

Group Specific Agreement between the Treasury Board and the Public Service Alliance of Canada

Code: 309/86

Expiry date: December 21, 1987



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#### ADMINISTRATION OF COLLECTIVE AGREEMENT

- 1. Under the terms of an agreement reached between the President of the Treasury Board and the Public Service Alliance of Canada (the Alliance) in July, 1985, the parties agreed to a two-tier system of bargaining to apply to all members of Alliance bargaining units for which the Treasury Board represents the Employer.
- 2. The first tier will consist of a single Master Agreement having its own expiry date, to be negotiated for all Alliance bargaining units and will incorporate terms and conditions of employment not included in matters to be negotiated at the second tier.
- 3. The second tier will consist of individual and separate collective agreements (Group Specific collective agreements) to be negotiated with each of the bargaining units with each having its own expiry date as negotiated by the parties.
- 4. The attached Group Specific collective agreement signed on July 15, 1986 reflects certain terms and conditions of employment that have been agreed to at the second tier as a result of negotiations between the Treasury Board of Canada and the Public Service Alliance of Canada on behalf of employees in the Purchasing and Supply bargaining unit.
- 5. The articles and clauses identified in this Group Specific collective agreement replace and supercede certain articles and clauses in the Purchasing and Supply collective agreement signed between the Alliance and the Employer on May 27, 1981 which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984. Except for those articles and clauses which are

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replaced and superceded by the Group Specific collective agreement, all remaining articles and clauses of the expired collective agreement shall remain in force until such time as a Master Agreement is signed. Until a Master Agreement is signed, it will be both the Purchasing and Supply Group Specific collective agreement and the expired collective agreement which will represent terms and conditions of employment for the Purchasing and Supply bargaining unit.

6. Consequently the attached Group Specific collective agreement must be retained with the expired collective agreement until a Master Agreement is signed at which time the expired collective agreement will cease to have application. Upon signing of a Master Agreement, it will be the attached Purchasing and Supply Group Specific collective agreement in conjunction with the Master Agreement which will represent terms and conditions of employment for the Purchasing and Supply bargaining unit.

THE TREASURY BOARD THE

THE PUBLIC SERVICE ALLIANCE

OF

OF

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### ARTICLE 1

### PURPOSE AND SCOPE OF AGREEMENT

Delete Article 1 "Purpose of Agreement" in its entirety from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 and replace by the following:

- \*\* 1.01 The purpose of this Group Specific Agreement is to set forth certain terms and conditions of employment including rates of pay for all employees described in the certificate issued by the Public Service Staff Relations Board on the 21st day of May, 1968, covering employees of the Purchasing and Supply Group.
- \*\* 1.02 The Master Agreement shall establish certain terms and conditions of employment which shall form part of this Agreement.
- \*\*1.03 In the event there is a conflict between this Agreement and the Master Agreement with the exception of expiry dates and except where specifically modified by this Agreement through an exception made pursuant to Article 1.03(a) of the Master Agreement, the Master Agreement shall prevail.

# ARTICLE 2

# DEFINITIONS

Delete sub-clauses 2.01(b)(f)(1) and (q) from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 and replace by the following:

2.03 For the purpose of this Agreement:

- (b) "allowance" means compensation payable for the performance of special or additional duties;
- (f) "daily rate of pay" means an employee's weekly rate of pay divided by five (5);
- (1) "hourly rate of pay" means a full-time employee's weekly rate of pay divided by the normal number of hours in his work week;
- (q) "weekly rate of pay" means an employee's annual rate of-pay divided by 52.176;

# ARTICLE 7

### RECOGNITION

Delete Article 7 "Recognition" in its entirety from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 and replace by the following:

7.01 The Employer recognizes the Alliance as the exclusive bargaining agent for all employees described in the certificate issued by the Public Service Staff Relations Board on the 21st day of May, 1968, covering employees of the Purchasing and Supply Group.

# ARTICLE 17

# MEMBERSHIP FEES

Delete Article 17 "Membership Fees" in its entirety from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which

was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 and replace by the following:

17.01 The Employer shall reimburse an employee for his payment of membership or registration fees to an organization or governing body when the payment of such fees is a requirement for the continuation of the performance of the duties of his position.

### ARTICLE 18

# HOURS OF WORK

Delete Article 18 "Hours of Work" in its entirety from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 and replace by the following:

### 18.01 Day Work

Subject to clause 18.02, the normal work week shall be thirty-seven and one-half (37½) hours from Monday to Friday inclusive, and the normal work day shall be seven and one-half (74) consecutive hours, exclusive of a lunch period, between the hours of 7:00 arm. and 6:00 p.m. Subject to operational requirements as determined from time to time by the Employer, an employee shall have the right to select and request flexible hours between 7:00 a.m. and 6:00 p.m. and such request shall not be unreasonably denied.

18.02 Where normal hours, other than those provided in clause 18.01, are in existence when this Agreement is signed, the Employer, on request, will consult with the Alliance on such hours of work, and in such consultation show that such hours are required to meet the needs of the public and/or the efficient operation of the Service. Where normal hours are to

be changed so that they are different from those specified in clause 18.01, the Employer in advance, except in cases of emergency, will consult with the Alliance on such hours of work, and in such consultation, will show that such hours are required to meet the needs of the public and/or the efficient operation of the Service.

18.03 The normal weekly and daily hours of work may be varied by the Employer, following consultation with the Alliance, to allow for summer and winter hours, provided the annual total is not changed.

18.04 The provisions of clause 18.02 are not applicable in respect of employees whose work week is less than thirty-seven and one-half  $(37\frac{1}{2})$  hours.

\*\* 18.05 Notwithstanding the provisions of this Article, upon request of an employee and the concurrence of the Employer, an employee may complete his weekly hours of employment in a period other than five (5) full days; provided that over a period of twenty-eight (28) calendar days the employee works an average of thirty-seven and one-half (37½) hours per week. As part of the provisions of this clause, attendance reporting shall be mutually agreed between the employee and the Employer. In every twenty-eight (28) day period such an employee shall be granted days of rest on such days as are not scheduled as a normal work day for him.

Notwithstanding anything to the contrary contained in this Agreement, the implementation of any variation in hours shall not result in any additional overtime work or additional payment by reason only of such variation, nor shall it be deemed to prohibit the right of the Employer to schedule any hours of work permitted by the terms of this Agreement.

# General

18.06 The Employer may require employees to register their attendance in a form or in forms to be determined by the Employer.

18.07 Where operational requirements permit, the Employer will provide two (2) rest periods of fifteen (15) minutes each per full working day.

### ARTICLE 19

### OVERTIME

Delete Article 19 "Overtime" (except clause 19.01) from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 and replace by the following:

# 19.02 Assignment of Overtime Work

- (a) Subject to the operational requirements of the Service, the Employer shall make every reasonable effort to avoid excessive overtime and to allocate overtime work on an equitable basis among readily available qualified employees.
- (b) Except in cases of emergency, call-back or mutual agreement with the employee, the Employer shall, whenever possible, give at least four (4) hours' notice of any requirement for overtime work.

# 19.03 Overtime Compensation

Subject to clause 19.05, an employee at level PG 1, 2, 3, 4, 5 or 6 who is required to work overtime on his normal workdays is entitled to compensation at time and one-half  $(1\frac{1}{2})$  for all overtime hours worked.

# 19.04 Subject to clause 19.05:

an employee who is required to work on a first day of rest is entitled to compensation at time and one-half (1½) for the first seven

and one-half  $(7\frac{1}{2})$  hours and double (2) time thereafter:

- (b) an employee who is required to work on a second or subsequent day of rest is entitled to compensation at double (2) time. Second or subsequent day of rest means the second or subsequent day in an unbroken series of consecutive and contiguous calendar days of rest.
- 19.05 An employee is entitled to overtime compensation under clauses 19.03 and 19.04 for each completed period of one-half ( $\frac{1}{2}$ ) hour of overtime, worked by him:
- (a) when the overtime work is authorized in advance by the Employer,

and

- (b) when the employee does not control the duration of the overtime work.
- 19.06 Employees shall record starting and finishing times of overtime work in a form determined by the Employer.
- 19.07 Overtime shall be compensated in cash except where, upon mutual agreement between the employee and the Employer, overtime may be compensated in compensatory leave with pay.

The Employer shall grant compensatory time off at times convenient to both the employee and the Employer.

Compensatory leave with pay not used by the end of a twelve (12) month period, to be determined by the Employer, will be paid for in cash at the employee's current rate of pay.

The Employer will endeavour to pay cash compensation for overtime within two (2) months from the pay period in which  $i\,t$  is earned.

19.08

4(1) 4(1) An employee who works three (3) or more hours of overtime immediately before or immediately following his normal hours of work shall be reimbursed his expenses for one meal in the amount of five dollars (\$5.00), except where free meals are provided. Reasonable time with pay, to be determined by the Employer, shall be allowed the employee in order that he may take a meal break either at or adjacent to his place of work and such time shall be paid at the overtime rate where applicable.

\*\* (b)

When an employee works overtime continuously extending four (4) hours or more beyond the period provided in (a) above, he shall be reimbursed for one additional. meal in the amount of four dollars (\$4.00), except where free meals are provided. Reasonable time with pay, to be determined by the Employer, shall be allowed the employee in order that he may take a meal break either at or adjacent to his place of work and such time shall be paid at the overtime rate where applicable.

### ARTICLE 20

# RULES OF GENERAL APPLICATION FOR LEAVE

Delete clause 20.07 from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 and replace by the following:

20.07 When an employee who is in receipt of a special duty allowance or an extra duty allowance is granted leave with pay, he is entitled during his period of leave to receive the allowance if the

special or extra duties in respect of which he is paid the allowance were assigned to him on a continuing basis, or for a period of two (2) or more months prior to the period of leave.

### ARTICLE 21

### VACATION LEAVE

Delete Article 21 "Vacation Leave" its entirety from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 and replace by the following:

21.01 The vacation year shall be from April 1st to March 31st of the following calendar year, inclusive.

# Accumulation of Vacation Leave Credits

21.02 An employee shall earn vacation leave credits for each calendar month during which he receives pay for at least ten (10) days at the following rate:

Effective April 1, 1986:

(c)

one and one-quarter (1½) days until the month in which the anniversary of his ninth (9th) year of continuous employment occurs;

one and two-thirds (1 2/3) days commencing with the month in which his ninth (9th) anniversary of continuous employment occurs;

two and one-twelfth (2 1/12) days commencing with the month in which his twentieth (20th) anniversary of continuous employment occurs;

however, an employee who has received or is entitled to receive furlough leave shall have his vacation leave credits earned under this Article, reduced by five twelfths (5/12) of a

day per month from the beginning of the month in which the twentieth (20th) anniversary of continuous employment occurs until the beginning of the month in which his twenty-fifth (25th) anniversary of continuous employment occurs.

# Entitlement to Vacation Leave With Pay

- 21.03 An employee is entitled to vacation leave with pay to the extent of his earned credits but an employee who has completed six (6) months of continuous service may receive an advance of credits equivalent to the anticipated credits for the vacation year.
- 21.04 If, at the end of a vacation year, an employee's entitlement to vacation leave with pay includes a fractional entitlement of less or more than one-half  $(\frac{1}{2})$  day, the entitlement shall be increased to the nearest half  $(\frac{1}{2})$  day.

### Granting of Vacation Leave With Pay

### 21.05

- (a) An employee's vacation leave with pay shall normally be taken in the vacation year in which he becomes eligible for it. The employee shall advise the Employer in writing of his vacation preference as soon as possible after April 1st but before May 31st.
- (b) Subject to the operational requirements of the service, the Employer shall make every reasonable effort to ensure that an employee's written request for vacation leave with pay is approved.
- (c) Where, in scheduling vacation leave with pay, the Employer is unable to comply with the employee's written request under (b), the

Employer shall make every reasonable effort to grant an employee's vacation leave with pay in the amount and at such time as the employee may request.

- \*\*\* 21.06 The Employer shall give an employee as much notice as is practicable and reasonable of approval or rejection of a request for vacation or furlough leave with pay. In the case of rejection or cancellation of such leave, the Employer shall give the written reason therefor, if requested by the employee.
  - 21.07 Where, in respect of any period of vacation leave with pay, an employee:
  - (a) is granted bereavement leave,

o r

(b) is granted leave with pay because of illness in the immediate family,

or

(c) is granted sick leave on production of a medical certificate,

the period of vacation leave with pay so displaced shall either be added to the vacation period, if requested by the employee and approved by the Employer, or reinstated for use at a later date.

\*\* 21.08 Carry-Over and/or Liquidation of Vacation Leave

\*\* (a)

Where in any vacation year all of the vacation leave credited to an employee has not been scheduled, upon request, the employee may carry over into the following vacation year up to a maximum of thirty-five (35) days credits. All vacation leave credits in excess of thirty-five (35) days will be paid in cash at the employee's daily

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rate of pay as calculated from the classification prescribed in his certificate of appointment of his substantive position on the last day of the vacation year.

# \*\* (b) (Transitional)

Notwithstanding clause 21.08 (a) when an employee on the date of the signing of this collective agreement has vacation leave credits in excess of thirty-five (35) days the excess credits may be paid in cash in up to two instalments, the first instalment by April 1, 1987 and the second instalment by March 31, 1988. Payment shall be at the employee's daily rate of pay as calculated from the classification prescribed in his certificate of appointment of his substantive position.

- \*\* (c) During any vacation year, upon application by the employee and at the discretion of the Employer, earned but unused vacation leave credits in excess of fifteen (15) days may be paid in cash at the employee's daily rate of pay as calculated from the classification prescribed in his certificate of appointment of his substantive position on March 31st, of the previous vacation year.
- \*\* 21.09 Subject to the operational requirements of the service, the Employer will make every reasonable effort:
  - (a) not to recall an employee to duty after he has proceeded on vacation leave with pay,
  - (b) not to cancel a period of vacation or furlough leave which has been previously approved in writing.
  - 21.10 When, during any period of vacation leave with pay, an employee is recalled to duty, he shall be reimbursed for reasonable expenses, as normally defined by the Employer, that he incurs:

(a) in proceeding to his place of duty,

and

(b) in returning to the place from which he was recalled if he immediately resumes vacation upon completing the assignment for which he was recalled,

after submitting such accounts as are normally required by the Employer.

21.11 The employee shall not be considered as being on vacation leave with pay during any period in respect of which he is entitled under clause 21.10 to be reimbursed for reasonable expenses incurred by him.

### Leave When Employment Terminates

21.12 When an employee dies or otherwise ceases to be employed, he or his estate shall be paid an amount equal to the product obtained by multiplying the number of days of earned but unused vacation and furlough leave with pay to his credit by the daily rate of pay as calculated from the rate specified in his certificate of appointment prior to the termination of his employment.

When the employee requests, the Employer shall grant the employee his unused vacation leave credits prior to termination of employment if this will enable him, for purposes of severance pay, to complete the first year of continuous employment in the case of lay-off, and the tenth (10th) year of continuous employment in the case of resignation.

21.13 Notwithstanding clause 21.12, an employee whose employment is terminated by reason of a declaration that he abandoned his position is entitled to receive the payment referred to in clause 21.12, if he requests it within six (6) months following the date upon which his employment is terminated.

### Advance Payments

- 21.14 The Employer agrees to issue advance payments of estimated net salary for vacation periods of two (2) or more complete weeks, provided a written request for such advance payment is received from the employee at least six (6) weeks prior to the last pay day before the employee's vacation period commences.
- Providing the employee has been authorized to proceed on vacation leave for the period concerned, pay in advance of going on vacation shall be made prior to the commencement of leave. Any overpayment in respect of such pay advances shall be an immediate first charge against any subsequent pay entitlements and shall be recovered in full prior to any further payment of salary.

### ARTICLE 41

### AGREEMENT RE-OPENER

Delete Article 41 "Agreement Re-Opener Clause" in its entirety from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 and replace by the following:

41.01 This Agreement may be amended by mutual consent.

# ARTICLE 42

# TECHNOLOGICAL CHANGE

Delete Article 42 "Technological Change" in its entirety from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which was extended by the Public Sector

Compensation Restraint Act and which expired on December 21, 1984 and replace by the following:

- \*\* 42.01 The parties have agreed that in cases where as a result of technological change the services of an employee are no longer required beyond a specified date because of lack of work or the discontinuance of a function, the Mattonal Agint Council Work Force Adjustment agreement concluded by the parties will apply. In all other cases the following clauses will apply.
- \*\* 42.02 In this Article "Technological Change" means:
  - (a) the introduction by the Employer of equipment or material of a different nature than that previously utilized;

#### and

- (b) a change in the Employer's operation directly related to the introduction of that equipment or material.
- 42.03 Both parties recognize the overall advantages of technological change and will, therefore, encourage and promote technological change in the Employer's operations. Where technological change is to be implemented, the Employer will seek ways and means of minimizing adverse effects on employees which might result from such changes.
- \*\*\* 42.04 The Employer agrees to provide as much advance notice as is practicable but, except in cases of emergency, not less than one hundred and twenty (120) days written notice to the Alliance of the introduction or implementation of technological change when it will result in significant changes in the employment status or working conditions of the employees,
- \*\* 42.05 The written notice provided for in clause 42.04 will provide the following information:

- (a) The nature and degree of change.
- (b) The anticipated date or dates on which the Employer plans to effect change.
- (c) The location or locations involved.
- \*\* 42.06 As soon as reasonably practicable after notice is given under clause 42.04, the Employer shall consult with the Alliance concerning the effects of the technological change referred to in clause 42.04 on each group of employees. Such consultation will include but not necessarily be limited to the following:
  - (a) The approximate number, class and location of employees likely to be affected by the change.
  - (b) The effect the change may be expected to have on working conditions or terms and conditions of employment on employees.

42.07 When, as a result of technological change, the Employer determines that an employee requires new skills or knowledge in order to perform the duties of his substantive position, the Employer will make every reasonable effort to provide the necessary training during the employee's working hours and at no cost to the employee.

# ARTICLE 43

### JOB SECURITY

\*\* 43.01 Subject to the willingness and capacity of individual employees to accept relocation and retraining, the Employer will make every reasonable effort to ensure that any reduction in the work force will be accomplished through attrition.



### ARTICLE 46

# DURATION

Delete Article 43 "Duration and Renewal" in its entirety from the collective agreement signed between the Alliance and the Employer on May 27, 1981, which was extended by the Public Sector Compensation Restraint act and which expired on December 21, 1984 and replace by the following:

46.01 The duration of this collective agreement shall be from the date it is signed to "December 21, 1987"

**46.02** Unless otherwise expressly stipulated, the provisions of this agreement shall become effective on the date it is signed.

\*\*\* 46.03 Except as provided in this Group Specific collective agreement, all terms and conditions of employment applicable to the bargaining unit as embodied in the collective agreement signed between the Public Service Alliance of Canada (PSAC) and the Employer on May 27, 1981, which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 shall remain in force and shall be observed by the Employer and the PSAC, as was agreed to by both parties in the Procedures Governing "Master Agreement" Negotiations signed on July 28, 1985 and July 31, 1985, until the date of signing of the Master Agreement.

\*\*46.04 Notwithstanding clause 46.03, where the parties to the Master Agreement agree that a certain term or condition of employment will be a subject of negotiations in Group Specific negotiations, the parties to this Group Specific collective agreement agree to negotiate such term or condition of employment and where agreement is reached this Group Specific collective agreement will be re-opened pursuant to Article 41 to incorporate such provision.

SIGNED AT OTTAWA, this 15th day of the month of July 1986.

THE TREASURY BOARD THE PUBLIC SERVICE ALLIANCE

OF

OF

CANADA CANADA

APPENDIX "A"

#### PG = PURCHASING AND SUPPLY

#### RATES OF PAY

A: EFFECTIVE 22 DEC 1984 B: EFFECTIVE 22 DEC 1985 C: EFFECTIVE 22 DEC 1986

#### PG-TECHNOLOGICAL INSTITUTE RECRUITMENT

FROM: 3: 12766 TO 19311\* TO: A: 13245 TO 20035\* E: 13709 TO 20736\* C: 14155 TO 21410\*

#### PG-DEVELOPMENT

FROM: 8: 14147 TO 21737\*
TO: A: 14678 TO 22552
e: 15192 TO 23341\*
C: 15868 TO 24100\*
\*(WITH NITEMBELIATE RATES AT INTERVALS OF \$80)

#### R%=1

FROM: \$: 16560 17626 18697 19764 20833 21894 22962 24029 25099 26168 27235 18287 19398 20505 21614 22715 23823 24930 26040 TO: A: 17181 27149 28256 18927 20077 21223 22370 23510 24657 25803 26951 B: 17782 28099 29245 C: 18360 19542 20730 21913 23097 24274 25458 26642 27827 29012 30195

#### PC~2

PROM: 8: 27364 28578 29797 31012 TO: A: 28390 29650 30914 32175 B: 29384 30688 31996 33301 C: 30339 31685 33036 34383

#### PG-3

FROM: \$: 30452 31817 33174 34529 TO: A: 31594 33010 34418 35824 B: 32700 34165 35623 37078 C: 33763 35275 36781 38283

### PG - PURCHASING AND SUPPLY

### RATES OF PAY

A: EFFECTIVE 22 DEC 1984 B: EFFECTIVE 22 DEC 1985 C: EFFECTIVE 22 DEC 1986

### PG-4

| FROM: | 8: | 36132 | 37745 | 39361 | U0973  |
|-------|----|-------|-------|-------|--------|
| To:   | A: | 37487 | 39160 | 40837 | 42516  |
|       | B: | 38799 | U0531 | 42266 | U4004  |
|       | C: | 40050 | 41848 | 43540 | 115434 |

### PG~5

| PROM: | : 3: | 42518 | 44429 | 46335 | 48122 |
|-------|------|-------|-------|-------|-------|
| TO:   | A:   | U4112 | 46095 | 48073 | 49927 |
|       | B:   | 45656 | 47708 | 49756 | 51674 |
|       | C:   | 47140 | 49259 | 51373 | 53353 |

### PG-6\*

| FROM: | 8: | U7963 | 48939 | 49846 | 50749 | 51655 | 52555 | 53456 |  |
|-------|----|-------|-------|-------|-------|-------|-------|-------|--|
| TO:   | A: | 49762 | 50774 | 51715 | 52652 | 53592 | 54526 | 55461 |  |
|       | B: | 51504 | 52551 | 53525 | 54495 | 55468 | 56434 | 57402 |  |
|       | C: | 53178 | 54259 | 55265 | 56266 | 57271 | 58268 | 59268 |  |

<sup>\*</sup> PERFORMANCE PAY - TO APPLY TO EMPLOYEES SUBJECT TO THE PERFORMANCE PAY REGULATIONS.

### PAY NOTES

Delete clauses 27.06 27.07, 27.08 and 27.11 from the collective agreement signed between the Alliance and the Employer on May 27, 1981 which was extended by the Public Sector Compensation Restraint Act and which expired on December 21, 1984 and replace by the following new pay notes.

# PAY INCREMENT

1. The pay increment date for an employee, appointed to a position in the bargaining unit on promotion, demotion or from outside the Public Service after June 27, 1979 shal be the first Monday following the pay increment period listed below as calculated from the date of the promotion, demotion or appointment from outside the Public Service. The pay increment periods listed below will continue to apply to employees appointed prior to June 27, 1979.

### PAY INCREMENT PERIODS

|                    |  | Part-Time  | Employees   |
|--------------------|--|--|---|
| Level              | Full-time<br>Employees   | Time or more but less than full-time             | 1/3 Time or<br>more but<br>less than<br>half-time |
| PG-T.I.R<br>PG-DEV | 26 weeks   | 52 weeks   | 78 weeks  |
| PG-1 to<br>PG-6    | 52 weeks   | 104 weeks  | 156 weeks   |
| 2. (a)             | For employees<br>Supply - Techn<br>Recruitment ra<br>end of an incr<br>a rate in the | nological Inst<br>inge, an incre<br>ement period | itute<br>ase at the<br>shall be to                |

hundred and twenty dollars (\$120 higher than the rate at which th employee is being paid or, if there is not such rate, to the maximum of the pay range.

(b) For employees in the Purchasing and Supply - Development Range? an increase at the end of an increment period shall be to a rate in the pay range which is two hundred and forty dollars (\$240) higher than the rate at which the employee is being paid or, if there is no such rate, to the maximum of the pay range.

### PAY ADJUSTMENT (PG-TIRL and PG-DEV)

- 3. An employee in the Purchasing and Supply Technological Institute Recruitment or
  Development ranges shall be paid in the (A?
  (B) or (C) range shown in Appendix «A» at the
  rate of pay he was is being paid on the
  effective date.
- 4. An employee being paid in the Purchasing and Supply Technological Institute Recruitment or Development ranges shall have his rate of pay increased:
  - (a) on January 1, 1985, by an amount equal to the difference between the relevant 1984 and 1985 technological institute or university recruiting rate, as applicable,
  - (b) on January 1, 1986, by an amount equal to the difference between the relevant 1985 and 1986 technological institute or university recruiting rate, as applicable,

on January 1, 1987 by an amount equal to the difference between the relevant 1986 and 1987 technological insitute or university recruiting rate, as applicable,

provided that the maximum rate in the appropriate scale of rates is not exceeded. Such increases shall not change the employee's due date for increases.

### A1-1

# APPENDIX "A1"

### PG - PURCHASING AND SUPPLY

### WEEKLY, PAIL? AND EGURLY RATES OF PAY

S: EFFECTIVE 22 DEC 1984

| PROM: \$ : | ANNUAL: 1  |                 | 20035           |                 |                 |                 |      |
|------------|------------|-----------------|-----------------|-----------------|-----------------|-----------------|------|
|            | WEEKLY: 25 |                 | 383.99          |                 |                 |                 |      |
|            | BOURLY: 5  | 5.77 TO         | 76.80<br>10.24  |                 |                 |                 |      |
|            | HUUTEI:    |                 | 10.24           |                 |                 |                 |      |
| PG-DEVEL   | OPMENT     | ļ               |                 |                 |                 |                 |      |
| FROM: 3:   | ANNUAL: 1  |                 | 22552           |                 |                 |                 |      |
|            | WEEKLY: 28 |                 | 432.23          |                 |                 |                 |      |
|            | DAILY: 5   |                 | 86.45           |                 |                 |                 |      |
|            | HOURLY:    | 7.50 TO         | 11.53           |                 |                 |                 |      |
| PG-1       |            |                 |                 |                 |                 |                 |      |
| FROM: S:   | ANNUAL:    | 17181           | 18237           | 19398           | 20505           | 21614           | 2271 |
|            |            | 23823           | 24930           | 26040           | 271'49          | 28256           |      |
|            | WEEKLY:    | 329.29          | 350.49          | 371.78          | 393.00          | 414.25          | 435. |
|            |            | 456.59<br>65.86 | 477.81<br>70.10 | 499.08<br>74.36 | 520.34<br>78.60 | 541.55<br>82.85 | 87.0 |
|            | DAILY:     | 91.32           | 95.56           | 99 .E2          | 104.07          | 108.31          | 0/4  |
|            | HOURLY:    | 8.78            | 9.35            | 9.91            | 10-48           | 11.05           | 11.  |
|            |            | 17:18           | 12.74           | 13.31           | 13.88           | 14.44           | 11.  |
|            | () 🖆       | 12.10           | 12.7 4          | 20102           |                 |                 |      |
| PG-2       |            |                 |                 |                 |                 |                 |      |
| FROM: S:   | ARWHAL:    | 28390           | 29650           | 30914           | 32175           |                 |      |
|            | WEEKLY:    | 544.12          | 568.27          | 592.49          | 616.66          |                 |      |
|            | DAILY:     | 103.82          | 113.65          | 118.50          | 123.33          |                 |      |
|            | HOURLY:    | 14.51           | 15.15           | 15.80           | 16.44           |                 |      |
| PG-3       |            | M               |                 |                 |                 |                 |      |
| PROM: S:   | AMORIAL.   | 31594           | 33010           | 34418           | 35824           |                 |      |
| 1110191 0  | WEEKLY:    | 605.53          | 632,67          | 659.65          | 686.60          |                 |      |
|            | DAILY:     | 121.11          | 126,53          | 131.93          | 137.32          |                 |      |
|            | HOURLY:    | 16.15           | 16,87           | 17.59           | 18.31           |                 |      |
| PG-4       |            |                 |                 |                 |                 |                 |      |
| PROM: 2:   | ANDHAL:    | 37487           | 39160           | 40837           | 42516           |                 |      |
|            | WEEKLY:    | 718.47          | 750.54          | 782.68          | 814.86          |                 |      |
|            | DAILY:     | 143.69          | 150.11          | 156.54          | 162.97          |                 |      |
|            | HOURLY:    | 19,16           | 20.01           | 20.87           | 21.73           |                 |      |

#### PG - PURCHASING AND SUPPLY

### WEEKLY, DAILY AND HOURLY RATES OF PAY

#### I: EFFECTIVE 22 DEC 1984

| FROM: 1: ANNUAL: | 44112  | 46095  | 48073  | U9927   |         |         |        |
|------------------|--------|--------|--------|---------|---------|---------|--------|
| WEEKLY:          | 845.45 | 883.45 | 921.36 | 956.90  |         |         |        |
| DAILY:           | 169.09 | 176.69 | 184.27 | 191.38  |         |         |        |
| <b>HOURLY:</b>   | 22.55  | 23.56  | 24.57  | 25.52   |         |         |        |
| <i>PG</i> ~6*    | H      |        |        |         |         |         |        |
|                  | •      |        |        |         |         |         |        |
| FROM: S: ARRUAL: | 49762  | 50774  | 51715  | 52652   | 53592   | 54526   | 55461  |
| WEEKLY:          | 953.73 | 973-13 | 991.16 | 1009.12 | 1027.14 | 1045.04 | 1062+9 |
| DAILY:           | 190.75 | 194.63 | 198.23 | 201.52  | 205.43  | 209.01  | 212+5  |
| HOURLY:          | 25.43  | 25,95  | 26.43  | 26,91   | 27.39   | 27.87   | 28.3   |

### NOTE:

THE WEEKLY, DAILY AND HOURDY RATES OF PAY SHOWN IN APPENDIX "A1" HAVE BEEN DETERMINED FROM THE ANNUAL MATES SHOWN IN APPENDIX "A" AND HAVE BEEN OR ARE SUBJECT TO NOUNDING TO THE MEARINEST CENT.

### A2-1

# APPENDIX "A2"

#### PG - PURCHASING AND SUPPLY

#### WEEKLY, DAILY AND HOURLY RATES OF PAX

8: EFFECTIVE 22 DEC 1985

| PG-TECHNOLOGICAL                                  | INSTITUTE RE                       | CRUITMENT                          |                                    |                                    |                           |
|---|------------------------------------|------------------------------------|------------------------------------|------------------------------------|---------------------------|
|   | 262.75 TO<br>52.55 TO              | 20735<br>397.42<br>79.48<br>10.60  |                                    |                                    |                           |
| PG-DEVELOPMENT                                    | A.                                 |                                    |                                    |                                    |                           |
|   | 291.17 TO<br>58.23 TO              | 23341<br>447.35<br>89.47<br>11.93  |                                    |                                    |                           |
| ·C-1  |                                    |                                    |                                    |                                    |                           |
| FROM: \$: ANNUAL:                                 | 24657                              | 18927<br>25803                     | 20077<br>26951                     | 21223<br>26099                     | 22370<br>29245            |
| WEEKLY:<br>DAILY:                                 | 472.57                             | 362.75<br>494.54<br>72.55          | 384.79<br>516.54<br>76.96          | 406.76<br>538.5"<br>81.35          | 428.74<br>560.51<br>85.75 |
| HOURLY:   | 94.51<br>9.09<br>12.60             | 98.91<br>9.67<br>13.19             | 103.31<br>10.26<br>13.77           | 107.71<br>10.85<br>14.36           | 112.10<br>11.43<br>14.95  |
| 20-2  |                                    |                                    |                                    |                                    |                           |
| FROM: 2: ATINUAL:<br>WEEKLY:<br>DAILY:<br>HOURLY: | 563.17<br>112.53                   | 30688<br>588.16<br>117.63<br>15.68 | 31996<br>613.23<br>122.65<br>16.35 | 33301<br>682<br>127.65<br>17.02    |                           |
| <u>°G~3</u>                                       | m                                  |                                    |                                    |                                    |                           |
| PRON: I: ANNVAL:<br>WEEKLY:<br>DAILY:<br>HOURLY:  | 626.72<br>125.34                   | 34165<br>654.80<br>130.96<br>17.46 | 35623<br>682.75<br>136.55<br>18.21 | 37078<br>710.63<br>142.13<br>18.95 |                           |
| PG-4  |                                    |                                    |                                    |                                    |                           |
| PROM: S: ANNUAL:<br>WEEKLY:<br>DAILY:<br>HOURLY:  | 36799<br>743:62<br>148.72<br>19.83 | 40531<br>776.81<br>155.36<br>20.72 | U2266<br>810.07<br>162.01<br>21.60 | 44004<br>843.38<br>168.68<br>22.49 |                           |

#### PC - PURCHASING AND SUPPLY

#### WEEKLY, DAILY AND HOURLY RATES OF PAX

#: EFFECTIVE 22 DEC 1985

| ۲ | ы | ** | 5 |  |
|---|---|----|---|--|

| PROM: | 8: ANNUAL:<br>WEEKLY:<br>DAILY:<br>HOURLY:  | 45656<br>875.04<br>175.01<br>23.33 | 47708<br>914.37<br>182.87<br>24.38  | 49756<br>953.62<br>190.72<br>25.43  | 51674<br>990.38<br>198.08<br>26.41  |                                     |                          |                              |
|-------|---|------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|------------------------------|
| PC=6* |   | H                                  | -                                   |                                     |                                     |                                     |                          |                              |
| FROM: | \$: ANNUAL:<br>WEEKLY:<br>DAILY:<br>HOURLY: | 51504<br>987.12<br>197.42<br>26.32 | 52551<br>1007.19<br>201.44<br>26.86 | 53525<br>1025.85<br>205.17<br>27.36 | 54495<br>1044.45<br>208.89<br>27.85 | 55468<br>1063.09<br>212.62<br>28.35 | 1081.61 110<br>216.32 22 | 7402<br>0.16<br>0.03<br>9.34 |

◆ PERFORMANCE PAY ~ TO APPLY TO EMPLOYEES SUBJECT TO THE PERFORMANCE PAY HEGULATIONS.

#### NOTE:

THE WEEKLY, DAILY AND HOURLY RATES OF PAY SHOWN IN APPENDIX "AZ" HAVE WEEN DETERMINED FROM THE ANNUAL RATES SHOWN IN APPENDIX "A". AND HAVE WEEN OR ARE SUSPECT TO ROUNDING TO THE REAREST CENT.

### A3-1

### APPENDIX "A3"

### PG - PURCHASING AND SUPPLY

### VEEKLY, DAILY AND HOURLY RATES OF PAY

S: EFFECTIVE 22 DEC 1986

| PROM: S: | ANNUAL: 1  | 4155 TO | 21410            |        |        |                |        |
|----------|------------|---------|------------------|--------|--------|----------------|--------|
|          | WERKLY: 27 |         | 410.34           |        |        |                |        |
|          | GAILY: 5   |         | 82.07            |        |        |                |        |
|          | HOURLY:    | 7.23 TO | 10.94            |        |        |                |        |
| PG=DEVEL | OPIÆNT     | L       |                  |        |        |                |        |
| FROM: S: | ANNUAL: 1  |         | 24100            |        |        |                |        |
|          | WEEKLY:30  |         | 461.90           |        |        |                |        |
|          | DAILY: 6   |         | 92.38            |        |        |                |        |
|          | HOURLY:    | 8.02 TO | 12.32            |        |        |                |        |
| PC-1     |            |         |                  |        |        |                |        |
| FROM: S: | ANNUAL:    | 18360   | 19542            | 20730  | 21913  | 23097          | 24274  |
|          |            | 25458   | 26642            | 27827  | 29012  | 30195          |        |
|          | WEEKLY:    | 351.89  | 374.54           | 397.31 | 419.98 | 442.67         | 465.23 |
|          |            | 487.93  | 510.62           | 533.33 | 556.04 | 578.71         |        |
|          | DAILY:     | 70.38   | 74.91            | 79.46  | 84.00  | 88.53          | 93.05  |
|          | HOURLY     | 97.59   | 102.12<br>= 9.99 | 106.67 | 111.21 | 115.74         | 45.44  |
|          | HOURES 2   | 13.01   | 13.62            | 14.22  | 11.20  | 11.80<br>15.43 | 12.41  |
|          | - 12       | 13.01   | 10.62            | 14.22  | 14.83  | 13.43          |        |
| PG-2     |            |         |                  |        |        |                |        |
| PROM: 8: | ANNUAL:    | 30339   | 31685            | 33036  | 34383  |                |        |
|          | WEEKLY:    | 581.47  | 507.27           | 633.16 | 658.98 |                |        |
|          | DAILY:     | 116.29  | 121.45           | 126.83 | 131.80 |                |        |
|          | HOURLY:    | 15.51   | 16.19            | 16.88  | 17.57  |                |        |
| -G-3     |            |         | <u>ک</u> و       |        |        |                |        |
| PROM: E: | ATMUAL:    | 33763   | 35275            | 36781  | 38283  |                |        |
|          | WEEKLY:    | 547.10  | 676.08           | 704.94 | 733.73 |                |        |
|          | DAILY;     | 129.42  | 135,22           | 140.99 | 146.75 |                |        |
|          | HOURLY:    | 17.26   | 18.03            | 18.80  | 19.57  |                |        |
| PC-4     |            |         |                  |        |        |                |        |
| PROM: E: | ANDUAL:    | 40060   | 41848            | 43640  | 45434  |                |        |
|          | WEEKLY:    | 767.79  | 802.05           | 836.40 | 870.78 |                |        |
|          | DATLY:     | 153.56  | 160.41           | 167.28 | 174.16 |                |        |
|          | HOURLY:    | 20.47   | 21.39            | 22.30  | 23.22  |                |        |

#### PC - PURCHASING AND SUPPLY

#### WEEKLY. DAILY AND HOURLY HATES OF PAY

E: EFFECTIVE 22 DEC 1986

| FROM: S: | WEEKLY:<br>DAILY:                         | \$7140<br>903.48<br>180.70          | 49259<br>944.09<br>188.82           | 51373<br>984.61<br>196.92           | 53353<br>1022.56<br>204.51           |                                     |                                     |                                     |
|----------|---|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
|          | HCURLY:                                   | 24.09                               | 25.18                               | 26.26                               | 27.27                                |                                     |                                     |                                     |
| FG-6*    |   | H                                   |                                     |                                     |                                      |                                     |                                     |                                     |
| PROH: S  | * ANNUAL:<br>WEEKLY:<br>DAILY:<br>HOURLY: | 53178<br>1019.20<br>203.84<br>27.18 | 54259<br>1039.92<br>207.98<br>27.73 | 55265<br>1059.20<br>211.84<br>28.25 | 56266<br>10'78.39<br>215.68<br>28.76 | 57271<br>1097.65<br>219.53<br>29.27 | 58268<br>1116.76<br>223.35<br>29.78 | 59268<br>1135.93<br>227.18<br>30.29 |

\* PERFORMANCE PAY - TO APPLY TO EMPLOYEES SUBJECT TO THE PERFORMANCE PAY REGULATIONS.

#### NOTE:

THE WEEKLY, DAILY AND HOURLY RATES OF PAY SHOWN IN APPENDIX "AS" HAVE BEEN DEFERRINGED FROM THE ANNUAL RATES SHOWN IN APPENDIX "A", AND HAVE BEEN OR ARE SUBJECT TO ROUTING TO THE MEAREST CENT.

29-7-87