

SOURCE	Hosp.
Wage Eff.	89 09 29
TERM.	91 09 28
No. OF EMPLOYEES	72
NOMBRE D'EMPLOYÉS	df

FULL-TIME

COLLECTIVE AGREEMENT

between

SUDBURY MEMORIAL HOSPITAL

(hereinafter referred to as "the Hospital")

and

CUPE LOCAL 161

Expires: September 28, 1991

JUN 22 1992

0594904

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SCHEDULE "A"

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ARTICLE 1 - PREAMBLE1.01 Preamble

The general purpose of this Agreement is to establish and maintain collective bargaining relations between the Hospital and the employees covered by this Agreement; to provide for ongoing means of communication between the Union and the Hospital and the prompt disposition of grievances and the final settlement of disputes and to establish and maintain mutually satisfactory wages, hours of work and other conditions of employment in accordance with the provisions of this Agreement.

It is recognized that the employees wish to work efficiently together with the Hospital to secure the best possible care and health protection for patients.

1.02 Feminine/Masculine Pronouns

Wherever the feminine pronoun is used in this Agreement, it includes the masculine pronoun and vice versa where the context so requires.

ARTICLE 2 - DEFINITIONS2.01 Temporary Employee

Employees may be hired for a specific term not to exceed six (6) months, to replace an employee who will be on approved leave of absence, absence due to W.C.B. disability, sick leave, long term disability or to perform a special non-recurring task. This term may be extended a further six (6) months on mutual agreement of the Union, employee and Hospital. The period of employment of such persons will not exceed the absentee's leave. The release or discharge of such persons shall not be the subject of a grievance or arbitration.

This clause would not preclude such employees from using the job posting provision under the Collective Agreement and any successful applicant who has completed his probation period will be credited with the appropriate seniority.

The Hospital will outline to employees selected to fill such temporary vacancies and the Union, the circumstances giving rise to the vacancy, and the special conditions relating to such employment.

ARTICLE 3 - RELATIONSHIP3.01 No Discrimination

The parties agree that there shall be no discrimination within the meaning of the Ontario Human Rights Code against any employee by the Union or the Hospital by reason of race, creed, colour, age, sex, marital status, nationality, ancestry or place

of origin, family status, handicap, sexual orientation, political affiliation or activity, or place of residence. The Hospital and the Union further agree that there will be no intimidation, discrimination, interference, restraint or coercion exercised or practised by either of them or their representatives or members, because of an employee's membership or non-membership in a Union or because of his activity or lack of activity in the Union.

ARTICLE 4 - STRIKES & LOCKOUTS

The Union agrees there shall be no strikes and the Hospital agrees there shall be no lockouts so long as this Agreement continues to operate. The terms "strike" and "lockout" shall bear the meaning given them in the Ontario Labour Relations Act.

ARTICLE 5 - UNION SECURITY

5.01 T4 Slips

The Hospital will provide each employee with a T-4 supplementary slip showing the dues deducted in the previous year for income tax purposes where such information is available or becomes readily available through the Hospital's payroll system.

5.02 Notification to Union

The Hospital will provide the Union with a list, monthly of all hirings, lay-offs, recalls and terminations within the bargaining unit where such information is available or becomes readily available through the Hospital's payroll system.

5.03 Employee Interview

A new employee will have the opportunity to meet with a representative of the Union in the employ of the Hospital **for** a period of up to **15** minutes during the employee's orientation period without loss of regular earnings. The purpose of the meeting will be to acquaint the employee with such representative of the Union and the Collective Agreement.

Such meetings may be arranged collectively or individually for employees by the hospital as part of the orientation program.

5.04 No Other Agreements

No employee shall be required or permitted to make any written or verbal agreement with the hospital or its **representative(s)** which conflicts with the terms of this agreement.

No individual employee or group of employees shall undertake to represent the Union at meetings with the hospital without proper authorization from the Union.

ARTICLE 6 - UNION REPRESENTATION AND COMMITTEES

6.01 Union Activity on Premises and/or Access to Premises

The Union agrees that neither it, nor its officers, agents, representatives and members will engage in the solicitation of members, holding of meetings or any other Union activities on hospital premises or on hospital time without the prior approval of the Hospital, except as specifically provided for in this Agreement. Such approval will not be unreasonably denied.

6.02 Labour Management Committee

Where the parties mutually agree that there are matters of mutual concern and interest that would be beneficial if discussed at a Labour-Management Committee Meeting during the term of this Agreement, the following shall apply.

An equal number of representatives of each party as mutually agreed shall meet at a time and place mutually satisfactory. A request for a meeting hereunder will be made in writing prior to the date proposed and accompanied by an agenda of matters proposed to be discussed, which shall not include matters that are properly the subject of grievance or negotiations for the amendment or renewal of this agreement.

Any representative(s) attending such meetings during their regularly scheduled hours of work shall not lose regular earnings as a result of such attendance.

It is agreed that the topic of a rehabilitation program for drug and alcohol abuse is an appropriate topic for the Labour Management Committee.

It is understood that joint meetings with other Labour-Management Committees in the Hospital may be scheduled concerning issues of mutual interest if satisfactory to all concerned.

Where two or more agreements exist between a Hospital and CUPE the Committee may be a joint one representing employees under both agreements, unless otherwise agreed.

6.03 Local Bargaining Committee

The Hospital agrees to recognize a negotiating committee comprised of hospital employee representatives of the Union for the purpose of negotiating a renewal agreement (as set out in the Local Provisions Appendix). The Hospital agrees to pay members of the negotiating committee for straight time wages lost from their regularly scheduled working hours spent in direct negotiations for a renewal agreement, up to but not including arbitration. Nothing in this provision is intended to preclude the Union negotiating committee from having the assistance of any representatives of the Canadian Union of Public Employees when negotiating with the Hospital.

When direct negotiations begin or end within ten (10) hours of a negotiating team member's scheduled shift, the Hospital will endeavour to provide a one day's leave of absence without pay, to provide a sufficient rest break if the employee so requests. Such request shall not be unreasonably denied. Such leave shall be considered leave of absence for Union business, but shall not be deducted from the Union entitlement under Article 12.02.

6.04 Central Bargaining Committee

In central bargaining between the Canadian Union of Public Employees and the participating hospitals, an employee serving on the Union's Central Negotiating Committee shall be paid for time lost from his normal straight time working hours at his regular rate of pay and without loss of leave credits for attending central negotiating meetings with the Hospitals' Central Negotiating Committee in direct negotiations up to the point of arbitration. Upon reference to arbitration, the negotiating Committee members shall receive unpaid time off for the purpose of attending arbitration hearings.

It is understood and agreed that the maximum number of Union Central Negotiating Committee members entitled to payment under this provision shall be seven, and in no case will more than one employee from a hospital be entitled to such payment.

The Union shall advise the Hospitals' Central negotiating Committee, before negotiations commence, of those employees to be paid under this provision. The Hospitals' Central Negotiating Committee shall advise the seven Hospitals accordingly.

6.05 Union Stewards

The Hospital agrees to recognize Union stewards to be elected or appointed from amongst employees in the bargaining unit who have completed their probationary period for the purpose of dealing with Union business as provided under this Collective Agreement.

A Chief Steward or designate may, in the absence of any steward, assist in the presentation of any grievance, or with any steward function.

The Union shall keep the Hospital notified in writing of the names of Union stewards appointed or selected under this Article as well as the effective date of their respective appointments.

It is agreed that Union stewards have their regular duties and responsibilities to perform for the Hospital and shall not leave their regular duties without first obtaining permission from their immediate supervisor. If, in the performance of his duties, a Union steward is required to enter an area within the Hospital in which he is not originally employed, he shall report his presence to the supervisor in the area immediately upon entering it. Such permission shall not be unreasonably withheld. When resuming his regular duties and responsibilities, such steward shall again report to his immediate supervisor. A Union steward shall suffer **no loss** of earnings for time spent in performing the **above** duties during **his** regular scheduled working hours.

Nothing in this Article shall preclude full-time stewards from representing part-time employees and vice-versa.

The number of stewards and the areas which they represent, are to be determined locally.

6.06 Grievance Committee

The Hospital will recognize a Grievance Committee composed of the Chief Steward and not more than (as set out in Local Provisions Appendix) employees selected by the Union who have completed their probationary period. A general representative of the Union may be present at any meeting of the Committee. The purpose of the Committee is to deal with complaints or grievances as set out in this Collective Agreement.

The Union shall keep the Hospital notified in writing of the names of the members of the Grievance Committee appointed or selected under this Article as well as the effective date of their respective appointments.

A Committee member shall suffer no **loss** of earnings for time spent during their regular scheduled working hours in attending grievance meetings with the Hospital up to, but not including arbitration. The number of employees on the grievance Committee shall be determined locally.

7 - GRIEVANCE PROCEDURE

- 7.01 For purposes of this Agreement, a grievance is defined as a difference arising between the parties relating to the interpretation, application, administration or alleged violation of the agreement including any question as to whether a matter is arbitrable.
- 7.02 At the time formal discipline is imposed or at any stage of the grievance procedure an employee shall have the right upon request to the presence of his/her steward. In the case of suspension or discharge the Hospital shall notify the employee of this right in advance.
- 7.03 It is the mutual desire of the parties hereto that complaints of employees shall be adjusted as quickly as possible, and it is understood that an employee has no grievance until he has first given his immediate supervisor the opportunity of adjusting his complaint. Such complaint shall be discussed with his immediate supervisor within nine (9) calendar days after the circumstances giving rise to it have occurred or ought reasonably to have come to the attention of the employee and failing settlement within nine (9) calendar days, it shall then be taken up as a grievance within nine (9) calendar days following advice of his immediate supervisor's decision in the following manner and sequence:

Step No. 1

The employee may submit a written grievance signed by the employee to his immediate supervisor. The grievance shall identify the nature of the grievance and the remedy sought and should identify the provisions of the Agreement which are alleged to be violated. The immediate supervisor will deliver his decision in writing within nine (9) calendar days following the day on which the grievance was presented to him. Failing settlement, then:

Step No. 2

Within nine (9) calendar days following the decision under Step No. 1, the employee may submit the written grievance to his Department Head who will deliver his decision in writing within nine (9) calendar days from the date on which the written grievance was presented to him. The parties may, if they so desire, meet to discuss the grievance at a time and place suitable to both parties. This step may be omitted where the employee's immediate supervisor and Department Head are the same person. Failing settlement then:

Step No. 3

Within nine (9) calendar days following the decision in Step No. 2, the grievance may be submitted in writing to the Hospital Administrator or his designee. A meeting will then be held between the Hospital Administrator or his designee and the Grievance Committee within nine (9) calendar days of the submission of the grievance at Step No. 3 unless extended by agreement of the parties. It is understood and agreed that a representative of the Canadian Union of Public Employees and the grievor may be present at the meeting. It is further understood that the Hospital Administrator or his designee may have such counsel and assistance as he may desire at such meeting. The decision of the Hospital shall be delivered in writing within nine (9) calendar days following the date of such meeting.

- 7.04 A complaint or grievance arising directly between the Hospital and the Union concerning the interpretation, application or alleged violation of the Agreement shall be originated at Step No. 3 within fourteen (14) calendar days following the circumstances giving rise to the complaint or grievance. It is expressly understood, however, that the provisions of this Article may not be used with respect to a grievance directly affecting an employee which such employee could himself institute and the regular grievance procedure shall not be thereby bypassed.
- 7.05 Where a number of employees have identical grievances and each employee would be entitled to grieve separately they may present a group grievance in writing identifying each employee who is grieving to the Department Head or his designee within fourteen (14) calendar days after the circumstances giving rise to the grievance have occurred or ought reasonably to have come to the attention of the **employee(s)**. The grievance shall then be treated as being initiated at Step No. 2 and the applicable provisions of this Article shall then apply with respect to the processing of such grievance.

7.06 The release or discharge of an employee during the probationary period shall not be the subject of a grievance or arbitration. A claim by an employee who has completed his probationary period that he has been unjustly discharged or suspended shall be treated as a grievance if a written statement of such grievance is lodged by the employee with the hospital at Step No. 3 within seven (7) calendar days after the date the discharge or suspension is effected. Such special grievance may be settled under the Grievance or Arbitration Procedure by:

- (a) confirming the Hospital's action in dismissing the employee; or,
- (b) reinstating the employee with or without full compensation for the time lost;
or,
- (c) by any other arrangement which may be deemed just and equitable.

Wherever the Hospital deems it necessary to suspend or discharge an employee, the Hospital shall notify the Union of such suspension or discharge in writing. The Hospital agrees that it will not suspend, discharge or otherwise discipline an employee who has completed his probationary period, without just cause.

7.07 Failing settlement under the foregoing procedure of any grievance between the parties arising from the interpretation, application, administration or alleged violation of this Agreement, including any question as to whether a matter is arbitrable, such grievance may be submitted to arbitration as hereinafter provided. If no written request for arbitration is received within eighteen (18) calendar days after the decision under Step No. 3 is given, the grievance shall be deemed to have been abandoned. Where such a written request is postmarked within sixteen (16) calendar days after the decision under Step No. 3, it will be deemed to have been received within the time limits.

7.08 All agreements reached under the grievance procedure between the representatives of the Hospital and the representatives of the Union will be final and binding upon the Hospital and the Union and the employees.

7.09 When either party requests that any matter be submitted to arbitration as provided in the foregoing Article, it shall make such request in writing addressed to the other party to this Agreement, and at the same time name a nominee. Within seven (7) calendar days thereafter the other party shall name a nominee, provided, however, that if such party fails to name a nominee as herein required, the Minister of Labour for the Province of Ontario shall have power to effect such appointment upon application thereto by the party invoking arbitration procedure. The two nominees shall attempt to select by agreement a chairman of the Arbitration Board. If they are unable to agree upon such a chairman within a period of fourteen (14) calendar days, they shall then request the Minister of Labour for the Province of Ontario to appoint a chairman.

7.10 No person may be appointed as an arbitrator who has been involved in an attempt to negotiate or settle the grievance.

- 7.11 No matter may be submitted to arbitration which has not been properly carried through all requisite steps of the Grievance Procedure.
- 7.12 The Arbitration Board shall not be authorized to make any decision inconsistent with the provisions of this Agreement, nor to alter, modify, add to or amend any part of this Agreement.
- 7.13 The proceedings of the Arbitration Board will be expedited by the parties hereto and the decision of the majority and, where there is no majority the decision of the chairman will be final and binding upon the parties hereto and the employee or employees concerned.
- 7.14 Each of the parties hereto will bear the expense of the nominee appointed by it and the parties will share equally the fees and expenses, if any, of the chairman of the Arbitration Board.
- 7.15 The time limits set out in the Grievance and Arbitration Procedures herein are mandatory and failure to comply strictly with such time limits except by the written agreement of the parties, shall result in the grievance being deemed to have been abandoned subject only to the provisions of Section 44 (6) of The Labour Relations Act.
- 7.16 Wherever Arbitration Board is referred to in the Agreement, the parties may mutually agree in writing to substitute a single arbitrator for the Arbitration Board at the time of reference to arbitration and the other provisions referring to Arbitration Board shall appropriately apply.

ARTICLE 8 - ACCESS TO FILES

8.01 Access to Personnel File

Each employee shall have reasonable access to his/her personnel file for the purpose of reviewing any evaluations or formal disciplinary notations contained therein, in the presence of the Director of Personnel or designate. An employee has the right to request copies of any evaluations in this file.

8.02 Clearing of Record

An employee's disciplinary record will be cleared after a period of two (2) calendar years of penalty-free conduct.

ARTICLE 9 - SENIORITY

9.01 Probationary Period

A new employee will be considered on probation until he has completed forty-five (45) days of work (or 337.5 hours of work for employees whose regular hours of work are

other than the standard work day), within any twelve (12) calendar months. Upon completion of the probationary period he shall be credited with seniority equal to forty-five (45) working days. With the written consent of the Hospital, the probationary employee and the President of the Local Union or designate, such probationary period may be extended. Any extensions agreed to will be in writing and will specify the length of the extension. The release or discharge of an employee during the probationary period shall not be the subject of a grievance or arbitration.

9.02 Definition of Seniority

Full-time employees will accumulate seniority on the basis of their continuous service in the bargaining unit from the last date of hire, except as otherwise provided herein.

Seniority will operate on a bargaining unit wide basis.

Notwithstanding the above, employees hired prior to October 10, 1986 will be credited with the seniority they held under the Agreement expiring September 28, 1985 and will thereafter accumulate seniority in accordance with this Article.

9.03 Loss of Seniority

An employee shall lose **all** seniority and service and shall be deemed to have terminated if he:

- (a) resigns;
- (b) is discharged and not reinstated through the grievance/arbitration procedure;
- (c) is retired;
- (d) is absent from scheduled work for a period of three (3) or more consecutive working days without notifying the Hospital of such absence and providing to the Hospital a satisfactory reason;
- (e) has been laid off for twenty-four (24) months;
- (f) if the employee has been laid off and fails to return to work within seven (7) calendar days after that employee has been notified by the Hospital through registered mail addressed to the last address on the records of the Hospital, subject to any special provisions regarding temporary vacancies noted under the heading of Layoff and Recall;
or,
- (g) is absent due to illness or disability for a period of thirty (30) calendar months from the time the disability or illness commenced.

9.04 Effect of Absence

- (a) It is understood that during an approved unpaid absence not exceeding thirty (30) continuous days or any approved absence paid by the Hospital, both seniority and service will accrue.
- (b) During an unpaid absence exceeding thirty (30) continuous calendar days, credit for service for purposes of salary increment, vacation, sick leave, or any other benefits under any provisions of the Collective Agreement or elsewhere, **shall** be suspended for the period of the absence in excess of thirty (30) continuous calendar days, the benefits concerned appropriately reduced on a pro rata basis and the employee's anniversary date adjusted accordingly. In addition, the employee will become responsible for full payment of subsidized employee benefits in which he/she is participating for the period of absence, except that the Hospital will continue to pay its share of the premiums for up to eighteen (18) months while an employee is in receipt of W.C.B. benefits. Effective October 20, 1990, the Hospital will continue to pay its share of the premiums for the initial seventeen (17) weeks from the commencement of the leave while an employee is on maternity or adoption leave. Effective October 20, 1990, service shall accrue for the initial seventeen (17) weeks from the commencement of the leave if an employee is on maternity or adoption leave. Notwithstanding this provision, service shall accrue for a period of fifteen (15) weeks if an employee's absence is due to a disability resulting in W.C.B. benefits.
- (c) It is further understood that during such unpaid absence, credit for seniority for purposes of promotion, demotion, transfer or lay-off shall be suspended and not accrue during the period of absence. Notwithstanding this provision seniority shall accrue during maternity or adoption leave, or for a period of eighteen (18) months if an employee's absence is due to a disability resulting in W.C.B. benefits, or for a period of one (1) year if an employee's unpaid absence is due to an illness.

9.05 Job Posting

Where a permanent vacancy occurs in a classification within the bargaining unit or a new position within the bargaining unit is established by the Hospital, such vacancy shall be posted for a period of seven (7) consecutive calendar days. Applications for such vacancy shall be made in writing within the seven (7) day period referred to herein.

Vacancies created by the filling of an initial permanent vacancy **will** be posted for a period of three (3) consecutive calendar days, excluding Saturdays, Sundays and Holidays. Applications for such vacancies shall be made in writing within the three (3) day period referred to herein.

In matters of promotion and staff transfer appointment shall be made of the senior applicant able to meet the normal requirements of the job.

The name of the successful applicant will be posted on the bulletin board for a period of seven (7) calendar days.

Where there are no successful applicants from within this bargaining unit for vacant positions referred to in this Article, employees in other CUPE bargaining units at the Hospital will be considered for such positions prior to considering persons not employed by the Hospital. The employees eligible for consideration shall be limited to those employees who have applied for the position in accordance with this Article, and selection shall be made in accordance with this Article.

The successful applicant shall be allowed a trial period of up to thirty (30) days, during which the Hospital will determine if the employee can satisfactorily perform the job. Within this period the employee may voluntarily return, or be returned by the Hospital to the position formerly occupied, without loss of seniority. The vacancy resulting from the posting may be filled on a temporary basis until the trial period is completed.

A list of vacancies filled in the preceding month under this article and the names of the successful applicants will be posted, with a copy provided to the Union.

Each posting will contain the Department, job title, shift(s) involved and rate of pay. Applicants may apply in writing to the Personnel Office. Where there are no successful applicants, an employee may be hired from outside the bargaining unit. The Employer shall have the right to fill any job opening on a temporary basis.

For clarification it is understood that both full-time and part-time employees may apply for vacancies in either bargaining unit and appointment shall be made of the senior applicant able to meet the normal requirements of the job regardless of the bargaining unit from which the individual comes.

9.06 Transfer and Seniority Outside the Bargaining Unit

Effective for employees transferred out of the bargaining unit subsequent to July 18, 1985:

- (a) It is understood that an employee shall not be transferred by the Hospital to a position outside the bargaining unit without his consent except in the case of temporary assignments not exceeding six (6) months. Such employees on temporary assignments shall remain members of the bargaining unit.
- (b) An employee who is transferred to a position outside the bargaining unit shall not, subject to (c) below, accumulate seniority. In the event the employee is returned by the Hospital to a position in the bargaining unit he shall be credited with the seniority held at the time of transfer and resume accumulation from the date of his return to the bargaining unit.

- (c) In the event an employee transferred out of the bargaining unit under (b) above is returned to the bargaining unit within a period of six (6) calendar months he shall accumulate seniority during the period of time outside the bargaining unit.

Note: Employees outside the bargaining unit as of July 18, 1985 will be credited with whatever seniority they held under the Collective Agreement expiring September 28, 1984 should they be returned to the bargaining unit subsequent to July 18, 1985.

9.07 Transfer of Seniority and Service

Effective July 18, 1985 and for employees who transfer subsequent to July 18, 1985:

For application of seniority for purposes of promotion, demotion, transfer, layoff and recall and service for purposes of vacation entitlement and wage progression:

- (i) an employee whose status is changed from full-time to part-time shall receive full credit for his seniority and service;
- (ii) an employee whose status is changed from part-time to full-time shall receive credit for his seniority and **service** on the basis of one year for each 1725 hours worked.

The above-noted employee shall be allowed a trial period of up to thirty (30) days, during which the Hospital will determine if the employee can satisfactorily perform the job. Within this period the employee may voluntarily return, or be returned without **loss** of seniority to his former duties on the same shift in the same department and at the appropriate rate of pay, subject to any changes which would have occurred had he not transferred.

9.08 Notice of Layoff

In the event of a proposed layoff at the Hospital of a permanent or long term nature, the Hospital will:

- a) provide the Union with no less than thirty (30) calendar days notice of such layoff; and,
- b) meet with the Union through the Labour Management Committee to review the following:
 - (i) the reason causing the layoff;
 - (ii) the service the Hospital will undertake after the layoff;

- (iii) the method of implementation including the areas of cut-back and employees to be laid off.

In the event of a substantial bed cut-back or cut-back in service, the Hospital will provide the Union with reasonable notice. If requested, the Hospital will meet with the Union through the Labour Management Committee to review the reasons and expected duration of the bed cut-back or cut-back in service, any realignment of service or staff and its effect on employees in the bargaining unit.

Any agreement between the Hospital and the Union resulting from the above review concerning the method of implementation will take precedence over other terms of layoff in this agreement. Notice of layoff shall be in accordance with the provisions of the Employment Standards Act.

9.09 Layoff and Recall

In the event of layoff, the Hospital shall lay off employees in the reverse order of their seniority within their classification, providing that there remain on the job employees who then have the ability to perform the work.

An employee who is subject to layoff shall have the right to either:

- (a) accept the layoff; or,
- (b) displace an employee who has lesser bargaining unit seniority and who is the least senior employee in a lower or identical paying classification in the bargaining unit if the employee originally subject to layoff can perform the duties of the lower or identical classification without training other than orientation. Such employee so displaced shall be laid off.

Note: For purposes of the operation of clause (b), an identical paying classification shall include any classification where the straight time hourly wage rate at the level of service corresponding to that of the laid off employee is within 1% of the laid off employee's straight time hourly wage rate.

An employee shall have opportunity of recall from a layoff to an available opening, in order of seniority, provided he has the ability to perform the work before such opening is filled on a regular basis under a job posting procedure. The posting procedure in the Collective Agreement shall not apply until the recall process has been complete.

In determining the ability of an employee to perform the work for the purposes of the paragraphs above, the Hospital shall not act in an arbitrary or unfair manner.

An employee recalled to work in a different classification from which he was laid off shall have the privilege of returning to the position he held prior to the lay-off should it become vacant within six (6) months of being recalled.

No new employees shall be hired until all those laid off have been given an opportunity to return to work and have failed to do so, in accordance with the **loss** of seniority provision, or have been found unable to perform the work available.

The Hospital shall notify the employee of recall opportunity by registered mail, addressed to the last address on record with the Hospital (which notification shall be deemed to be received on the second day following the date of mailing). The notification shall state the job to which the employee is eligible to be recalled and the date and time at which the employee shall report for work. The employee is solely responsible for his proper address being on record with the Hospital.

Employees on layoff shall be given preference for temporary vacancies which are expected to exceed ten (10) working days. An employee who has been recalled to such temporary vacancy shall not be required to accept such recall and may instead remain on layoff.

No full-time employee within the bargaining unit shall be laid off by reason of his/her duties being assigned to one or more part-time employees.

9.10 Benefits on Layoff

In the event of a layoff of an employee, the Hospital shall pay its share of insured benefits premiums up to the end of the month in which the layoff occurs.

The employee may, if possible under the terms and conditions of the insurance benefits programmes, continue to pay the full premium cost of a benefit or benefits for up to three (3) months following the end of the month in which the lay-off occurs. Such payment can be made through the payroll office of the Hospital provided that the employee informs the Hospital of his or her intent to do so at the time of the layoff, and arranges with the Hospital the appropriate payment schedule.

9.11 Technological Change

The Hospital undertakes to notify the Union in advance, so far as practicable, of any technological changes which the Hospital has decided to introduce which will significantly change the status of employees within the bargaining unit.

The Hospital agrees to discuss with the Union the effect of such technological changes on the employment status of employees and to consider practical ways and means of minimizing the adverse affect, if any, upon employees concerned.

Where new or greater skills are required than are already possessed by affected employees under the present methods of operation, such employees shall be given a period of training, with due consideration being given to the employee's age and previous educational background, during which they may perfect or acquire the skills necessitated by the new method of operation. The Employer will assume the cost of tuition and travel. There shall be no reduction in wage or salary rates during the

training period of any such employee. Training shall be given during the hours of work whenever possible and may extend for up to six (6) months.

Employees with one or more years of continuous service who are subject to lay-off under conditions referred to above, will be given notice of the impending change in employment status at the earliest reasonable time in keeping with the notification to the Union as above set forth and the requirements of the applicable law.

ARTICLE 10 - CONTRACTING OUT

10.01 The Hospital shall not contract out any work usually performed by members of the bargaining unit if, as a result of such contracting out, a layoff of any employees other than casual part-time employees results from such contracting out. Contracting out to an Employer who is organized and who will employ the employees of the bargaining unit who would otherwise be laid off with similar terms and conditions of employment is not a breach of this provision.

ARTICLE 11 - WORK OF THE BARGAINING UNIT

11.01 Work of the Bargaining Unit

Employees not covered by the terms of this Agreement will not perform duties normally assigned to those employees who are covered by this Agreement, except for the purposes of instruction, experimentation, or in emergencies when regular employees are not readily available.

11.02 Volunteers

The use of volunteers to perform bargaining unit work, as covered by this agreement, shall not be expanded beyond the extent of existing practice as of June 1, 1986.

Effective October 1, 1990, the Hospital shall submit to the Union figures indicating the number of volunteers as of September 20, 1990. Thereafter, the Hospital shall submit to the Union, at three (3) month intervals, the number of volunteers for the current month and the number of hours worked.

ARTICLE 12 - LEAVES OF ABSENCE

12.01 Personal Leave

Written request for a personal leave of absence without pay will be considered on an individual basis by the Hospital. Such requests are to be submitted to the employee's immediate supervisor at least four (4) weeks in advance, unless not reasonably possible to give such notice, and a written reply will be given within fourteen (14) days except in cases of emergency in which case a reply will be given as soon as possible. Such leave shall not be unreasonably withheld.

12.02 Union Business

- (a) The Hospital shall grant leave of absence without pay to employees to attend Union conventions, seminars, education classes and other Union business in connection with the administration of the Collective Agreement provided that such leave will not interfere with the efficient operation of the Hospital. Such leave will not be unreasonably denied.
- (b) In requesting such leave of absence for an employee or employees, the Union must give at least twenty-one (21) days clear notice in writing to the Hospital, unless not reasonably possible to give such notice.
- (c) The cumulative total leave of absence, the number of employees that may be absent at any one time from any one area, and the number of days of absence shall be negotiated locally and are set out in the Local Provisions Appendix. During such leave of absence, the employee's salary and applicable benefits shall be maintained by the Hospital on the basis of what his normal regular hours of work would have been, provided that the Union reimburses the Hospital in the amount of such salary and applicable benefits within thirty (30) days of billing.
- (d) Notwithstanding the above, time spent by the eight (8) Executive Board members of the Ontario Council of Hospital Unions to fulfil the duties of the position shall be in addition to leave for Union Business under this clause.

12.03 (a) Full-Time Position with the Union

- (i) Upon application by the Union, in writing, the Hospital shall grant leave of absence, without pay, to an employee elected or appointed to full-time Union office. It is understood that no more than one (1) employee in the bargaining unit may be on such leave at the same time. Such leave shall be for a period of one (1) calendar year from the date of appointment unless extended for a further specific period by agreement of the parties.
- (ii) Seniority shall accumulate for employees during such leave on the basis of what his normal regular hours of work would have been. Service shall accumulate for employees during such leave to the maximum provided, if any, under the provisions of the Collective Agreement. It will become the responsibility of the employee for full payment of any applicable benefits in which the employee is participating during such leave of absence.
- (iii) The employee shall notify the Hospital of his intention to return to work at least four (4) weeks prior to the date of such return. The employee shall be returned to his former duties on the same shift in the same department and at the appropriate rate of pay, subject

to any changes which would have occurred had the employee not been on leave.

- (iv) Notwithstanding Article 2.01, the Hospital may fill the vacancy resulting from such leave on a temporary basis.

12.03 (b) Leave for OCHU President

- (i) Upon application in writing by the Union on behalf of the employee to the Hospital, a leave of absence without pay shall be granted to such employee(s) elected to the position of the President of the Ontario Council of Hospital Unions for period(s) of up to two (2) years. It is understood, however, that during such leave the employee shall be deemed to be an employee of the Union.
- (ii) There shall be no loss of service or seniority during such leave of absence and the employee shall accumulate service and seniority on the basis of what his normal regular hours of work would have been. During such leave of absence, the employee's salary and applicable benefits shall be maintained by the Hospital on the basis of what his normal regular hours of work would have been, provided that the Union reimburses the Hospital in the amount of such salary and applicable benefits within thirty (30) days of billing.
- (iii) The employee agrees to notify the Hospital of his intention to return to work at least four (4) weeks prior to the date of such return. The employee shall be returned to his former duties on the same shift in the same department and at the appropriate rate of pay, subject to any changes which would have occurred had the employee not been on leave.
- (iv) Notwithstanding Article 2.01, the Hospital may fill the vacancy resulting from such leave on a temporary basis.

12.04 Bereavement Leave

Any employee who notifies the Hospital as soon as possible following a bereavement will be granted bereavement leave for three consecutive calendar days off without loss of regular pay from regularly scheduled hours in conjunction with the death of the spouse, child, parent, sister, brother, mother-in-law, father-in-law, grandparent, grandchild, brother-in-law, sister-in-law or grandparent of spouse. The Hospital, in its discretion, may extend such leave with or without pay. Where an employee does not qualify under the above-noted conditions, the Hospital may, nonetheless, grant a paid bereavement leave.

12.05 Jury & Witness Duty

If an employee is required to serve as a juror in any court of law, or is required to attend as a witness in a court proceeding in which the Crown is a party, or is required by subpoena to attend a court of law or coroner's inquest in connection with a case arising from the employee's duties at the Hospital, the employee shall not lose regular pay because of such attendance provided that the employee:

- (a) notifies the Hospital immediately on the employee's notification that he will be required to attend at court;
- (b) presents proof of service requiring the employee's attendance; and,
- (c) deposits with the Hospital the full amount of compensation received excluding mileage, travelling and meal allowances and an official receipt thereof.

In addition to the foregoing, where a full-time employee is required by subpoena to attend a court of law or coroner's inquest in connection with a case arising from the employee's duties at the Hospital on his regularly scheduled day off, the Hospital will attempt to reschedule the employee's regular day off. Where the employee's attendance is required during a different shift than he is scheduled to work that day, the Hospital will attempt to reschedule the shift to include the time spent at such hearing. It is understood that any rescheduling shall not result in the payment of any premium pay.

Where the Hospital is unable to reschedule the employee and, as a result, he is required to attend during other than his regularly scheduled paid hours, he shall be paid for all hours actually spent at such hearing at his straight time hourly rate subject to (a), (b) and (c) above.

12.06 Maternity Leave

Maternity leave will be granted in accordance with the provision of the Employment Standards Act 1974, except where amended in this provision.

The service requirement for eligibility for maternity leave shall be ten (10) months of continuous service.

The employee shall give written notification one (1) month prior to the commencement of the leave of her request for leave together with her expected date of return. At such time she shall also furnish the Hospital with her Doctor's certificate as to pregnancy and expected date of delivery.

An employee on maternity leave as provided under this agreement who is in receipt of Unemployment Insurance pregnancy benefits pursuant to Section 18 of the Unemployment Insurance Act, shall be paid a supplemental unemployment benefit. That benefit will be equivalent to the difference between seventy-five per cent (75%)

of her regular weekly earnings and the sum of her weekly Unemployment Insurance benefits and any other earnings. Such payment shall commence following completion of the two (2) week unemployment insurance waiting period, and receipt by the Hospital of the employee's Unemployment Insurance cheque stub as proof that she is in receipt of Unemployment Insurance pregnancy benefits, and shall continue while the employee is in receipt of such benefits for a maximum period of fifteen (15) weeks. The employee's regular weekly earnings shall be determined by multiplying her regular hourly rate on her last day worked prior to the commencement of the leave times her normal weekly hours.

The employee has the right to extend the maternity leave to six (6) months in total. Written notice by the employee to extend the maternity leave will be given at least two (2) weeks prior to the termination of the initially approved leave.

This notice requirement will be shortened in circumstances where medical complications occur in the two (2) weeks prior to the termination of the initially approved leave.

It is understood that during a maternity leave exceeding thirty (30) continuous calendar days, credit for service for purposes of salary increment, vacation, sick leave, or any other benefits under any provisions of the Collective Agreement or elsewhere shall be suspended, the benefits concerned appropriately reduced on a pro rata basis and the employee's anniversary date adjusted by the entire period of the absence. In addition, the employee will become responsible for full payment of subsidized employee benefits in which she is participating for the period of the absence.

Effective October 20, 1990, credits for service shall accumulate for the initial seventeen (17) weeks from the commencement of the leave while an employee is on maternity leave.

However, credit for seniority shall not be suspended but shall accumulate during such leave.

Effective October 20, 1990 the Hospital will continue to pay its share of the premiums of the subsidized employee benefits in which the employee is participating for the initial seventeen (17) weeks from the commencement of the leave while the employee is on maternity leave. After seventeen (17) weeks and subject to the provision of the master policies governing such plans, employees desiring to maintain such protection through the Employer shall be entitled to remit to the Employer such full premiums as fall due during the leave so as to insure continued coverage.

The employee shall reconfirm her intention to return to work on the date originally provided to the Hospital by written notification to be received by the Hospital at least two (2) weeks in advance thereof.

Subject to any changes to the employee's status which would have occurred had she not been on maternity leave, the employee shall be reinstated to her former duties, on the same shift in the same department, and at the same rate of pay.

12.07 Adoption Leave

Where an employee with at least twelve (12) months of continuous service qualifies to adopt a child, such employee shall be entitled to a leave of absence without pay for a period of up to three (3) months duration or such greater time as may be required up to a maximum aggregate of six (6) months. Such employee shall advise the Hospital as far in advance as possible of having qualified to adopt a child, and shall request the leave of absence in writing upon receipt of confirmation of the pending adoption. If because of late receipt of confirmation of the pending adoption the employee finds it impossible to request the leave of absence in writing, the request may be made verbally and subsequently verified in writing.

Effective on confirmation by the Unemployment Insurance Commission of the appropriateness of the Hospital's Supplemental Unemployment Benefit (SUB) plan, and effective October 20, 1990 an employee on leave as set out above who is in receipt of Unemployment Insurance adoption benefits pursuant to Section 20 of the Unemployment Insurance Act, shall be paid a supplemental unemployment benefit. That benefit will be equivalent to the difference between seventy-five per cent (75%) of her regular weekly earnings and the sum of her weekly Unemployment Insurance benefits and any other earnings. Such payment shall commence following completion of the two week unemployment insurance waiting period, and receipt by the Hospital of the employee's Unemployment Insurance cheque stub as proof that she is in receipt of Unemployment Insurance adoption benefits, and shall continue while the employee is in receipt of such benefits for a maximum period of fifteen (15) weeks. The employee's regular weekly earnings shall be determined by multiplying her regular hourly rate on her last day worked prior to the commencement of the leave times her normal weekly hours.

It is understood that during an adoption leave exceeding thirty (30) continuous calendar days, credit for service for purposes of salary increment, vacation, sick leave, or any other benefits under any provisions of the Collective Agreement or elsewhere shall be suspended, the benefits concerned appropriately reduced on a pro rata basis and the employee's anniversary date adjusted by the entire period of the absence. In addition, the employee will become responsible for full payment of subsidized employee benefits in which he/she is participating for the period of the absence.

Effective October 20, 1990, credits for service shall accumulate for the initial seventeen (17) weeks from the commencement of the leave while an employee is on adoption leave.

However, credit for seniority shall not be suspended but shall accumulate during such leave.

Effective October 20, 1990 the Hospital will continue to pay its share of the premiums of the subsidized employee benefits in which the employee is participating for the initial seventeen (17) weeks from the commencement of the leave while the employee is on adoption leave. After seventeen (17) weeks and subject to the provisions of the master policies governing such plans, employees desiring to maintain

such protection through the Employer shall be entitled to remit to the Employer such full premiums as fall due during the leave so as to insure continued coverage.

Subject to any changes to the employee's status which would have occurred had she not been on adoption leave, the employee shall be reinstated to her former duties, on the same shift in the same department, at the same rate of pay.

12.08 Education Leave

If required by the Hospital, an employee shall be entitled to leave of absence with pay and without **loss** of seniority and benefits to write examinations to upgrade his or her employment qualifications.

Where employees are required by the Hospital to take courses to upgrade or acquire new employment qualifications, the Hospital shall pay the full costs associated with the courses.

Subject to operational requirements, the Hospital will make every reasonable effort to grant requests for necessary changes to an employee's schedule to enable attendance at a recognized up-grading course or seminar related to employment with the Hospital.

ARTICLE 13 - SICK LEAVE, INJURY & DISABILITY

13.01 Sick Leave

Sick leave will be granted on the following basis:

- (a) After three (3) months continuous service the employee will be allowed one and one-half (1½) days per month with pay for each month of service retroactive to the first day of employment. Unused portion may accrue to a maximum of one hundred and forty (140) working days.
- (b) Employees shall notify the Employer of sickness immediately. If the employee is absent from work for more than seventy-two (72) hours, the Employer will require from him or her a doctor's certificate.

13.02 Injury Pay

If an employee is injured on the job and his supervisor excuses him from further duty for the balance of his shift, the employee's regular rate of pay shall continue for the balance of that shift and there shall be no deduction from sick leave or other credits.

13.03 Payroll Deduction for Union Sponsored LTD Plan

The Hospital will provide payroll deduction for the union-sponsored LTD plan where a majority of those eligible in the bargaining unit indicate a willingness to have the premium cost deducted from their wages. The Union shall be responsible for ascertaining the wishes of its members in this regard.

13.04 Medical Care Leave

Employees may be allowed to use accumulated sick leave credits in order to engage in personal preventative medical health and dental care. Permission will not be unreasonably withheld provided adequate notice is given in advance. On request, employees will be required to provide proof of attendance for the preventative medical or dental care concerned.

13.05 Terminations Sick Credit

For employees hired after October 2, 1979, upon termination of employment, fifty percent (50%) of the accumulated days will be paid, provided the employee has had five (5) or more continuous years of service with the Hospital. If the employee quits without notice or is discharged for cause, he shall not be entitled to this benefit. Employees hired on October 2, 1979 or before will be eligible for this refund on termination after three (3) or more continuous years of service, subject to the conditions above.

ARTICLE 14 - HOURS OF WORK

14.01 Daily & Weekly Hours of Work

The standard work day for all employees shall be seven and one-half (7½) hours exclusive of one-half (½) hour unpaid meal break. The meal period shall be an uninterrupted period, except in cases of emergency.

The regular work week for all employees shall average thirty-seven and one-half (37½) hours per week exclusive of meal times over a two (2) week period.

14.02 Rest Periods

The Hospital will schedule one (1) fifteen (15) minute rest period for each full half scheduled shift.

14.03 Additional Rest Periods

When an employee performs authorized overtime work of at least three (3) hours duration, the Hospital will schedule a rest period of fifteen (15) minutes duration.

ARTICLE 15 - PREMIUM PAYMENT

15.01 Definition of Regular Straight Time Rate of Pay

The regular straight time rate of pay is that prescribed in Wage Schedule "A" of the Collective Agreement.

15.02 Definition of Overtime

All hours worked in excess of seven and one-half (7½) hours per day or **seventy-five** (75) hours in a two (2) week period shall be paid at the rate of time and one-half (1½) the employee's hourly rate, provided, however, that time necessary to finish the assigned work on an irregular basis shall be deemed "tag end" and shall not be counted as overtime. "Tag end" is defined as the time necessary on an irregular basis to finish an assigned task which cannot reasonably be completed by another employee.

15.03 Overtime Premium and No Pyramiding

The overtime rate shall be time and one-half (1½) the employee's straight-time hourly rate.

Overtime premium will not be duplicated **nor** pyramided nor shall other premiums be duplicated nor pyramided nor shall the same hours worked be counted as part of the normal work week and also as hours for which the overtime premium is paid.

15.04 Time Off in Lieu of Overtime

Employees who work overtime will not be required to take time off in regular hours to make up for overtime worked.

Time off in lieu may be taken on a mutually agreed upon basis between the employee and the Hospital, such time off will be the equivalent of the premium rate the employee has earned for working overtime. The Hospital shall revert to payment of premium rate if time off is not taken within sixty (60) calendar days.

15.05 Reporting Pay

Employees who report for any scheduled shift will be guaranteed at least four (4) hours of work, or if no work is available will be paid at least four (4) hours except when work is not available due to conditions beyond the control of the Hospital. The reporting allowance outlined as herein shall not apply whenever an employee has received prior notice not to report for work. Part-time employees scheduled to work less than seven and one-half (7½) hours per day will receive a pro-rated amount of reporting pay.

15.06 Call-Back

Where employees are called back to work after having completed a regular shift, and prior to the commencement of their next regular shift, they shall receive a minimum of four (4) hours of work or four (4) hours pay at the rate of time and one-half (1½) their regular hourly earnings. Superior provisions shall remain.

15.07 Standby

An employee who is required to remain available for duty on standby, outside the normal working hours for that particular employee, shall receive standby pay in the amount of two dollars (\$2.00) per hour for all hours on standby.

Standby pay shall, however, cease where an employee is called into work under Article 15.06 above and works during the period of standby.

15.08 Temporary Transfer

Where an employee is assigned temporarily to perform the duties and assume the responsibilities of a higher paying position in the bargaining unit for a period in excess of one-half ($\frac{1}{2}$) of a shift, he shall be paid the rate in the higher salary range immediately above his current rate from the commencement of the shift on which he was assigned the job.

Where a Hospital temporarily assigns an employee to carry out the assigned responsibilities of a classification outside the bargaining unit for a period in excess of one-half ($\frac{1}{2}$) of one shift, the employee shall receive an allowance of four dollars (\$4.00) for each shift from the time of the assignment.

15.09 Shift Premium

Employees shall be paid a shift premium of forty-five cents (45¢) per hour for all hours worked where the majority of their scheduled hours fall between 1500 and 0700 hours.

ARTICLE 16 - HOLIDAYS**16.01 Number of Holidays**

There shall be twelve (12) holidays and these holidays are set out in the Local Provisions Appendix.

Should the Hospital be required to observe an additional paid holiday as a result of legislation, it is understood that one of the existing holidays recognized by the Hospital shall be established as the legislated holiday after discussion with the Union, so that the Hospital's obligation to provide the number of paid holidays as noted above remains unchanged.

16.02 Definition of Holiday Pay and Qualifiers

Holiday pay will be computed on the basis of the employee's regular straight time hourly rate of pay times the employee's normal daily hours of work.

In order to qualify for holiday pay for any holiday, as set out in the Local Provisions Appendix, or to qualify for a lieu day an employee must complete her scheduled shift on each of the working days immediately prior to and following the holiday except where absence on one or both of the said qualifying days is due to a satisfactory reason.

An employee who was scheduled to work on a holiday, as set out in the Local Provisions Appendix, and is absent shall not be entitled to holiday pay or to a lieu day to which she would otherwise be entitled unless such absence was due to a satisfactory reason.

An employee who qualifies to receive pay for any holiday or a lieu day will not be entitled, in the event of illness, to receive sick pay in addition to holiday pay or a lieu day in respect of the same day.

16.0 Payment for Working on a Holiday

If an employee is required to work on any of the holidays set out in the local Appendix the employee shall be paid at the rate of time and one half (1½) her regular straight time hourly rate of pay for all hours worked on such holiday subject to Article 16.04. In addition, if the employee qualifies in accordance with Article 16.02 above the employee will receive a lieu day off with pay in the amount of the employee's regular straight time hourly rate of pay times the employee's normal daily hours of work.

Note: Other provisions if any, relating to the scheduling of lieu days or relating to the payment of holiday pay instead of receiving a lieu day off are located in the Local Provisions Appendix.

16.04 Payment for Working Overtime on a Holiday

Where an employee is required to work authorized overtime in excess of his regularly scheduled hours on a paid holiday, such employee shall receive twice his regular straight time hourly rate for such authorized overtime.

ARTICLE 17 - VACATIONS

17.01 Full-Time Vacation Entitlement, Qualifiers and Calculation of Payment

Effective September 29, 1989, vacation entitlement shall be as follows:

An employee who has completed one (1) year but less than two (2) years of continuous service shall be entitled to two (2) weeks annual vacation, with pay.

An employee who has completed two (2) years but less than five (5) years of continuous service shall be entitled to three (3) weeks annual vacation, with pay.

An employee who has completed five (5) years but less than fifteen (15) years of continuous service shall be entitled to four (4) weeks annual vacation, with pay.

An employee who has completed fifteen (15) years but less than twenty-five (25) years of continuous service shall be entitled to five (5) weeks annual vacation, with pay.

An employee who has completed twenty-five (25) years or more of continuous service shall be entitled to six (6) weeks annual vacation, with pay.

Vacation pay shall be calculated on the basis of the employee's regular straight time rate of pay times their normal weekly hours of work, subject to the application of Article 9.04, Effect of Absence.

17.02 Work During Vacation

Should an employee who has commenced his scheduled vacation and agrees upon request by the Hospital to return to perform work during the vacation period, the employee shall be paid at the rate of one and one-half (1½) times his basic straight time rate for all hours so worked. To replace the originally scheduled days on which such work was performed, the employee will receive one (1) vacation lieu day off for each day on which he has so worked.

17.03 Illness During Vacation

Where an employee's scheduled vacation is interrupted due to serious illness, which commenced prior to and continues into the scheduled vacation period, the period of such illness shall be considered sick leave.

Where an employee's scheduled vacation is interrupted due to a serious illness requiring the employee to be an in-patient in a hospital, the period of such hospitalization shall be considered sick leave.

The portion of the employee's vacation which is deemed to be sick leave under the above provisions will not be counted against the employee's vacation credits.

ARTICLE 18 - HEALTH & WELFARE

18.01 Insured Benefits

The Hospital agrees, during the term of the Collective Agreement, to contribute towards the premium coverage of participating eligible employees in the active employ of the Hospital under the insurance plans set out below subject to their respective terms and conditions including any enrolment requirements:

- (a) The Hospital agrees to pay 100% of the billed premium towards coverage of eligible employees in the active employ of the Hospital under

the Blue Cross **Semi-Private** Plan or comparable coverage with another carrier.

- (b) The Hospital agrees to contribute **75%** of the billed premium towards coverage of eligible employees in the active employ of the Hospital under the existing Blue Cross Extended Health Care Benefits Plan (as amended below) or comparable coverage with another carrier providing for **\$10.00** (single) and **\$20.00** (family) deductible, providing the balance of monthly premiums are paid by the employee through payroll deductions. Effective October 1, 1990, **\$15.00** (single) and **\$25.00** (family). In addition to the standard benefits, coverage will include vision care (maximum **\$60.00** every 24 months) as well as a hearing aid allowance (lifetime maximum **\$300.00** per individual). Effective October 1, 1990, vision care maximum **\$90.00** every 24 months and hearing aide allowance **\$500.00** lifetime maximum.
- (c) The Hospital agrees to contribute **90%** of the billed premium towards coverage of eligible employees in the active employ of the Hospital under **HOOGLIP** or such other group life insurance plan currently in effect providing the balance of the monthly premium is paid by the employee through payroll deductions. Effective October 1, 1990 the Hospital's contribution to **HOOGLIP** will be **100%**.
- (d) The Hospital agrees to contribute **50%** of the billed premiums towards coverage of eligible employees in the active employ of the Hospital under the Blue Cross **#9** Dental Plan or comparable coverage with another carrier (based on the current **ODA** fee schedule as it may be updated from time to time) providing the balance of the monthly premiums are paid by the employee through payroll deduction. Effective October 1, 1990, the hospital's contribution to the Dental Plan will be **75%**.

18.02 Change of Carrier

It is understood that the Hospital may at any time substitute another carrier for any plan (other than OHIP) provided the benefits conferred thereby are not in total decreased. Before making such a substitution, the Hospital shall notify the Union to explain the proposed change and to ascertain the views of the employees. Upon a request by the Union, the Hospital shall provide to the Union, full specifications of the benefit programmes contracted for and in effect for employees covered herein.

18.03 Pension

All present employees enrolled in the Hospital's pension plan shall maintain their enrolment in the plan subject to its terms and conditions. New employees and employees not yet eligible for membership in the plan shall, as a condition of employment, enroll in the plan when eligible in accordance with its terms and conditions.

ARTICLE 19 - HEALTH & SAFETY**19.01 Health & Safety Committee**

- (a) The Hospital and the Union agree that they mutually desire to maintain standards of safety and health in the Hospital in order to prevent accidents, injury and illness.
- (b) Recognizing its responsibilities under the applicable legislation, the Hospital agrees to accept as a member of its Accident Prevention Health & Safety Committee at least one **(1)** representative selected or appointed by the Union from amongst bargaining unit employees.
- (c) Such Committee shall identify potential dangers and hazards, institute means of improving health and safety programs and recommend actions to be taken to improve conditions related to safety and health.
- (d) The Hospital agrees to cooperate reasonably in providing necessary information to enable the Committee to fulfil its functions.
- (e) Meetings shall be held every second month or more frequently at the call of the chair if required. The Committee shall maintain minutes of all meetings and make the same available for review.
- (f) Any representative appointed or selected in accordance with **(b)** hereof shall serve for a term of one **(1)** calendar year from the date of appointment which may be renewed for further periods of one **(1)** year. Time off for such representative(s) to attend meetings of the Accident Prevention - Health and Safety Committee in accordance with the foregoing shall be granted and time so spent attending such meetings shall be deemed to be work time for which the representative(s) shall be paid by the Hospital at his regular or premium rate as may be applicable.
- (g) The Union agrees to endeavour to obtain the full cooperation of its membership in the observation of all safety rules and practices.
- (h) Pregnant employees may request to be transferred from their current duties if, in the professional opinion of the employee's physician, the pregnancy may be at risk. **If** such a transfer is not feasible, the pregnant employee, if she so requests, will be granted an unpaid leave of absence before commencement of the maternity leave referred to in Article **12.06**.
- (i) Where the Hospital identifies high risk areas where employees are exposed to Hepatitis **B**, the Hospital will provide, at no cost to the employees, a Hepatitis **B** vaccine.

19.02 Protective Footwear

Effective January 1, 1989 and on that date for each subsequent calendar year, the Hospital will provide \$35.00 per calendar year to each full-time employee who is required by the Hospital, as delineated below, to wear safety footwear during the course of his duties.

The Hospital will require employees performing the following functions to wear appropriate safety footwear:

- 1) Maintenance
- 2) Grounds
- 3) Ambulance
- 4) Stores (only where frequently working in storage areas)
- 5) Porterage (as determined by the Hospital) heavy carts on a regular basis, e.g. linen carts, food wagons.

ARTICLE 20 - COMPENSATION**20.01** Job Classification

When a new classification (which is covered by the terms of this Collective Agreement) is established by the Hospital, the Hospital shall determine the fate of pay for such new classification and notify the local Union of the same. If the local Union challenges the rate, it shall have the right to request a meeting with the Hospital to endeavour to negotiate a mutually satisfactory rate. Such request will be made within ten (10) days after the receipt of notice from the Hospital of such new occupational classification and rate. Any change mutually agreed to resulting from such meeting shall be retroactive to the date that notice of the new rate was given by the Hospital. If the parties are unable to agree, the dispute concerning the new rate may be submitted to arbitration as provided in the Agreement within fifteen (15) days of such meeting. The decision of the Board of Arbitration (or Arbitrator as the case may be) shall be based on the relationship established by comparison with the rates for other classifications in the bargaining unit having regard to the requirements of such classification.

When the Hospital makes a substantial change in the job content of an existing classification which in reality causes such classification to become a new classification, the Hospital agrees to meet with the Union if requested to permit the Union to make representation with respect to the appropriate rate of pay.

If the matter is not resolved following the meeting with the Union the matter may be referred to Arbitration as provided in the agreement within fifteen (15) days of such meeting. The decision of the Board of Arbitration (or arbitrator as the case may be) shall be based on the relationship established by comparison with the rates for other classifications in the bargaining unit having regard to the requirements of such classifications.



The parties further agree that any change mutually agreed to or awarded as a result of arbitration shall be retroactive only to the date that the Union raised the issue with the Hospital.

Notwithstanding the foregoing, if as a result of compensable illness or injury covered by W.C.B. an employee is unable to carry out the regular functions of his/her position, the Hospital may, subject to its operational requirements, establish a special classification and salary in an endeavour to provide the employee with an opportunity of continued employment. This provision shall not be construed as a guarantee that such special classification(s) will be made available or continued.

20.02 Promotion to a Higher Classification

An employee who is promoted to a higher rated classification within the bargaining unit will be placed in the range of the higher rated classification so that he shall receive no less an increase in wage rate than the equivalent of one step in the wage rate of his previous classification (provided that he does not exceed the wage rate of the classification to which he has been promoted).

ARTICLE 21 - DURATION

21.01 Term

This agreement shall be binding and continue in effect and shall continue from year to year unless either party gives written notice to the other party of its desire to bargain for amendments within ninety (90) days prior to the termination date of September 28, 1991. Upon receipt of such notice by one party or the other, both parties will meet thereafter for the purpose of bargaining.

21.02 Central Bargaining

Notwithstanding the foregoing provisions, in the event the parties to this Agreement agree to negotiate for its renewal through the process of central bargaining, either party to this Agreement may give notice to the other party of its desire to bargain for amendments on **local** matters proposed for incorporation in the renewal of this Agreement and negotiations on local matters shall take place during the period from one hundred and twenty (120) to sixty (60) days prior to the termination date of this Agreement. Negotiations on central matters shall take place during the period commencing forty-five (45) days prior to the termination date of this Agreement.

It is understood and agreed that "local matters" means, those matters which have been determined by mutual agreement between the central negotiating committees respectively representing each of the parties to this Agreement as being subjects for local bargaining directly between the parties to this Agreement. It is also agreed that local bargaining shall be subject to such procedures that may be determined by mutual agreements between the central negotiating committees referred to above. For such purposes, it is further understood that the central negotiating committees will meet

during the sixth (6th) month prior to the month of termination of this Agreement to convey the intentions of their principals as to possible participation in central negotiations, if any, and the conditions for such central bargaining.

Dated at Sudbury, Ontario, this 11th day of June, 1992.

FOR THE LOCAL UNION

Margaret Fitzgerald
Rita Fitzgerald
Cathy O'Connell

Anna Sweet

FOR THE HOSPITAL

Leo G. Lunn
Marion E. Searle

SCHEDULE "A"

<u>CLASSIFICATIONS</u>	<u>EFFECTIVE</u>	<u>START</u>	<u>AFTER 1 YR.</u> <u>1725 HRS.</u>	<u>AFTER 2 YR</u> <u>3450 HRS.</u>
AIDE	29/09/89 29/09/90	11.40 12.20	11.62 12.43	11.80 12.63
S.P.D. AIDE	29/09/89 29/09/90	11.40 12.20	11.79 12.62	12.20 13.06
NON-REG. NRSNG. ASST.	29/09/89 29/09/90	11.85 12.68	12.19 13.04	12.38 13.25
COOK - 1	29/09/89 29/09/90	11.93 12.77	12.19 13.04	12.50 13.38
JANITOR/PORTER	29/09/89 29/09/90	12.50 13.38	12.82 13.72	13.14 14.06
COOK - 2	29/09/89 29/09/90	12.64 13.52	12.96 13.87	13.28 14.21
REG. NURSING ASSISTANT	29/09/89 29/09/90	12.96 13.87	13.35 14.28	13.76 14.72
ORDERLY	29/09/89 29/09/90	13.17 14.09	13.48 14.42	13.76 14.72
MAINTENANCE - 1	29/09/89 29/09/90	13.71 14.67	13.95 14.93	14.29 15.29
MAINTENANCE - 2	29/09/89 29/09/90	14.67 15.70	15.06 16.11	15.43 16.51
MAINTENANCE - 3	29/09/89 29/09/90	16.56 17.72	16.97 18.16	17.41 18.63

*DStJ

AL ISSUES

A. RECOGNITION

- A - 1 The Employer recognizes the Union as the sole collective bargaining agent for all employees of the Employer at its Hospital at **Sudbury**, save and except professional medical staff, graduate nursing staff, undergraduate nurses, graduate pharmacists, undergraduate pharmacists, graduated dietitians, student dietitians, technical personnel, supervisors and foremen, persons above the rank of supervisors or foremen, chief engineer, office and clerical staff, persons regularly employed for not more than twenty-four (24) hours per week, students employed during the school vacation period and those covered by subsisting collective agreements.

B. MANAGEMENT RIGHTS

- B - 1 The Union acknowledges that it is the exclusive right and power of the Employer:
- a) to discharge employees for just cause subject to the use of the Grievance Procedure;
 - b) to direct the working forces, to hire, promote, demote, transfer, lay off, suspend or otherwise discipline employees for just cause;
 - c) generally to manage and operate the Hospital in all respects in accordance with its obligations, and without restricting the generality of the foregoing, to determine the kinds and locations of machines, equipment to be used and allocation and number of employees required from time to time, the standards of performance of all employees and all other matters concerning the Hospital's operation not otherwise specifically **dealt** with elsewhere in this Agreement;
 - d) to maintain order, discipline and efficiency and to make and alter from time to time rules and regulations to be observed not inconsistent with the provisions of this Agreement.

C. UNION SECURITY**C - 1 Check-off**

The Employer will during the life of this Agreement deduct from each pay cheque due to each employee in each calendar month, amounts of union dues and assessments. Such deductions shall be forwarded to the bank of the Union's choice within ten (10) working days after the employees final pay that month. The Employer shall provide the Union each month with a list of the additions and deletions from the dues check-off list. This list will include anticipated retirements in the following month.

C - 2 All full-time employees, whether a member or not, after completing their probationary period, shall be required to pay an amount equal to the current monthly dues, as long as the Union is the recognized bargaining agent.

C - 3 It is agreed that upon commencement of employment, new employees will be advised by a representative of the Personnel Department of the Employer of the existence of the Union and the conditions surrounding their employment as contained in the herein Collective Agreement and any rules that may be formulated under its terms.

D. UNION REPRESENTATION AND COMMITTEES**D - 1 Stewards**

There may be no more than two (2) Stewards per Department with the exception of Plant Maintenance which will have one (1) Steward. An employee may be represented by either a full-time or part-time employee who is a Steward. Each Steward shall deal with matters concerning employees in the Department which he represents, except in cases of emergency, where he may represent employees in other Departments in the absence of the Department's Steward(s). There may be one (1) Chief Steward selected from any department. Such appointment will not effect the allotment of Stewards from that Department.

D - 2 Local Bargaining Committee

The Employer acknowledges the right of the Union to appoint or otherwise select a Local Bargaining Committee of not more than six (6) employees (from either the full-time or part-time bargaining units) and will recognize and deal with said committee. There shall be no more than two (2) local bargaining committee members from each department with the exception of the Materiel Management and the Plant

Maintenance Departments where there shall be no more than one (1) member from each department. Payment for time spent at such meetings shall be limited to five (5) members only.

D - 3 Grievance Committee

The Employer acknowledges the right of the Union to appoint or otherwise select a Grievance Committee of five (5) members from amongst the stewards, two (2) of whom may be part-time employees, provided that not more than three (3) members shall attend any joint meeting of the parties.

D - 4 Union Protocol

Union Stewards and members of the Committee must obtain permission from their immediate supervisors before absenting themselves from their immediate place of duty in order to deal with grievances or other Union business connected with this Agreement. Such persons shall not be unreasonably refused having regard to the efficiency of operations of the Hospital.

D - 5 Labour Management Committee

The parties hereby agree to appoint a Labour Management Committee consisting of three (3) employees appointed by the Union, one (1) of whom may be a part-time employee, and three (3) members appointed by the Employer.

D - 6 List of Union Representatives

The Union agrees to notify the Employer in writing of the names of its Local Officers, Stewards, Chief Steward and Committee members and only thus named shall be recognized by the Employer.

D - 7 Union Business

- (a) The Employer may grant leave of absence to employees to attend Union conventions, seminars, educational classes or other Union business. It is understood that the leaves of absence for any one employee shall not exceed eight (8) weeks in any one (1) calendar year. When leave of absence for Union business is requested, it is understood that the Union will not request leave of absence for more than three (3) employees at one time and the Union shall be responsible for the payment of wages during the time of absence.

- (b) Upon notification to the Employer, an employee elected or appointed to represent the Union at Union functions shall be allowed leave of absence with pay and benefits. The Union shall reimburse the Employer for receipt of such pay. The Union undertakes to give the Employer as much notice as possible prior to such leave being taken.
- (c) In the event that an employee of the Hospital is elected President of Local 161, he or she shall be granted leave of absence for Union Business without loss of pay or benefits. The Union shall reimburse the Hospital for such pay and benefits. The Union shall give the Hospital three (3) days notice of such leave where reasonably practicable.

E. SENIORITY

E - 1 Seniority List

The Employer shall maintain a seniority list showing the date upon which each employee's service commenced and an up-to-date seniority list shall be sent to the Union and posted on the bulletin board in January of each year.

In addition, the Hospital will prepare and post a revised copy of the January seniority list to include hours worked from January 1 to June 30 (for the P.T. seniority list), as well as the additions and deletions of members. A copy of this revised seniority list will be sent to the Union. It is understood that seniority lists which are posted will be deemed to be correct and no further changes will be made to them six (6) months after posting.

Departmental seniority lists will be permanently posted in each department.

E - 2 Unsuccessful Applicants

The unsuccessful applicants may, if desired, apply to the Director of Personnel or his designee for an interview to discuss the reasons why they did not receive the position.

F. SICK LEAVE

F - 1 Reporting While on Extended Sick Leave

Employees on extended sick leave are required to contact the Health Unit every two (2) weeks to review their health situation with the Employee Health Nurse.

F - 2 **Calculating Sick Days**

In calculating sick days only those days on which the employee would have worked shall be counted.

G. **HOURS OF WORK****G - 1** **No Guarantee**

The Employer does not guarantee to provide employment or work for normal hours or for any other hours.

G - 2 **Time Off**

The Employer undertakes to use its best effort consistent with the proper management of the Hospital to ensure that days off may be taken consecutively and days off rotated so as to effect an equal distribution of weekends off amongst the employees. Weekends off shall average at least one (1) in four (4), and shall be distributed as equally as possible throughout the year. A minimum of thirty-two (32) hours off after night duty shall be allowed. Employees shall not be required to work in excess of seven (7) consecutive days.

Notwithstanding the above, the Employer shall endeavour whenever reasonably possible to limit the number of consecutive shifts to six (6).

G - 3 **Shift Schedules**

While it is the prerogative of the Employer to prepare shift personnel schedules, the Employer will make every reasonable effort to minimize the incidences of short changes, that is eight (8) hours rest between shifts. The Employer undertakes wherever possible to post schedules a minimum of two (2) weeks in advance and which will cover a period of at least twelve (12) weeks. Wherever there is a change in the posted shift schedule the Hospital will endeavour to give forty-eight (48) and will give twenty-four (24) hours notice of shift changes.

G - 4 **Trading Off**

Employees shall be allowed the trading off of days off or of shifts, with another full-time employee of their own classification, subject to the approval of their immediate supervisor. Such mutual exchanges will not require the Hospital to pay overtime rate of pay.

G - 5 Time Off Between Shifts

Employees who work overtime which results in less than eight (8) hours rest after the completion of their overtime period and the commencement of their next regular shift, may be required to take time off to enable them to have a full eight (8) hour rest period between such overtime period and commencement of work on their regular shift.

H. PREMIUM PAYMENT**H - 1** Distribution of Overtime

The Hospital will, whenever possible, equitably distribute overtime to employees within the department, who are qualified, willing and already at work when the need for overtime is identified by the immediate supervisor.

H - 2 Meal Tickets

An employee who is required to work in excess of two (2) hours beyond the end of his regularly scheduled full shift shall be provided with a meal. Where a meal is not provided, a meal ticket will be provided which may be cashed in for four dollars (\$4.00).

H - 3 Transportation Allowance

The Hospital will pay Registered Nursing Assistants working in the Operating Room a transportation allowance of two dollars (\$2.00) per trip or twenty-three (23) cents per kilometre, whichever is requested, when reporting for callbacks.

I. BOOKING OFF SHIFTS FOR ILLNESS OR EMERGENCY

I - 1 Employees shall give the Hospital notice of their need to be absent due to illness or an emergency as soon as it is possible to do so.

LATE REPORTING

J - 1 Employees who report late for work will be penalized in accordance with the following schedule:

5 - 15 minutes - 15 minutes penalty

16 - 30 minutes - 30 minutes penalty

31 - 60 minutes - 60 minutes penalty

K. HOLIDAYS**K - 1 Designated Holidays**

Employees who have completed their probationary period and qualify under **16:02** shall receive the following twelve (12) holidays with pay:

New Year's Day	August Civic Holiday
2nd Monday in February (or Heritage Day if so proclaimed)	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	Christmas Day
Friday prior to Victoria Day	Victoria Day
Dominion Day	Boxing Day

K - 2 Holiday on Non-Working Day

If a holiday falls on an employee's regular scheduled day off, the employee shall not receive a day's pay at that time but, if he qualified for the original holiday in accordance with **16.02** above, he shall receive another day off with pay at a mutually agreeable time within thirty (30) days following the holiday, a mutually agreeable day must be scheduled or the employee paid a day's pay at that time.

L. VACATIONS**L - 1 Holiday in Vacation Period**

When a paid holiday falls during an employee's scheduled vacation period he shall be paid for the holiday and retain the vacation day to be scheduled as arranged with his Department Head.

L - 2 Vacations are not cumulative beyond the annual allowance.

L - 3 Scheduling of Vacations

All vacations shall be arranged so as not to interfere with proper functioning of the individual departments and the Hospital, and shall be approved by the Department Heads. Where two (2) or more employees request vacation during the same period, bargaining unit-wide seniority shall govern.

An employee shall be entitled to receive his/her vacation in an unbroken period (except during June, July and August when he or she may take a maximum of an unbroken four (4) weeks of his or her entitlement) subject to paragraph one above, unless otherwise mutually agreed between the employees and the Employer.

Vacation requests must be received by the Hospital by April 1 each year to receive seniority priority. Vacation schedules based on such requests will be posted by May 1 of each year.

M. BULLETIN BOARDS

M - 1 The Employer shall provide a bulletin board upon which the Union shall have the right to post notices of meetings and such other notices as may be of interest to the employees provided that such notices are first submitted to the Director of Personnel or his designee for his approval before posting.

N. GENERAL**N - 1 Health Examinations**

When required by the Employer, the employees will submit to a physical examination, stool examination and/or culture, including laboratory tests, x-rays, inoculations and

vaccinations; it being understood that the expense of such shall be borne by the Employer and without limiting the generality of the foregoing, the employees agree to submit to any examination required from time to time by the Public Hospitals Act, R.S.O. 1982 Ch. 865 and amendments thereof and/or regulations thereto. It is understood that health reviews will be conducted during normal working hours.

N - 2 Uniforms

The Employer agrees to maintain its present policy with regard to laundering and supplying uniforms to members of the staff, that is, Nursing, Housekeeping, Dietary, Maintenance, S.P.D., Linen, and Registered Nursing Assistants.

N - 3 Older Employees

Employees, who through age or physical disability are or become no longer capable of performing all of the normal functions of their work may, at the discretion of the Employer, be retained in the employment of the Employer, provided suitable work is available. In such cases the wage provisions of the Agreement may not apply for such employees and the Employer shall have the right to establish what it considers an equitable rate of pay after consultation with the Union.

O. TERMINATION OF EMPLOYEES

O - 1 Subject to Article 9.03, except in cases of dismissal for just cause the Employer may terminate the employment of an employee on a two (2) week basis upon giving two (2) weeks notice and any such employee may resign on giving the Employer two (2) weeks previous notice.

P. COPIES OF AGREEMENT

P - 1 The Union and the Hospital desires every employee to be familiar with the provisions of this Agreement and his rights and obligations under it. For this reason, both parties shall share equally the cost of the printing.

Q. COMPENSATION**Q - 1 Anniversary Increases**

Effective January 01, 1986:

Employees not at their maximums will receive their increments effective on their anniversary date or adjusted anniversary date.

R. MISCELLANEOUS

R - 1 The Hospital will provide the Union with a list of addresses of all employees in the bargaining unit on April 1st of each year.

R - 2 The Hospital will supply the Union once a month with a list of all part-time employees, including their total hours worked in the previous month.

S. ANNUAL EVALUATIONS

S - 1 Employees shall be given copies of their annual evaluations, if requested.

LETTER OF INTENT

between

SUDBURY MEMORIAL HOSPITAL

and

CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 161

The parties agree that:

- a) voluntary service, rehabilitation, and work experience programs; and,
- b) the return to work following W.C.B. disability; and,
- c) the option of alternative employment during pregnancy for employees working with video display units

may be matters for discussion at Labour Management Committee meetings.

The parties will meet, at the request of either Management or the Union, within ninety (90) days of the signing of this Collective Agreement to discuss these matters.

DATED AT Sudbury, Ontario this 11th day of June, 1992.

FOR THE UNION:

Maura Fitzgerald
Bita Fitzgerald
Cathie Cowell
Anna Hunt

FOR THE HOSPITAL:

Lucretia Ann
Maurice E. Seale

♦

LETTER OF UNDERSTANDING

between

SUDBURY MEMORIAL HOSPITAL

and

CANADIAN UNION OF PUBLIC EMPLOYEES - LOCAL 161

RE: BULLETIN BOARD

The Hospital agrees on a trial basis to allow the local union access to the Hospital bulletin board for the purpose of posting Union notices. Authorized local union officers will pick up the key from the Personnel Office and post material and then return the key to the Personnel Office.

It is understood that if in the Hospital's opinion this trial is unsuccessful at any time the procedure will revert to that outline in the Collective Agreement.

DATED AT SUDBURY, ONTARIO, THIS 11th DAY OF June 1999

FOR THE UNION

Margaret Fitzgerald
Beta Fitzgerald
Cynthia Campbell
Barbara Sweet

FOR THE HOSPITAL

Robert A. ...
Marion E. Seave

LETTER OF UNDERSTANDING

between

SUDBURY MEMORIAL HOSPITAL

and

CANADIAN UNION OF PUBLIC EMPLOYEES - LOCAL 161

The parties agree that on the request of either party a sub committee of the Labour - Management Committee will be convened to look at the feasibility of revising departmental schedules to minimize the incidents where employees are required to work seven (7) days in succession.

DATED AT SUDBURY, ONTARIO, THIS 17th DAY OF June 1992.

FOR THE UNION

Maureen Fitzgibbon
Rita Fitzgerald
Carole Ouellet
Ann Devoe

FOR THE HOSPITAL

Raymond
Marion E. Seavey

LETTER OF UNDERSTANDING

between

SUDBURY MEMORIAL HOSPITAL

and

CANADIAN UNION OF PUBLIC EMPLOYEES - LOCAL 161

The Hospital agrees that it will provide a battery with booster cables for the employees' use in the Hospital parking lot.

DATED AT SUDBURY, ONTARIO THIS 11th DAY OF June 1992.

FOR THE UNION

Murray Fitzgerald
Bita Fitzgerald
Charles Bevalk
Anna Perrot

FOR THE HOSPITAL

[Signature]
Marion L. Seale

LETTER OF UNDERSTANDING

between

SUDBURY MEMORIAL HOSPITAL

and

CANADIAN UNION OF PUBLIC EMPLOYEES - LOCAL 161

RE: UNIFORMS

The parties agree to meet, at the request of either party, through a Sub Committee of the Labour - Management Committee to review and discuss the uniforms in Housekeeping and the Dietary Department.

DATED AT SUDBURY, ONTARIO, THIS 11th DAY OF June 1992.

FOR THE UNION

Musma Fitzgerald
Brita Fitzgerald
Cathy Awwat
Anne Duvet

FOR THE HOSPITAL

Raymond
Marion E Seave

LETTER OF AGREEMENT

between

C.U.P.E. - Local 161

and

SUDBURY MEMORIAL HOSPITAL

With regard to the Local Issues Arbitration Award re the Collective Agreement covering the period 29 September 1987 to 28 September 1989.

Re: Uniforms, Registered Nursing Assistants

The Hospital's policy with regard to supplying uniforms to Registered Nursing Assistants will be to supply a \$60.00 voucher redeemable at Uniform Fashion Shop, 1942 Regent Street South.

In full and complete settlement of the above Issue the Hospital and the Union agree to the following:

1. The Hospital will make available, as soon as possible after signing of this Agreement, a purchase voucher to each R.N.A. who was on staff as of 9 February 1989.
2. In 1990 and subsequent years R.N.A.'s on staff as of 1 January of each year will receive an additional voucher as described above.
3. It is understood that the above does not apply to R.N.A.'s currently supplied with uniforms by the Hospital (e.g. O.R.).

SIGNED AT SUDBURY, ONTARIO THIS 11th DAY OF June 1992

FOR THE UNION

Margaret Fitzgerald
Beta Fitzgerald
Geoffrey Beval
Anna Sweet

FOR THE HOSPITAL

Raymond K. ...
Marion C. Seale

LETTER OF UNDERSTANDING

between

SUDBURY MEMORIAL HOSPITAL

and

CANADIAN UNION OF PUBLIC EMPLOYEES - LOCAL 161

RE: PHOTOCOPYING

The Hospital agrees to photocopy material for the Local Union as requested and to bill the Union for this service on a monthly basis. Local Union officials will present material to be photocopied to the Personnel Office Secretary who will arrange to have it photocopied and return to the official as expeditiously as possible.

DATED AT SUDBURY, ONTARIO, THIS 11th DAY OF June 1992

FOR THE UNION

Ann Fitzgibbon
Beta Fitzgerald
Cathy O'Connell
Anne Sweet

FOR THE HOSPITAL

Ray M. ...
Marion E. ...

