

SUBSIDIARY AGREEMENT #009

BETWEEN

**THE GOVERNMENT OF
THE PROVINCE OF ALBERTA**

AND

**THE ALBERTA UNION
OF PROVINCIAL EMPLOYEES**

REPRESENTING

**HEALTH AND THERAPY
AND
INSTITUTIONAL AND PATIENT SUPPORT SERVICES**

July 6, 2014

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ARTICLE 1 - PROBATIONARY PERIOD

- 1.01 Pursuant to Article 27 of the Master Agreement, the probationary period for all classifications covered by this Agreement shall be six (6) months.
- 1.02 Pursuant to Article 27 of the Master Agreement, a temporary Employee who has not completed the probationary period specified in Article 1.01 above and is appointed to a permanent position at the same class shall have such continuous temporary employment considered as part of the probationary period.
- 1.03 Notwithstanding Article 27 of the Master Agreement a wage Employee who has worked 1450 hours within a twelve (12) month period immediately preceding the date of appointment to a permanent position at the same class shall have such hours contribute to one-half (1/2) of the probation period.

ARTICLE 2 - HOURS OF WORK

- 2.01 Pursuant to Clauses 16.01 and 16.02 of the Master Agreement, the normal hours of work for all Employees covered by this Agreement shall be thirty-eight and three-quarter (38 3/4) hours per week or the equivalent on a biweekly, monthly or annual basis. The above to be worked at seven and three-quarter (7 3/4) consecutive hours per day, except for lunch periods where applicable.

ARTICLE 3 - OVERTIME

- 3.01 Subject to Article 17 of the Master Agreement, all Employees covered by this Agreement are eligible for premium overtime compensation.

ARTICLE 4 - PROTECTIVE CLOTHING

- 4.01 The Employing Department shall maintain all current Employee entitlements with respect to the provision, maintenance, and laundering of protective clothing and uniforms. Where the wearing of such clothing is optional such option remains with the individual Employee.
- 4.02 Uniforms so provided shall remain the property of the Employing Department.
- 4.03 Safety Clothing shall be provided in accordance with the Occupational Health and Safety Act, and the Radiation Protection Act.
- 4.04 Where the Deputy Head determines that safety footwear should be provided, the Employer shall either provide the actual safety footwear or pay to each such eligible Employee the cost of such footwear up to a maximum of one hundred and fifty (\$150.00) per annum.

ARTICLE 5 - MEDICAL EXAMINATIONS

- 5.01 Where the Employing Department requires an Employee to undergo periodic compulsory medical examinations, the cost of such examination shall be paid by the Employing Department. This Article does not apply to proof of illness as required under Article 33 of the Master Agreement.

ARTICLE 6 - SHIFT SCHEDULE FOR CONTINUOUS OPERATIONS

- 6.01 The first shift of the day shall be the shift wherein the majority of hours fall between 00:00 and 08:00 hours.
- 6.02 The work week shall commence at 00:00 hours on Sunday.
- 6.03 Employees may, in the course of their regular duties, be required to work various shifts throughout the twenty-four (24) hour period of the day and the seven (7) day period of the week.
- 6.04 The schedule of hours to be worked and days off work shall be posted at the Employee's work station at least two (2) weeks in advance and the schedule shall be for a duration of at least three (3) weeks.
- 6.05 Where operational requirements permit, each Employee shall have two (2) consecutive days off per seven (7) consecutive calendar days; however, no Employee shall be required to work more than eight (8) consecutive calendar days without consecutive days off, unless otherwise mutually agreed. This clause is not intended to provide for only a 5 on 2 off shift rotation.
- 6.06 Where operational requirements permit, Employees shall be scheduled so that their days of rest fall on a Saturday and the following Sunday at least once in every three (3) weeks or the equivalent ratio, unless otherwise mutually agreed.
- 6.07 Except where otherwise mutually agreed, Employees who are required to rotate shifts shall under normal circumstances be assigned day duty at least one-third (1/3) of the assigned work days during a three (3) month period.
- 6.08 Subject to approval of the Employer, Employees may exchange shifts.

SCHEDULE "A"
ASSIGNMENT OF CLASSES TO PAY GRADES IN SCHEDULE "B"
EFFECTIVE APRIL 1, 2014

<u>Class No.</u>	<u>Class Title</u>	<u>Pay Grade</u>
093IS	Individual Support 1	36*3
094IS	Individual Support 2	39*3
091FS	Facility Support 1	27*4
092FS	Facility Support 2	33*4
093FS	Facility Support 3	39*4
094FS	Facility Support 4	42*4

*Indicates Starting Period in the Grade

SCHEDULE "B"
HEALTH AND THERAPY SUPPORT SERVICES – SALARY GRID (38 ¾ HOUR)*
EFFECTIVE APRIL 1, 2014

Bi-weekly Salary Periods

GRADE	1	2	3	4	5	6	7
27	1,224.68 15.80	1,260.28 16.26	1,297.35 16.74	1,343.69 17.33	1,389.54 17.92	1,434.41 18.50	1,483.67 19.14
28	1,240.78 16.01	1,276.38 16.46	1,321.74 17.05	1,364.17 17.60	1,409.04 18.18	1,460.74 18.84	1,510.49 19.49
29	1,260.28 16.26	1,297.35 16.74	1,343.69 17.33	1,389.54 17.92	1,434.41 18.50	1,483.67 19.14	1,539.75 19.86
30	1,276.38 16.46	1,321.74 17.05	1,364.17 17.60	1,409.04 18.18	1,460.74 18.84	1,510.49 19.49	1,568.54 20.23
31	1,297.35 16.74	1,343.69 17.33	1,389.54 17.92	1,434.41 18.50	1,483.67 19.14	1,539.75 19.86	1,596.81 20.60
32	1,321.74 17.05	1,364.17 17.60	1,409.04 18.18	1,460.74 18.84	1,510.49 19.49	1,568.54 20.23	1,624.13 20.95
33	1,343.69 17.33	1,389.54 17.92	1,434.41 18.50	1,483.67 19.14	1,539.75 19.86	1,596.81 20.60	1,653.40 21.33
34	1,364.17 17.60	1,409.04 18.18	1,460.74 18.84	1,510.49 19.49	1,568.54 20.23	1,624.13 20.95	1,681.18 21.69
35	1,389.54 17.92	1,434.41 18.50	1,483.67 19.14	1,539.75 19.86	1,596.81 20.60	1,653.40 21.33	1,712.90 22.10
36	1,409.04 18.18	1,460.74 18.84	1,510.49 19.49	1,568.54 20.23	1,624.13 20.95	1,681.18 21.69	1,736.31 22.40
37	1,434.41 18.50	1,483.67 19.14	1,539.75 19.86	1,596.81 20.60	1,653.40 21.33	1,712.90 22.10	1,770.44 22.84
38	1,460.74 18.84	1,510.49 19.49	1,568.54 20.23	1,624.13 20.95	1,681.18 21.69	1,736.31 22.40	1,801.67 23.24
39	1,483.67 19.14	1,539.75 19.86	1,596.81 20.60	1,653.40 21.33	1,712.90 22.10	1,770.44 22.84	1,835.80 23.68
40	1,510.49 19.49	1,568.54 20.23	1,624.13 20.95	1,681.18 21.69	1,736.31 22.40	1,801.67 23.24	1,869.94 24.12
41	1,539.75 19.86	1,596.81 20.60	1,653.40 21.33	1,712.90 22.10	1,770.44 22.84	1,835.80 23.68	1,902.13 24.54
42	1,568.54 20.23	1,624.13 20.95	1,681.18 21.69	1,736.31 22.40	1,801.67 23.24	1,869.94 24.12	1,937.73 25.00
43	1,596.81 20.60	1,653.40 21.33	1,712.90 22.10	1,770.44 22.84	1,835.80 23.68	1,902.13 24.54	1,973.82 25.46
44	1,624.13 20.95	1,681.18 21.69	1,736.31 22.40	1,801.67 23.24	1,869.94 24.12	1,937.73 25.00	2,010.41 25.94
45	1,653.40 21.33	1,712.90 22.10	1,770.44 22.84	1,835.80 23.68	1,902.13 24.54	1,973.82 25.46	2,053.81 26.50
46	1,681.18 21.69	1,736.31 22.40	1,801.67 23.24	1,869.94 24.12	1,937.73 25.00	2,010.41 25.94	2,089.90 26.96
47	1,712.90 22.10	1,770.44 22.84	1,835.80 23.68	1,902.13 24.54	1,973.82 25.46	2,053.81 26.50	2,125.02 27.41
48	1,736.31 22.40	1,801.67 23.24	1,869.94 24.12	1,937.73 25.00	2,010.41 25.94	2,089.90 26.96	2,170.38 28.00

Bi-weekly Salary Periods

GRADE	1	2	3	4	5	6	7
49	1,770.44	1,835.80	1,902.13	1,973.82	2,053.81	2,125.02	2,216.23
	22.84	23.68	24.54	25.46	26.50	27.41	28.59
50	1,801.67	1,869.94	1,937.73	2,010.41	2,089.90	2,170.38	2,262.56
	23.24	24.12	25.00	25.94	26.96	28.00	29.19

* hourly rates (to 2 decimal places) shown for information purposes only

SCHEDULE "B"
HEALTH AND THERAPY SUPPORT SERVICES – SALARY GRID (38 ¾ HOUR)*
EFFECTIVE APRIL 1, 2015

Bi-weekly Salary Periods

GRADE	1	2	3	4	5	6	7
27	1,252.24 16.15	1,288.64 16.62	1,326.54 17.11	1,373.92 17.72	1,420.80 18.33	1,466.68 18.92	1,517.05 19.57
28	1,268.70 16.37	1,305.10 16.84	1,351.48 17.43	1,394.86 17.99	1,440.74 18.59	1,493.61 19.27	1,544.48 19.92
29	1,288.64 16.62	1,326.54 17.11	1,373.92 17.72	1,420.80 18.33	1,466.68 18.92	1,517.05 19.57	1,574.39 20.31
30	1,305.10 16.84	1,351.48 17.43	1,394.86 17.99	1,440.74 18.59	1,493.61 19.27	1,544.48 19.92	1,603.83 20.69
31	1,326.54 17.11	1,373.92 17.72	1,420.80 18.33	1,466.68 18.92	1,517.05 19.57	1,574.39 20.31	1,632.74 21.06
32	1,351.48 17.43	1,394.86 17.99	1,440.74 18.59	1,493.61 19.27	1,544.48 19.92	1,603.83 20.69	1,660.67 21.42
33	1,373.92 17.72	1,420.80 18.33	1,466.68 18.92	1,517.05 19.57	1,574.39 20.31	1,632.74 21.06	1,690.60 21.81
34	1,394.86 17.99	1,440.74 18.59	1,493.61 19.27	1,544.48 19.92	1,603.83 20.69	1,660.67 21.42	1,719.01 22.18
35	1,420.80 18.33	1,466.68 18.92	1,517.05 19.57	1,574.39 20.31	1,632.74 21.06	1,690.60 21.81	1,751.44 22.59
36	1,440.74 18.59	1,493.61 19.27	1,544.48 19.92	1,603.83 20.69	1,660.67 21.42	1,719.01 22.18	1,775.38 22.90
37	1,466.68 18.92	1,517.05 19.57	1,574.39 20.31	1,632.74 21.06	1,690.60 21.81	1,751.44 22.59	1,810.27 23.35
38	1,493.61 19.27	1,544.48 19.92	1,603.83 20.69	1,660.67 21.42	1,719.01 22.18	1,775.38 22.90	1,842.21 23.77
39	1,517.05 19.57	1,574.39 20.31	1,632.74 21.06	1,690.60 21.81	1,751.44 22.59	1,810.27 23.35	1,877.11 24.22
40	1,544.48 19.92	1,603.83 20.69	1,660.67 21.42	1,719.01 22.18	1,775.38 22.90	1,842.21 23.77	1,912.01 24.67
41	1,574.39 20.31	1,632.74 21.06	1,690.60 21.81	1,751.44 22.59	1,810.27 23.35	1,877.11 24.22	1,944.93 25.09
42	1,603.83 20.69	1,660.67 21.42	1,719.01 22.18	1,775.38 22.90	1,842.21 23.77	1,912.01 24.67	1,981.33 25.56
43	1,632.74 21.06	1,690.60 21.81	1,751.44 22.59	1,810.27 23.35	1,877.11 24.22	1,944.93 25.09	2,018.23 26.04
44	1,660.67 21.42	1,719.01 22.18	1,775.38 22.90	1,842.21 23.77	1,912.01 24.67	1,981.33 25.56	2,055.64 26.52
45	1,690.60 21.81	1,751.44 22.59	1,810.27 23.35	1,877.11 24.22	1,944.93 25.09	2,018.23 26.04	2,100.02 27.09
46	1,719.01 22.18	1,775.38 22.90	1,842.21 23.77	1,912.01 24.67	1,981.33 25.56	2,055.64 26.52	2,136.92 27.57
47	1,751.44 22.59	1,810.27 23.35	1,877.11 24.22	1,944.93 25.09	2,018.23 26.04	2,100.02 27.09	2,172.83 28.03
48	1,775.38 22.90	1,842.21 23.77	1,912.01 24.67	1,981.33 25.56	2,055.64 26.52	2,136.92 27.57	2,219.21 28.63

Bi-weekly Salary Periods

GRADE	1	2	3	4	5	6	7
49	1,810.27 23.35	1,877.11 24.22	1,944.93 25.09	2,018.23 26.04	2,100.02 27.09	2,172.83 28.03	2,266.10 29.24
50	1,842.21 23.77	1,912.01 24.67	1,981.33 25.56	2,055.64 26.52	2,136.92 27.57	2,219.21 28.63	2,313.47 29.85

* hourly rates (to 2 decimal places) shown for information purposes only

SCHEDULE "B"
HEALTH AND THERAPY SUPPORT SERVICES – SALARY GRID (38 ¾ HOUR)*
EFFECTIVE APRIL 1, 2016

Bi-weekly Salary Periods

GRADE	1	2	3	4	5	6	7
27	1,283.55 16.56	1,320.86 17.04	1,359.70 17.54	1,408.27 18.17	1,456.32 18.79	1,503.35 19.39	1,554.98 20.06
28	1,300.42 16.77	1,337.73 17.26	1,385.27 17.87	1,429.73 18.44	1,476.76 19.05	1,530.95 19.75	1,583.09 20.42
29	1,320.86 17.04	1,359.70 17.54	1,408.27 18.17	1,456.32 18.79	1,503.35 19.39	1,554.98 20.06	1,613.75 20.82
30	1,337.73 17.26	1,385.27 17.87	1,429.73 18.44	1,476.76 19.05	1,530.95 19.75	1,583.09 20.42	1,643.93 21.21
31	1,359.70 17.54	1,408.27 18.17	1,456.32 18.79	1,503.35 19.39	1,554.98 20.06	1,613.75 20.82	1,673.56 21.59
32	1,385.27 17.87	1,429.73 18.44	1,476.76 19.05	1,530.95 19.75	1,583.09 20.42	1,643.93 21.21	1,702.19 21.96
33	1,408.27 18.17	1,456.32 18.79	1,503.35 19.39	1,554.98 20.06	1,613.75 20.82	1,673.56 21.59	1,732.87 22.35
34	1,429.73 18.44	1,476.76 19.05	1,530.95 19.75	1,583.09 20.42	1,643.93 21.21	1,702.19 21.96	1,761.99 22.73
35	1,456.32 18.79	1,503.35 19.39	1,554.98 20.06	1,613.75 20.82	1,673.56 21.59	1,732.87 22.35	1,795.23 23.16
36	1,476.76 19.05	1,530.95 19.75	1,583.09 20.42	1,643.93 21.21	1,702.19 21.96	1,761.99 22.73	1,819.76 23.48
37	1,503.35 19.39	1,554.98 20.06	1,613.75 20.82	1,673.56 21.59	1,732.87 22.35	1,795.23 23.16	1,855.53 23.94
38	1,530.95 19.75	1,583.09 20.42	1,643.93 21.21	1,702.19 21.96	1,761.99 22.73	1,819.76 23.48	1,888.27 24.36
39	1,554.98 20.06	1,613.75 20.82	1,673.56 21.59	1,732.87 22.35	1,795.23 23.16	1,855.53 23.94	1,924.04 24.82
40	1,583.09 20.42	1,643.93 21.21	1,702.19 21.96	1,761.99 22.73	1,819.76 23.48	1,888.27 24.36	1,959.81 25.28
41	1,613.75 20.82	1,673.56 21.59	1,732.87 22.35	1,795.23 23.16	1,855.53 23.94	1,924.04 24.82	1,993.55 25.72
42	1,643.93 21.21	1,702.19 21.96	1,761.99 22.73	1,819.76 23.48	1,888.27 24.36	1,959.81 25.28	2,030.86 26.20
43	1,673.56 21.59	1,732.87 22.35	1,795.23 23.16	1,855.53 23.94	1,924.04 24.82	1,993.55 25.72	2,068.69 26.69
44	1,702.19 21.96	1,761.99 22.73	1,819.76 23.48	1,888.27 24.36	1,959.81 25.28	2,030.86 26.20	2,107.03 27.18
45	1,732.87 22.35	1,795.23 23.16	1,855.53 23.94	1,924.04 24.82	1,993.55 25.72	2,068.69 26.69	2,152.52 27.77
46	1,761.99 22.73	1,819.76 23.48	1,888.27 24.36	1,959.81 25.28	2,030.86 26.20	2,107.03 27.18	2,190.34 28.26
47	1,795.23 23.16	1,855.53 23.94	1,924.04 24.82	1,993.55 25.72	2,068.69 26.69	2,152.52 27.77	2,227.15 28.73
48	1,819.76 23.48	1,888.27 24.36	1,959.81 25.28	2,030.86 26.20	2,107.03 27.18	2,190.34 28.26	2,274.69 29.35

Bi-weekly Salary Periods

GRADE	1	2	3	4	5	6	7
49	1,855.53 23.94	1,924.04 24.82	1,993.55 25.72	2,068.69 26.69	2,152.52 27.77	2,227.15 28.73	2,322.75 29.97
50	1,888.27 24.36	1,959.81 25.28	2,030.86 26.20	2,107.03 27.18	2,190.34 28.26	2,274.69 29.35	2,371.31 30.59

* hourly rates (to 2 decimal places) shown for information purposes only

**LETTER OF UNDERSTANDING #1
COMMUNICABLE DISEASES**

It is understood by the Parties to this Agreement that where Employees work in an environment where there is a danger of contracting communicable diseases, the Employing Departments may receive input from Employees covered by this Subsidiary Agreement with regard to issues and policies dealing with communicable diseases. This input shall be received through Health and Safety Committees, Joint Consultation Committees, or other such Committees that may be established.

This Letter of Understanding shall take effect on the date of implementation and remain in effect for the duration of this Agreement.

Dated this ____ day of _____, 2014

ORIGINAL SIGNED BY

DWIGHT DIBBEN
Public Service Commissioner

ORIGINAL SIGNED BY

GUY SMITH
President, Alberta Union of
Provincial Employees

**LETTER OF UNDERSTANDING #2
EMPLOYEE RELATIONS COMMITTEE**

The Parties agree to establish a Joint Employee Relations Committee to discuss matters of mutual interest related to Employees covered by Subsidiary Agreement #009, Health and Therapy and Institutional and Patient Support Services.

The Committee shall be comprised of equal representation of the Parties and shall be co-chaired. The Committee shall meet a minimum of once per year or as necessary. Salary and expenses pertaining to the operation of the Committee shall be borne by the respective Parties.

Any recommendations for changes must be approved by the majority of the members of the Committee and if accepted by both the Employer and the Union may be implemented by mutual agreement.

The members of this Committee shall be appointed within thirty calendar days of the signing of the new Subsidiary Agreement #009.

Where matters of mutual interest affect Employees from any other Subsidiary Agreements, a joint committee will be the forum for discussion, with Employee representation from those affected subsidiary agreements.

Dated this ____ day of _____, 2014

ORIGINAL SIGNED BY

DWIGHT DIBBEN
Public Service Commissioner

ORIGINAL SIGNED BY

GUY SMITH
President, Alberta Union of
Provincial Employees

EMPLOYEE RELATIONS COMMITTEE

HEALTH AND THERAPY SUPPORT SERVICES AND INSTITUTIONAL AND PATIENT SUPPORT SERVICES - SUBSIDIARY #009

TERMS OF REFERENCE

1.0 PREAMBLE

- 1.1 The Parties agree to establish a joint Employee Relations Committee to discuss matters of mutual interest related to Employees covered by Health and Therapy and Institutional and Patient Support Services, Subsidiary #009. The sole purpose of the discussions is to foster a mutual understanding of the perspectives of both parties on matters of mutual interest.
- 1.2 The committee shall be comprised of equal representation of the Parties and shall be co-chaired. The committee shall meet a minimum of once per year or as necessary. Salary and expenses pertaining to the operation of the committee shall be borne by the respective Parties.
- 1.3 Any recommendations for changes must be approved by the majority of the members of the committee and if accepted by both the Employer and the Union may be implemented by mutual agreement.

2.0 NAME OF COMMITTEE

- 2.1 The name of the committee shall be: "Employee Relations Committee".

3.0 OBJECTIVE(S)

- 3.1 To promote and maintain effective communications in the areas of:
 - (a) working conditions;
 - (b) policies and procedures;
 - (c) staff development;
 - (d) suggestions for improved efficiency;
 - (e) information exchange relative to proposed operational changes;
 - (f) other matters as agreed to mutually by the committee;
 - (g) class series;

- (h) it is agreed that the committee will not deal with:
 - (i) issues for which there exist avenues for discussion or resolution which have not been explored,
 - (ii) pending or potential grievances,
 - (iii) terms and conditions of the Master Agreement.

4.0 MEMBERSHIP

- 4.1 The committee shall be composed of equal representatives from Local 009 and Management.
- 4.2 Employee representatives will be members of the A.U.P.E. Local 009 employed by the Government of the Province of Alberta.
- 4.3 Employee representatives will be chosen by A.U.P.E. Local 009.
- 4.4 The Employee Co-Chairperson shall be appointed from and elected by the Employee representatives of the committee. The Management Co-Chairperson will similarly be appointed from and elected by the Management representatives of the committee.
- 4.5 Ideally the Co-Chairperson will serve for a period of at least one year.

5.0 GENERAL

- 5.1 All members of the committee will have equal authority to advise, recommend and vote.
- 5.2 The two Co-Chairpersons will alternate in chairing the meetings.
- 5.3 A recording secretary will be provided by the assigned Co-Chairperson. Minutes will be approved and signed by the Co-Chairpersons and distributed to all members within one (1) week from any meeting.
- 5.4 Meetings will be held a minimum of once per year or as necessary - in Edmonton, unless another location is mutually agreed to. Duration of any meeting shall not normally exceed one day. Additional meetings may be scheduled if required, and mutually agreed.
- 5.5 An agenda is to be prepared and circulated fifteen (15) days in advance of the meeting. Other submissions and rationale may be added to the agenda by agreement of both Co-Chairpersons. The final agenda will be set by mutual agreement of the Co-Chairpersons.
- 5.6 Individuals who are not representatives on the committee may make presentations at meetings with the agreement of the Co-Chairpersons and providing written notice is offered to the Co-Chairpersons in advance of the meeting. Subjects to be discussed will have been previously entered on the agenda.

- 5.7 The Committee shall be entitled to have, upon approval by the Co-Chairpersons, resource personnel in attendance at meetings. Advisors may attend on behalf of Management or Employees, but in either case they will have no status except that of providing information.
- 5.8 These terms of reference may be amended at any regular meeting of the committee, providing that a proper notice to amend was made at the preceding regular meeting.

Notwithstanding the above, the Parties agree that agenda items that will be reviewed will include matters of:

- orientation;
- in-service programs;
- preventative health;
- hazardous working conditions;
- assignment and execution of responsibilities.

Dated this ____ day of _____, 2014

ORIGINAL SIGNED BY

DWIGHT DIBBEN
Public Service Commissioner

ORIGINAL SIGNED BY

GUY SMITH
President, Alberta Union of
Provincial Employees

**LETTER OF UNDERSTANDING #3
MEDICATION ADMINISTRATION**

Where Individual Support 1's are working a scheduled shift and are required to administer medications for that shift, they will be compensated as an Individual Support 2 for that shift, and any succeeding shift so required.

Dated this ____ day of _____, 2014

ORIGINAL SIGNED BY

ORIGINAL SIGNED BY

DWIGHT DIBBEN
Public Service Commissioner

GUY SMITH
President, Alberta Union of
Provincial Employees

**LETTER OF INTENT #1
EMPLOYEE SAFETY**

It is recognized that at certain work sites and in certain work situations employee safety may be potentially at risk. The Employer is prepared to review issues of this nature at Employee Relations Committees and review, if necessary, training and protective measures for employees.

Dated this ____ day of _____, 2014

ORIGINAL SIGNED BY

DWIGHT DIBBEN
Public Service Commissioner

ORIGINAL SIGNED BY

GUY SMITH
President, Alberta Union of
Provincial Employees

LETTER OF UNDERSTANDING #4 JOINT CONSULTATION COMMITTEE

JOINT CONSULTATION COMMITTEE

The Parties agree to establish a Joint Consultation Committee.

PURPOSES OF THE JOINT CONSULTATION COMMITTEE

- To facilitate ongoing Union review and input into the development and implementation of a Human Resources Plan to respond to future changes to the role, structure and operation of Michener Services.
- To recommend action to the Chief Operating Officer (COO), Michener Services, for his/her consideration.
- To establish and maintain improved communication structures between the Union, the employees and Michener Services management.
- To foster and maintain improved working relationships between the Union, the employees and Michener Services management.
- To reduce uncertainty by providing timely and accurate information to concerned employees.

GENERAL GUIDELINES

The Committee will ensure that employee rights under Article 12 and 15 of the Master Agreement are properly considered and are communicated to employees.

The Committee will monitor Michener Services' objective to accomplish staff adjustments, by attrition, to the extent feasible and in reverse order of permanency.

The Committee will monitor Michener Services' efforts to ensure that resources are available to assist interested employees to contact other employers.

The Committee will monitor the Michener Services' efforts to ensure that employees retrained under collective agreement provisions will have prior access to open or new positions for which they are qualified in accordance with the collective agreement.

COMMITTEE PROCESSES

The Committee shall be established when a need is identified by either of the Parties. The Committee shall consist of management representatives and one employee representative, unless otherwise agreed by the co-chairs, from any or all Subsidiary Agreements, appointed by the applicable participating Local Council of A.U.P.E.

The Committee will normally meet during working hours and Committee members shall receive time off without loss of regular earnings for time spent in joint meetings.

The Committee shall be chaired by either a nominee from the participating Locals or a management representative.

Committee members shall not vote on recommendations. However, agreed recommendations shall be submitted jointly to the COO listed above. An individual member is also free to submit their recommendations to the COO.

The Employer will endeavour to encourage any new employer to offer employment opportunities to existing employees.

Dated this ____ day of _____, 2014

ORIGINAL SIGNED BY

DWIGHT DIBBEN
Public Service Commissioner

ORIGINAL SIGNED BY

GUY SMITH
President, Alberta Union of
Provincial Employees

Dated this ____th day of _____, 2014

ORIGINAL SIGNED BY

Witness

ORIGINAL SIGNED BY

DWIGHT DIBBEN
Public Service Commissioner

ORIGINAL SIGNED BY

Witness

ORIGINAL SIGNED BY

GUY SMITH
President, Alberta Union of
Provincial Employees