneficial relationships between all parties.

The goal is to improve the health care system for the benefit of all.

The parties agree upon the following guiding principles:

New Directions

The parties agree that cooperation is achievable through a variety of ways:

- system approach
- employment/work protection
- workable processes
- recognition of all health care workers
- local flexibility and autonomy in a cooperative manner consistent with this Agreement and Collective Agreements (flexibility/autonomy)
- provincial approach to employment through the Labour Adjustment Agency
- Collective Agreement remain in force
- change = creativity, problem solving, trust cooperation
- effective utilization of resources.

16. Canvassing - Reduction Process

Canvassing shall take place on a joint basis over a 14 day period as outlined below. The parties may extend these time periods.

- 1) All workers at the facility to be canvassed for: = 7 days
 - a) early retirement/severance
 - LAA to provide guidelines
 - Notify LAA
 - Fast track response from LAA
 - b) Job sharing
 - c) Other voluntary options, i.e.:

- Contact LAA for vacancies elsewhere
 - Retraining consistent with LAA guidelines and meeting the needs of the ESLA
 - Other mutually agreed options
- 2) Specific positions identified: = 7 days
 - Meet at department level
 - Local authority in discussions
 - 3) The results of a canvass will be reported to the appropriate joint committee.
 - 4) a) If placements are available through voluntary solutions they are actioned.
 - b) If not, then displacement notices are issued as per the Collective Agreements.

Note: A. The ESLA contemplates using resources to create vacancies, (e.g., early retirement) for labour adjustment purposes. While employees have rights under the Collective Agreements to job postings for vacancies, if the result would be a person filling the vacancy without achieving any labour adjustment, the vacancy would be cancelled. In this context, the parties at the facility level will need to cooperate to find labour adjustment solutions and will have available to them the assistance of the HLAA and the dispute resolution procedures in this Agreement.

Note: B. Early Retirement/Severance

The intention of targeted early retirement/severance is to meet the labour adjustment needs of the restructuring health care system. This means that the priority call on the available funds is to resolve downsizing problems where other solutions are unavailable or unlikely to resolve the problems within a reasonable time frame. In particular, employees in the following circumstances are likely to be priority candidates for early retirement:

- i) employed at facilities where there is limited generally comparable employment in the same region;
- ii) employed in circumstances where the retirement would directly assist in the placement of employees described in (i).

It is understood that the early retirement/severance solution is an attractive one for employees and Employers, and has some fiscal offsets (for example, reduced use of LTD, etc.). The parties agree to cooperate to find cost effective

ways within existing budgets of extending the option to as many acute care employees as possible.

17. Hospital Employees' Union Undertaking

HEU will recommend to its members that, in the spirit of cooperation and in support of health care reforms and the optimum delivery of health care, they will exercise their options, including job selection, placement and bumping, as early as possible.

In order to facilitate and expedite this undertaking, the Employer will identify positions available to the employee as early as possible.

18. Regular Ongoing Vacancies

Positions funded for specific project, i.e., grant funded, capital projects, etc., will be posted pursuant to the Collective Agreements and the ESLA.

When the funding ends, an internal candidate retains their previous status. For an external candidate they maintain their current rights under the Collective Agreements.

Region

From Vince Ready's June 16, 1993 Recommendations.

A potential placement for any employee shall be deemed to be in their region in the following circumstances:

- (1) The road distance between the employee's current workplace and the potential placement facility is:
 - (a) Group 1 - Within 50 kilometres where the employee's current job is located in all of Greater Vancouver and all of the Fraser Valley up to and including Hope, but excluding University Hospital (Shaughnessy Site) which is included in Group 2 below, and all of Greater Victoria and all of the Saanich Peninsula.
 - (b) Group 2 - Within 75 kilometres where the employee's current job is located in all other areas except for the above.
- (2) If there is no placement within the distances in (1) above, and the potential placement is no further from the employee's residence than the distance that the employee commutes to the employee's present job.
- (3) In the case of a second placement for an employee who has reverted to the original Employer at the employee's request the maximum distances set out above shall be increased by 20 percent.
- (4) Notwithstanding the above:
 - (a) Where there are options, i.e. more than one position avail-

able at the same time, the HLAA shall attempt to place employees with a view to their individual circumstances. For example, if there are two placement options, one is near the limit of the region on one side of the employee's current Employer, and the employee's residence and the other placement option is on the other side of the current Employer; the HLAA would attempt to place the employee with the Employer nearest to the employee's residence.

- (b) Where placement cannot be made within three months of the time that an employee was designated for placement, the problem shall be referred to the HLAA, which shall have the authority (after ensuring that all other reasonable options have been exhausted and that no placement opportunities are reasonably foreseeable in the immediate future) to modify the definition of "region" with respect to that employee in order to increase potential placement opportunities.

When and to Whom is a Comparable Job Offer Issued?

From Vince Ready's June 16, 1993 Recommendations.

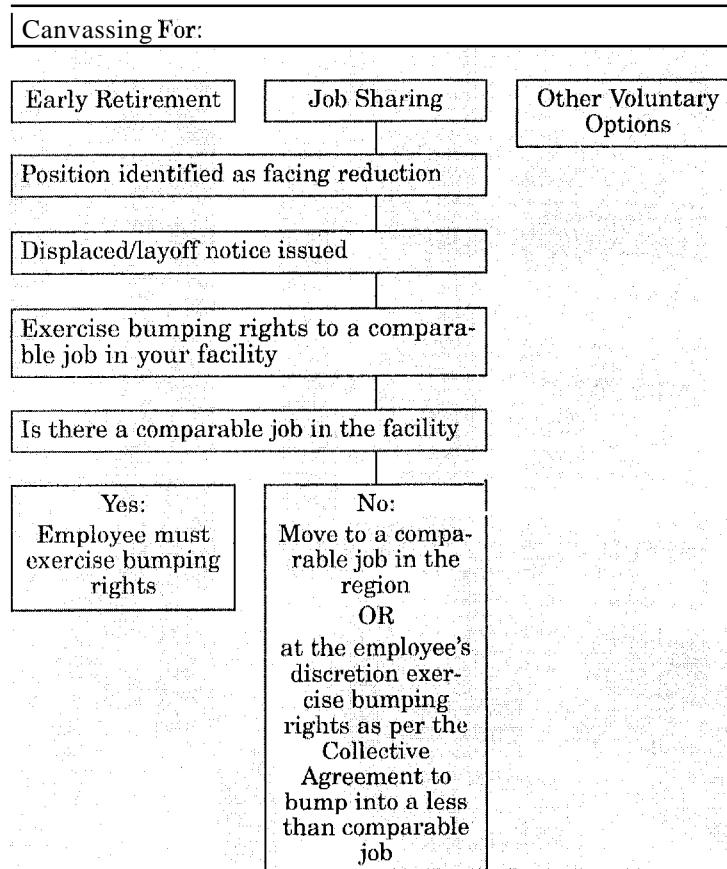
A generally comparable job is offered to those employees who have been given displacement or bumping notice and have been unable to access a generally comparable job, as defined under the ESLA, by exercising their Collective Agreement rights as a displaced or bumped employee within their home facility.

An example of how these recommendations apply is as follows:

A full-time employee will not be required to bump or be reassigned to a .5 position.

**EMPLOYMENT SECURITY
HEU**

Process:



**EMPLOYMENT SECURITY
BCNU**

Process:

Canvassing For:

Early Retirement

Job Sharing

Other Voluntary
Options

Position identified as facing reduction

Displaced/Laid-off employees issued
notice

Displaced employees given first consider-
ation on vacancies

* Assigned to remaining vacancies

* If not enough vacancies to accommodate
the number of employees displaced, reas-
signment of capable and qualified dis-
placed employee(s) to position(s) held by
most junior employee(s)

If comparable job not available, move to a
comparable job in region

* Employees will not be reassigned to positions which are not
comparable.

**EMPLOYMENT SECURITY
HSA**

Process:

Canvassing For:		
Early Retirement	Job Sharing	Other Voluntary Options
Position identified as facing reduction		
Displaced/Laid-off employees issued notice		
* Reassignment of capable and qualified displaced employee(s) to position(s) in accordance with the Collective Agreement		
If comparable job not available, move to a comparable job in region		

- * Employees will not be reassigned to positions which are not comparable.

Generally Comparable

From Vince Ready's June 16, 1993 Recommendations.

A "generally comparable" job is defined as follows:

A job with the same Employer, another Employer in the public service, public sector or non-profit community sector which is within ten percent of the rate of pay* the displaced employee was receiving at the time of displacement.

In calculating the ten percent differential the parties must include wages and the following benefits:

- medical, dental, extended health, group life and long term disability.

Where the new Employer lacks a long term disability plan the provisions of paragraph 1, page 6 of the ESLA may be applicable in which case this benefit will not be considered in calculating the differential.

Where placement cannot be made within three months of the time that an employee was designated for placement, the problem shall be referred to the HLAA, which shall have the authority (after ensuring that all other reasonable options have been exhausted and that no placement opportunities are reasonably foreseeable in the immediate future) to modify the definition of "generally comparable" with respect to that employee in order to increase potential placement opportunities

* The rate of pay means a comparison at the top step of the increment scale.

Policy Dispute Resolution Process - Employment Security and Labour Force Adjustment Agreement

The administrative process for the application of the Employment Security Agreement language on Dispute Resolution is as follows:

1. The parties to this process are HEABC, and each of BCNU, HEU, HSA, IUOE and BCGEU.
2. If a difference arises between the parties relating to the interpretation, application, operation or alleged violation of the ESLA which involves a policy issue or may have implications for other parties to this agreement, including whether a matter is arbitrable, the parties directly affected by the difference shall meet to attempt to resolve the dispute at stage 3 of the grievance procedure.
3. If the dispute remains unresolved, any party may submit the

difference to Vince Ready as an expedited arbitrator within thirty (30) days of the stage 3 meeting.

- (a) The party submitting the difference to arbitration shall notify the other parties to the agreement through the use of an Expedited Arbitration Form which shall include:
 - a. the name of the union, facility, and individual(s) involved;
 - b. the date of the alleged incident;
 - c. outline of the issue;
 - d. the remedy sought;
 - e. the degree of urgency;
 - f. the procedure requested and rationale;
 - g. the name, address and phone number of the contact person.
- (b) The arbitrator shall arrange an arbitration hearing within twenty-eight (28) days of the referral.
- (c) The arbitrator will determine the procedure to be followed in a pre-hearing conference with all the parties. To the extent possible, the arbitrator will use the process principles expressed in the Dispute Resolution Process - Employment Security Agreement, revised as necessary, to accommodate the dispute and ensure an expeditious resolution. In the pre-hearing conference, the arbitrator will have jurisdiction to determine whether the dispute involves policy issues or may have implications for other parties to this agreement, or whether the dispute should be handled in ESLA with the provisions of the expedited arbitration process.

DISPUTE RESOLUTION PROCESS

- Employment Security and Labour Force Adjustment Agreement - ESLA -

The parties agree that employees may file grievances related to the ESLA. Should such grievances remain unresolved through the grievance procedure, they shall be dealt with through the following expedited process. Referrals to this process will be made within thirty (30) days of the stage 3 meeting.

1. The parties agree that Colin Taylor, Heather Laing, Don Munroe and Judi Korbin are the expedited arbitrators for issues arising from the ESLA.
2. Either party shall refer issues to the arbitrator utilizing an Expedited Arbitration Form. The form will include the name

- of the union, facility and individual(s) involved, the date of the alleged incident, outline of the issue, the remedy sought, the name, address and phone number of the contact person.
3. The arbitrator shall arrange an arbitration hearing with twenty-eight (28) days of the referral.
 4. The parties will utilize their own current staff to **present** the arbitration.
 5. Each presentation will be short and concise, and not exceed two (2) hours in length per party.
 6. The parties agree to limited use of authorities during their presentation.
 7. Prior to rendering a decision, the arbitrator may assist the parties in mediating a resolution to the grievance. If this occurs, the cost will become in Employment Security Agreement with Section 103 of the *Labour Relations Code*.
 8. Where a mediation fails or is not appropriate, a decision will be rendered on an agreed to form and faxed to the parties within five (5) working days of the hearing.
 9. All mediated resolutions or decisions of the arbitrators are limited in application to that particular dispute and are without prejudice. These decisions shall have no precedential value and shall not be referred to by either party in any subsequent proceeding.
 10. If the arbitrator or the parties conclude at the hearing that the issues involved are of a complexity or significance not previously apparent, the dispute shall be referred back to the parties for disposition in ESLA with the Policy Dispute Resolution Process.
 11. It is understood that it is not the intention of either party to appeal the decision of an expedited arbitration proceeding. The expedited arbitrator shall have the powers and authority of an arbitration board established under the *Labour Relations Code*.

Section 8 - ESLA Job Sharing¹

The purpose of this Memorandum of Understanding is to allow for the implementation of job sharing as specified in the ESLA.

Article 1 - Preamble

- 1.1 This Memorandum of Understanding establishes provision for two regular employees to voluntarily "job share" a single full-time position. Part-time positions **may** be shared where the Employer and Union agree in good faith.

¹ From Vince Ready's award dated April 21, 1994

- 1.2 A "Job Sharing Arrangement" refers to a specific written agreement between the Union and the Employer. This agreement must be signed before a job sharing arrangement can be implemented.
- 1.3 Job Sharing Arrangements entered into under this agreement shall serve a labour adjustment purpose and shall be governed by the conditions set out below.
- 1.4 The HLAA will pay the additional cost of group benefits that result from such job sharing agreements.

Article 2 - Participation

- 2.1 Job sharing arrangements are voluntary and no employee shall be compelled or pressured into a job sharing arrangement by the Employer.
- 2.2 Employees may initiate a request for job sharing in writing (subject to Article 2.3 and 2.4). Such a request shall not be unreasonably denied subject to operational requirements and confirmation of a labour adjustment purpose.
- 2.3 Upon approval of a request to job share a notice will be posted within the department to determine interest in job sharing a specific position. Those interested in job sharing will respond to the Employer in writing. Should the number of qualified employees responding exceed the number of positions available, then selection shall be on the basis of seniority.

Job sharers will be within the same department and classification except where the Employer and Union agree in good faith. (For BCNU, department shall be defined as those units sharing a common clinical focus, i.e., medical (surgical, extended care, intensive care, etc.).
- 2.4 A notice will also be posted to elicit interest in job sharing arrangements to accommodate employees facing displacement. Approval and selection are subject to 2.1, 2.2 and 2.3, above.

Article 3 - Maintenance of Full-Time Positions

- 3.1 Shared positions shall, in all respects with the exception that they are held by two individuals, be treated as though they were single positions with regard to scheduling and job descriptions.
- 3.2 Where a vacancy becomes available as a result of an employee participating in a job sharing arrangement, the vacated position shall be treated in accordance with the provisions of the Collective Agreement and the ESLA.
- 3.3 If one job sharing partner decides to discontinue participating in a job share, she must give thirty (30) days' notice and she

will then post into another regular position, revert to casual, or resign. The remaining employee shall be given first opportunity to assume the position on a full-time basis. Should that employee decline the position on a full-time basis and wish to continue to job share the position, then every effort will be made, over a period of 30 days, to find a job sharing partner satisfactory to all parties. The period of time to find a replacement will result in the remaining job sharing partner assuming the position full time. If she does not wish a full-time position and no job sharing partner is found, then she would post into another regular position, revert to casual status, or resign. The former job sharing position would then be treated in ESLA with the Collective Agreement and the ESLA.

- 3.4 If the job sharing arrangement is discontinued by the Employer, the most senior employee will be given first option to assume the full-time position. The other (least senior) partner will be displaced pursuant to the provisions of the Collective Agreement and covered by the employment security provisions of the ESLA.

Should the displaced employee have been regular full-time immediately prior to the job share, a comparable job will be defined as a regular full-time position for the purpose of registration with the HLAA and/or internal options. Such employees can opt to define a comparable job as ± 2 of their FTE component of the job share. In either case, such employees' hours will be maintained only to the level the employee worked in the job share.

- 3.5 The Employer must give sixty (60) days' notice if they wish to end a job sharing arrangement.

Article 4 - Schedules and Job Descriptions

- 4.1 A work schedule will be set out in advance showing the days and hours or shifts to be worked for each job sharing partner.
- 4.2 Job descriptions for the job sharing partners will be identical.
- 4.3 The Employer agrees not to increase workload levels expected of job sharers for the sole reason the position is shared.
- 4.4 Once established, the portion of hours shared may be altered by mutual agreement of the parties.

Article 5 - Benefits

- 5.1 As a general principle and unless otherwise revised in this Memorandum, the employees will neither gain nor lose any benefits presently contained in the Master Agreement.
- 5.2 Each employee in a job sharing arrangement will be treated as a part-time employee for all benefit and pension purposes.

5.3 Each employee in a job sharing arrangement must maintain unbroken eligibility for Unemployment Insurance and Canada Pension coverage.

Article 6 - Relief

6.1 Temporary relief for a job shared position will be determined pursuant to the Collective Agreement. However, job sharers will relieve for each other where there is no other source of relief available.

Article 7 - Dispute Resolution

Local disputes as to the implementation of ESLA job sharing at the facility level should be referred to the Disputes Resolution Process of the ESLA.

MEMORANDUM OF UNDERSTANDING²

Re: Joint Health Care Reform Committees

The parties undertake to proceed expeditiously to implement the following:

- The parties will agree to mechanisms to promote participation by Unions and by union members designated by Unions in health reform and utilization management to ensure that:
 - health reform objectives are advanced;
 - waste, inefficiencies, and inappropriate utilization are reduced or eliminated; and
 - employees workloads are not excessive or unsafe.

There shall be no repercussions for employees participating in such activities and the employees shall do so without loss of pay.

- Joint Union-Management mechanisms shall consist of a local Labour Adjustment Committee composed of one representative designated by each Union (BCNU, HEU, HSA, IUOE and BCGEU) and equal representatives designated by the employer, or any other structure mutually agreeable to the parties at the regional or local level.

GENERAL

1. The ESLA should be read together with the Report and Recommendations of Industrial Inquiry Commissioner V.L. Ready dated May, 1996. In the event of a conflict between the two documents, the Report shall govern.

² The original agreement was between the Hospital Employees' Union, the British Columbia Nurses' Union, the Health Sciences Association, the Government of British Columbia, and the Health Labour Relations Association of British Columbia.

2. Except as otherwise specifically provided herein, any dispute arising from the interpretation, application or alleged violation of the ESLA shall be referred to V.L. Ready for final and binding resolution.

MEMORANDUM OF UNDERSTANDING

between

Association of Unions

and

Health Employers Association of B.C.

**Re: Report of the Royal Commission on Health Care
and Costs - Education and Training of Employees**

WHEREAS the Parties recognize the value of in-service education;

AND WHEREAS the Report of the Royal Commission on Health Care and Costs endorses training and education for health care employees to be affected by the changes proposed by the Royal Commission;

The Parties agree that upon the signing of the collective agreement, they will develop a joint proposal for the establishment of the necessary education and training programs.

And the Parties further agree that they will cooperate in seeking government funding for such programs.

And the Parties further agree that they will seek funding for a study to review the impact of the Royal Commission Report on HEU workers, including specific proposals for funding for retraining and upgrading to enhance job security of HEU workers.

LETTER OF INTENT

between

Association of 'Unions

and

Health Employers Association of B.C.

Re: Workload and Safety in the Workplace

The parties will jointly approach the Minister of Health to form and to fund an Industry Workload and Safety in the Workplace Committee to research, investigate and make recommendations on safe workload levels. The committee will consist of three (3) representatives nominated by the Union, three (3) representatives nominated by the Ministry and three (3) representatives nominated by HEABC.

The committee will deal with a wide range of issues related to workload. It will review and consider the impact of workload on injury-on-duty, sickness and long-term disability and will make recommendations in respect of it. Its mandate will include consideration of the impact of non-replacement of absent staff on employee workload and on employee health and safety.

Employees who are members of the committee shall be granted leave without loss of pay or receive straight time regular wages to participate in the committee process.

Recommendations by the committee shall be by unanimous or majority vote, with each of the three (3) parties on the committee having an equal vote irrespective of individual absences at a particular committee meeting. A recommendation by the committee shall be submitted to the affected employer(s) promptly when made. Within twenty-one (21) days of its receipt of a recommendation by the committee, the employer will provide the committee with a response. Once again by unanimous or majority vote as aforesaid, the committee may thereupon either reaffirm, vary or cancel its recommendation. Where the committee either reaffirms or varies its recommendation, the employer shall take reasonable steps to implement the reaffirmed or varied recommendation except where it cannot reasonably do so by reason of budgetary considerations. In that latter event, the obligation of the employer to take reasonable steps to implement the reaffirmed or varied rec-

ommendation shall be dependent on the necessary funding being provided by the Ministry.

it is understood and agreed that this Letter of Intent shall not be construed as a limitation on the normal arbitral jurisdiction respecting workload/vacancy issues.

ADDENDUM

- Return to Work Programs -

Preamble

The parties recognize that prevention of injuries and rehabilitation of injured employees are equally important goals. The parties further recognize that return to work programs are part of a continuum of injury prevention and rehabilitation.

Mutual Commitment

The Employer and the Union are committed to a voluntary, safe return to work program that addresses the needs of those able to return to work.

Return to work programs will recognize the specific needs of each individual employee who participates.

Voluntary Participation

Employee participation in an established return to work program is voluntary. Employees may enter, withdraw and re-enter the program, and an employee's participation or non-participation will not be the basis for any disciplinary action. Participation must include the consent of the employee's physician.

Employer creation of a return to work program is voluntary.

Consultation

Prior to entry into a return to work program, the employer, the employee and the union-designated representative(s) shall discuss the planned program and its duration. The details of the return to work program will be confirmed in writing to the employee and to the union.

Supernumerary

An employee involved in a return to work program will be employed in a position that is additional to the Employer's regular number of full-time, part-time and casual positions and further will not cause the dismissal, layoff or reduction in hours or period of work of any existing employees of the Employer.

Confidentiality

The parties jointly recognize the importance of confidentiality and will ensure that full confidentiality is guaranteed.

The Employer shall not have contact with the employee's physician, without the employee's consent.

Program Coverage

The return to work program will be available to WCB claimants, convalescent employees and injured employees.

Types of Initiatives

Return-to-work programs may consist of one or more of the following:

1. **Modified Return to Work:** Not performing the full scope of duties.
2. **Graduated Return to Work:** Not working regular number of hours.
3. **Rehabilitation:** Special rehabilitation programs.
4. **Ergonomic Adjustments:** Modifications to the workplace.

Re-orientation to the Workplace

A departmental orientation will be provided for the employee, as well as a general facility orientation, if necessary for an employee who has been off work for an extended period of time.

Pay and Benefits

An employee involved in a return to work program will receive pay and benefits as set out below.

Employees participating in a return to work program for fifteen (15) hours or more per week are entitled to all the benefits of the agreement, on a proportionate basis, except for medical, extended health and dental plan coverage, which shall be paid in accordance with Article 38.

Employees engaged in a return to work program will fall into one of three (3) groups although on occasion an employee may, depending on changed circumstances, move from one group to another. Wage entitlement, when participating in the program, will be consistent with the terms of the agreement and are outlined below:

- (a) Employees who have been approved for Injury-on-Duty leave: receive full salary and all benefits pursuant to Article 31
- (b) Employees who are awaiting approval of a WCB claim or who have been granted paid sick leave and have accumulated sick leave credits: receive pay and appropriate premiums for all hours worked in the program and receive sick leave pay for hours not worked until accumulated sick leave credits are exhausted. All benefits continue uninterrupted for the duration of the program.
- (c) Employees who have no accumulated sick leave credits and

who have been granted an unpaid sick leave and/or who are awaiting acceptance of a WCB claim:
receive pay and appropriate premiums for all hours worked in the program. Medical, dental, extended health coverage, group life and LTD premiums and superannuation payments are reinstated on commencement of the program and all other benefits are implemented when working fifteen (15) hours or more per week.

No Adverse Effect on Benefits

An employee's participation in a return to work program will not adversely affect an employee's entitlements with respect to Workers' Compensation.

The period that the employee is involved in a return to work program shall be considered as part of the recovery process and will not be used or referred to by the Employer in any other proceedings.

Return to Work Committee

The parties agree to form a Return-to-Work Committee.

MEMORANDUM OF AGREEMENT

between

Association of Unions

and

Health Employers Association of B.C.

Re: Return to Work Committee

The parties agree to form a Return to Work Committee consisting of three (3) representatives from the Union and three (3) representatives of the Employer. Employees who are members of the Committee shall be granted leave without loss of pay or receive straight time regular wages to participate in the Committee process.

Purpose:

The purpose of the Committee is to promote the philosophy and encourage the introduction of Return to Work Programs.

Role and Function:

The role and function of the Committee are as follows:

1. Assist in the development of processes and structures for return to work programs in facilities.
2. Act as an advisor to employees and employers on return to work programs in facilities.
3. Request information and provide feedback concerning individual employer return to work programs.
4. Develop and promote industry pilot projects on return to work programs and seek funding to support those pilot projects.
5. Develop and maintain an effective communications system for employees and employers concerning return to work initiatives.
6. The parties will perform regular reviews of the Committee's work. The Committee will report to the parties on an annual basis.

The parties shall meet within one (1) month of the signing of the agreement and at least quarterly thereafter over the term of the agreement.

The expenses of the Committee will be the responsibility of the Employer.

MEMORANDUM OF AGREEMENT

between

Association of Unions

and

Health Employers Association of B.C.

**Re: LTD Claimants Governed by Plans Other Than the
Former HEU Master**

The current supplemental monthly benefit for eligible non-HEU Master employees shall continue until July 6, 2004, provided that the employee continues to meet the criteria set out in Section 2A(1)(b) of the **Addendum** Long Term Disability Plans.

MEMORANDUM OF AGREEMENT

between

Association of Unions

and

Health Employers Association of B.C.

Re: Employer Specific Variations and Attachments

All variations and attachments are to be reviewed. The parties agree to meet within 90 days of ratification of this agreement to resolve all such issues. Dalton Larson will act as mediator/arbitrator to resolve any outstanding matters.

MEMORANDUM OF AGREEMENT

between

Association of Unions

and

Health Employers Association of B.C.

Re: Direct Care Staff Positions/Upgrading

The Parties agree that in each of September 2001, September 2002 and September 2003, an additional five (5) million dollars shall be allocated and applied in the Facilities Subsector for the creation of new direct patient care positions in continuing care facilities, including stand alone extended care units and extended care units attached to acute care facilities.

The expenditure of this funding shall be subject to the following:

1. Apportionment of funding among health authorities shall be determined by the Ministry of Health.
2. Allocation of and criteria for funding between facilities within a health authority will be discussed between the health authority and the various unions in the Facilities Subsector, which represent direct patient care staff at Employers within the health authority.
3. Funds allocated under this memorandum of agreement must be utilized by the Employer to create new positions in the patient care and/or patient care technical classifications, including, but not limited to LPNs, care aides, activity workers, and rehabilitation assistants.
4. Notwithstanding paragraph 3, the Parties may mutually agree at the local level to allocate residual funds which may accrue prior to implementation of the new positions, for training, upgrading and orientation, including replacement of any facility staff member for in-service.

LETTER OF INTENT

between

Association of Unions

and

Health Employers Association of B.C.

Re: Improvement to LTD Benefits

The parties believe that the return to work program will result in an improvement over historical rates of successful rehabilitation.

The parties agree that if the return to work program results in an improvement over historical rates on successful rehabilitation, the Employer will favourably consider improvements to benefits for employees who have been on long term disability for several years in recognition of the resulting savings to the benefit plan.

Independent of the foregoing, the parties further agree that in the event that the long term disability benefits provided under the Collective Agreement, between Health Employers Association of B.C. and the British Columbia Nurses' Union become in any manner indexed, such indexing shall likewise be applied under this Collective Agreement.

Any dispute arising under this Letter may be referred to Donald R. Munroe, Q.C. for a binding decision.

MEMORANDUM OF UNDERSTANDING

between

Association of Unions

and

Health Employers Association of B.C.

Re: Apprenticeship Training in Health Care Committee

The parties recognize that there may be value in applying an apprenticeship training model to health care workplaces.

Within ninety (90) days of ratification of the Agreement, a **coin-**mittee of six (6) representatives of each party will be formed to examine the Feasibility of applying an apprenticeship training model in facilities.

The Committee will seek information and utilize all available resources which may include the Provincial and Federal Governments, Health Labour Adjustment Agency, Industrial Training Apprentice Commission or any other agency or institution the Committee deems necessary.

Following the conclusion of the feasibility study, the Committee may also agree to identify three (3) workplaces to pilot apprenticeship training in the trades.

The Coininittee will monitor the progress of the pilot programs in order to facilitate their successful completion.

The Committee will submit, to the Parties, a report outlining their conclusions.

MEMORANDUM OF UNDERSTANDING

between

Health Employers Association of B.C.

on behalf of:

Bella Coola and District Transitional Health Authority, Bella Coola General Hospital

Central Coast Transitional Health Authority, R.W. Large Memorial Hospital, Waglisla

Interior Health Authority, Arrow Lakes Hospital, Nakusp

Interior Health Authority, Halcyon Community Home, Nakusp

Interior Health Authority, Slocan Community Health Centre, New Denver

Interior Health Authority, Victorian Community Health Centre of Kaslo, Kaslo

Northern Health Authority, Acropolis Manor, Prince Rupert

Northern Health Authority, Bulkley Lodge, Smithers

Northern Health Authority, Bulkley Valley District Hospital, Smithers

Northern Health Authority, Chetwynd General Hospital

Northern Health Authority, Dawson Creek and District Hospital

Northern Health Authority, Fort Nelson General Hospital

Northern Health Authority, Fort St. John General Hospital and Health Centre

Northern Health Authority, Hudson's Hope Health Centre

Northern Health Authority, Kitimat General Hospital

Northern Health Authority, Lakes District Hospital and Health Centre, Burns Lake

Northern Health Authority, Mackenzie and District Hospital

Northern Health Authority, Masset Hospital, Masset

Northern Health Authority, McBride and District Hospital

Northern Health Authority, Mills Memorial Hospital, Terrace

Northern Health Authority, North Peace Care Centre, Fort St. John

Northern Health Authority, Peace River Haven, Pouce Coupe

Northern Health Authority, Pouce Coupe-Care Home

Northern Health Authority, Prince Rupert Regional Hospital

Northern Health Authority, Queen Charlotte Islands General Hospital, Queen Charlotte City

Northern Health Authority, Rotary Manor, Dawson Creek

Northern Health Authority, Stikine Health Centre, Dease Lake

Northern Health Authority, Stuart, Lake General Hospital

Northern Health Authority, Terraceview Lodge, Terrace

Northern Health Authority, Tumbler Ridge Health Centre, Tumbler Ridge

Northern Health Authority, Valemount Health Centre

Tipper Skeena Health Council, Winch Memorial Hospital, Hazelton

Vancouver Island Health Authority, Port Alice Hospital

Vancouver Island Health Authority, Port Hardy Hospital

Vancouver Island Health Authority, Port McNeill and District Hospital

Vancouver Island Health Authority, St. George's Hospital, Alert Bay

Vancouver Island Health Authority, Tahsis Hospital

Vancouver Island Health Authority, Tofino General Hospital

and

Association of Unions

Re: Isolation Allowance

An isolation allowance of seventy-four dollars (\$74.00) per month or its hourly equivalent shall be applied to all pay rates.

MEMORANDUM OF UNDERSTANDING

between

Association of Unions

and

Health Employers Association of B.C.

**Re: Schedules with Work Days Greater than 7.5 Hours
and Up To and Including 8 Hours per Day**

The purpose of this Memorandum of Understanding is to vary or clarify the terms of the 2004-2006 Facilities Subsector Agreement between the parties so that an expanded work day/compressed work week can be introduced.

This Memorandum of Understanding is effective the first pay period between September 30, 2004 and October 13, 2004, for hours worked after this date, and applies to schedules with work days greater than seven and one-half (7.5) hours per day and up to and including eight (8) hours per day.

- (a) It is understood and agreed by the parties that the present position of the Employer and the employees will not be compromised by this Memorandum of Understanding. The employers and employees affected by this Memorandum of Understanding shall not lose or gain any benefit or benefits presently enjoyed under the terms of the Master Agreement.
- (b) It is understood and agreed by the parties that the introduction of this plan shall not, work to the detriment, of the Employer when related to part-time or casual employees. No employer or employee will receive pay or benefits superior to those negotiated in the Facilities Subsector Agreement for his/her classification and status because of the fact of working an expanded work day/compressed work week.
- (c) It is understood and agreed by the parties that for the purposes of this Memorandum of Understanding, days have been converted into working hours where applicable, so that one (1) day shall equal seven and one-half (7.5) paid hours.

Example: 'Three (3) days' compassionate leave equals seven and one-half (7.5) hours times three (3) days = 22.5 working hours.

- (d) It is understood and agreed by the parties that regular full-time employees normally receive 1950 hours' pay in the fifty-

two (52) week period commencing from the first scheduled shift in January.

For the purposes of calculating days off the employee will receive a minimum of one hundred and fifteen (115) days off (two (2) days per week plus a minimum of eleven (11) statutory holidays) in a fifty-two (52) week period commencing with the first scheduled work shift in January.

It is further understood and agreed that an employee may work a shift on the three hundred and sixty-fifth (365th) day or three hundred and sixty-sixth (366th) day (in a Leap Year) of the work year which commences with the first scheduled shift in January. If such shift is regularly scheduled then overtime shall not apply for same.

For the purposes of calculating the employees' hourly pay rate, the following formula shall apply:

$$\text{Hourly rate} = \frac{\text{monthly rate} \times 12}{1950}$$

It is understood and agreed by the parties that the attached clause revisions are for administrative clarity and indicate the way which the expanded work day/compressed work week will be implemented. These revisions may be modified or expanded upon to comply with the philosophy expressed in Section (a) of this Memorandum of Understanding.

Revisions to the Facilities Subsector Agreement for the purposes of this Memorandum are as follows:

Article 14.12 - Portability

14.12.02 Portable Benefits

(c) Sick Leave

The employee shall be credited with any unused accumulation of sick leave from his/her previous employment up to a maximum of eleven hundred and seventy (1170) working hours, and shall be entitled to sick leave in accordance with the provisions of Article 31 commensurate with his/her accumulated seniority.

Notwithstanding the foregoing, employees with accumulated sick leave credits in excess of eleven hundred and seventy (1170) hours as of the first pay period prior to September 30, 1993 shall retain the accumulated balance to their credit

Article 21- Overtime

21.03 If an employee works overtime on a Statutory Holiday which calls for a premium rate of pay as provided at Article 27, the

employee shall be paid overtime at the rate of time and one-half (1.5) times the premium Statutory Holiday rate for all hours worked beyond the normally scheduled hours for that, day.

Article 27 - Statutory Holidays

27.02 If an employee is required to work on Good Friday, Labour Day or Christmas Day, the employee shall be paid at the rate of time and one-half (1.5) plus straight time for all hours worked. In addition, each regular employee will receive seven and one-half (7.5) paid hours off.

27.05 If an employee is required to work on one of the Government proclaimed Statutory Holidays listed in Article 27.01 other than Super Stats, the employee shall be paid at the rate of double time for all hours worked, and in addition, will receive seven and one-half (7.5) paid hours off.

Article 28 - Vacations

28.01 Vacation Entitlement

(b) Employees with one (1) or more years of continuous service shall have earned the following vacation with pay:

- 1 year's continuous service - 150.0 working hours' vacation
- 2 years' continuous service - 150.0 working hours' vacation
- 3 years' continuous service - 150.0 working hours' vacation
- 4 years' continuous service - 150.0 working hours' vacation
- 5 years' continuous service - 157.5 working hours' vacation
- 6 years' continuous service - 165.0 working hours' vacation
- 7 years' continuous service - 172.5 working hours' vacation
- 8 years' continuous service - 180.0 working hours' vacation
- 9 years' continuous service - 187.5 working hours' vacation
- 10 years' continuous service - 195.0 working hours' vacation
- 11 years' continuous service - 202.5 working hours' vacation
- 12 years' continuous service - 210.0 working hours' vacation
- 13 years' continuous service - 217.0 working hours' vacation
- 14 years' continuous service - 225.0 working hours' vacation
- 15 years' continuous service - 232.5 working hours' vacation
- 16 years' continuous service - 240.0 working hours' vacation
- 17 years' continuous service - 247.5 working hours' vacation
- 18 years' continuous service - 255.0 working hours' vacation
- 19 years' continuous service - 262.5 working hours' vacation
- 20 years' continuous service - 270.0 working hours' vacation

21 years' continuous service - ~~277.5~~ working hours' vacation
 22 years' continuous service - ~~285.0~~ working hours' vacation
 23 years' continuous service - ~~292.5~~ working hours' vacation
 24 years' continuous service - ~~300.0~~ working hours' vacation
 25 years' continuous service - ~~307.5~~ working hours' vacation
 26 years' continuous service - ~~315.0~~ working hours' vacation
 27 years' continuous service - ~~322.5~~ working hours' vacation
 28 years' continuous service - ~~330.0~~ working hours' vacation
 29 years' continuous service - ~~337.5~~ working hours' vacation

This provision applies when the qualifying date occurs before July 1 in each year.

28.02 Supplementary Vacations

- (a) Upon reaching the employment anniversary of twenty-five (25) years of continuous service, employees shall have earned an additional ~~thirty-seven and one-half (37.5)~~ working hours' vacation with pay. This provision applies when the qualifying date occurs before July 1 in each year.
- (b) Upon reaching the employment anniversary of thirty (30) years of continuous service, employees shall have earned an additional ~~seventy-five (75)~~ working hours' vacation with pay. This provision applies when the qualifying date occurs before July 1 in each year.
- (c) Upon reaching the employment anniversary of thirty-five (35) years of continuous service, employees shall have earned an additional ~~one-hundred and twelve point five (112.5)~~ working hours' vacation with pay. This provision applies when the qualifying date occurs before July 1 in each year.
- (d) Upon reaching the employment anniversary of forty (40) years of continuous service, employees shall have earned an additional ~~one hundred and twelve point five (112.5)~~ working hours' vacation with pay. This provision applies when the qualifying date occurs before July 1 in each year.
- (e) Upon reaching the employment anniversary of forty-five (45) years of continuous service, employees shall have earned an additional ~~one-hundred and twelve point five (112.5)~~ working hours' vacation with pay. This provision applies when the qualifying date occurs before July 1 in each year.

28.04 Splitting of Vacation Periods

Annual vacations for employees with less than ~~seventy-five (75)~~ working hours' vacation shall be granted in one (1) continuous period.

Article 29 - Compassionate Leave

29.01 Compassionate Leave of Absence of twenty-two and one-half (22.5) working hours with pay shall be granted to a regular employee at the time of notification of death upon application to the Employer in the event of a death of a member of the employee's immediate family. This shall include parent (or alternatively step-parent or foster parent), spouse, child, step-child, brother, sister, rather-in-law, mother-in-law, grandparent, grandchild, legal guardian, ward and relative permanently residing in the employee's household, or with whom the employee permanently resides.

Article 30 - Special Leave

30.01 Special leave credits may be used for the following reasons:

1. Marriage Leave - thirty-seven and one-half (37.5) working hours.
2. Paternity Leave - seven and one-half (7.5) working hours.
3. Serious household or domestic emergency including illness in the immediate family of an employee, and when no one at the employee's home other than the employee can provide for the care of the ill immediate family member - up to fifteen (15) working hours at one time.
4. Leave of seven and one-half (7.5) working hours may be added to twenty-two and one-half (22.5) working hours' compassionate leave.
5. Leave of twenty-two and one-half (22.5) working hours may be taken for travel associated with compassionate leave.
6. Adoption Leave - seven and one-half (7.5) working hours.

If a regular full-time or regular part-time employee has not earned sufficient Special Leave credits, he/she may request leave of absence without pay.

Article 31- Sick Leave, WCB, Injury-on-Duty Leave

31.02 Sick leave credits with pay shall be granted on the basis of eleven point two five (11.25) working hours per month, cumulative up to eleven hundred and seventy (1170) working hours.

31.04 Sick leave pay shall be paid for one (1) scheduled work day or less not covered by the Workers' Compensation Act.

Article 34 - Leave - Unpaid

34.03 Unpaid Leave - Affecting Seniority Benefits

An employee granted unpaid Leave of Absence totalling up to one hundred and fifty (150) working hours in any year shall continue to accumulate seniority and all benefits and shall return to his/her former job and increment step.

If an unpaid Leave of Absence or an accumulation of unpaid Leaves of Absence exceeds one hundred and fifty (150) working hours in any year, the employee shall not accumulate benefits for any additional hours of unpaid leave, but, shall accumulate benefits and receive credit for previously earned benefits upon expiration of the unpaid leave.

34.04 Unpaid Leave - Union Business

- (a) Short-term leave of absence without pay to a maximum of one hundred and five (105) working hours at **one** time shall be granted to employees designated by the Union to transact Union business including conventions and conferences unless this would unduly interrupt the operation of the department provided, however, that these designated employees shall be paid by the Employer for the time lost in attending meetings during working hours whenever their attendance is requested by the Employer. The Union shall give reasonable notice to minimize disruption of the department and the Union shall make every effort to give a minimum of seven (7) days' notice.
- (b) Long-term leave of absence without pay shall be granted to employees designated by the Union to transact Union business for specific periods of not less than one hundred and five (105) working hours unless this would unduly interrupt the operation of the department. Employees granted such leaves of absence shall retain all rights and privileges accumulated prior to obtaining such leaves. Seniority shall continue to accumulate during such leaves and shall apply to such provisions as annual vacations, increments and promotions.

Addendum

- Long-Term Disability Insurance Plans - Long-Term Disability Plan

Section 1- Eligibility

(B) Seniority and Benefits

Any employee granted Unpaid Leave of Absence totalling up to twenty (20) working days (effective September 30, 1993: one hundred and forty-four (**144**) hours) in any year shall continue to accumulate seniority and all benefits and shall return to his/her former job and increment step. Effective the first pay period between September 30, 2004 and October 13, 2004, twenty (20) working days equals one-hundred and fifty (150) hours.

If an Unpaid Leave of Absence or an accumulation of Unpaid Leaves of Absence exceeds twenty (20) working days

in any year, the employee shall not accumulate benefits from the twenty-first (21st) day (effective September 30, 1993; one hundred and forty-fifth (145th) hour; effective the first pay period between September 30, 2004 and October 13, 2004, one hundred and fifty-first (151st) hour) of the unpaid leave to the last day of the unpaid leave, but shall accumulate benefits and receive credit for previously earned benefits upon expiration of the unpaid leave.

Employees on long-term disability who have exhausted all sick leave credits mid in addition have been granted twenty (20) working days (effective September 30, 1993; one hundred and forty-four (144) hours) unpaid leave shall be covered by the Medical, Extended Health Care and Dental Plans provided they pay the total premiums for such coverage in advance on a monthly basis. Effective the first pay period between September 30, 2004 and October 13, 2004, twenty (20) working days equals one-hundred and fifty (150) hours.

MEMORANDUM OF UNDERSTANDING

between

Association of Unions

and

Health Employers Association of B.C.

Re: Manual Lifting

The Parties agree to establish a goal of eliminating all unsafe manual lifts of patients/residents through the use of mechanical equipment, except where the use of mechanical lifting equipment would be a risk to the well-being of the patients/residents.

The Employer shall make every reasonable effort to ensure the provision of sufficient trained staff **and** appropriate equipment to handle patients/residents safely at all times, and specifically to avoid the need to manually lift patients/residents when unsafe to do so. If the use of mechanical equipment would be a risk to the well-being of the patients/residents, sufficient staff must be made available to lift patients/residents safely.

The parties agree to take the following immediate steps through the Occupational Health and Safety Agency **for** Healthcare to achieve this goal throughout the subsector.

- (a) Work in partnership with the Workers' Compensation Board, the Ministry of Health and others *to* establish a financing framework to make funds available to purchase the necessary mechanical equipment;
- (b) Finalize and distribute clear industry guidelines for safe patients/residents handling;
- (c) Encourage the full participation of the local joint Occupational Health and Safety Committee in the development, implementation and on-going monitoring of this goal;
- (d) Recommend to the Ministry of Health that all new health care facilities be equipped with appropriate lifting equipment.
- (e) Produce an annual report card on the progress to date including specific recommendations for the coming year.

MEMORANDUM OF UNDERSTANDING

between

Association of Unions

and

Health Employers Association of B.C.

Re: Local Discussions Regarding Nursing shortage Solutions

The Parties recognize that certain non-direct patient care duties performed by registered nurses could also be performed by members of the Health Services and Support Facilities Subsector bargaining unit at various work sites and that this may be an important part of a comprehensive program to deal with the nursing shortage.

In discussions at the local level, the Employer and the Union will consider the feasibility of some non-direct patient care work currently being performed by registered nurses being performed by employees in the Health Services and Support Facilities Subsector bargaining unit. Such discussions will include representatives of any other affected unions.

MEMORANDUM OF UNDERSTANDING

between

Association of Unions

and

Health Employers Association of B.C.

Re: Benefits During the LTD Waiting Period

The Parties agree to meet, within ninety (90) days of ratification of the Collective Agreement to discuss the development of a joint study regarding the feasibility of implementing Employer paid benefits for those employees awaiting LTD who have exhausted all other avenues under the Collective Agreement.

MEMORANDUM OF UNDERSTANDING

between

Association of Unions

and

Health Employers Association of B.C.

**Re: Standardization of Non-Monetary Provisions to
New Certifications**

The Parties agree that within three (3) months of the ratification of the collective agreement, HEABC and the Association of Unions will meet to discuss the development of a template agreement for the application of the non-monetary provisions of the collective agreement to new certifications. In the event that the parties are unable to agree on a template agreement, the issue shall be referred to Vince Ready who shall act as an expedited arbitrator to finalize the template agreement.

June 5, 1998

Mr. Chris Allnutt

Health Services and Support, Association of Unions

Dear Chris,

Re: Termination of Health and Welfare Benefits

This letter is to confirm our mutual understanding, as discussed in the course of negotiations, that upon termination of employment, all health and welfare benefits (except MSP) to which an employee is entitled shall terminate.

Yours truly,

(Signed) Hugh MacLeod

On behalf of the Employer's Bargaining Team

LETTER OF UNDERSTANDING

between

Association of Unions

and

Health Employers Association of B.C.

Re: Contracting Out

The Parties agree that this letter of understanding will be held in abeyance until the public sector negotiations have been completed or December 31, 1998, whichever comes earlier. In the spirit of the positive nature of these negotiations, the parties agree to form a subcommittee to ensure that this letter of understanding meets the needs of all parties.

Whereas the Parties recognize the benefit in certain circumstances of encouraging work which is currently being done outside the bargaining unit to be done within the bargaining unit;

And whereas the Parties recognize that it must be practicable for the work to be done by bargaining unit employees (i.e. considering factors such as the seasonal nature of the work, the need for speciality skills on the parts of employees and their supervisors, legal liability for work to be done, warranty and maintenance on leased equipment and negligence, etc.);

And whereas the focus of health care reform is to find operational and fiscal effectiveness and efficiencies;

And whereas the current collective agreement between the Parties contains provisions respecting contracting out of work;

And whereas the Association of Unions seeks to encourage employers to have work which is performed outside the bargaining unit, brought within the bargaining unit.

Now therefore the Parties agree as follows:

1. Pursuant to Article 17.12, the Union will be afforded an opportunity to submit a proposal for work to be done by bargaining unit employees, where such work is currently being contracted out or which the employer intends to contract out.
2. The Employer agrees to provide the Union with the details of the work to be performed, including any tendering documents.
3. The Union's proposal shall address all specifications, terms of reference and other relevant factors related to the work to be performed, including:

- a) whether qualified employees are available to complete the work in the time period required;
 - b) whether the Employer has the equipment and resources necessary to complete the work without incurring expenses that cannot be justified;
 - c) whether new or existing employees would perform the work as set out in 5 below; and
 - d) operating and capital costs.
4. Where the Union submits a proposal which complies with the requirements of paragraph 3 above, the Employer will give the Union's proposal due consideration and provide reasons for its decision to accept or reject the Union's proposal.
 5. Where the Union's proposal is accepted and as a result, the work is performed by new or existing bargaining unit employees, the following shall apply:
 - A. **Work of Greater than Twelve (12) Months Duration**
Positions for work which is of twelve (12) months duration or greater shall be posted pursuant to the collective agreement.
 - B. **Work of Less than Twelve (12) Months Duration**
Positions for work which is either (1) specific projects or pilot projects for new services or types of work etc.; or (2) term certain assignments where an applicant, at the time of applying for the position is aware of the expiry date of the assignment (provided such assignments are less than twelve (12) months in duration) will be posted pursuant to the Collective Agreement.
 - C. **Work of Less than Sixty (60) Days Duration**
Work referred to in 5 above which is less than sixty (60) days in duration will be filled consistent with Article 16.01(b)(i) or (ii).
 - D. **Employment Security**
At the end of the term of the assignment referred to in B. or C. above, an internal regular employee who performs the work shall return to his/her former job and increment step before working in the term assignment and any other employee affected shall return to his/her former job and pay rate without loss of seniority and accrued perquisites. An internal casual employee shall return to the casual list.
At the end of term of the assignment referred to in B. or C. above, an external applicant's employment shall be at

an end and he/she shall not be deemed to be displaced and Article 17 shall not apply, with the exception of Article 17.08.03, recall.

LETTER OF UNDERSTANDING

between

Health Employers' Association of British Columbia

and

**Health Services and Support Facilities Subsector
Bargaining Association**

and

**Health Services and Support Community Subsector
Bargaining Association**

and

Paramedical Professional Sector Bargaining Association

and

Nurses Sector Bargaining Association

Re: Healthcare Labour Adjustment Agency Funding

WHEREAS the Parties have had an opportunity to work jointly on labour adjustment issues through the Healthcare Labour Adjustment Agency ("HLAA") and through that organization have developed relationship outside of the collective agreement which have yielded solutions to complex labour relations issues;

AND WHEREAS the above mentioned solutions were largely successful because of the partnership approach taken by all of the Parties to the HLAA;

AND WHEREAS on May 8, 1996 the Industrial Inquiry Commissioner ("IIC") Vincent Ready published recommendations to resolve collective bargaining disputes, which included the following statement:

"Since the Government of British Columbia is the paymaster for health care and in view of my recommendations that the Government provide the funding to adequately permit the HLAA to carry out its recommended mandate..."

NOW THEREFORE the Parties agree as follows:

1. The Parties shall support the on-going work of the HLAA by ensuring that the Government of British Columbia fully understands and appreciates the importance of ensuring that an appropriate level of funding continues during the term of the collective agreement.

2. From nine (9) million to twelve (12) million dollars will be provided annually in order to maintain the integrity of the principles under which the HLAA has been funded to date.
3. To that end, the HLAA Board of Directors will approve a business plan for the operation of the HLAA.

Any unexpended funds from the approved business plan shall be applied to the requirements of the next fiscal year's business plan.

LETTER OF INTENT

between

Association of Unions

and

Health Employers Association of B.C.

Re: Classification - Benchmarks

The Parties shall meet within 120 days of the ratification of this agreement to establish a joint committee comprised of no more than four members appointed by each party to review all benchmarks for housekeeping and administrative efficiency changes that do not impact the classification of the benchmark. This review will include:

- Identification and removal of benchmarks that are redundant;
- Review of all terminology in existing benchmarks and, where necessary, update existing benchmarks to reflect current terminology;
- Review of all existing benchmarks for housekeeping changes to eliminate confusion in the application of the benchmarks.

This review will not result in any increased cost to the Employer.

Classification Benchmark Name Changes

Change "Biomedical Electronics Technician" to "Biomedical Engineering Technologist."

Change "Pharmacy Assistant" to "Pharmacy Technician."

It is understood and agreed that the change in the title names shall not result in any change to the rate of pay associated with the benchmark.

LETTER OF INTENT

between

Association of Unions

and

Health Employers Association of B.C.

Re: Clerical Benchmark Series

WHEREAS introduction of new technology is having a significant impact on the clerical job family,

WHEREAS the existing clerical benchmarks have not been reviewed since their introduction in the early 1980s,

THEREFORE, the Parties will conduct a joint review of the Clerical Benchmark Series. It is understood that the outcome of this review will be at no cost to the Employer.

ADDENDUM

- Laundry Worker Benchmark Review -

The parties will undertake a joint benchmark review of the Laundry Family using the same parameters and mandate as previously done for Cooks and Engineers.

Any changes to benchmarks and/or definitions will be effective **April 1, 2004**. If the parties are unable to reach an agreement by April 1, 2003 either party may refer the matter to a third party for a binding decision.

Note: Tiles Addendum is in compliance with an arbitration award by Stephen Kelleher dated December 17, 2001.

LETTER OF UNDERSTANDING

between

Association of Unions

and

Health Employers Association of B.C.

Re: Programmer Analysts

WHEREAS the Parties recognize the increasing importance of information technology in the healthcare system;

AND WHEREAS the growth in demand for information technology has created strong competitive pressures in the recruitment of employees with the skills to perform programmer analyst services;

AND WHEREAS significant retention and recruitment pressures include the issues of compensation and work schedules;

AND WHEREAS employees performing these services tend to have irregular work demands and work in a self-directed environment, where work is performed in concentrated periods and time off is taken when it does not interfere with system operations;

AND WHEREAS employees performing these services may prefer and require flexible work arrangements;

AND WHEREAS certain existing collective agreement provisions do not provide for flexible work arrangements and therefore do not take into account the unique nature of the work, work flow and preferences of employees with the skills to perform programmer analyst services;

THEREFORE the Parties at the Local level will develop a work schedule by mutual agreement taking into consideration the specifics of both the employer and the employees.

LETTER OF UNDERSTANDING

between

Health Employers Association of B.C.

and

Association of Unions

Re: Scheduling for Union Activity

WHEREAS the Parties recognize that there may be some benefit in scheduling a reasonable amount of paid time off for union members who are engaged in union activity resulting from collective agreement obligations such as, involvement with the OH & S Committee, Labour Adjustment Committee and the Labour Management Committee;

AND) WHEREAS the Parties recognize that the amount of time which would be considered reasonable varies depending upon a number of circumstances, including the size of the employer, the nature of the operation and day to day circumstances of the facility;

AND WHEREAS the parties recognize that the purpose of scheduling a reasonable amount of paid time off is to ensure the efficient operation of the Employer's business, the promotion of harmonious labour relations and to ensure that union representatives on such committees are prepared for and productively participate in such meetings;

NOW THEREFORE the Parties agree as follows:

The Parties agree at the local level to meet and discuss the need to designate a reasonable amount of scheduled paid time for employees who act as union representatives on the OH & S Committee, Labour Adjustment Committee and the Labour Management Committee

LETTER OF INTENT

between

Association of Unions

and

Health Employers Association of B.C.

Re: LTD Plan's Rehabilitation Provision

WHEREAS the Parties agree that the rehabilitation of employees with disabilities is an important goal; and,

WHEREAS the Parties further agree that all eligible employees with disabilities who are medically able to participate and co-operate in a Rehabilitation Plan shall participate and co-operate fully in the rehabilitation process that will enable a return to gainful employment;

THEREFORE, the Parties agree that within three (3) months of the signing of the Collective Agreement, they will meet to review the Rehabilitation Policies and Services of the Healthcare Benefit Trust and, prepare a submission of recommendations regarding the Trust's Rehabilitation Policies and Services to the Board of Trustees of the Healthcare Benefit Trust for their consideration.

ADDENDUM

- Health Care Occupational Health and Safety Agency -

The Parties recognize that, there is an ability to involve other agencies and government, through partnerships, thereby multiplying the advantages of working together.

The Parties recognize that the ability to promote best practices and conduct necessary research is enhanced through a joint effort, thereby increasing acceptance, trust and understanding of solutions to mutually beneficial objectives.

The Parties recognize the benefit of and are committed to establishing a government funded approach to joint identification and implementation strategies where safe work environments, health workforces and quality patient care can be achieved through prevention, safe workloads, promotion of safe work practices, safe early return to work, pilot programs and sharing of best practices among union members, employers and industry at large.

To that end, the Parties agree to establish a jointly run agency for the purpose of developing and evaluating program objectives with respect to prevention programs and compliance with Workers' Compensation Board requirements. Effective April 1, 2002, funding for the Agency will be two (2) million dollars in each of the fiscal years 2002/2003 and 2003/2004.

Where the Agency identifies practices, programs or models which have the potential to improve occupational health and safety or improve compliance with Workers' Compensation Board regulations and recommendations in the health sector, the Agency shall promote the adoption of the practice, program or model in accordance with Agency guidelines or with such modifications deemed by the Agency to provide an equal or greater degree of protection to workers.

(Signed) T. Collins

On Behalf of HEABC

Dated: March 25, 2001

(Signed) C. J. Allnutt

On Behalf of Association of Unions

Dated: March 26, 2001

March 25, 2001

Tony Collins
Spokesperson, HEABC
Health Services and Support

Dear Mr. Collins:

Re: Article 17.06 Bumping

This letter is to confirm our mutual understanding as discussed in the course of negotiations, that in case of displacement of FSWI and FSWII workers, a transfer under Article 17.06 - Bumping will not be deemed to affect a promotion unless it results in an increase in the pay rate in excess of five percent (5%) of their existing pay rate.

Yours truly,

(original signed C.J. Allnutt)

Chris Allnutt
On behalf of the Health Services and Support - Facilities
Association

FACILITIES PARTY TO THE COLLECTIVE AGREEMENT

- as at June 14, 2005 -

(Legal name, followed by common site name(s) and location(s); followed by Facilities union certification at the specific sites.)

4 All Seasons Retirement Lodge Ltd., Ladysmith	HEU
4020 Investments Ltd.	
Dufferin Care Centre, Coquitlam	<u>PPWC</u>
4347 Investments Ltd.	
Point Grey Private Hospital	HEU
577681 B.C. Ltd.	
Lakeshore Care Centre, Coquitlam	HEU
Acacia Ty Mawr Holdings Ltd., Shawnigan Lake	HEU
<u>Age Care Investments (B.C.) Ltd.</u>	
Canada Way Care Centre, Burnaby	HEU
Alberni-Clayoquot Continuing Care Society	
Fir Park Village, Port Alberni	HEU
Aldergrove Lions Seniors Housing Society	
Jackman Manor, Aldergrove	HEU
Arcan Developments Ltd.	
West Vancouver Care Centre, West Vancouver	HEU
Arrowsmith Rest Home Society	
Arrowsmith Lodge, Parksville	HEU
Arthritis Society, The - La Societe D'Arthrite	HEU
Arvand Investment Corporation	
Britannia Lodge, Vancouver.	BCGEU
Balfour House, Inc., Vancouver	BCGEU
Baptist Housing <u>Care Homes</u> Society, The	
Central Care Home, Victoria	HEU
Mt. Edwards Court Care Home, Victoria	IUOE
Beckley Farm Lodge Society	
Beckley Farm Lodge, Victoria	HEU
Bella Coola and District Transitional Health Authority	
Bella Coola General Hospital, Bella Coola	HEU
<u>Belvedere Care Centre Inc.</u>	
Belvedere Care Centre, Coquitlam	HEU
Bethany Home (1990) Ltd., Vernon	BCGEU

Bishop of Victoria	
St. Joseph's General Hospital, Comox	HEU
British Columbia Cancer Agency	HEU
Cancer Center for the Southern Interior, Kelowna	
Fraser Valley Cancer Centre, Surrey	
Vancouver Cancer Centre, Vancouver	
Vancouver Island Cancer Centre, Victoria	
Broadway Pentecostal Care Association	
Broadway Pentecostal Lodge, Vancouver	HEU
Burquitlam Intermediate Care Society	
Burquitlam Lions Care Centre, Coquitlam	BCGEU
<u>CIPC (Ocean View) Limited Partnership</u>	
<u>Ocean View</u> Care Home, White Hock	BCGEU
CPAC (Arranglen Gardens) Inc.	
Arranglen Lodge, Qualicum Beach	HEU
CPAC (Carlton Gardens) Inc.	
Carlton Lodge, Burnaby	IUOE
CPAC (Carlton Gardens) Inc.	
Carlton Private Hospital, Burnaby	IUOE
CPAC (Malaspina Gardens) Inc.	
Malaspina Gardens, Nanaimo	HEU
C.V.C. Enterprises Ltd.	
Summerland Lodge, Summerland	HEU
Calling Foundation	
Blenheim Lodge, Vancouver	HEU
Canadian Blood Services, The/Societe Canadienne du Sang	
(Kelowna, Prince George, Surrey, Vancouver, Victoria)	HEU
Cartier House Care Centre Ltd.	
Cartier House, Coquitlam	HEU
Cedarhurst Private Hospital Ltd.	
Amherst Private Hospital, Vancouver	IUOE
Central Care Corporation	
Lakeview Care Centre, Vancouver	HEU
Central Coast Transitional Health Authority	
R.W. Large Memorial Hospital, Waglisla	HEU
Cerwydden Care Ltd.	
Cerwydden Care, Duncan	BCGEU
Chantelle Management Ltd.	
Castleview Care Centre, Castlegar	HEU
Eden Intermediate Care Facility, Chilliwack	BCGEU

Cherington Intercare Inc. Cherington Place, Surrey	HEU
Children's and Women's Health Centre of British Columbia Aurora Centre, Vancouver	HEU
B.C. Women's Hospital and Health Centre, Vancouver	HEU
British Columbia's Children's Hospital, Vancouver	HEU, IUOE
Sunny Hill Health Centre for Children, Vancouver	HEU
City Centre Care Society Central City Lodge, Vancouver	HEU
Cooper Place Intermediate Care Facility, Vancouver	HEU
Columbus Long Term Care Society Columbus Residence, Vancouver	HEU
Craigdarroch Care Home Ltd., Victoria	BCGEU
Cumberland Regional Hospital Laundry Society Cumberland Laundry, Cumberland	HEU
Dania Home Society, Burnaby	HEU
Deaf Children's Society of B.C., Burnaby	HEU
Decker Management Ltd. Simpson Hospital, Fort Langley	HEU
Evergreen Baptist Care Society Evergreen Baptist Home, White Rock	HEU
Evergreen Cottages Corp. Evergreen Cottages	HEU
Extendicare (Canada) Inc. Extendicare/Pine Grove Lodge, Kamloops	HEU
Fair Haven United Church Homes, The Fair Haven United Church Homes - Burnaby	IUOE
Fair Haven United Church Homes - Vancouver	IUOE
Finnish Canadian Rest Home <u>Association. The</u> Finnish Home, Vancouver	HEU
Finnish Manor, Burnaby	HEU
Fleetwood Place Holdings Ltd. Fleetwood Place, Surrey	HEU
Foursquare Madge Meadwell Foundation Central Park Manor, Burnaby	HEU
<u>Fraser Health Authority</u> Burnaby Hospital, Burnaby	HEU, IUOE
Chilliwack General Hospital, Chilliwack	HEU
Delta Hospital, Delta	HEU

Eagle Ridge Hospital and Health Care Centre, Port Moody	HEU
Fellburn Care Centre, Burnaby	HEU
Fraser Canyon Hospital, Hope	HEU
Heritage Village, Chilliwack	HEU
Langley Memorial Hospital, Langley	HEU
Matsqui-Sumas-Abbotsford General Hospital, Abbotsford	HEU
Mission Memorial Hospital, Mission	HEU
Parkholm Lodge, Chilliwack	HEU
Peace Arch Hospital, White Rock	HEU
Queen's Park Care Centre, New Westminster	HEU
Ridge Meadows Hospital and Health Care Centre, Maple Ridge	HEU
Royal Columbian Hospital, New Westminster	HEU, IUOE
Surrey Memorial Hospital, Surrey	HEU
Fraserview Intermediate Care Lodge Co. Ltd., Richmond	HEU
George Derby Care Society, Burnaby	
George Derby Centre, Burnaby	IUOE
German-Canadian Benevolent Society of B.C. German Canadian Care Home, Vancouver	HEU
Glacier View Lodge Society, Comox	HEU
Golden Ears Intermediate Care Society Golden Ears Retirement Centre, Maple Ridge	HEU
Governing Council of the Salvation Army in Canada, Buchanan Memorial Sunset Lodge, The Buchanan Lodge, New Westminster Sunset Lodge, Victoria	HEU HEU
Gulf Islands Intermediate and Personal Care Society, The Greenwoods, Salt Spring Island	HEU
Haro Park Centre Society, Vancouver	HEU
Heritage Home Intermediate Care Inc. Heritage Home, Delta	HEIS
Hilton Villa Care Centre Ltd., Surrey	HEU
Hurst Management Ltd. Sidney Intermediate Care Home, Sidney	BCGEU
Icelandic Care Home Hofn Society, The, Vancouver	BCGEU
Inglewood Private Hospital Ltd., West Vancouver	HEU
<u>Interior Health Authority</u> 100 Mile District Hospital, 100 Mile House Arrow Lakes Hospital, Nakusp Ashcroft and District General Hospital, Ashcroft	HEU, IUOE HEU HEU

Barriere and District Health Centre, Barriere	HEU
Bastion Place, Salmon Arm	HEU
Boundary Hospital, Grand Forks	HEU
Boundary Lodge, Grand Forks	HEU
Brookhaven Extended Care Hospital, Kelowna	HEU
Cariboo Lodge, Williams Lake	HEU
Cariboo Memorial Hospital, Williams Lake	HEU, IUOE
Castlegar and District Hospital, Castlegar	HEU
Columbia View Lodge, Trail	HE
Coquihalla House/Gillis Home, Merritt	HEU
Cottonwoods Extended Care, Kelowna	HEU
Creston Valley Hospital and Creston Mental Health Centre, Creston	HEU
David Lloyd-Jones Home, Kelowna	IUOE
Dr. F.W. Green Memorial Home, Cranbrook	HEU
Dr. Helmcken Memorial Hospital, Clearwater	HEU
East Kootenay Regional Hospital, Cranbrook	HEU
Elkford Health Care Centre, Elkford	HEU
Enderby and District Memorial Hospital, Armstrong	HEU
Fernie District Hospital, Fernie	HEU
Gateby Intermediate Care Facility, Vernon	BCGEU
Golden & District, General Hospital, Golden	HEU
Halcyon Community Home, Nakusp	HEU
Hardy View Lodge, Grand Forks	HEU
Henry M. Durand Manor, Golden	HEU
Invermere and District Hospital	HEU
Kelly Care Centre, Summerland	HEU
Kelowna General Hospital, Kelowna	HEU
Kimberley and District Hospital, Kimberley	HEU
Kimberley Special Care Home, Kimberley	HEU
Kiro Manor, Trail	HEU
Kootenay Boundary Regional Hospital, Trail	HEU, USWA
Kootenay Lake Regional Hospital, Nelson	HEU, IUOE
Lillooet District Hospital, Lillooet	HEU
Logan Lake Health Centre, Logan Lake	HEU
Logan Lake Medical Clinic	HEU
Mater Misericordiae Health Care Facility, Rossland	HEU
Moberly Park Manor, Revelstoke	HEU
Mountain View Lodge, Lillooet	HEU
Nelson and Area Health Services, Nelson	HEU
Nicola Valley General Hospital, Merritt	HEU
Overlander Extended Care Hospital, Kamloops	HEU
Parkview Place, Armstrong	HEU
Penticton Regional Hospital, Penticton	HEU, IUOE

Penticton Retirement Complex, Penticton	HEU
Pioneer Villa, Creston	HEU
Pleasant Valley Health Centre, Armstrong	HEU
Pleasant Valley Manor, Armstrong	HEU
Ponderosa Lodge, Kamloops	HEU
Princeton General Hospital and Ridgewood Lodge, Princeton	HEU
Queen Victoria Hospital, Revelstoke	HEU, IUOE
Rocky Mountain Lodge, Cranbrook	HEU
Royal Inland Hospital, Kamloops	HEU
Sagebrush Lodge, Osoyoos	HEU
Salmon Arm Pioneer Lodge, Salinon Arm	HEU
Shuswap Lake General Hospital, Salmon Arm	HEU
Slocan Community Hospital and Health Care Centre, New Denver	BCGEU
South Okanagan General Hospital, Oliver	HEU
South Similkameen Health Centre, Keremeos	HEU
Sparwood General Hospital, Sparwood	HEU
St. Bartholomew's Hospital, Lytton	HEU
Summerland General Hospital, Summerland	HEU
Sunnybank Centre, Oliver	HEU
Swan Valley Lodge, Creston	HEU
Three Links Manor, Kelowna	BCGEU
Tom Uphill Memorial Home, Fernie	HEU
Trinity Centre, Penticton	HEU
Vernon Jubilee Hospital, Vernon	HEU
Jewish Home for the Aged of British Columbia	
Louis Brier Home and Hospital, Vancouver	HEU
Jubilee Home Society	
Noric Home, Vernon	HEU
Kinsmen Retirement Centre Association, Delta	HEU
Kiwanis Intermediate Care Society of New Westminster	
Kiwanis Care Centre, New Westminster	HEU
Ladner Private Hospital Ltd., Delta	HEU
<u>Lake Country Lodge Ltd.</u> , Lake Country	BCGEU
Langley Care Society	
Langley Lodge, Langley	BCGEU
Little Mountain Residential Care & Housing Society	
Adanae Park Lodge, Vancouver	HEU
Little Mountain Place, Vancouver	HEU
Luther Court Society, Victoria	HEU

Lutheran Senior Citizens Housing Society Zion Park Manor, Surrey	BCGEU
M. Kopernik (Nicolaus Copernicus) Foundation Kopernik Lodge, Vancouver	BCGEU
M.S.A. Manor Society, The Matsqui, Sumas, Abbotsford Manor Home, Abbotsford	HEU
Marie Esther Society, The Mount Saint Mary Hospital, Victoria	HEU
Mennonite Benevolent Society Menno Hospital, Abbotsford	HEU
Mennonite Intermediate Care Home Society of Richmond Pinegrove Place	HEU
Mide Holdings Ltd. Haney Intermediate Care Centre, Maple Ridge	HEU
Morgan Place Holdings Ltd. Morgan Place, Surrey	HEU
Nanaimo District Senior Citizens' Housing Development Society Kiwanis Village Lodge, Nanaimo	HEU
Nanaimo Travellers Lodge Society, Nanaimo	HEU
New Vista Society, The New Vista Care Home, Burnaby	HEU
North Shore Private Hospital (1985) Ltd. Lynn Valley Care Centre, North Vancouver	HEU
<u>Northern Health Authority</u>	
Acropolis Manor, Prince Rupert	HEU
Bulkley Lodge, Smithers	BCGEU
Bulkley Valley District Hospital, Smithers	HEU
Chetwynd General Hospital, Chetwynd	HEU
Dawson Creek and District Hospital, Dawson Creek	HEU
Dunrovin Park Lodge, Quesnel	BCGEU
Fort Nelson General Hospital, Fort Nelson	HEU
Fort St. John General Hospital, Port St. John	HEU, IUOE
Fraser Lake Diagnostic & Treatment Centre, Fraser Lake	HEU
G.R. Baker Memorial Hospital, Quesnel	HEU
Hudson's Hope Health Centre, Hudson's Hope	BCGEU
Kitimat General Hospital, Kitimat	HEU, IUOE
<u>Lakes District Hospital and Health Centre</u> , Burns Lake	HEU
Mackenzie and District, Hospital, MacKenzie	HEU
Masset Hospital, Masset	HEU
McBride and District Hospital, McBride	HEU

Mills Memorial Hospital, Terrace	HEU, IUOE
North Peace Care Centre, Fort St. John	BCNU
Omineca Lodge, Vanderhoof	HEU
Parkside Intermediate Care Home, Prince George	HEU
Peace River Haven, Pouce Coupe	HEU
Pouce Coupe Care Home, Pouce Coupe	HEU
Prince George Regional Hospital, Prince George	HEU
Prince Rupert Regional Hospital, Prince Rupert	HEU, IUOE
Queen Charlotte Islands General Hospital, Queen Charlotte City	HEU
Rainbow Intermediate Care Home, Prince George	HEU
Rotary Manor, Dawson Creek	HEU
St. John Hospital, Vanderhoof	HEU
Stikine Health Centre, Dease Lake	HEU
Stuart Lake General Hospital, Stuart Lake	HEU
Terraceview Lodge, Terrace	BCGEU
Tumbler Ridge Health Centre	HEU
Valemount Health Centre, Valemount	HEU
Norwegian Old People's Home Association	
Normanna Rest Home, Burnaby	HEU
Oak Bay Kiwanis Health Care Society	
Oak Bay Kiwanis Pavilion, Victoria	BCGEU
Pleasant View Housing Society 1980	
Pleasant View Care Home, Mission	HEU
Port Coquitlam Senior Citizens' Housing Society	
Hawthorne Care Centre, Port Coquitlam	BCGEU
Preferred Care Corporation	
Arbutus Care Centre, Vancouver	HEU
Capilano Care Centre, West Vancouver	HEU
Holyrood Manor, Maple Ridge	HEU
James Hay Lodge, Victoria	CSWU
Sandringham Hospital, Victoria	CSWU
<u>Providence Health Care Society</u>	
Holy Family Hospital, Vancouver	HEU
Mount Saint Joseph Hospital, Vancouver	HEU, IUOE
St. Paul's Hospital, Vancouver	HEU, IUOE
St. Vincent's Hospital (Arbutus), Vancouver	HEU
St. Vincent's Hospital (Heather), Vancouver	HEU
St. Vincent's Hospital (Langara), Vancouver	HEU
Vancouver Community Dialysis Unit	BCGEU
Youville Residence, Vancouver	HEU

<u>Residences for Independent Living Society</u>	
False Creek Residence, Vancouver	HEU
Steveston Residence, Richmond	HEU
Richmond Intermediate Care Society	
Rosewood Manor, Richmond	HEU
Royal Ascot Care Centre Ltd., Vancouver	HEU
St. Jude's Anglican Home Society, Vancouver	HEU
St. Michael's Centre Hospital Society and St. Michael's Intermediate Care Society, a joint venture carrying on business under the <u>firm</u> name of St. Michael's Centre, Burnaby	HEU
Shelmarie Rest Home (1994) Inc., Victoria	HEU
Simon Fraser Lodge Inc.	
Simon Fraser Lodge, Prince George	HEU
Sisters of Charity of Providence in British Columbia	
St. Mary's Hospital, New Westminster	HEU
Societe du Foyer Maillard	
Foyer Maillard, Maillardville	HEU
Three Links Care Society, The	
Three Links Care Centre, Vancouver	HEU
Upper Skeena Health Council	
Wrinch Memorial Hospital, Hazelton	HEU
Unger's Rest Home Ltd.	
Beacon Hill Villa, Victoria	HEU
<u>Vancouver Coastal Health Authority</u>	
Cedarview Lodge, North Vancouver	HEU
Dogwood Lodge (Vancouver)	HEU
Kiwanis Care Centre, North Vancouver	HEU
Kiwanis Village Care Home, Gibsons	HEU
Lions Gate Hospital, North Vancouver	HEU, IUOE
Olive Devaud Residence, Powell River	HEU
Pemberton Health Centre, Pemberton	HEU
Powell River General Hospital, Powell River	HEU
Richmond Lions Manor, Richmond	HEU
Shorncliffe, Sechelt	HEU
Squamish General Hospital, Squamish	HEU
St. Mary's Hospital [Sechelt], Sechelt	HEU
The Richmond Hospital, Richmond	HEU, IUOE
Tilbury Laundry, Delta	HEU
Vancouver Hospital & Health Sciences Centre	
12th & Oak Pavilions, Vancouver	HEU, IUOE

Vancouver Hospital & Health Sciences Centre - G F. Strong Rehabilitation Centre, Vancouver	HEU
Vancouver Hospital & Health Sciences Centre - George Pearson Centre, Vancouver	BCGEU
Vancouver Hospital & Health Sciences Centre - UBC Pavilions, Vancouver	HEU
<u>Vancouver Island Health Authority</u>	
Aberdeen Hospital, Victoria	HEU
Campbell River and District General Hospital, Campbell River	HEU
Chemainus Health Care Centre, Chemainus	HEU
<u>Cormorant Island Community Health Centre, Alert Bay</u>	HEU
Cowichan District Hospital, Duncan	HEU
Cowichan Lodge, Duncan	HEU
Cumberland Health Centre, Cumberland	HEU
Eagle Park Health Care Facility, Qualicum	HEU
Glengarry Hospital, Victoria	HEU
Gold River Health Clinic, Gold River	HEU
Gorge Road Hospital, Victoria	HEU
Lady Minto Gulf Islands Hospital, Salt Spring Island	HEU
Ladysmith and District General Hospital, Ladysmith	HEU
Mount Tolmie Hospital, Victoria	HEU
Mount Waddington Alcohol & Drug/Mental Health Programs), Port McNeill	HEU
Nanaimo Regional General Hospital, Nanaimo	HEU, IUOE
Port Alice Hospital, Port Alice	HEU
Port Hardy Hospital, Port Hardy	HEU
Port McNeill Hospital, Port McNeill	HEU
Priory Hospital, Victorin	HEU
Queen Alexandra Centre, Victoria	HEU
Royal Jubilee Hospital, Victoria	HEU, IBEW, IBPAT, UAJAPP, UBCJA
Saanich Peninsula Hospital, Saanichton	HEU
Tahsis Hospital, Tahsis	HEU
Tofino General Hospital, Tofino	HEU
Trillium Lodge, Parksville	HEU
Victorin General Hospital, Victoria	HEU
West Coast General Hospital, Port Alberni	HEU, IUOE
Yucalta Lodge, Campbell River	HEU
Vancouver Island Housing Association for the Physically Disabled (1976) "VIHAP"	CSWU
Victoria Chinatown Care Society Victoria Chinatown Care Centre	HEU

Villa Cathay Care Home Society, Vancouver	HEU
Westbank First Nation Development Co. Ltd.	
Pine Acres Home, Westbank	BCGEU
Westcoast Native Health Care Society, The	
Tsawaayuus - Rainbow Gardens, Port Alberni	HEU
Whalley & District Senior Citizens' Housing Society	
Kinsmen Place Lodge, Surrey	BCGEU
Willingdon Park Hospital Ltd., Burnaby	HEU
Willowdale Guest Home Ltd., Armstrong	BCGEU
Willowhaven Private Hospital (1992) Ltd.	
Willowhaven Private Hospital, Nelson	HEU
Windermere Care Centre Inc., Vancouver	HEU
Southpines Private Hospital, Vancouver	HEU
Windsor Manor Care Centre Ltd.,	
Windsor Manor Care Centre, Kelowna	BCGEU
Yaletown House Society, Vancouver	HEU

Wage Schedules • Schedule A - Benchmarks

Class Title	Rate Code		
	2003	2004	2005
Clerical			
Accountant, I	R21E	R21E	R21E
Accountant II	R24	R24	R24
Accounting Supervisor	R21E	R21E	R21E
Admin Assistant	R21F	R21F	R21F
Admin Secretary	R7	R7	R7
Buyer	R21C	R21C	R21C
Buyer Supervisor	R25	R25	R25
Clerk, Housekeeping	R7B	R7B	R7B
Clerk, Laboratory	R7B	R7B	R7B
Clerk I	R1	R1	R1
Clerk I, Coding	R1	R1	R1
Clerk I, Messenger	R1	R1	R1
Clerk II, Bus Office	R4	R4	R4
Clerk II, Food Serv	R4	R4	R4
Clerk II, Information	R4	R4	R4
Clerk II, Med Records	R4	R4	R4
Clerk II, Recep/Steno	R4	R4	R4
Clerk II, Timekeeping	R4	R4	R4
Clerk III, Accounts Receivable/Payable	It5	R5	R5
Clerk III, Admitting	R5	R5	R5
Clerk III, Cashier	R5	R5	R5
Clerk III, Invoice	R5	R5	R5
Clerk III, Med Records	R5	R5	R5
Clerk III, Payroll	It6	R5	R5
Clerk III, Postal	R5	R5	R5
Clerk III, Recep/Steno	R5	R5	R5
Clerk IV, Accts Payable	R9	R9	R9
Clerk IV, Accts Rec	R9	R9	R9
Clerk IV, Admitting	R9	R9	R9
Clerk IV, Bed Booking	R9	R9	R9

Note: New 2004 and 2005 Rate Code highlighted in Bold

Wage Schedules • Schedule A – Benchmarks

Class Title	Rate Code		
	2003	2004	2005
Clerk IV, Head Cashier	R9	R9	R9
Clerk IV, Nursing Staffing	R9	R9	R9
Clerk IV, Outpatient Supervisor	R9	R9	R9
Clerk IV, OR Hooking	R9	R9	R9
Clerk IV, Payroll	R9	R9	R9
Clerk IV, Purchasing	R9	R9	R9
Clerk IV, (Sponsorship Clerk)	R9	R9	R9
Clerk IV, (Statistics)	R9	R9	R9
Clerk V, Accounting	R14	R14	R14
Clerk V, Accts Payable	R14	R14	R14
Clerk V, Admitting	R14	R14	R14
Clerk V, Autopsy Arrangements	R14	R14	R14
Clerk V, Bed Hooking	R14	R14	R14
Clerk V, Clerical Supervisor	R14	R14	R14
Clerk V, Nursing Staffing	R14	R14	R14
Clerk V, OR Booking	R14	R14	R14
Clerk V, Patient Billing	R14	R14	R14
Clerk V, Patient Itelations	R14	R14	R14
Clerk V, Purchasing	R14	R14	R14
Clerk V, Supervisor	R14	R14	R14
Clerk VI, Accounting	R19	R19	R19
Clerk VI, Accts Payable	R19	R19	R19
Clerk VI, Admitting	R19	I219	R19
Clerk VI, Bed Hooking	R19	R19	R19
Clerk VI, Clerical Supervisor	R19	R19	R19
Clerk VI, Nursing Staffing	R19	R19	R19
Clerk VI, OR Hooking	R19	R19	R19
Clerk VI, Patient, Billing	R19	R19	R19
Clerk VI, Purchasing	R19	R19	R19
Computer Operator II	R13A	R13A	R13A
Computer Operator III	R18A	It1HA	R18A
Computer Operator IV	R23A	R23A	R23A
Computer Technical Support I	R23A	R23A	R23A

Wage Schedules • Schedule A – Benchmarks

Class Title	Rate Code		
	2003	2004	2005
Computer Technical Support II	R27A	R27A	R27A
Coord of Volunteers I	R11A	R11A	R11A
Coord of Volunteers II	R16	R16	R16
Data Ent/Key Op I	R2	R2	R2
Data Ent/Key Op II	R5A	R5A	R7
Data Proc Supervisor	R19C	R19C	R19C
Inventory Analyst	R19E	R19E	R19E
Fire and Safety Officer	R20A	R20A	R20A
Lead Data Entry/Key Punch Operator III	R8	R8	R8
Med Records Technician	R11	R11	R11
Medical Steno I	R9A	R9A	R9A
Med Steno Supervisor I	R9A	R9A	R9A
Med Steno Supervisor II	R14D	R14D	R14D
Med Steno Supervisor III	R19F	R19F	R19F
Nursing Secretary	K7	R7	R7
Nursing Staffing Coord	R21G	R21G	R21G
Payroll Supervisor I	R14	R14	R14
Payroll Supervisor II	R19G	R19G	R19G
Payroll Supervisor III	Grid 26	Grid 26	Grid 26
Personnel Secretary	R5A	R5A	R5A
Printer I	R10	R10	R10
Printer II	R15	R15	E15
Printer III	R18	R18	R18
Prog/Sys Analyst I	R19S	R19S	R19S
Prog/Sys Analyst II	R21S	R21S	R21S
Prog/Sys Analyst III	R26S	R26S	R26S
Prog/Sys Analyst IV	R29S	R29S	R29S
Secretary	R14A	R14A	R14A
Switchboard Operator	R5B	R5B	R5B
Switchboard Superv I	R7A	R7A	R7A
Switchboard Superv II	R14B	R14B	R14B
Switchboard Superv III	R19D	R19D	R19D

Wage Schedules • Schedule A – Benchmarks

Class Title	Rate Code		
	2003	2004	2005
Supervisor, Admitting	R21	R21	R21
Supervisor, Bed Booking	R21	R21	R21
Supervisor, OR Hooking	R21	R21	R21
Food Services			
Cook I	Cook1	Cook1	Cook1
Cook II	Cook2	Cook2	Cook2
Cook III	Cook3	Cook3	Cook3
Cook III (Baker I)	Cook3	Cook3	Cook3
Cook IV	Cook4	Cook4	Cook4
Cook IV (Baker II)	Cook4	Cook4	Cook4
Cook V	Cook5	Cook5	Cook5
Cook V (Baker III)	Cook5	Cook5	Cook5
Cook VI	Cook6	Cook6	Cook6
Cook VII	Cook7	Cook7	Cook7
Food Service Super. I	FSS1	FSS1	FSS1
Food Service Super. II	FSS2	FSS2	FSS2
Food Service Super. III	FSS3	FSS3	FSS3
Food Service Super. IV	FSS4	FSS4	FSS4
Food Service Worker I	FSW1	FSW1	FSW1
Food Service Worker II (Cashier)	FSW2	FSW2	FSW2
Food Service Worker II (Checker)	FSW2	FSW2	FSW2
Food Service Worker I? (Cook's Helper)	FSW2	FSW2	FSW2
Food Service Worker I? (Nourishment Aide)	FSW2	FSW2	FSW2
Food Service Worker II (Pot Washer)	FSW2	FSW2	FSW2
Food Service Worker II (Supervisor)	FSW2	FSW2	FSW2
Food Service Worker III	FSW3	FSW3	FSW3
Housekeeping			
Building Security Officer	CA1	CA1	CA1
Cleaner	BMW2	BMW2	BMW2
Custodial Attendant	CA1	CA1	CA1

Wage Schedules • Schedule A – Benchmarks

Class Title	Rate Code		
	2003	2004	2005
Housekeeping Aide	BMW1	BMW1	BMW1
Housekeeping Supervisor I	BSW2	BSW2	BSW2
Housekeeping Supervisor 2	BSW3	BSW3	BSW3
Housekeeping Supervisor 3	BSW4	BSW4	BSW4
Housekeeping Supervisor 4	HSKPR	HSKPR	HSKPR
Laundry			
Laundry Worker I	LW1	LW1	LW1
Laundry Worker II	LW2	LW2	LW2
Laundry Worker III	LW3	LW3	LW3
Laundry Worker IV	LW4	LW4	LW4
Laundry Worker V (Charge)	LW5	LW5	LW5
Laundry Worker VI (Charge)	LW6	LW6	LW6
Sewing Machine Operator I	LW2	LW2	LW2
Sewing Machine Operator II	LW3	LW3	LW3
Maintenance			
Biomedical Electronics Technologist I	MW6A	MW6A	MW6A
Biomedical Electronics Technologist II	MW7A	MW7A	MW7A
<u>Biomedical Electronics Technologist I (B)</u>	<u>MW6B</u>	<u>MW6B</u>	<u>MW6B</u>
<u>Biomedical Electronics Technologist II (B)</u>	<u>MW7B</u>	<u>MW7B</u>	<u>MW7B</u>
Groundskeeper 1	GK1	GK1	GK1
Groundskeeper 2	GK2	GK2	GK2
Groundskeeper 3	GK3	GK3	GK3
Groundskeeper 4	GK4	GK4	GK4
Groundskeeper 5	GK5	GK5	GK5
Maintenance Superv I	MS1	MS1	MS1
Maintenance Superv II	MS2	MS2	m52
Maintenance Superv III	MS3	MS3	m53
Maintenance Superv IV	MS4	MS4	m54
Maintenance Worker I	MW1	MW1	MW1

Wage Schedules • Schedule A – Benchmarks

Class Title	Rate Code		
	2003	2004	2005
Maintenance Worker II	MW2	MW2	MW2
Maintenance Worker III	MW3	MW3	MW3
Maintenance Worker IV (Charge)	MW4	MW4	MW4
Maintenance Worker IV (Plant System Repairs)	MW4	MW4	MW4
Maintenance Worker V	MW5	MW5	MW5
Radiographic Processor Maintainer	MW4	MW4	MW4
Boiler Operator	SE13	SEB	SEB
Boiler Operator, Supervising	SEBA	SEBA	SEBA
Power Engineer 4	SE4	SE4	SE4
Power Engineer 4, Supervising	SE4A	SE4A	SE4A
Power Engineer 4, Chief	SE4B	SE4B	SE4B
Power Engineer 3	SE3	SE3	SE3
Power Engineer 3, Supervising	SE3A	SE3A	SE3A
Power Engineer 3, Chief	SE313	SE3B	SE3B
Power Engineer 2	SE2	SE2	SE2
Power Engineer 2, Supervising	SE2A	SE2A	SE2A
Power Engineer 2, Chief	SE2B	SE2B	SE2B
Patient Care & Patient Care Technical			
Activity Worker I	PC3A	PC3A	PC3A
Activity Worker II	PC9	PC9	PC9
Activity Worker III	PC13	PC13	PC13
Activity Worker IV	PC16	PC16	PC16
Cardiac Ultrasound Tech	PC17B	PC17B	PC17B
Cardiology Technician	PC19	PC19	PC19
Dental Assistant	PC5	PC5	PC5
Dental Asst (Certified)	PC11A	PC11A	PC11A
ECG Assistant,	PC3C	PC3C	PC3C
ECG Technician I	PC15	PC15	PC15
ECG Technician II	PC18A	PC18A	PC18A
ECG Technician III	PC19	PC19	PC19
EEG Assistant	PC10A	PC10A	PC10A
Lab Assistant I	PC3B	PC3D	PC3D

Wage Schedules • Schedule A – Benchmarks

Class Title	Rate Code		
	2003	2004	2005
Lab Assistant II	PC3B	PC3D	PC3D
Lab Assistant II(A)	PC8A	PC8B	PC8B
Lab Assistant III	PC7A	PC7A	PC7A
Lab Assistant IV	PC11A	PC11A	PC11A
Nursing Assistant I	PC3	PC3	PC3
Nursing Assistant I (Therapy Aide)	PC3B	PC3B	PC3B
Nursing Assistant, I (CPR Equipment Attend)	PC3B	PC3B	PC3B
Nursing Assistant I (Sterile Supply)	PC3B	PC3B	PC3B
Licensed Practical Nurse	PC8	PC8	PC8
Nursing Assistant II (Anaesthetic Aide)	PC5	PC5	PC5
Nursing Assistant, II (Respiratory)	PC8A	PC8A	PC8A
Nursing Assistant II (Sterile Supply)	PC8A	PC8A	PC8A
Nursing Assistant II (Rehabilitation Aide)	PC9A	PC9A	PC9A
Nursing Assistant III (Sterile Supply)	PC11A	PC11C	PC11C
Nursing Assistant III (Supervisor)	PC11	PC11	PC11
Nursing Assistant IV (Sterile Supply)	PC14	PC14	PC14
Nursing Assistant (Orthopaedic Tech)	PC15	PC15	PC15
Nursing Assistant (OR Technician)	PC15	PC15	PC15
Ophthalmic Tech I	PC15	PC15	PC15
Ophthalmic Tech II	PC18A	PC18A	PC18A
Ophthalmic Tech III	PC19	PC19	PC19
Pacemaker Technologist	PC22C	PC22C	PC22C
Pathology Attendant I	PC15	PC15	PC15
Pathology Attendant II (Supervisor)	PC19	PC19	PC19
Pathology Attendant II (Tissue Rank)	PC19	PC19	PC19
Pathology Attendant III	PC21	PC21	PC21

Wage Schedules • Schedule A – Benchmarks

Class Title	Rate Code		
	2003	2004	2005
Perfusionist Assistant	PC18C	PC18C	PC18C
Pharmacy Technician I	PC11B	PC11B	PC11B
Pharmacy Technician II	PC15	PC15	PC15
Physiological Laboratory Technologist I	PC17A	PC17A	PC17A
Physiological Laboratory Technologist II	PC19	PC19	PC19
Renal Dialysis Tech I	PC15	PC15	PC15
Renal Dialysis Tech II	PC18A	PC18A	PC18A
Renal Dialysis Tech III	PC21	PC21	PC21
Social Serv Assistant I	PC10	PC10	PC10
Social Serv Assistant II	PC18	PC18	PC18
Social Serv Assistant III	PC19A	PC19A	PC19A
X-Ray Assistant I	PC3B	PC3B	PC3B
X-Ray Assistant II	PC5	PC5	PC5
Stores			
Stores Attendant I	SM1	SM1	SM1
Stores Attendant II	SM2	SM2	SM2
Stores Attendant III	SM3	SM3	SM3
Stores Attendant III (Receiver)	SM3	SM3	SM3
Stores Attendant IV	SM4	SM4	SM4
Stores Attendant IV (Receiver)	SM4	SM4	SM4
Stores Attendant V	SM5	SM5	SM5
Trades			
Air Condition Mechanic	TD7	TD7	TD7
Carpenter	TD3	TD3	TD3
Electrician	TD6	TD6	TD6
Fitter	TD5	TD5	TD5
Fitter/Gas Fitter B (Cross Connection)	TD5	TD5	TD5
Head Air Condition Mechanic	TD7+5%	TD7+5%	TD7+5%
Head Carpenter	TD3+5%	TD3+5%	TD3+5%
Head Electrician	TD6+5%	TD6+5%	TD6+5%

Wage Schedules • Schedule A – Benchmarks

Class Title	Rate Code		
	2003	2004	2005
Head Fitter	TD5+5%	TD5+5%	TD5+5%
Head Laundry Mechanic	TD2+5%	TD2+5%	TD2+5%
Head Machinist	TD5+5%	TD5+5%	TD5+5%
Head Painter	TD1+5%	TD1+5%	TD1+5%
Head Plumber	TD5+5%	TD5+5%	TD5+5%
Head Plasterer	TD4+5%	TD4+5%	TD4+5%
Head Refrigeration Mechanic	TD5+5%	TD5+5%	TD5+5%
Head Welder	TD5+5%	TD5+5%	TD5+5%
Laundry Mechanic	TD2	TD2	TD2
<i>Machinist</i>	TD5	TD5	TD5
Painter	TD1	TD1	TD1
Plasterer	TD4	TD4	TD4
Plumber	TD5	TD5	TD5
Plumber/Gas Fitter B (Cross Connection)	TD5	TD5	TD5
Refrigeration Mechanic	TD5	TD5	TD5
Welder	TD5	TD5	TD5
Transportation			
Transport. Attendant I	TI	T1	T1
Transport. Attendant II	T2	T2	T2
Transport. Attendant III	T3	T3	T3
Transport. Attendant IV	T4	T4	T4
Transportation Attendant (Charge)	T7	T7	T7
Miscellaneous			
Construction Coordinator	M6	M6	M6
Elevator Operator	M1	M1	M1
Engineering Technician I	M7A	M7A	M7A
Engineering Technician II	M9	M9	M9
Media Services Tech. I	M2	M2	M2
Media Services Tech. II	M4	M4	M4
Media Services Tech. III	M5	M5	M5
Media Services Tech. IV	M7A	M7A	M7A

Wage Schedules • Schedule A – Benchmarks

Class Title	Rate Code		
	2003	2004	2005
Media Services Tech. V	M7B	M7B	M7B
Technical Assistant I	M2	M2	M2
Technical Assistant II	M4	M4	M4
Technical Assistant II (A)	M4	M4	M4
Technical Assistant III	M4A	M4A	M4A
Technical Assistant IV	M5	M5	M5

Wage Schedules • Schedule B - Rate Levels

Effective Date: April 1, 2004
— Includes Pay Equity Adjustments *

Pay Code	Start		12 Months		Pay Code	Start		12 Months	
	Monthly	Hourly	Monthly	Hourly		Monthly	Hourly	Monthly	Hourly
BMW1	2,949	18.90			PC3	3,472	22.26	3,541	22.70
BMW2	2,949	18.90			PC3A	3,355	21.51	3,425	21.96
BSW2	3,359	21.53			PC3B	3,274	20.99	3,345	21.44
BSW3	3,485	22.34			PC3C	3,102	19.88	3,171	20.33
BSW4	3,619	23.20			PC3D	3,216	20.62	3,287	21.07
CA1	3,036	19.46			PC4	2,500	16.22		
COCK1	3,333	21.37			PC5	2,849	21.47	3,404	21.82
COCK2	3,395	21.76			PC6	2,779	17.81	2,819	18.07
COCK3	3,481	22.31			PC7	3,286	21.08	3,345	21.44
COCK4	3,573	22.90			PC7A	3,230	20.71	3,287	21.07
COCK5	3,623	23.22			PC8	3,659	24.74	3,926	25.17
COCK6	3,844	24.64			PC8A	3,452	22.13	3,519	22.56
COCK7	4,568	26.08			PC8B	3,393	21.75	3,460	22.18
FFIN	3,717	23.81			PC9	3,461	22.31	3,543	22.71
FSS1	3,975	25.48			PC9A	3,398	21.78	3,460	22.18
FSS2	4,103	26.30			PC10	3,564	22.85	3,635	23.30
FSS3	4,336	27.10			PC10A	3,391	21.74	3,460	22.18
FSS4	4,673	28.96			PC11	3,667	25.43	4,007	26.26
FSW1	2,824	18.10			PC11A	3,565	22.47	3,635	23.30
FSW2	2,981	18.47			PC11B	3,339	21.35	3,460	22.18
FSW3	2,929	18.84			PC11C	3,564	22.85	3,635	23.30
GR1	2,939	18.94			PC12	3,443	22.07	3,577	22.93
GR2	3,152	20.21			PC13	3,647	23.38	3,703	23.74
GR3	3,345	21.44			PC14	3,798	24.35	3,865	24.78
GR4	3,556	22.79			PC15	3,641	23.34	3,750	24.04
GR5	3,750	24.04			PC16	3,897	24.40	3,884	24.90
HSGRFR	3,759	24.10			PC17	3,267	20.94	3,353	21.49
LW1	2,914	18.08			PC17A	3,758	24.09	3,926	25.17
LW2	3,075	19.71			PC17B	3,757	24.08	3,926	25.17
LW3	3,147	20.17			PC18	4,064	26.05	4,155	26.64
LW4	3,259	20.89			PC18A	3,834	24.58	3,926	25.17
LW5	3,416	21.90			PC18C	3,777	24.19	3,869	24.76
LW6	3,863	24.76			PC19	4,004	25.67	4,097	26.26
M1	2,800	17.95	2,872	18.41	PC19A	4,178	26.78	4,272	27.35
M2	2,881	18.47	2,958	19.22	PC20	3,673	23.54	3,809	24.42
M3	2,930	18.78	2,989	19.22	PC21	4,215	27.02	4,330	27.76
M4	3,145	20.16	3,287	21.07	PC22	3,891	24.94	4,070	26.09
M4A	3,411	21.87	3,577	22.93	PC22A	4,016	25.74	4,130	26.47
M5	3,556	22.86	3,750	24.04	PC22B	4,276	27.41	4,441	28.47
M6	3,985	25.42			PC22C	4,454	28.55	4,619	29.61
M7	3,958	25.37			PC23	4,643	29.76	4,806	30.81
M7A	3,774	24.19	3,982	25.53	R1	2,733	17.52	2,795	17.92
M7B	3,972	25.46	4,214	27.01	R2	2,856	18.31	2,902	18.60
M8	4,255	27.28			R3	2,542	16.29	2,582	16.55
M9	4,225	27.08			R4	2,803	17.57	2,881	18.47
MS1	4,024	25.70	4,505	28.88	R5	3,005	19.76	3,057	19.60
NS2	4,772	27.38			R5A	3,094	19.83	3,146	20.17
NS3	4,562	29.24			R5B	3,242	20.78	3,292	21.10
NS4	4,800	31.02			R6	2,726	17.47	2,780	17.82
MS5	5,180	33.01			R6A	2,733	17.52	2,839	18.20
MS6	5,493	35.21			R7	3,188	20.44	3,252	20.85
MW1	2,939	18.84			R7A	3,356	21.51	3,419	21.92
MW2	3,152	20.21			R7B	3,104	20.23	3,220	20.64
MW3	3,345	21.44			R8	3,251	20.85	3,313	21.24
MW4	3,556	22.79			R9	3,291	20.88	3,310	21.22
MW5	3,750	24.04			R9A	3,311	21.24	3,364	21.55
MW6	4,103	26.30			R9C	2,907	18.62	2,957	18.96
MW6A	4,517	28.96			R10	3,114	19.94		
MW6B	4,664	29.90			R11	3,347	21.46	3,422	21.94
MW7	4,363	27.97			R11A	3,349	21.47	3,418	21.91
MW7A	4,839	31.02			R11C	3,023	19.35	3,100	19.87
MW7B	4,995	32.03			R12	3,038	19.47	3,114	19.96
MW8	4,530	29.04			R13	3,085	19.78	3,164	20.28
PC1	2,526	16.19	2,574	16.59	R13A	3,013	19.31	3,230	20.71
PC2	2,647	16.97	2,696	17.28	R14	3,486	22.35	3,567	22.87

Wage Schedules, • Schedule B - Rate Levels

Effective Date April 1, 2004
— Includes Pay Equity Adjustments *

Pay Code	Start		12 Months		Pay Code	Start		12 Months	
	Monthly	Hourly	Monthly	Hourly		Monthly	Hourly	Monthly	Hourly
R14A	3,593	23.03	3,674	23.55	SE2A	4,572	29.31		
R14B	3,849	24.67	3,929	25.19	SE2B	4,804	31.18		
R14C	3,230	20.71	3,311	21.22	SE3	4,040	25.90		
R14D	3,573	22.90	3,652	23.41	SE3A	4,148	26.59		
R15	3,345	21.44			SE3B	4,477	28.70		
R16	3,559	22.81	3,642	23.35	SE4	3,575	22.92		
R17	3,315	21.25	3,398	21.78	SE4A	3,675	23.56		
R18	3,446	22.09			SE4B	3,906	25.04		
R18A	3,300	21.15	3,338	21.68	SEB	3,383	21.69		
R18B	3,662	23.60	3,759	24.10	SEBA	3,507	22.48		
R19A	3,492	22.36	3,580	22.95	SM1	2,500	16.54	2,627	16.64
R19C	3,429	21.98	3,509	22.49	SM2	2,878	18.45	2,941	18.55
R19D	4,146	26.58	4,224	27.06	SM3	2,927	19.06	3,027	19.40
R19E	3,496	22.40	3,575	22.92	SM4	3,095	19.84	3,171	20.33
R19F	3,853	24.70	3,932	25.21	SM5	3,235	20.74	3,314	21.24
R19G	3,650	23.40	3,728	23.90	SM6	3,165	20.29	3,237	20.75
R19S	3,753	24.06	3,847	24.66	T1	2,992	19.16		
R20	3,477	22.29	3,562	23.03	T2	3,057	19.60		
R20A	3,555	22.79	3,744	24.00	T3	3,181	20.39		
R21	4,006	26.26	4,199	26.92	T4	3,262	20.91		
R21C	3,846	24.65	3,950	25.32	T5	3,099	19.85		
R21D	3,753	24.06	3,858	24.73	T6	3,163	20.28		
R21E	4,029	25.83	4,132	26.49	T7	3,321	21.29		
R21F	4,114	26.76	4,278	27.42	T8	3,517	22.54		
R21G	3,878	24.86	3,982	25.53	T01	3,750	24.04		
R21S	4,220	27.06	4,340	27.82	** T01 + 5%	3,967	25.43		
R22	3,748	24.03	3,864	24.77	T02	3,847	24.66		
R23	3,864	24.77	3,993	25.60	** T02 + 5%	4,038	25.88		
R23A	3,764	24.13	4,044	25.92	T03	3,976	25.49		
R24	4,237	27.16	4,378	28.06	** T03 + 5%	4,156	26.64		
R25	4,197	26.90	4,340	27.82	T04	3,982	25.53		
R26	4,180	26.79	4,346	27.86	** T04 + 5%	4,156	26.64		
R26S	4,788	30.69	4,976	31.91	T05	4,067	26.26		
R27	4,346	27.86	4,507	28.85	** T05 + 5%	4,323	27.71		
R27A	4,257	27.29	4,597	29.47	T06	4,214	27.01		
R28	4,587	28.89	4,665	29.90	** T06 + 5%	4,446	28.50		
R28	4,665	29.90	4,812	30.85	T07	4,214	27.01		
R28S	5,346	34.27			T07 + 5%	4,446	28.50		
SE2	4,445	28.40			GRID 26	3,926	25.17		

****This late code is <itor near the pay equity target rate for the classification. As a result, the revised rate for this rate code may not provide for a 5% differential above the base rate code (i.e., TD base rate code). This rate code is only a label for the new wage rate and may provide for an actual wage differential of less than 5%**

Wage Schedules • Schedule B - Rate Levels

Effective Date May 1 2004

— Includes Wage Reduction of Eleven Percent (11%)

Pay Code	Start		12 Months		Pay Code	Start		12 Months	
	Monthly	Hourly	Monthly	Hourly		Monthly	Hourly	Monthly	Hourly
BMW1	2,624	16.82			PC3	3,090	19.81	3,151	20.20
BMW2	2,624	16.82			PC3A	2,986	19.14	3,048	19.54
BSW2	2,989	19.16			PC3B	2,914	18.68	2,976	19.08
BSW3	3,101	19.88			PC3C	2,760	17.69	2,822	18.09
BSW4	3,221	20.65			PC3D	2,853	18.35	2,925	18.75
CA1	2,702	17.32			PC4	2,321	14.88		
COOK1	2,967	19.12			PC5	2,381	19.11	3,030	19.42
COOK2	3,022	19.37			PC6	2,473	15.85	2,508	16.08
COOK3	3,098	19.86			PC7	2,927	18.76	2,976	19.08
COOK4	3,179	20.36			PC7A	2,875	18.43	2,925	18.75
COOK5	3,225	20.67			PC8	3,435	22.02	3,494	22.40
COOK6	3,421	21.93			PC8A	3,073	19.70	3,132	20.09
COOK7	3,621	23.21			PC8B	3,020	19.36	3,079	19.74
FFIN	3,369	21.77			PC9	3,098	19.85	3,153	20.21
FSS1	3,538	22.58			PC9A	3,023	19.18	3,079	19.74
FSS2	3,652	23.41			PC10	3,173	20.34	3,235	20.74
FSS3	3,858	24.73			PC10A	3,019	19.35	3,079	19.74
FSS4	4,159	26.56			PC11	3,550	22.63	3,646	23.37
FSW1	2,513	16.11			PC11A	3,159	20.00	3,235	20.74
FSW2	2,565	16.44			PC11B	2,954	19.00	3,079	19.74
FSW3	2,616	16.77			PC11C	3,173	20.34	3,288	21.08
GK1	2,616	16.77			PC12	3,664	19.64	3,184	20.41
GK2	2,806	17.99			PC13	3,246	20.61	3,296	21.13
GK3	2,976	19.08			PC14	3,381	21.67	3,440	22.05
GK4	3,164	20.28			PC15	3,240	20.77	3,338	21.40
GK5	3,338	21.40			PC16	3,388	21.72	3,457	22.16
HSKPR	3,346	21.45			PC17	2,908	18.64	2,984	19.13
LW1	2,594	16.63			PC17A	3,345	21.44	3,494	22.40
LW2	2,736	17.54			PC17B	3,343	21.43	3,494	22.40
LW3	2,800	17.95			PC18	3,610	23.18	3,692	23.71
LW4	2,900	18.59			PC18A	3,413	21.04	3,494	22.40
LW5	3,040	19.49			PC18C	3,359	21.53	3,440	22.05
LW6	3,438	22.04			PC19	3,555	22.65	3,646	23.37
M1	2,493	15.58	2,555	16.38	PC19A	3,717	23.63	3,802	24.37
M2	2,565	16.44	2,668	17.11	PC20	3,268	20.85	3,390	21.73
M3	2,607	16.71	2,669	17.11	PC21	3,752	24.05	3,855	24.71
M4	2,759	17.94	2,825	18.75	PC22	3,463	22.70	3,622	23.22
MMA	3,036	19.46	3,184	20.41	PC22A	3,574	22.61	3,875	23.56
M5	3,175	20.35	3,338	21.40	PC22B	3,805	24.39	3,953	25.34
M6	3,529	22.62			PC22C	3,964	25.41	4,111	26.35
M7	3,522	22.58			PC23	4,132	26.49	4,278	27.17
M7A	3,353	21.53	3,544	22.72	R1	2,432	15.59	2,488	15.95
M7B	3,535	22.66	3,750	24.04	R2	2,543	16.30	2,562	16.55
M8	3,788	24.28			R3	2,702	14.50	2,798	14.73
M9	3,750	24.10			R4	2,484	15.59	2,555	16.44
M9S1	3,580	22.95	4,009	25.70	R5	2,674	17.14	2,721	17.44
M9S2	3,802	24.37			R5A	2,753	17.65	2,800	17.95
M9S3	4,059	26.02			R5B	2,894	18.49	2,930	18.78
M9S4	4,117	27.67			R6	2,426	15.55	2,474	15.86
M9S5	4,583	29.38			R5A	2,432	15.59	2,527	16.20
M9S6	4,889	31.34			R7	2,838	18.19	2,805	18.56
MW1	2,516	16.77			R7A	2,986	19.14	3,044	19.51
MW2	2,806	17.99			R7B	2,808	18.00	2,866	18.37
MW3	2,976	19.08			R8	2,895	18.55	2,948	18.90
MW4	3,164	20.28			R9	2,886	18.58	2,947	18.89
MW5	3,338	21.40			R9A	2,946	18.60	2,994	19.19
MW6	3,552	23.41			R9C	2,985	18.67	2,932	18.67
MW6A	4,020	25.77			R10	2,769	17.75		
MW6B	4,151	26.61			R11	2,980	19.10	3,047	19.53
MW7	3,883	24.84			R11A	2,981	19.11	3,042	19.50
MW7A	4,307	27.51			R11C	2,691	17.28	2,768	17.68
MW7B	4,448	28.51			R12	2,703			17.76
MW8	4,033	25.85			R13	2,746	17.60	2,815	18.05
PC1	2,248	14.41	2,292	14.69	R13A	2,682	17.19	2,675	18.43
PC2	2,356	15.10	2,399	15.35	R14	3,103	19.89	3,175	20.35

Wage Schedules • Schedule B - Rate Levels

Effective Date *May 1, 2004*

--- Includes Wage Reduction of Eleven Percent (11%)

Pay Code	Start Monthly	Start Hourly	12 Months Monthly	12 Months Hourly	Pay Code	Start Monthly	Start Hourly	12 Months Monthly	12 Months Hourly
R14A	3,196	20.50	3,270	20.96	** TD2 + 5%	3,593	23.03		
R14B	3,426	21.96	3,498	22.42	TD3	3,540	22.69		
R14C	2,875	18.43	U 4 1	18.89	** TD3 + 5%	3,599	23.71		
R14D	1,179	20.38	3,249	20.83	TD4	3,544	22.72		
R15	2,976	19.08			** TD4 + 5%	3,699	23.71		
R16	3,167	20.30	3,242	20.78	TD5	3,646	23.37		
R17	2,910	18.91	3,023	19.38	** TD5 + 5%	3,847	24.66		
R18	3,017	19.66			TD6	3,750	24.04		
R18A	2,516	18.02	3,150	20.19	** TD6 + 5%	3,968	25.37		
R19	1,116	21.00	3,345	21.45	TD7	3,790	24.04		
R19A	3,108	19.92	3,187	20.43	TD7 + 5%	3,958	25.37		
R19C	3,051	19.56	3,123	20.02	GRID 26	3,494	22.46		
R19D	3,691	23.66	3,760	24.10					
R19E	3,111	19.94	3,182	20.40					
R19I	3,429	21.98	3,501	22.44					
R19G	3,249	20.83	3,318	21.27					
R19S	3,340	21.41	3,424	21.95					
R20	3,095	19.84	3,198	20.60					
R20A	3,164	20.28	3,332	21.36					
R21	3,646	23.37	3,739	23.96					
R21C	3,423	21.94	3,515	22.53					
R21D	3,340	21.41	3,434	22.01					
R21E	1,586	22.99	3,678	23.58					
R21F	3,716	23.82	3,806	24.40					
R21G	3,452	22.13	3,544	22.72					
R21S	3,755	24.07	3,863	24.76					
R22	3,337	21.39	3,440	22.05					
R23	3,440	22.05	3,554	22.76					
R23A	3,351	21.48	3,589	23.07					
R24	3,771	24.17	3,895	24.97					
R25	3,735	23.94	3,863	24.76					
R26	3,719	23.84		24.80					
R26S	4,760	27.31	4,430	28.40					
R27	3,869	24.80	4,011	25.71					
R27A	3,789	24.29	4,092	26.23					
R28	4,011	25.71	4,151	26.61					
R29	4,151	26.61	4,284	27.46					
R29S	4,759	30.50	4,909	31.47					
SF2	3,956	25.36							
SE2A	4,070	26.09							
SE2B	4,328	27.75							
SB3	3,598	23.05							
SE3A	3,653	23.67							
SE3B	3,964	25.54							
SE4	3,182	20.40							
SE4A	3,271	20.97							
SE4B	3,477	22.29							
SE3	3,011	19.30							
SERA	3,172	20.01							
SM1	2,260	14.72	2,338	14.99					
SM2	2,262	15.42	2,618	16.78					
SM3	2,540	15.06	2,694	17.27					
SM4	2,755	17.06	2 477	18.00					
SM5	2,880	18.46	2,948	18.80					
SM6	2,817	18.06	2 881	18.47					
T1	2,663	17.07							
T2	2,721	17.44							
T3	2,831	18.15							
T4	2,903	18.61							
T5	2,757	17.67							
T6	2,816	18.05							
T7	2,956	18.95							
** T8	3,129	20.05							
TD1	3,338	21.40							
** TD1 + 5%	3,530	22.63							
TD2	3,424	21.95							

** This rate code is at or near the pay equity target rate for the classification. As a result, the revised wage rate for this rate code may not provide for a 5% differential above the base rate code (i.e. TD base rate code). This rate code is only a label for the new wage rate and may provide for an actual wage differential of less than 5%.

Wage Schedules • Schedule B - Rate Levels

Effective Date: First Pay Period between September 30, 2004 and October 13, 2004
— Includes Move to 37.5 Hour Work Week

Pay Code	Start		12 Months		Pay Code	Start		12 Months	
	Monthly	Hourly	Monthly	Hourly		Monthly	Hourly	Monthly	Hourly
BMW1	2,624	16.15			PC3A	2,986	18.36	3,048	18.76
BMW2	2,624	16.15			PC3B	2,914	17.93	2,976	18.31
BSW2	2,989	18.39			PC3C	2,760	16.98	2,822	17.37
BSW3	3,101	19.09			PC3D	2,863	17.62	2,925	18.00
BSW4	3,221	19.52			PC4	2,321	14.28		
CA1	2,762	16.63			PC5	2,581	15.34	3,030	18.65
COOK1	2,967	18.28			PC6	2,473	15.22	2,508	15.43
COOK2	3,022	18.60			PC7	2,927	18.01	2,976	18.31
COOK3	3,098	19.08			PC7A	2,875	17.69	2,925	18.00
COOK4	3,179	19.56			PC8	3,435	21.14	3,494	21.50
COOK5	3,225	19.65			PC8A	3,073	18.91	3,132	19.27
COOK6	3,421	21.05			PC8B	3,020	18.58	3,079	18.95
COOK7	3,621	22.28			PC9	3,098	19.06	3,153	19.40
FFIN	3,309	20.35			PC9A	3,023	18.60	3,079	18.95
FSS1	3,538	21.77			PC10	3,173	19.53	3,235	19.91
FSS2	3,652	22.57			PC10A	3,019	18.58	3,079	18.95
FSS3	3,688	22.74			PC11	3,530	21.72	3,646	22.44
FSS4	4,159	25.59			PC11A	3,120	19.20	3,235	19.91
FSW1	2,513	15.46			PC11B	2,964	18.24	3,079	18.95
FSW2	2,565	15.78			PC11C	3,173	19.53	3,288	20.23
FSW3	2,616	16.10			PC12	3,064	18.86	3,184	19.59
GK1	2,616	16.10			PC13	3,246	19.98	3,296	20.28
GK2	2,806	17.27			PC14	3,381	20.81	3,440	21.17
GK3	2,976	18.31			PC15	3,240	19.94	3,338	20.54
GK4	3,164	19.47			PC16	3,388	20.85	3,457	21.27
GK5	3,338	20.54			PC17	2,908	17.90	2,964	18.36
HSKPR	3,346	20.59			PC17A	3,345	20.58	3,404	21.50
LW1	2,594	15.96			PC17B	3,343	20.57	3,404	21.50
LW2	2,736	16.84			PC18	3,616	22.25	3,659	22.76
LW3	2,890	17.73			PC18A	3,413	21.00	3,494	21.50
LW4	2,900	17.85			PC18C	3,359	20.67	3,440	21.17
LW5	3,040	18.71			PC19	3,565	21.94	3,646	22.44
LW6	3,438	21.16			PC19A	3,717	22.87	3,802	23.40
M1	2,493	15.34	2,555	15.72	PC20	3,268	20.11	3,390	20.86
M2	2,505	15.78	2,669	16.42	PC21	3,752	23.09	3,855	23.72
M3	2,607	16.04	2,669	16.42	PC22	3,463	21.31	3,622	22.28
M4	2,799	17.22	2,925	18.00	PC22A	3,574	21.99	3,675	22.62
MAA	3,036	18.68	3,184	19.59	PC22B	3,805	23.42	3,953	24.33
M5	3,175	19.54	3,338	20.54	PC22C	3,964	24.39	4,111	25.30
M6	3,529	21.72			PC23	4,132	25.43	4,278	26.33
M7	3,572	21.67			R1	2,432	14.97	2,488	15.31
M7A	3,349	20.67	3,544	21.81	R2	2,543	15.65	2,582	15.89
M7B	3,535	21.75	3,750	23.08	R3	2,262	13.92	2,298	14.14
M8	3,766	23.31			R4	2,494	15.35	2,565	15.78
M9	3,760	23.14	4,009	24.87	R5	2,674	16.46	2,721	16.74
MS1	4,580	27.03			R5A	2,753	16.91	2,800	17.23
MS2	3,802	23.40			R5B	2,684	17.75	2,930	18.03
MS3	4,059	24.98			R6	2,426	14.93	2,474	15.22
MS4	4,317	26.57			R6A	2,432	14.97	2,527	15.55
MS5	4,583	28.20			R7	2,838	17.46	2,895	17.82
MS6	4,889	30.09			R7A	2,986	18.38	3,044	18.73
MW1	2,616	16.10			R7B	2,808	17.28	2,865	17.64
MW2	2,803	17.27			R8	2,695	17.82	2,948	18.14
MW3	2,976	18.31			R9	2,898	17.83	2,947	18.14
MW4	3,184	19.47			R9A	2,948	18.14	2,994	18.42
MW5	3,338	20.54			R9C	2,585	15.91	2,632	16.70
MW6	3,652	22.47			R10	2,769	17.04		
MW6A	4,049	24.74			R11	2,980	18.34	3,047	18.75
MW6B	4,151	25.54			R11A	2,981	18.34	3,042	18.72
MW7	3,883	23.90			R11C	2,691	16.86	2,758	16.97
MW7A	4,307	26.50			R12	2,703	16.63	2,771	17.05
MW7B	4,448	27.37			R13	2,746	16.90	2,816	17.33
MW8	4,033	24.82			R13A	2,682	16.50	2,875	17.69
PC1	2,248	13.83	2,292	14.10	R14	3,103	19.10	3,175	19.54
PC2	2,356	14.50	2,399	14.76	R14A	3,198	19.68	3,270	20.12
PC3	3,090	19.02	3,151	19.39	R14B	4,426	21.08	3,498	21.53

Wage Schedules • Schedule B - Rate Levels

*Effective Date: First Pay Period between September 30, 2004 and October 13, 2004
 — Includes Move to 37.5 Hour Work Week*

Pay Code	Start		12 Months		Pay Code	Start		12 Months	
	Monthly	Hourly	Monthly	Hourly		Monthly	Hourly	Monthly	Hourly
R14C	2,875	17.69	2,947	18.14	** TD3 + 5%	3,699	22.76		
R14D	3,179	19.56	3,249	19.99	TD4	3,544	21.81		
R15	2,976	18.31			** TD4 + 5%	3,699	22.76		
R16	3,167	19.49	3,242	19.95	TD5	3,646	22.44		
R17	2,950	18.15	3,023	18.60	** TD5 + 5%	3,847	23.57		
R18	3,067	18.87			TD6	3,750	23.08		
R18A	2,936	18.07	3,150	19.38	** TD6 + 5%	3,958	24.36		
R19	3,276	20.16	3,345	20.59	TD7	3,750	23.08		
R19A	3,108	19.13	3,187	19.61	TD7 + 5%	3,958	24.36		
R19C	3,051	18.78	3,123	19.22	Grid 26	3,494	21.50		
R19D	3,691	22.71	3,760	23.14					
R19E	3,111	19.14	3,182	19.58					
R19F	3,429	21.10	3,501	21.54					
R19G	3,249	19.99	3,318	20.42					
R19S	3,340	20.55	3,424	21.07					
R20	3,055	19.05	3,198	19.68					
R20A	3,164	19.47	3,332	20.10					
R21	3,646	22.44	3,738	23.00					
R21C	3,423	21.06	3,515	21.63					
R21D	3,340	20.55	3,434	21.13					
R21E	3,586	22.07	3,678	22.63					
R21F	3,716	22.87	3,806	23.42					
R21G	3,452	21.24	3,544	21.81					
R21S	3,755	23.11	3,853	23.77					
R22	3,337	20.54	3,440	21.17					
R23	3,440	21.17	3,554	21.87					
R23A	3,351	20.62	3,589	22.15					
R24	3,771	23.21	3,895	23.97					
R25	3,735	22.98	3,863	23.77					
R26	3,715	22.89	3,869	23.81					
R26S	4,260	26.22	4,430	27.26					
R27	3,859	23.81	4,011	24.68					
R27A	3,789	23.32	4,092	25.18					
R28	4,011	24.68	4,151	25.54					
R29	4,151	25.54	4,284	26.36					
R29S	4,758	29.28	4,909	30.21					
SE2	3,956	24.34							
SE2A	4,070	25.05							
SE2B	4,329	26.64							
SE3	3,595	22.13							
SE3A	3,683	22.73							
SE3B	3,984	24.52							
SE4	3,182	19.58							
SE4A	3,271	20.13							
SE4B	3,477	21.40							
SEB	3,011	18.53							
SEBA	3,122	19.21							
SM1	2,256	14.13	2,338	14.39					
SM2	2,562	15.77	2,618	16.11					
SM3	2,649	16.30	2,694	16.58					
SM4	2,755	16.95	2,822	17.37					
SM5	2,880	17.72	2,948	18.14					
SM6	2,817	17.34	2,881	17.73					
T1	2,663	16.39							
T2	2,721	16.74							
T3	2,831	17.42							
T4	2,903	17.86							
T5	2,757	16.97							
T6	2,806	17.31							
T7	2,956	18.19							
TD	3,129	19.26							
TD1	3,338	20.54							
** TD1 + 5%	3,530	21.72							
TD2	3,424	21.07							
** TD2 + 5%	3,593	22.11							
TD3	3,540	21.78							

*** This rate code is at or near the pay equity target rate for the classification. As a result, the revised wage rate for this rate code may not provide for a 5% differential above the base rule code (i.e. TD base rate code). This rate code is only a label for the new wage rate and may provide for an actual wage differential of less than 5%.*

SIGNATURES FOR THE ASSOCIATION OF UNIONS

Signed on behalf of

B.C. GOVERNMENT AND SERVICE EMPLOYEES' UNION

Per: _____
George Heyman, President

Per: _____
Jaci White, Committee Chair, Local 401 (Craigdarroch)

Per: _____
Joanne Jordan, Committee Member, Local 409
(New Denver Hospital)

Per: _____
Val Cleary, Committee Member, Local 404 (Eden Rest Home)

Per: _____
Margaret Walters, Committee Member, Local 404 (Kinsmen
Lodge)

Per: _____
Joanne Henderson, Committee Member, Local 403
(George Pearson Centre)

Per: _____
Lynda Morrice, Staff Representative, Negotiations

HOSPITAL EMPLOYEES' UNION

Per: _____
Zorica Bosancic, Assistant Secretary-Business Manager

Per: _____
Fred Muzin, President

Per: _____
Mary LaPlante, Financial Secretary

Per: _____
Barb Burke, Chair of the Committee
(Penticton Regional Hospital)

**INTERNATIONAL UNION OF OPERATING ENGINEERS
LOCAL 882-882H**

Per: _____
Lionel N. Anker, Business Manager

Per: _____
David Simmons, Business Representative

Dated this _____ day of _____, 2005.

SIGNATURES FOR THE EMPLOYER

Signed on behalf of the

Health Employers Association of British Columbia

Per: _____
R.M. Louise Simard, President and Chief Executive Officer

Per: _____
Tony Collins, Senior Vice President, Human Resources Strategy

Per: _____
Trevor Hughes, Senior Consultant, Advocacy/Special Projects

Dated this _____ day of _____, 2005.

APPENDIX #1
- Information - Extended Health Care Plan -
SUMMARY OF HEALTHCARE BENEFIT
TRUST'S COVERAGE

Extended Health Benefit - Article 38.03

Preamble

Please note that this document is only a summary and is presented FOR INFORMATION PURPOSES ONLY subject to errors and omissions. All benefits for employees covered by the HBT plan are subject to the Collective Agreement, the Pacific Blue Cross Extended Health Care Plan, and the Healthcare Benefit Trust's Plan Document.

Amount of Benefit

There is a \$25 calendar year deductible for this benefit per person or family. Receipts exceeding \$25 in a calendar year will be reimbursed as follows:

- 80% of eligible expenses under \$1,000 in a calendar year
- 100% of eligible expenses over \$1,000 in a calendar year
- 100% of eligible out-of-province/out-of-country emergency expenses.

The maximum lifetime amount payable per person is unlimited.

Note: If, in a calendar year, eligible expenses do not exceed the deductible, expenses during the last three (3) months of that year may be applied against the deductible for the next calendar year.

Eligible Expenses

This Extended Health benefit covers the following expenses when incurred by the employee or dependants as a result of the necessary treatment of an illness or injury.

Visits to paramedical practitioners eligible under the BC Medical Services Plan will only be reimbursed based on a percentage of the applicable user (patient visit) fee.

Out-of-Province / Out-of-country Emergencies In the event of an emergency while travelling outside of BC/outside of Canada, the Extended Health benefit covers:

1. Reasonable charges for physician's services, less any amounts paid **or** payable by BC Medical Services Plan.
2. Hospital room charges, less any amounts paid **or** payable by BC Hospital Programs. This Benefit included charges for private or semi-private rooms (if actually occupied and if a **ward** room is not available, or if required by a physician) and short

stays as well as hospital co-coverage, but not including rental of TV, telephone, etc.

3. Worldwide Emergency Medical Assistance (MediAssist) emergency referral services for travellers.

Note: Emergencies and non-emergency referrals to other provinces (except Quebec) are covered by the BC Medical Services Plan as if the expenses had been incurred in BC.

Acupuncturist - Fees of an approved licensed acupuncturist up to \$100¹ per person per year when services are obtained in BC.

Ambulance - Cost of an ambulance in an emergency from the place where the sickness or injury occurs to the nearest acute care hospital with adequate facilities to provide the required treatment (including transportation by railroad, boat or airplane - or air-ambulance in an acute emergency). This benefit also covers the round trip fare for one attending person (doctor, nurse, first aid attendant) where necessary.

Chiropractor - Fees of a chiropractor up to \$200² per person per year, but not including the cost of x-rays taken by a chiropractor.

Dentist - Fees of a dentist for repairs, including replacement, of natural teeth which have been injured accidentally while the person is insured under this Extended Health benefit. The treatment needed must be obtained within one (1) year of the date of the accident. Orthodontic services are not covered under this Extended Health benefit, neither are any amounts paid or payable by a dental benefit or any charges which exceed the Pacific Blue Cross Dental Fee Schedule No. 2.

Diabetic Supplies - Testing equipment, including glucose meters for management of diabetes.

Employment Medicals - Charges of a physician for a medical examination required by a statute or regulation of government for employment purposes, providing such charges are not payable by the Employer.

Hearing Aids - Cost, of purchasing hearing aids when prescribed by a certified Ear, Nose and Throat specialist. The maximum of \$600³ per person in each 48 month period. This benefit includes repairs, but does not include payment for maintenance, batteries, re-charging devices or other such accessories.

Hospital Room Charges - Charges for occupying a private or semi-private room in a BC acute care hospital, but not including rental of TV, telephone, etc.

Massage Therapist - Fees of a registered massage therapist.

Medical Referral Transportation - Cost of travel for an employ-

ee or eligible dependant for medical treatment by a physician, where it is determined by the attending physician that adequate treatment is not available locally, up to limits specified by Pacific Blue Cross. **(NOTE: THIS BENEFIT IS EFFECTIVE APRIL 1, 2003)**

Naturopathic Physician - Fees of a naturopathic physician up to \$200¹ per person per year, but not including the costs of x-rays by a naturopathic physician.

Orthopaedic Shoes - Defined as "shoes which are not available for general purchase and which are intended to modify, or correct, a disability". Includes orthotics. One (1) pair per person, with replacements covered only when required due to normal wear. Must be prescribed by a physician or podiatrist.

Paramedical Items and Prosthetic Devices - Oxygen, blood, blood plasma, artificial limbs or eyes, crutches, splints, casts, trusses, braces, ostomy and ileostomy supplies.

Physiotherapist - Fees of a registered physiotherapist.

Podiatrist - Fees of a registered podiatrist up to \$200¹ per person per year, but not including the costs of x-rays taken by a podiatrist.

Prescription Drugs - Cost of prescription drugs purchased from a licensed pharmacy. Reimbursement of eligible drugs and medicines are subject to Pharmacare's low cost alternative and reference based pricing payment policies. This benefit does not include lifestyle drugs and medicines as determined by Pacific Blue Cross. This benefit does not cover drugs for contraceptive purposes, erectile dysfunction drugs, vitamin injections, food supplements, drugs which can be brought without a prescription, medications used to treat or replace an addiction or habituation, or drugs which have not been approved under the Food and Drugs Act for sale and distribution in Canada. **(NOTE: THIS BENEFIT IS EFFECTIVE JULY 1, 2001)**

Prescription Drug Direct Pay Card "BlueNet" - In the administration of the extended health care plan a prescription drug direct pay card will be provided to apply to pharmacies on-line with Pacific Blue Cross. For those pharmacies that are not on-line and for claims incurred prior to the implementation of the direct pay system, employees must submit claims manually to the benefit carrier. **(NOTE: THIS BENEFIT IS EFFECTIVE APRIL 1, 2002)**

Registered Nurse - Fees of a Registered Nurse (who is not related to the employee) for special duty nursing in acute cases where

the service is recommended by a physician. If the service is performed in a hospital, this benefit does not cover the fees of a Registered Nurse who is employed by the hospital.

Rental of Medical Equipment - Rental costs, unless purchase is more economical, of durable medical equipment including hospital beds. Wheelchairs **or** scooters are eligible expenses only if a physician certifies that these appliances **are** the sole means of mobility. Electric wheelchairs are covered only when the physician certifies that the patient cannot operate a manual chair.

Speech Therapist - Fees of a speech therapist when referred by a physician, up to \$100* per person per year.

Surgical Stockings and Brassieres - Two (2) pairs of stockings per person per year; one (1) brassiere per person per year when required as a result of treatment for injury or illness.

Vision Care - Cost of prescription eyeglasses and/or frames, or prescribed contact lenses. The maximum is \$225* per person every 24 months.

Wigs or Hairpieces - Cost of wigs **or** hairpieces when required as a result of medical treatment or injury, up to a lifetime maximum of \$500 per person.

* *The employee will be reimbursed up to 80% of this maximum (after the \$25 deductible has been satisfied for the calendar year)*

EXCLUSIONS

The Extended Health benefit does not cover the following:

1. Charges for benefits, care or services payable by **or** under the BC Medical Services Plan, Pharmacare, Hospital Programs, or any public or tax supported agency. This applies in all cases, whether a claim is made or not.
2. Charges for benefits, care or services payable by or under any other authority such as ICBC, travel coverage plans, etc. This applies in all cases, whether a claim is made or not.
3. Charges for a physician except as described in Eligible Expense for out-of-province/out-of-country emergencies.
4. Charges for dental services except as described in Eligible Expense for Dentist.
5. Expenses contributed to, or caused by, occupational disabilities which are covered by the Workers' Compensation Board.
6. Charges **of** a registered psychologist
7. Charges for services and supplies of an elective (cosmetic) nature.

8. Expenses resulting from war or an act of war; participation in a riot or civil insurrection; commission of an unlawful act.
9. Expenses resulting from injury or illness which was intentionally self-inflicted, while sane or insane.
10. Any portion of a specialist's fee not allowable under the BC Medical Services Plan due to non-referral, or any amount of fees charged by any practitioner in excess of the recognized fees for such service.
11. Charges for batteries and re-charging devices.
12. Expenses relating to the repatriation of a deceased employee and/or dependent.
13. Expenses incurred by a pregnant person while travelling **out-**side of Canada within twenty-one (21) days of expected delivery date.

APPENDIX #2
- Information - Extended Health Care Dental Plan -
SUMMARY OF HEALTHCARE BENEFIT
TRUST'S COVERAGE

Dental Plan - Article 38.02

Preamble

Please note that this document is only a summary and is presented FOR INFORMATION PURPOSES ONLY subject to errors and omissions. All benefits for employees covered by the HBT plan are subject to the Collective Agreement, the Pacific Blue Cross Dental Plan, and the Healthcare Benefit Trust's Plan Document.

Amount of Benefit

This dental benefit will reimburse the dentist for the following:

- 100% Services (Part "A")
- 60% of Major Reconstruction Services (Part "B")
- 60% of Orthodontic Services (Part "C"); lifetime maximum is \$2,750 per eligible employee or dependant

Eligible Expenses

This dental benefit covers those services which are routinely provided to eligible employees and dependents in offices of general practicing dentists in BC.

The amounts paid for such services are set out in the Pacific Blue Cross Fee Schedule No. 2. When performed by a specialist (on referral by a general practicing dentist), the fee paid is the amount paid to a general practicing dentist plus 10%.

Eligible expenses under this dental benefit are as follows:

PART "A" - BASIC SERVICES

Part A covers those services required to maintain teeth in good order and to restore teeth to good order.

The Plan will pay 100% of:

Diagnostic Services

Procedures to determine the dental treatment required, including the following.

1. Examinations and consultations;
2. Two (2) standard examinations per calendar year;
3. One (1) complete examination in any three (3) year period, provided that no other examination has been paid by this Plan on the employees behalf in the preceding six (6) months;

4. X-rays, up to the maximum established by Pacific Blue Cross for the calendar year;
5. Full mouth x-rays once in any three (3) year period.

Endodontic Services

- Root canals
- Major Restorative Services
- Inlays, onlays and gold foils, but only when no other material can be used satisfactorily. Pre-approval by Pacific Blue Cross is recommended. If gold is used whether another material can be used, the employee will be responsible for additional costs.

Periodontic Services

Procedures for the treatment of gums and bones surrounding and supporting the teeth, but not, including tissue grafts.

Preventive Services

Procedures to prevent oral disease, including the following:

1. Cleaning and polishing of teeth (prophylaxis) twice in any calendar year.
2. Fluoride application twice in any calendar year.
3. Space maintainers intended to maintain space but not to obtain more space.
4. Sealants (pits and fissures); limited to once per tooth within a two (2) year period.

Repairs to Bridges and Dentures (Prosthetics)

Procedures for the repair of bridges, as well as the repair or reline of dentures by either a dentist or a licensed dental mechanic. Relines will not be covered more often than once in any two (2) year period. Costs of temporary dentures are not eligible for payment.

Restorative Services

- Procedures for filling teeth, including stainless steel crowns.
- If the employee chooses to have white fillings in back teeth, he/she will be responsible for any additional costs.

Surgical Services

Procedures to extract teeth as well as other surgical procedures performed by a dentist.

PART "B" - MAJOR RECONSTRUCTION

Part B covers those services required for major reconstruction or replacement of deteriorated or missing teeth. A service provided under Part B is eligible for payment only once in any five (5) year period.

The Plan will pay 60% of:

Crowns

Rebuilding natural teeth where other basic material cannot be used satisfactorily. Certain materials will not be authorized for use on back teeth. Pre-approval by Pacific Blue Cross is recommended.

Dentures (Removable Prosthetics)

The artificial replacement of missing teeth with dentures: full upper and lower dentures or partial dentures of basic, standard design and materials. Full dentures may be obtained from either a dentist or licensed dental mechanic. Partial dentures may only be obtained from a dentist.

Crowns and Bridges (Fixed Prosthetics)

The artificial replacement of missing teeth with a crown or bridge.

PART "C" - ORTHODONTICS

Part C covers those services required to straighten abnormally arranged teeth. Pre-approval by Pacific Blue Cross is necessary.

The Plan will pay 60% of:

Braces

Up to a lifetime maximum of \$2,750 per person. Costs of lost or stolen braces are not eligible for payment.

To be eligible for orthodontic services, the employee must have been enrolled in this dental benefit for twelve (12) months.

EXCLUSIONS

The dental plan benefit does not cover the following:

1. Cosmetic dentistry, temporary dentistry, oral hygiene instruction, tissue grafts, drugs and medicines.
2. Treatment covered by the Workers' Compensation Board, BC Medical Services Plan, or other publicly supported plans.
3. Services required as a result of an accident for which a third Party is responsible.
4. Charges for completing forms.
5. Implants
6. Fees in excess of the Pacific Blue Cross Dental Fee Schedule No. 2, or fees for services which are not set out in the Dental Fee Schedule.
7. Expenses resulting from war or an act of war; participation in a riot or civil insurrection; commission of an unlawful act.
8. Expenses resulting from intentionally self-inflicted injuries, while sane or insane.

9. Charges for unkept appointments.
10. Charges necessitated as a result of a change of dentist, except in special circumstances.
11. Room charges and some anaesthetics.
12. Expenses incurred prior to eligibility date or following termination of coverage.
13. Charges for services related to the functioning or structure of the jaw, jaw muscle, or temporomandibular joint.

If the employee is eligible for coverage under more than one (1) dental plan, Pacific Blue Cross will coordinate the benefits so that total payments received will not exceed the expenses actually incurred.

SUBJECT INDEX

Subject	Article	Page
A		
Adoption Leave	[Article 36]	63
Aggressive Patients/Residents	[Article 37.02]	65
Apprenticeship Training in Health Care Committee	[Memorandum of Understanding]	183
Arbitration	[Article 11]	17
Arbitration Board Hearings	[Article 11.06]	20
Attachments and Variations, Employer Specific	[Memorandum of Agreement]	180
Authority of Arbitration Board	[Article 11.03]	19
B		
Badges and Insignia	[Article 5.06]	8
Bargaining Agency, Sole	[Article 5.01]	5
Benchmarks	[Schedule A]	222
Benchmarks, Clerical Series	[Letter of Intent]	204
Bulletin Boards	[Article 5.07]	8
Bumping	[Article 17.06]	33
Bumping, Article 17.06	[Letter]	210
C		
Calculation of Severance Allowance Monies	[Article 43.03]	71
Call-Back	[Article 23]	44
Call-In - Statutory Requirement	[Article 24]	44
Care Staff Positions/Upgrading, Direct	[Memorandum of Agreement]	181
Cash Pay-Out of Unused Sick Leave Credits	[Article 31.12]	55
Casual Employees	[Article 2.01(c), Addendum]	2, 99
Certifications, New ... [Articles 41.01.02, 48.07, Memorandum of Understanding]		69, 74, 196
Child Care	[Article 45]	72
Classification - Benchmarks Joint Review Committee	[Letter of Intent]	203
Classification Benchmark Name Changes	[Letter of Intent]	203
Classification Manual	[Addendum]	113
Classification, Expedited Appeals , [Maintenance Agreement, (11)]		111

Committee Meetings	[Article 8.04]	11
Committee on Labour Relations	[Article 8.01]	10
Compassionate Leave	[Article 29]	51
Complaints Investigation	[Article 4.03]	5
Composition of Hoard, Arbitration	[Article 11.01]	17
Continuous Operation, Hours of Work	[Article 20.01]	39
Contracting Out	[Article 17.12, Letter of Understanding]	37, 198
Critical Incident Stress Defusing	[Article 37.02(b)]	65
D		
Definition of Displacement	[Article 17.05]	33
Definition of Employee Status	[Article 2.01]	2
Definition of Service Related to Calculation of Severance Allowance Monies	[Article 43.02]	70
Definitions	[Article 2]	2
Demotions	[Article 14.07]	23
Dental Plan	[Article 38.02, Appendix #2]	67, 246
Direct Care Staff Positions/Upgrading	[Memorandum of Agreement]	181
Discrimination, No	[Article 4.01]	4
Dismissal/Suspension	[Article 11.02]	18
Dismissal/Suspension for Alleged Cause	[Article 9.06]	14
Dispute Resolution Process	[IIC Report]	166
E		
Early Retirement	[Article 43.01]	69
Education and Training	[Memorandum of Understanding]	172
Education, OH & S	[Article 37.01(h)]	63
Educational Leave	[Article 32]	56
Effective and Terminating Dates	[Articles 3.01, 48.07]	3, 74
Effective Date of Wages and Benefits	[Article 48.07]	74
Employee Called as a Witness	[Article 11.05]	19
Employee's Notice of Termination	[Article 18.02]	37
Employer Defined	[Article 2.04]	3
Employer Property	[Article 7.01]	9
Employer's Notice of Termination	[Article 18.01]	37
Employment Abandoned	[Article 18.03]	38

Employment Insurance Coverage	[Article 42]	69
Employment Security	[Article 17.01.02, IIC Report - Addendum]	31, 120
Evaluation Reports	[Article 12.01]	20
Expedited Arbitrations	[Article 10.02]	16
Expedited Classification Appeals	[Maintenance Agreement (11)]	111
Expenses of Arbitration Board	[Article 11.07]	20
Experience, Previous	[Article 14.13]	25
Extended Health Care Plan	[Article 38.03, Appendix #1]	67, 241
F		
Float Positions	[Article 16.11]	30
Framework Agreement	[IIC Report - Schedule One]	149
Future Legislation	[Article 3.03]	4
G		
General Wage Adjustments	[Article 48.04]	73
Grievance Investigations	[Article 9.02]	11
Grievance Procedure	[Article 9.04]	12
Group Life Insurance	[Article 40, Addendum]	68, 81
H		
Harassment	[Article 4.02]	4
Health and Welfare Benefits, Termination of	[Letter]	197
Health Care Plans	[Article 38]	66
Health Care Reform Committees	[Article 17.02]	32
Healthcare Benefit Trust, Summaries of EHB and Dental Plans	[Appendices #1 & #2]	241, 246
Hepatitis B	[Article 37.03]	65
HLAA Funding	[Letter of Understanding]	201
Hours of Work	[Article 20]	39
Human Rights	[Article 4.01]	4
Z		
Increments	[Article 48.05]	73
Induction	[Article 5.04]	7
Industrial Inquiry Commissioner, Report and Recommendations of	[Addendum]	121
Industry Troubleshooter	[Article 9.09]	14
Injury-On-Duty	[Article 31]	53
Inoculation and Vaccination	[Articles 6.02, 37.03]	9, 65

In-Service Education	[Article 32.02]	56
Isolation Allowance	[Memorandum of Understanding]	185
Isolation, Working Alone or in	[Article 37.06]	66
J		
Job Postings and Applications	[Article 16.01]	26
Job Sharing	[IIC Report - Schedule One - Section 8]	167
Job Training	[Article 17.03]	32
Joint Committee on Uniforms	[Article 7.05.02]	10
Jury Duty	[Article 33]	57
K		
Kiloinetre rate	[Article 26]	44, 45
L		
Labour Adjustment Committee	[Article 17.021]	32
Leave - Unpaid	[Article 34]	57
Legal Picket Lines	[Article 5.08]	8
Licensed Practical Nurse	[Article 2.02]	3
Lifting, Manual	[Memorandum of Understanding]	193
Local Employer Variations and Attachments	[Memorandum of Agreement]	180
Long-Term Disability Insurance Benefits, Improvement to	[Letter of Intent]	182
Long-Term Disability Insurance Plan ...	[Article 39, Addendum]	67, 82
LTD Claimants Governed by Plans Other Than the Former HEU Master .	[Memorandum of Agreement]	179
LTD Waiting Period, Benefits During the	[Memorandum of Understanding]	195
M		
Maintenance Agreement	[Addendum]	106
Management Rights	[Article 6.01]	9
Manual Lifting	[Memorandum of Understanding]	193
Maternity Leave	[Article 35]	59
Medical Plan	[Article 38.01]	66
Mileage rate	[Articles 23.01, 26]	44, 45
More Favourable Rate or Condition	[Article 14.14]	25
Morgue Service	[Article 46]	72
Municipal Pension Plan	[Article 41, Letter]	68

N

New Certifications	
[Articles 41.01.02, 48.07, Memorandum of Understanding]	69, 74, 196
No Discrimination	[Article 4.01] 4
Notice of Displacement	[Article 17.07] 35
Notice of New and Changed Positions	[Article 15] 26
Notice of Union Representative Visits	[Article 5.10] 8

O

Occupational Health and Safety	[Article 37] 63
Occupational Health and Safety Agency	[Addendum] 209
Occupational Health and Safety Committee	[Article 37.01] 63
OH & S Education	[Article 37.01(h)] 64
On-Call Differential	[Article 25] 45
Overtime	[Article 21] 41

P

Parental Leave	[Article 35] 59
Pay Days	[Article 48.06] 73
Pay Equity	[Article 49] 75
Pensions	[Article 41] 68
Personnel File	[Article 12.02] 21
Picket Lines, Legal	[Article 5.08] 8
Portability	[Article 14.12] 24
Portable Benefits	[Article 14.12.02] 25
Practical Nurse	[Article 2.02] 3
Preamble	[Article 1] 1
Previous Experience	[Article 14.13] 25
Printing of the Agreement	[Article 47] 72
Probationary Period	[Articles 13, 14.12.01] 21, 24
Programmer Analysts	[Letter of Understanding] 206
Promotion, Transfer, Demotion, Release	[Article 14] 21
Promotions	[Article 14.05] 23

Q

Qualification Premiums, Trades	[Article 22.04] 44
Qualifying Period	[Article 14.02] 21

R

Rate Levels	[Schedule B]	232
Recognition of the Union	[Article 5]	5
Re-employment After Retirement	[Article 14.08]	24
Re-employment After Voluntary Termination or Dismissal for Cause	[Article 14.09]	24
Regular Full-Time Employees	[Article 2.01(a)]	2
Regular Part-Time Employees	[Article 2.01(b)]	2
Reinstatement of Employees	[Article 9.07]	14
Reinstatement of Vacation Days - Sick Leave	[Article 28.08]	50
Relieving in Higher and Lower-Rated Positions	[Article 14.04]	22
Rest and Meal Periods	[Article 20.03]	41
Restriction of Employee Status	[Article 2.01(d)]	2
Retirement	[Article 43]	69
Return to Work Committee	[Memorandum of Agreement]	178
Return to Work Programs	[Addendum]	175
Right to Grieve Disciplinary Action	[Article 9.03]	12
Royal Commission on Health Care and Costs	[Memorandum of Understanding]	172

S

Safe Lifting Techniques	[Article 37.01(f)]	64
Safety and Workload in the Workplace	[Letter of Intent]	173
Saving Clause	[Article 3.03]	4
Schedules with Work Days Greater than 7.5 Hours and Up To and Including 8 Hours per Day	[Memorandum of Understanding]	186
Scheduling Provisions	[Article 19]	38
Seniority	[Articles 2.01, 14]	2, 21
Seniority Dates	[Article 14.11]	24
Severance Allowance	[Article 43]	69
Sexual Harassment	[Article 4.02]	4
Shift Premiums	[Article 22]	43
Shop Stewards	[Article 5.05]	7
Sick Leave, WCB, Injury-On-Duty	[Article 31]	53
Sole Bargaining Agency	[Article 5.01]	5
Special Leave	[Article 30]	51

Specific Variations and Attachments, Employer[Memorandum of Agreement]	180
Split Shifts	[Article 20.04] 41
Splitting of Vacation Periods	[Article 28.04] 49
Statutory Holidays	[Article 27.01] 45
Stress Defusing, Critical Incident	[Article 37.02(b)] 65
Super Stats	[Article 27.02] 46
Supervisory or Military Service	[Article 14.10] 24
Supplementary Vacations	[Article 28.02] 48

T

Technological, Automation and Other Changes ...	[Article 17.01] 31
Temporary Promotion or Transfer	[Article 14.03] 22
Terminating and Effective Dates	[Articles 3.01, 48.07] 3, 74
Termination of Employment	[Article 18] 37
Termination of Health and Welfare Benefits	[Letter] 197
Time Limit for Decision of Arbitration Board	[Article 11.04] 19
Trades Qualification Premiums	[Article 22.04] 44
Training and Education	[Memorandum of Understanding] 172
Transfers	[Articles 14.06, 17.11] 23, 36
Transportation Allowance	[Articles 23.01, 26] 44, 45
Transportation of Accident Victims	[Article 37.05] 66

U

Uniform Allowance	[Article 7.05.03] 10
Uniforms	[Article 7.05] 10
Union Advised of Changes	[Article 5.09] 8
Union Check-Off	[Article 5.03] 6
Union Committee	[Article 8.02] 10
Union Representation	[Article 9.01] 11
Union Shop	[Article 5.02] 5
Union/Management Committee	[Article 8] 10
Union/Management Meetings	[Article 8.03] 11
Unpaid Leave	[Article 34.01] 57
Unpaid Leave - Affecting Seniority and Benefits ..	[Article 34.03] 58
Unpaid Leave - After Three Years	[Article 34.02] 58
Unpaid Leave - Public Office	[Article 34.05] 59

Unpaid Leave - Union Business	[Article 34.04]	58
Unusual Job Requirements of Short Duration	[Article 19.02]	39
V		
Vacation Entitlement	[Article 28.01]	47
Vacation Entitlement Upon Dismissal	[Article 28.07]	50
Vacation Pay	[Article 28.05]	50
Vacation Period	[Article 28.03]	49
Vacations	[Article 28]	47
Vacations Non-Accumulative	[Article 28.06]	50
Vaccination and Inoculation	[Articles 6.02, 37.03]	9, 65
Variations	[Article 1.02, Memorandum of Agreement]	2, 180
Video Display Terminals	[Article 37.04]	65
Volunteers	[Article 44]	72
W		
Wage Schedule	[Article 48.03, Schedule B]	73, 232
Wage Schedules, Attachments and Addenda	[Article 48]	73
Weekend Premiums	[Article 22]	43
WHMIS	[Article 37.01(c)]	64
Working Alone or in Isolation	[Article 37.06]	66
Workload	[Articles 37.01(c), 37.07]	64, 66
Workload and Safety in the Workplace	[Letter of Intent]	173