

COLLECTIVE AGREEMENT

BETWEEN

CUPE

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

TERM OF AGREEMENT:

April 1, 2008 to March 31, 2012

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ARTICLE 1 – PREAMBLE

1.01 It is the purpose of both parties to this Agreement:

- 1) To maintain settled conditions of employment and promote harmonious relations between the Employer and the Union;
- 2) To recognize the mutual value of joint discussions and negotiations in all matters pertaining to working conditions, employment, service, etc.;
- 3) To promote the morale, well-being and security of all employees in the bargaining unit of the Union;
- 4) To encourage excellence of service;
- 5) To maintain a safe work environment.

1.02 It is desirable that methods of bargaining and all matters pertaining to the working conditions of the employees be drawn up in a Collective Agreement.

1.03 Definitions

An “employee” is a person employed by the Employer and covered by this Agreement.

A “full-time employee” is one who regularly and recurrently works the hours specified in the Hours of Work – Article 22.

A “part-time employee” is one who regularly and recurrently works less than full-time hours.

A “term employee” is one who works full-time or part-time but the duration of the employment is limited to a specific number of hours, days, weeks or months or until completion of a specific project. The term employment will not exceed twelve (12) months unless mutually agreed.

It is generally agreed that permanent positions are favourable and both parties will attempt to protect permanent positions. Also that the use of term positions is not to deprive an employee of a permanent position. A term will not be unreasonably extended to deprive an employee of a permanent position.

Temporary employees whose term position has ended (i.e. Staff funded by short term projects) will retain their seniority for purposes of applying for any unionized positions posted by the Employer for a period of six (6) months following the termination of their term provided that the term was for one year or more.

A “grant employee” is one who works on a project funded through municipal, provincial, federal or other grant. By mutual agreement between the Employer and the Union, a grant employee may have her wages, benefits, and inclusion in the bargaining unit restricted.

The Employer agrees in principle that grant employees should be paid according to the Union wage scale for the classification in which they work.

Grant employees whose term position has ended (i.e. Staff funded by short term projects) will retain their seniority for purposes of applying for any unionized positions posted by the Employer for a period of six (6) months following the termination of their term provided that the term was for one year or more.

The term “Union” shall mean the Canadian Union of Public Employees, Local 2343.

The term “Employer” shall mean Mount Carmel Clinic.

The term “parties” shall mean the Union and the Employer.

The words “casual employee” shall mean a person who replaces an absent employee or is called in to supplement staff coverage in emergency situations. The terms of this Agreement shall not apply to such casual employee, except:

- (a) Casual employees shall receive vacation pay biweekly at the rate of six percent (6%) of the regular hours worked in a biweekly pay period.
- (b) Casual employees shall be paid not less than the start rate of the position to which they are assigned.
- (c) Casual employees shall be entitled to the shift premium(s) outlined in Article 28.11.
- (d) Casual employees required to work on a recognized holiday shall be paid at the rate specified in Article 24.05.
- (e) Casual employees shall be entitled to compensation for overtime worked in accordance with Article 23.01 and 23.02.
- (f) Casual employees shall be entitled to retroactive salary increases on the same basis as full-time and part-time employees as stated in Article 33.
- (g) The Employer agrees to deduct Union dues in an amount specified by the Union in any pay period for which the casual employee receives any payment in accordance with Article 6.

- (h) In the event that no payment is made during the pay period, the Employer shall have no responsibility to deduct and submit dues for that period.
 - (i) A casual employee reporting for work as requested by the Employer and finding no work available shall be guaranteed three (3) hours pay at her basic rate of pay.
 - (j) Effective October 1, 2002, casual employees shall commence accruing seniority for the purpose of vacancy selection only. Where a vacancy is not awarded to a permanent employee in accordance with Article 18.01, the position shall be awarded to the most senior casual applicant within the site subject to the employee being able to meet the physical requirements of the job, having the necessary qualifications and a good employment record. The seniority hours accrued during the period of casual employment shall not be carried over to a permanent employment.
 - (k) **Casual employees will be paid four point six two percent (4.62%) of their basic pay in lieu of time off on General Holidays. Such holiday pay shall be included in each regular paycheque.**
 - (l) A full-time or part-time employee who resigns and who, **within thirty (30) calendar days**, is rehired as a casual employee shall be paid at the same increment step as she received in her former position.
 - (m) Articles 12 and 13 herein apply only with respect to the terms of this article.
- 1.04 Both parties agree in principle that equal pay shall be granted for work of equal value, and that this principle shall be recognized to be implicit in the terms of this Agreement.

ARTICLE 2 – RECOGNITION

2.01 Bargaining Unit

The Employer recognizes the Canadian Union of Public Employees and its Local 2343 as exclusive collective bargaining agent for all of its employees, covered by MLB Certificate No. MLB-3469 issued on March 12, 1980 to Mount Carmel and/or listed in Schedule "A".

2.02 No Other Agreements

No employee shall be required or permitted to make a written or verbal employment agreement with the Employer, which conflicts with the terms of this agreement, except in cases mutually agreed upon by the Union, Employer and employee.

2.03 Work of the Bargaining Unit

Persons whose jobs (paid or unpaid) are not in the bargaining unit shall not work on any jobs which are included in the bargaining unit except as mutually agreed upon by the parties.

ARTICLE 3 – MANAGEMENT RIGHTS

3.01 The Union recognizes the sole right of the Employer, unless otherwise provided in this Agreement, to exercise its function of management under which it shall have, among others, the right to maintain efficiency and quality of service, the right to direct the work of its employees, the right to hire, classify, assign to positions and promote, the right to determine job content and the number of employees, the right to demote, discipline, suspend and layoff and discharge for just cause; the right to make, alter and enforce rules and regulations in a manner that is consistent with the terms of this Agreement.

The Employer shall exercise its right to direct the working force reasonably and in good faith. This right shall not be used in a manner which would deprive present employees of their employment, except through just cause.

3.02 Disaster and Fire Plans

(a) **In any emergency or disaster declared by the CEO/COO or designate, employees are required to perform duties as assigned notwithstanding any contrary provision in this agreement.**

Compensation for unusual working conditions related to such emergency will be determined by later discussion, between the Employer and the Union, and/or by means of the grievance procedure if necessary, except that the provisions of Article 23 shall apply to overtime hours worked.

(b) **Where overtime is worked by reason of a disaster plan exercise or fire drill, overtime will be paid in accordance with Article 23.**

The importance of disaster plan exercise and fire drills is mutually acknowledged by the Employer and the Union and, to this end, participation of all employees is encouraged.

ARTICLE 4 – NO DISCRIMINATION

4.01 The parties agree that there shall be no discrimination based on:

- ancestry, including colour and perceived race
- ethnic background or origin
- age
- nationality or national origin
- political belief, association or activity
- religion or creed
- sex, including pregnancy
- marital status or family status
- sexual orientation/gender identification
- physical or mental disability
- place of residence
- membership or non-membership or activity in the Union
- irrelevant criminal record.

4.02 No Abuse or Harassment

The Employer and the Union agree that no form of abuse or harassment against employees or Employer will be condoned in the workplace. Both parties recognize the right of all employees to work in an environment free of abuse and harassment and will work together to recognize and resolve such problems as they arise.

To assist in minimizing both the frequency and impact of abuse and harassment directed toward employees, the Employer shall ensure that policies are in place which address:

- (a) the prevention of abuse and harassment;
- (b) appropriate interventions to deal effectively with situations where abuse is either threatened or has occurred;
- (c) prompt, thorough follow-up to ensure that the needs of the abused employee are met; and
- (d) the incident, where reported, is investigated and plans developed to lessen the likelihood of further behaviour.

4.03 Personal Harassment Defined

Personal harassment is defined as repeated unconstructive and offensive comments or actions which offend, abuse or humiliate a person, when such conduct has the purpose or effect of substantially or unreasonably interfering with an employee's work performance or creating an intimidating, hostile or offensive working environment.

4.04 Sexual Harassment

Sexual harassment is defined as a course of abusive, unwelcome conduct or comment made on the basis of gender; or, any sexual solicitation or advance that is unwelcome, especially if it may reasonably be seen to be putting a condition on employment, or the receiving or withholding of any benefit or service. The unwanted behaviour may be either physical or verbal. It may also include one or more of the following:

- unnecessary physical contact, such as touching, patting or pinching;
- demands for sexual favours in return for a promise of a reward or a threat of reprisal;
- unwelcome sexual remarks or jokes that denigrate one's gender;
- displaying derogatory materials such as pictures, cartoons or printed matter.

4.05 Processing a Complaint/Report of Abuse or Harassment

The Employer must immediately initiate an investigation upon receiving a report or being informed of an incident of abuse or harassment. The investigation must be completed within fifteen (15) working days. The initial investigation will include an assessment of the safety and health of the employees involved and appropriate action will be taken to protect them.

Employees are encouraged to bring forward complaints that are honestly believed to be harassment or abuse. Only complaints that are proven to have been made for frivolous or vindictive reasons, shall result in disciplinary action against the complainant. All complaints, inquiries, investigation and information relating to an allegation of harassment will be treated with the utmost confidence.

A Union representative must be present at any meeting where the Employer is taking disciplinary action against the harasser and that Representative is responsible to report to the complainant of the course of action taken by the Employer.

Where the Employer fails to take appropriate disciplinary action the complaint shall be eligible to be processed as a grievance.

4.06 Respectful Workplace

The Employer and the Union jointly affirm that every employee is entitled to a respectful workplace which is free from discrimination and harassment.

ARTICLE 5 – UNION MEMBERSHIP REQUIREMENT

- 5.01 Within one (1) week of the signing of this Agreement, all employees covered by this Collective Agreement will become members in good standing of the Union according to the constitution and bylaws of the Union. As a condition of employment, all new

employees covered by this agreement will become members in good standing of the Union within thirty (30) days of employment.

ARTICLE 6 – CHECK OFF OF UNION DUES

6.01 Checkoff Payments

The Employer shall deduct from every employee any dues, initiation fees, or assessments levied by the Union on its members. The Union shall be responsible for any liability the Employer incurs as a result of such deductions.

6.02 Deductions shall be made from each payroll and shall be forwarded to the Secretary-Treasurer of the Union not later than the fifteenth day of the month following the month in which the dues were deducted, unless otherwise agreed, accompanied by a list of names and any changes of addresses and classifications of employees from whose wages the deductions have been made.

6.03 Dues Receipts

The Employer shall indicate on the T-4 slip the amount of Union dues deducted from the employee in the previous year.

6.04 The Union shall notify the Employer at least thirty (30) days in advance of any changes in dues, initiation fees or assessments and such change shall occur no more frequently than twice per twelve (12) month period.

ARTICLE 7 – EMPLOYER AND UNION SHALL ACQUAINT NEW EMPLOYEES

7.01 New Employees

The Employer agrees to acquaint new employees with the fact that a Union agreement is in effect, and with the conditions of employment set out in the articles dealing with Union security and dues checkoff.

7.02 Copies of Agreement

On commencing employment, the employee's supervisor or designate shall introduce the new employee to her Union Steward or Representative. The Steward or Representative will provide her with a copy of the Collective Agreement.

7.03 Interviewing Opportunity

A representative of the Union shall be given an opportunity to interview each new employee within regular working hours, without loss of pay, for a reasonable period of time during the first month of employment for the purpose of acquainting the new employee with the benefits and duties of Union membership and her responsibilities and obligations to the Employer and the Union.

ARTICLE 8 – CORRESPONDENCE

8.01 All correspondence arising out of this Agreement shall pass to and from the Executive Director or designate and the Secretary of the Local Union or designate.

ARTICLE 9 – LABOUR MANAGEMENT/BARGAINING RELATIONS/COMMITTEES

9.01 Establishment of Labour Management Committee

A Labour-Management Committee shall be established consisting of equal representatives of the Employer and the Union unless otherwise mutually agreed upon. The Committee shall enjoy the full support of both parties in the interests of maximum service to the clients and the maintaining of harmonious relations.

9.02 Labour Management Committee

An Employer and a Union representative shall be designated as joint chairpersons and shall alternate in presiding over meetings.

9.03 Jurisdiction of Labour Management Committee

The Committee shall deal with such matters of mutual concern as may arise from time to time in the operation of the facility.

The Committee shall not have jurisdiction over wages, or any matter of collective bargaining, including the administration of this Collective Agreement.

The Committee shall not supersede the activities of any other committee of the Union or of the Employer and does not have the power to bind either the Union or its members, or the Employer to any decisions or conclusions reached in their discussions. The Committee shall have the power only to make recommendations to the Union and the Employer with respect to its discussions and conclusions.

The Parties agree that it is within the jurisdiction of the Labour/Management Committee to review and make recommendations relative to those unresolved issues relating to workload and staffing including documented workload staffing reports.

9.04 Workplace Health and Safety Committee

The Committee shall have jurisdiction over matters pertaining to workplace health and safety and shall function in this regard in accordance with Section 40 of the *Workplace Safety and Health Act*.

9.05 Union Negotiating Committee

Two (2) employees shall be allowed to attend meetings with the Employer for the purpose of collective bargaining negotiations unless otherwise mutually agreed upon. The Union will advise the Employer of the members of its negotiating committee.

Responsibility for reimbursement for remuneration is as follows:

Two (2) employees attend without loss of remuneration. The salary will be the Employer's responsibility.

9.06 Consensual Bargaining

In the interest of maintaining and improving harmonious relations and settled conditions of employment between the Employer and the Union, both parties agree to work towards achieving a Collective Agreement through a cooperative and problem-solving manner.

9.07 Advisors to the Parties

Either party shall have the right at any time to access technical and/or other resources during negotiations.

9.08 Access

The Union shall have the right at any time to have the assistance of representatives of the Canadian Union of Public Employees or any other advisors when dealing or negotiating with the Employer. Such Representative(s)/Advisor(s) shall have access to the Employer's premises when prior notice is given in order to investigate and assist in the settlement of a grievance and/or to communicate with the members.

ARTICLE 10 – RESOLUTIONS AND REPORTS OF THE EMPLOYER

10.01 Copies of Resolutions

Copies of all Board minutes, motions, resolutions, bylaws and regulations are to be forwarded to the President of the Union within ten (10) working days of being requested by the Union. Minutes shall be provided in summary form and will not include discussions, personal information or private information.

10.02 One member of the Union shall be selected by the Union to serve in a staff position on the Board. Such staff representative shall have full voice and vote on all matters. A conflict of interest shall be declared and the staff member shall excuse himself/herself as appropriate.

ARTICLE 11 – UNION REPRESENTATION

11.01 Election of Stewards

The Employer acknowledges the right of the Union to appoint stewards, whose duties shall be to assist any employee, which the Union represents, in matters relating to the activities of the Union, including presentation of grievance. The Union shall advise the Employer of the names of the stewards.

11.02 Permission to Leave Work

The Employer agrees that stewards shall not be hindered, coerced, restrained, or interfered with in any way in the performance of their duties as stewards.

No steward shall leave the building during working hours on Union business without obtaining the permission of the Employer. Permission shall not be withheld unreasonably.

11.03 Union Representation

The Union agrees to provide the Employer, in writing, and within seven (7) working days of elections being held, a current list of officers and authorized representatives with whom the Employer shall deal in regards to matters arising out of the Collective Agreement.

11.04 When meeting with the Employer to conduct central negotiations, the maximum number of employees who will be entitled to leave of absence without loss of regular pay or benefits to attend as representatives of the Union shall be fourteen (14) employees. The Chair of the Provincial Health Care Council shall participate as an additional representative at the Union's expense. The Union shall provide the Employer with four (4) weeks or more written notice of those chosen to participate in central negotiations.

ARTICLE 12 – GRIEVANCE PROCEDURE

12.01 Definition of a Grievance

A grievance shall be defined as any difference arising out of the interpretation, application, administration or alleged violation of the Collective Agreement.

12.02 Settling of Grievances

An earnest effort shall be made to settle grievances fairly and promptly in the manner set out below. However, nothing precludes the parties from resolving the grievance via conciliation, mediation or informal discussions or in any other fashion that they may deem appropriate.

At any step of the grievance process, the grievor has the right to be present and have a Union representative.

Step 1

Within fifteen (15) working days after the event giving rise to the grievance, or within fifteen (15) working days that the employee became aware of the event that forms the substance of the grievance, the employee shall, with the assistance of the Union Steward if they so desire, notify her immediate supervisor of her grievance.

The grievor and the supervisor shall meet within five (5) days of notification in an attempt to resolve the dispute. Failing satisfactory resolution, the Supervisor shall render written decision regarding the dispute within five (5) working days of the meeting.

Step 2

Failing satisfactory resolution in Step 1, the Union shall, within fifteen (15) working days of the supervisor's written decision, submit the grievance in writing to the Executive Director (or designate). The Executive Director (or designate) shall meet with the Union and the grievor within ten (10) working days of the receipt of the grievance in an attempt to resolve the dispute. The Executive Director or designate shall render written decision on the outcome of the dispute within ten (10) working days of the meeting.

Step 3

Failing satisfactory resolution to the grievance in Step 2, either party may submit the matter to arbitration in accordance with Article 13.

12.03 Policy/Group Grievance

Where a dispute involving a question of general application or interpretation occurs, or where a group of employees has a grievance, Step 1 may be by-passed. However, such grievance shall be filed within twenty (20) working days of the event giving rise to the grievance or the employee becoming aware of the substance of the grievance.

12.04 Time Lines

The time limits in the grievance and arbitration procedure shall be directory in nature. Neither party shall be entitled to use the timelines to prejudice the position of the other.

ARTICLE 13 – ARBITRATION PROCEDURE

- 13.01 Within thirty (30) working days of receipt of the written decision in Step 2, either party may refer the dispute to arbitration by given written notice to the other party.
- 13.02 Both parties shall attempt to agree to the selection of a sole arbitrator. Unless both parties agree to the selection of a sole arbitrator within five (5) working days following the matter being referred to arbitration, each party shall in the next ten (10) working days give notice to the other party in writing naming its nominee to the Arbitration Board.
- 13.03 The two (2) named members of the Board shall, within ten (10) working days, name a third member to the Board who shall be chairperson. In the event of a failure to agree upon a third person, the Manitoba Labour Board shall be requested to appoint Chairperson.
- 13.04 The sole arbitrator or Arbitration Board shall not be empowered to make any decision inconsistent with the provisions of this Agreement, or to modify or amend any portion of this Agreement.
- 13.05 The sole arbitrator or Arbitration Board shall determine her own procedures, but shall provide full opportunity to all parties to present evidence and make representations. The sole arbitrator or Arbitration Board shall hear and determine the difference(s) or allegation(s) and render a decision within thirty (30) calendar days from the time it holds its final meeting.
- 13.06 The decision of the sole arbitrator or the majority of the Arbitration Board shall be final and binding and enforceable on all parties and may not be changed.
- 13.07 Within five (5) working days following receipt of a decision in writing, should the parties disagree as to the meaning of the decision of the sole arbitrator or Arbitration Board, whichever the case may be, either party may apply to the Chairperson of the Arbitration Board or the sole arbitrator for explanation or clarification of the decision. Within

five (5) working days the Arbitration Board or the sole arbitrator shall reconvene a meeting to clarify the decision.

13.08 Expenses of the Arbitration

Each party shall pay:

- (a) the fees and expenses of the nominee it appoints;
- (b) one-half (½) of the fees and expenses of the Chairperson or sole arbitrator.

13.09 Nothing in this Agreement shall preclude settlement of a grievance by mutual agreement in any manner whatsoever, without prejudice to their respective positions.

13.10 The time limits in the arbitration procedure may be extended by written consent of the parties.

ARTICLE 14 – DISCIPLINE AND ACCESS TO PERSONNEL FILE

14.01 An employee may be disciplined, discharged, or suspended for just cause only upon the authority of the Chief Executive Officer or designate. Such employee shall be advised promptly in writing of the reason for dismissal or suspension, with a copy being sent to the Union Representative.

14.02 In all instances where the Employer considers that an employee warrants disciplinary action, the Employer shall make every effort to take such action at a meeting with the employee and, when possible, shall give the employee advance notice of the nature of the complaint. The employee so affected will be given the opportunity to make representation on her own behalf with the assistance of a representative of the Union.

14.03 If the action referred to in the above clause results in a written warning, suspension, demotion or dismissal of an employee, the Employer shall notify the employee in writing of the action taken and the reasons either by registered mail or personal service.

- (a) At the scheduled meeting the Employer will discuss with the employee ways and means of corrective intervention with regard to the written reprimand, and these corrective actions shall be part of the written report.
- (b) If, after a two-year period, no further disciplinary action is recorded on the same matter, the employee may request that the written reprimand be removed from the personnel file. Such request shall not be unreasonably denied.

14.04 Upon written request, an employee shall be given the opportunity to examine any document which is placed in her personnel file, provided no part thereof is removed from

the file, including but not limited to, those documents which may be utilized to substantiate a disciplinary action against her, and her reply to any such document shall also be placed in her personnel file. Upon written request the employee shall also receive an exact copy of any document forming part of her file at her own expense.

14.05 An employee accompanied by a Union representative if she so elects, may examine her personnel file on request **within seven (7) calendar days**. She shall have recourse to the grievance procedure to dispute any derogatory entry in her personnel file. The Employer agrees not to introduce as evidence any such derogatory entry at any hearing unless the employee has been made aware of its contents at the time of filing or a reasonable time thereafter.

14.06 There shall be one (1) personnel file maintained by the Employer for each employee.

14.07 Exceptions to the Process

Notwithstanding any of the above, the Employer reserves the right to bypass any step in the Reprimand process, or suspend an employee with or without pay where there are allegations of a serious nature directly impacting on the work environment or client care.

In such cases the Employer shall investigate the allegations to determine appropriate measures to be taken. Examples of serious allegations may include, but are not limited to allegations of sexual harassment, being under the influence of alcohol or drugs at work, or breach of confidentiality.

ARTICLE 15 – SENIORITY

15.01 Seniority Defined

Seniority is defined as the total accumulated regular paid hours in the bargaining unit and shall include service with the Employer prior to the certification or recognition of the Union.

15.02 Seniority List

- (a) The Employer agrees to maintain a seniority list **showing the date upon which each employee's service commenced**. An up-to-date seniority list shall be sent to the Union Representative, when requested, in writing, **to a maximum of twice per year**.
- (b) **Annually, upon written request, a comprehensive list including the name, address and telephone number of each employee shall be sent to the Union. The Union agrees to have in place reasonable safeguards for maintaining the security of the information provided.**

15.03 Seniority will continue to accrue if an employee:

- (a) is on any period of paid leave of absence;
- (b) is on any period of paid sick leave/income protection;
- (c) is on any period of paid vacation;
- (d) is on any period of unpaid leave of absence up to four (4) consecutive weeks;
- (e) is on any period of workers' compensation benefits (up to a limit of 24 months) as applicable;
- (f) is on any period of short or long term disability plan payments (up to a limit of 24 months) as applicable;
- (g) is on any period of approved unpaid leave of absence for Union purposes of up to two (2) years;
- (h) is on any period of approved maternity, adoption, or parental leave (paid or unpaid).

15.04 Seniority will be maintained but not accrue if an employee:

- (a) is on unpaid leave of absence in excess of four (4) consecutive weeks;
- (b) is laid off for less than twenty-four (24) months;
- (c) is on a trial period of an out-of-scope position;
- (d) is on Workers' Compensation benefits in excess of twenty-four (24) months;
- (e) is on long-term disability plan payments in excess of twenty-four (24) months;
- (f) is applying for work within six (6) month period after term or grant work has ended provided that the term of employment was one (1) year or more.

15.05 Loss of Seniority

An employee shall only lose her seniority in the event:

- (a) she is discharged for just cause and is not reinstated;
- (b) she resigns in writing and does not withdraw within two (2) working days;

- (c) she is laid off for a period of twenty-four (24) months;
- (d) fails to report for work as schedule at the end of a leave of absence or suspension or does not report to work upon recall, without explanation satisfactory to the Employer;
- (e) promoted or transferred out of the Bargaining Unit;
- (f) retires;
- (g) she completed a term or grant position that was less than one (1) year;
- (h) that six (6) months has passed since the end of her term or grant position that was more than a year.

ARTICLE 16 – PRORATION OF THE AGREEMENT

16.01 This Agreement is applicable on a pro rata basis based on hours paid of regular rate of pay for all part-time employees and term employees except as indicated in specific clauses. Casual employees may be included on a pro rata basis as per clause 1.03.

ARTICLE 17 – JOB POSTINGS

17.01 All vacant positions which fall within the scope of this agreement shall be posted for at least seven (7) calendar days. Such postings shall state the required qualifications, current or anticipated shift, hours of work and wage rate.

The Employer will not advertise externally before an internal posting has occurred. However, such postings can happen simultaneously.

17.02 Information in Postings

Such notice shall contain the following information:

- Nature of position, qualifications, required knowledge and education skills, shift, wage or salary rate or range.

17.03 Notification of Employees

Each employee who applies for a posted vacancy during the seven (7) day posting period will be notified of the disposition of her application. The name of the successful applicant for any position, which falls within the scope of the Agreement, will be sent to the Secretary of the Union where there are internal applications.

ARTICLE 18 – PROMOTIONS AND TRANSFERS**18.01 Promotions and Transfers**

Seniority shall be the determining factor in matters of promotion and transfers, subject to the employee being able to meet the requirements of the job and having the required ability, skill, qualifications and a good employment record (refer to personnel files) in accordance with Article 14.04.

18.02 An employee who through advancing years or disablement is unable to perform her regular duties, shall be given preference for transfer to any suitable job which is open and which requires the performance of lighter work for which she is capable. She would be paid at the same increment level in the new job as she was in her previous job.

18.03 Part-time employees who indicate in writing to the Employer that they wish to work additional hours shall be offered such work when available providing they are able to perform the required duties. Such additional hours shall be divided as equitably as possible amongst those employees who have requested additional hours. It is further understood that such additional hours shall be offered to the extent that they will not incur any overtime costs to the Employer.

18.04 Should a part-time employee described in 18.03 above refuse to report to work on three (3) occasions in a calendar year when requested and without an explanation satisfactory to the Employer, she will henceforth be offered additional hours at the sole discretion of the Employer.

- (a) When a part-time employee is unable to work all or part of an additional shift for any reason, payment shall be made only in respect of hours actually worked.
- (b) Additional casual hours worked by a part-time employee shall be included in the determination of seniority.
- (c) Additional casual hours worked by a part-time employee shall be included when determining an employee's earned vacation, accumulated income protection credits, and general holiday pay in accordance with Article 24.04.

18.05 The Union shall be notified of all appointments, hiring, layoffs, transfers, recalls and terminations of employment.

ARTICLE 19 – PROBATIONARY AND TRIAL PERIODS

19.01 Trial Period – Internal Transfer or Promotion

The successful applicant shall be notified within fourteen (14) days following the selection committee's recommendation to the Employer. Conditional on satisfactory performance, the employee shall be declared permanent after a trial period of six (6) months.

During this period an employee may return to her former position at her own request or at the insistence of Employer if found unsuitable without loss of seniority or other accumulated benefits. Any other employee promoted or transferred because of the arrangement of positions shall be returned to her former position without loss of seniority or other accumulated benefits.

It is understood that the purpose of the trial period is to provide a period of familiarization and orientation during which the employee and the Employer may assess the match between the employee's skill set and the requirements of the job. It is not seen as a training period.

Feedback between the employee and the Employer shall occur throughout the trial period. The purpose of the feedback is to provide positive feedback and address issues as they arise with the goal being that the promotion or transfer be successful. The Employer and the employee agree that issues which may result in an unsuccessful trial period will be brought forward in a timely manner giving opportunity to address the identified concerns and provide notice to other affected employees.

19.02 Probation of Newly Hired Employees

All newly hired employee(s), including part-time employees, shall be on a probationary basis for a period of six (6) months from the date of hiring. During the probationary period, employees shall be entitled to all rights and benefits of this Agreement, except with respect to discharge. The employment of such employees may be terminated with cause at any time during the probationary period. After completion of the probationary period, seniority shall be effective from the original date of employment.

Feedback between the employee and the Employer shall occur throughout the probationary period. The purpose of the feedback is to provide positive feedback and address issues as they arise with the goal being that the appointment to the position be successful.

The Employer and the employee agree that issues which may result in an unsuccessful probationary period will be brought forward in a timely manner giving opportunity to address the identified concerns.

ARTICLE 20 – LAYOFFS AND RECALL20.01 Definition of a Layoff

Layoff shall be defined as a reduction in the work force or a reduction in the regular hours of work as defined in this Agreement.

20.02 Notice to Union

Prior to any layoff involving permanent employees, the Employer shall notify the Union of any pending layoffs as soon as possible.

20.03 Notice to Employee

Employees about to be laid off shall be given a minimum of two (2) pay periods' notice. Payment in lieu of notice shall not exceed four (4) weeks.

20.04 Layoff Procedure

To allow the Staffing Committee to carry out its mandated role under this Article, the Employer will provide the Committee with all relevant information and with a copy of any reorganization plans, which impact on the bargaining unit. Both parties shall provide such other information as is reasonably required to allow the Committee to fulfill its mandate.

20.05 Recall Procedure

To be eligible for recall, the employees must file their name and current address with the Employer at the time of layoff and at the time of any subsequent change.

A person who is laid off must respond to the Employer within seven (7) calendar days of notice of recall being mailed by registered mail or hand delivered to the person's recorded address.

Employees who are laid off shall be recalled in order of seniority to positions for which they possess the required qualifications and ability.

The right of a person who has been laid off to be recalled under this Agreement will be forfeited in the following circumstances:

- (a) after twenty-four (24) months of layoff;
- (b) if the person did not communicate with the Employer as specified above; and

- (c) if the person does not report to work when instructed to do so or fails to provide a written explanation satisfactory to the Employer.

20.06 No New Employees

No new employees shall be hired until all laid off employees who possess the required qualifications and ability to perform the duties of the position have been given the opportunity of recall.

ARTICLE 21 – JOB PROTECTION PROVISIONS DURING RESTRUCTURING

21.01 With respect to the development of any restructuring plan, which may result in a layoff, or the reduction of hours of bargaining unit members, the Union shall be involved in the planning process from the early phases through to the final phases of the process.

21.02 Regionalization

If the facility should:

- (a) merge or amalgamate with another health facility or health care related facility; or
- (b) transfer or combine any of its operations or functions with another health care facility or health care related facility; or
- (c) take over any of the operations or functions of another health care facility covered by this Collective Agreement;

an employee will be given ninety (90) days' notice and severance pay on the basis of two (2) weeks' pay at the regular base rate, for the position last occupied, for each year of employment with the Employer, if the Employer is unable to provide alternate employment, at the same regular rate of pay in a comparable class of work, for which the employee possesses qualification and ability sufficient to perform the required duties within a fifty (50) kilometre radius of the employee's original facility.

21.03 Restructuring and Reorganization

Should the authority for the delivery of services provided by persons covered by this Agreement be transferred to, in part or in whole, merged or amalgamated with another employing authority, the Employer agrees to advocate to help ensure that all employees, at the time of such transfer, merger or amalgamation, shall be employed by the new employing authority in the same or comparable capacity and that the employing authority recognize the terms and conditions of the Collective Agreement.

ARTICLE 22 – HOURS OF WORK22.01 Regular Hours of Work

Regular hours of work in full-time employment shall be:

- Seven and one-half (7½) hours per day excluding meal periods and including rest periods.

22.02 Regular Work Period of Full-time Employees

The regular work period of full-time employees shall consist of:

- Seventy-five (75) hours biweekly. The regular workweek shall be Monday to Friday inclusive unless otherwise mutually agreed between the employee and the Employer.

22.03 Breaks

Employees shall be entitled to:

- An uninterrupted three-quarter (¾) hour unpaid meal period and two (2) paid fifteen (15) minute rest periods to be scheduled by the Employer.

22.04 An employee reporting for work and finding no work available shall be paid three (3) hours at her basic rate of pay. However, when such employee works for any portion of her scheduled shift, she shall receive pay for that entire shift.

22.05 No Split Shifts

There shall be no split shifts except by mutual agreement between the Employer and employee.

ARTICLE 23 – OVERTIME AND FLEX-TIME23.01 Overtime Defined

All time worked which is authorized by the Employer beyond the normal workday and biweekly period (as specified in Article 22.02 – Regular Work Period of Full-time Employees) shall be considered as overtime. Normally advanced authorization shall be required.

23.02 Overtime Paid Out

Approved overtime shall accrue at the rate of time and one-half (1½). By mutual agreement between the Employer and the employee, approved overtime may be compensated by granting time off at the accrued overtime rate (1½). Overtime accrued but not used within three (3) months may be paid out in cash.

23.03 Flex-time Defined

All time worked which is not authorized by the Employer beyond the normal work day or biweekly period (as specified in Article 22 – Hours of Work), but where in the employee's judgement the work is essential to the operation of the facility, shall be considered as Flex-time.

The need for and use of Flex-time will be reviewed with employees on a regular basis and the ongoing use of Flex-time will be at the discretion of the Employer in consultation with the employee.

Flex-time will be maintained in a Flex-time bank with a written record.

Flex-time will be compensated by granting equivalent time off at regular rate of pay.

Employees are encouraged to take Flex-time back in the same pay period in which it is accumulated. However, employees will be allowed to bank hours to a maximum of three (3) days (as specified in Article 22 – Hours of Work) after which no further Flex-time will be allowed to accumulate until the bank has been reduced. Exceptions to these generalities to be made by mutual agreement between the Employer and employee.

Flex-time hours must be recovered during times where relief is not required.

Flex-time banks must be cleared by fiscal year end unless otherwise arranged by mutual agreement between the Employer and the employee.

23.04 Meal allowance

An employee required to work overtime for a period in excess of two (2) hours immediately following her hours of work shall be supplied with a meal and if this is not possible, a payment of \$5.00 (**increasing to seven dollars (\$7.00) effective January 1, 2009**) will be made in lieu.

23.05 On Call Transportation

Employees required to return to work on a callback, will be paid the current facility rate per kilometre for use of their own vehicle (minimum of \$4.00 – maximum of \$8.00) or taxi fare to and from the Facility. Taxi fare will not apply beyond the city/town limits. The above provision will not apply to employees who receive a monthly standby/on call allowance.

ARTICLE 24 – HOLIDAYS

24.01 The Employer and the Union recognize the following as paid holidays:

New Year's Day	Jour de Louis Riel Day	Good Friday
Easter Monday	Queen's Birthday	Canada Day (July 1st)
1 st Monday in August	Labour Day	Thanksgiving Day
Remembrance Day	Christmas Day	Boxing Day

and any other day proclaimed as a holiday by the Federal or Provincial Governments.

- 24.02 Easter Monday may be designated as a paid holiday by the Executive Director or designate on the day it occurs. If it is not designated on the day it occurs it shall be recognized as a float holiday to be taken at a mutually convenient time.
- 24.03 An employee desiring to observe recognized religious holidays may substitute such religious holiday for any of the above mentioned paid holidays upon approval of the Employer.
- 24.04 Part-time employees will be paid **four point six two percent (4.62%)** of their basic pay in lieu of time off on General Holidays. Such holiday pay shall be included in each regular paycheque.
- 24.05 An employee who is scheduled to work on such holidays shall receive a rate of pay at time and one half or equivalent time off in lieu of that holiday pay. Time off is to be taken at a time mutually agreed upon by the employee and the Employer.

Where any of the above specified holidays falls on a Saturday the preceding work day will be observed as a holiday, and where an of the said days falls on a Sunday the first work day following the holiday shall be observed as a holiday, unless otherwise mutually agreed by Employer and employee.

- 24.06 When any of the above noted holidays falls on an employee's scheduled day off, the employee shall receive a day's pay or another day off with pay at a time mutually agreed upon by the employee and the Employer.

ARTICLE 25 – VACATIONS

25.01 Unless otherwise agreed by the Employer and the employee, the Employer will provide for vacation days to be taken on a consecutive basis, recognizing that seven (7) calendar days equals one (1) week of vacation.

The vacation year shall be designated as the twelve (12) month period commencing April 1st and ending March 31st.

An employee shall be entitled to receive vacation in an unbroken period, unless otherwise mutually agreed between the employee and the Employer.

Normally vacation will be taken in the year following its accrual. Employer and employee may mutually agree to use accrued vacation in the year it was accrued. All prior year vacation accrual must be taken by the end of the current vacation year unless otherwise mutually agreed by employee and Employer.

Employees will generally not be requested to work during a period of vacation. However, any employee who works during a period of vacation will be compensated at overtime rates in accordance with 23.02.

25.02 Employees shall earn vacation on the following basis:

- 1st to 3rd years of employment – three (3) weeks per year.
- 4th to 10th years of employment – four (4) weeks per year.
- 11th to 20th years of employment – five (5) weeks year.
- 21st and subsequent years of employment – six (6) weeks year.

25.03 Part-time employees shall earn vacation pay on a pro rata basis in accordance with this formula:

$$\frac{\text{Hours Paid at Regular Rate of Pay}}{\text{Full-time Hours}} \times \text{Entitlement of a Full-time Employee}$$

Unless otherwise mutually agreed between the employee and the Employer, part-time employees shall receive their vacation over a period of time equivalent to the vacation period of a full-time employee.

25.04 If a paid holiday falls or is observed during an employee's vacation period, an additional day of paid vacation shall be allowed.

25.05 Where an employee qualifies for sick leave, bereavement leave, jury leave or any other approved leave during or prior to her period of vacation, there shall be no deduction from vacation credits for such absence. The period of vacation so displaced shall either be added to the vacation period or reinstated for use at a later date, at the employee's option and with the approval of the Employer.

Employees shall be required to advise the Employer of same prior to return from vacation wherever possible.

For the purpose of this Article, acceptable medical documentation of illness for any period of time must be provided if requested.

- 25.06 The Employer shall establish vacation schedules based on the operational requirements of the Clinic and the preferred period of vacation for each employee. Where a conflict exists between employee preference the employee with the most seniority shall be assigned the vacation period in dispute.
- 25.07 When a vacation cannot be mutually agreed upon between the employee and the Employer by December 31st of each vacation year, the assignment of the vacation period shall be at the discretion of the Employer.
- 25.08 An employee's accrued vacation shall be apportioned equitably over the employee's full annual vacation entitlement.

25.09 Long Service Recognition – Vacation

Effective April 1, 2009

In recognition of length of service, each full-time employee shall receive one (1) additional week of vacation (5 days) on completion of twenty (20) years of continuous service, and on each subsequent fifth (5th) (i.e. 25th, 30th, 35th, 40th, etc.) anniversary of employment. The additional five (5) days shall be granted in the vacation year in which the anniversary date falls and are not cumulative.

Part-time employees shall be entitled to a pro rata portion of this benefit.

Employees whose anniversary date falls in the period April 1, 2008 to March 31, 2009, will be entitled to receive this benefit in the 2009 calendar year.

ARTICLE 26 – SICK LEAVE

26.01 Sick Leave Defined

An employee who is absent from scheduled work due to illness, disability, quarantine or because of an accident for which compensation is not payable by either the Workers Compensation Board or by the Manitoba Public Insurance Corporation (MPIC) shall **receive** her regular basic pay to the extent that she has accumulated sick leave credits. The Employer reserves the right to verify that a sick leave claim is not made with respect to an injury for which lost earnings are compensated by the Manitoba Public Insurance Corporation.

In the case of medical, dental or chiropractic examinations or treatment, the employee shall be allowed time off with pay to attend such appointments to the extent that she has accumulated sick leave credits.

26.02 Amount of Paid Sick Leave

Sick leave shall be earned at the rate of one and one-quarter (1¼) days for every month an employee is employed.

26.03 Long Term Disability (LTD), Workers Compensation Benefits (WCB) and Manitoba Public Insurance Company (MPIC)

- (a) An employee must apply for LTD/WCB and MPIC benefits and collect these benefits to the extent possible unless collecting the benefit would disentitle her from Employment Insurance maternity/parental benefits.
- (b) If the compensation is less than her net take home pay, then the employee can use sick leave credits to bring her compensation level to her net income to the extent that she has sick leave credits.

(c) Sick Leave

The parties agree that sick leave will be used to offset the elimination period of the Long Term Disability Plan. Once the elimination period has been exhausted, the employee will commence drawing LTD benefits.

26.04 Illness in the Family

An employee shall be entitled to use accumulated sick credits, for the purpose of providing for the needs during illness of a person in the employee's family.

Travel to and attendance at non-routine, emergent or critical medical appointments or treatments come within the meaning of providing care in the event of an illness.

26.05 Documentation of Illness

The Employer reserves the right to require satisfactory documentation of illness from a specified type of qualified healthcare practitioner (outside of the bargaining unit) under the following circumstances:

- (a) to confirm illness in regard to claims for sick leave in excess of four (4) working days;

- (b) where abuse is suspected;
- (c) to determine the approximate length of sick leave;
- (d) to establish the employee's ability to perform the duties of her position.

Failure to provide such documentation when requested may disqualify an employee from receiving sick leave benefits.

The Employer shall reimburse the employee for any reasonable cost incurred in obtaining required documentation.

26.06 80/20 Sick Bank

Subject to the provisions of 26.02 of each one and one-quarter (1¼) days of income protection accumulated, one day shall be reserved exclusively for the employee's personal use as outlined in Article 26.01. The remaining one-quarter (¼) of a day* shall be reserved for either the employee's personal use or for use in the event of family illnesses outlined in Article 26.04 or to offset the waiting period for EI benefits for maternity/ parental leave as outlined in 27. The Employer shall maintain an up to date record of the balance of income protection credits reserved for each of these purposes.

* In the employee's first year of employment, amend one day to read three-quarters of a day and amend one-quarter of a day to read one-half of a day.

- (i) In order to implement this provision, the Employer shall apply the following procedure:

At the end of the first pay period following the date**, the employee's total accumulated income protection credits shall be allocated as follows:

- (ii) eighty percent (80%) of the balance will be reserved for the employee's personal use, and
- (iii) twenty percent (20%) of the balance will be reserved for either the employee's use as outlined in 26.01 or for use in the event of family illness in accordance with 26.04 or Article 27.

**Date – the date referred to shall be the date upon which the Employer's payroll system can accommodate this revision.

26.07 Compassionate Care Leave

An employee shall receive compassionate care leave without pay to provide care or support to a seriously ill family member, subject to the following conditions:

- (a) An employee must have completed at least thirty (30) days of employment as of the intended date of leave.
- (b) An employee who wishes to take a leave under this section must give the Employer notice of at least one (1) pay period, unless circumstances necessitate a shorter period.
- (c) An employee may take no more than two periods of leave, totalling no more than eight (8) weeks, which must end no later than twenty-six (26) weeks after the day the first period of leave began. No period of leave may be less than one (1) week's duration.
- (d) For an employee to be eligible for leave, a physician who provides care to the family member must issue a certificate stating that:
 - 1) a family member of the employee has a serious medical condition with a significant risk of death within twenty-six (26) weeks from:
 - (i) the day the certificate is issued, or
 - (ii) if the leave was begun before the certificate was issued, the day the leave began; and
 - 2) the family member requires the care or support of one or more family members.

The employee must give the Employer a copy of the physician's certificate as soon as possible.
- (e) A family member for the purpose of this article shall be defined as:
 - 1) a spouse or common-law partner of the employee;
 - 2) a child of the employee or a child of the employee's spouse or common-law partner;
 - 3) a parent of the employee or a spouse or common-law partner of the parent;
 - 4) or any other person described as family in the applicable regulations of the *Employment Standards Code*.
- (f) An employee may end their compassionate leave earlier than eight (8) weeks by giving the Employer at least forty-eight (48) hours notice. Where an employee has been provided necessary time off under this section, and where the Employer has made arrangements for alternate staffing for covering the anticipated absence,

the Employer shall have the right to cancel the relief shifts scheduled to cover the anticipated absence without additional cost.

- (g) Seniority shall accrue as per Article 15.03 (d). (unpaid leaves)
- (h) Subject to the provisions of 26.06, an employee may apply to utilize income protection to cover part or all of the two (2) week Employment Insurance waiting period.
- (i) In the event that the death of a family member occurs during this period of leave, the employee shall be eligible for Bereavement Leave as outlined in Article 27.03.

ARTICLE 27 – LEAVE OF ABSENCE

27.01 Leave of Absence for Union Functions

- (a) An employee will be required to submit a written request to the Employer for any leave of absence. Such requests must specify the reason for the leave of absence and will be considered on an individual basis. The employee shall give four (4) weeks' notice except in an emergency. Such requests shall not be unreasonably denied. **The Union will provide the Employer with written confirmation of dates requested.**
- (b) An employee who is elected or selected for a full-time position with the Union, or anybody with which the Union is affiliated, shall be granted leave of absence without pay and without loss of seniority for a period of up to two (2) years. Such leave **shall** be renewed biannually, by mutual consent of the Union and the Employer.

27.02 Leave of Absence for Public Duties

- (a) The Employer recognizes the right of an employee to participate in public affairs. Therefore, upon written request, the Employer shall allow leave of absence without pay but without loss of seniority so that the employee may be a candidate in federal, provincial or municipal elections.
- (b) An employee who is elected to public office shall be allowed leave of absence without loss of seniority during her term of office.

27.03 Paid Bereavement Leave

- (a) An employee shall be granted up to five (5) regularly scheduled workdays' leave, without loss of pay and benefits, in the event of the death of a parent, spouse, child, brother, sister, mother-in-law, father-in-law, common-law partner, children

of partner, significant other in a relationship, daughter-in-law, son-in-law, brother-in-law, sister-in-law, grandparent, grandparent-in-law, grandchild, fiancé, member of household, and one best friend. The “steps” of those indicated above shall also apply mutatis mutandis. **One (1) Bereavement Leave day may be retained at the employee’s request for use in the case where actual interment or cremation is at a later date.**

- (b) Necessary time off up to one (1) day at basic pay may be granted to an employee to attend a funeral as a pallbearer or other such similar active capacity.

Necessary time off up to one (1) day at basic pay may be granted an employee to attend either a funeral or initial memorial service as a mourner.

- (c) Additional leave may be granted upon application to the Employer.

27.04 Jury and Witness Duty

An employee subpoenaed for jury duty or witness duty shall receive a leave of absence with pay and remit to the Employer any payment received except reimbursement of expenses.

27.05 Citizenship Leave

An employee will, with sufficient notice, be granted the necessary time off without loss of pay to process her Canadian citizenship to a maximum of two (2) days.

27.06 Voting Leave

In the event that an employee’s scheduled work hours would not permit four (4) consecutive hours for the purpose of voting while polls are open the Employer will adjust work schedules accordingly.

27.07 General Leave

An employee will be required to submit, with reasonable notice, a written request to the Employer for any unpaid leave of absence. Such request must specify the reason for the leave of absence and the duration and will be considered on an individual basis. During this leave seniority will be affected as per Article 15 “Seniority”.

When an unpaid leave in excess of four (4) weeks is granted the anniversary increment for the employee will move forward in direct relation to the length of the leave.

27.08 Educational Leave Defined

Education leave is paid or unpaid time taken by staff to improve professional capability and is pertinent to the work of the Clinic. The following types of leave may be considered to fall under the classification of education leave:

- (a) conferences;
- (b) workshops;
- (c) course or classes;
- (d) studying and taking examinations for professional certification/registration;
- (e) home study related to a specific course; or home study designed to upgrade professional knowledge not related to a specific client(s);
- (f) other situations as mutually agreed between the employee and the Employer.

27.09 Approval of Education Leave

Attendance will be at the discretion of the Employer. All requests are to be made in writing and shall include:

- Date of event
- Agenda of event
- Value to centre
- Value to employee
- Breakdown of costs and assistance requested
- Notice of invitation to take part or be present at event and copy of abstract of paper (if applicable).

27.10 Employer Directed Education Leave

When the Employer requests an employee to attend a conference or workshop, the Employer shall pay all reasonable costs.

27.11 Employee Directed Education Leave

When the employee requests to attend such functions the Employer may supplement the costs incurred by the Employee.

The employee may request up to twelve (12) days of Education Leave per year. These days will be used for the employee to attend events which she deems relevant to her professional development; in accordance with Educational Leave as defined above.

Employees will be allowed an amount annually towards registration, travel, accommodation, etc. for education leave as defined above. The amount will be determined yearly in accordance with the agency budget and shall not be less than one hundred and seventy five dollars (\$175.00) per employee per year.

27.12 Maternity/Paternity Leave

A) Protection Prior and During Maternity Leave

As per relevant Human Rights legislation, maternity leave shall be considered as a right: Accordingly, no employee shall be laid off or otherwise adversely affected in her employment because of pregnancy. The Employer shall not deny the pregnant employee the right to continue employment during the period of pregnancy. Where working conditions may be hazardous to a fetus or to the pregnant employee, the employee shall be entitled to transfer to another position, provided she is capable of performing the work and is otherwise entitled.

The Employer is entitled to require an employee to stop work if the state of her health becomes incompatible with the requirements of her job.

B) Maternity Leave

An employee who qualifies for Maternity Leave may apply for such leave in accordance with Maternity Leave “Plan A” or Maternity Leave “Plan B” but not both.

Plan A

A maximum of seventeen (17) weeks of maternity leave per pregnancy will be granted subject to the following conditions:

- (a) A written request must be submitted not later than the end of the fifth month of pregnancy and not less than one (1) month before the intended date of leave.
- (b) The employee must have completed six (6) months of continuous employment prior to the intended date of leave unless otherwise agreed by the Employer.

Employees may choose to receive up to a maximum of five (5) days payment of normal salary from accumulated income protection credits before or after the period covered by Employment Insurance. These five (5) days shall be prorated for part-time employees based on their regular paid hours of work within the previous fifty-two (52) weeks.

Plan B

Effective April 1, 2010, the following (Plan B) provision, upon application, is applicable to employees commencing a maternity leave on or after April 1, 2010.

- 1) In order to qualify for Plan B, a pregnant employee must:
 - (a) have completed six (6) continuous months of employment with the Employer;
 - (b) submit to the Employer an application in writing, for leave under Plan B at least four (4) weeks before the day specified by her in the application as the day on which she intends to commence such leave;
 - (c) provide the Employer with a certificate of a duly qualified medical practitioner certifying that she is pregnant and specifying the estimated date of her delivery;
 - (d) provide the Employer with proof that she has applied for Employment Insurance benefits and that the HRDC has agreed that the employee has qualified for and is entitled to such Employment Insurance benefits pursuant to the *Employment Insurance Act*.

- 2) An applicant for Maternity Leave under Plan B must sign an agreement with the Employer providing that:
 - (a) she will return to work and remain in the employ of the Employer for at least six (6) months following her return to work, except that where an employee is the successful applicant for a part-time position which commences on the date of her return from Maternity Leave or at any time during the six (6) months following her return from Maternity Leave, she must remain in the employ of the Employer, and work the working hours remaining in the balance of the six (6) months of the full-time employment; and
 - (b) she will return to work on the date of the expiry of her Maternity Leave and where applicable, her Parental Leave, unless this date is modified by the Employer; and
 - (c) should she fail to return to work as provided under (a) and/or (b) above, she is indebted to the Employer for the full amount of pay received from the Employer as a maternity allowance during her entire period of maternity leave.

- 3) **An employee who qualifies is entitled to a maternity leave consisting of:**
 - (a) **a period not exceeding seventeen (17) weeks if delivery occurs on or before the date of delivery specified in the certificate, as in Article 1705 A) (e);**
 - (b) **a period of seventeen (17) weeks plus an additional period equal to the period between the date of delivery specified in the certificate and the actual date of delivery, if delivery occurs after the date mentioned in that certificate, as in Article 1705 A) (e);**
 - (c) **the Employer shall vary the length of maternity leave upon proper certification by the attending physician or recommendation by the Department Head.**

- 4) **During the period of maternity leave, an employee who qualifies is entitled to a maternity leave allowance with the SUB Plan as follows:**
 - (a) **for the first two (2) weeks an employee shall receive ninety-three percent (93%) of her weekly rate of pay;**
 - (b) **for up to a maximum of fifteen (15) additional weeks, payments equivalent to the difference between the EI benefits the employee is eligible to receive and ninety-three percent (93%) of the employee's normal weekly earnings;**
 - (c) **all other time as may be provided under Article 17, shall be on a leave without pay basis.**

- 5) **An employee may end her Maternity Leave earlier than the date specified by giving her Employer written notice at least two (2) weeks or one (1) pay period, whichever is longer, before the date she wishes to end the leave.**

- 6) **Plan B does not apply to temporary employees.**

- 7) **A leave of absence under Plan B shall be considered to be an unpaid leave of absence. Income protection credits and vacation entitlement shall not accrue.**

27.13 Sections 52 through 57.1(2) inclusive and Section 60 of the *Employment Standards Code* respecting maternity leave shall apply.

27.14 Parental Leave

A maximum of thirty-seven (37) weeks of parental leave per pregnancy will be granted.

In order to qualify for Parental Leave an employee must:

- (a) submit a written request to the Employer;
- (b) be a parent of a new child;
- (c) have completed six (6) continuous months of employment with the Employer.

27.15 Commencement of Parental Leave

Parental Leave must commence no later than the first anniversary date of the birth or adoption of the child or the date on which the child comes into the actual care and control of the employee;

Where an employee takes Parental Leave in addition to Maternity Leave, the employee must commence the Parental Leave without a return to work unless otherwise approved by the Employer.

27.16 Payment during Parental Leave

Parental leave is an unpaid leave.

27.17 Adoption Leave

An employee shall receive adoption leave of up to thirty-seven (37) weeks subject to the following conditions:

- (a) An employee must adopt a child under the laws of the province;
- (b) An employee may commence adoption Leave upon one (1) day notice provided that application for such leave is made when the adoption has been approved and the Employer is kept informed of the progress of the adoption proceedings;
- (c) An employee has completed six (6) months of consecutive employment as of the date of the intended leave;
- (d) Parental leave related to adoption must be completed no later than the first anniversary date of adoption of the child or the date on which the child comes into actual care and custody of the employee.

27.18 Benefits during Paid Maternity/Parental Leave

A full-time employee may choose to receive up to five (5) days payment of normal salary from accumulated sick leave before or after the period covered by EI.

27.19 Additional Time Off

All other time as may be provided shall be on a leave without pay basis to a combined maximum of one (1) year unless agreed otherwise by the Employer.

27.20 Seniority during Maternity/Parental/Extended Related Leave

See article 15.03 – Seniority.

27.21 Return to Work

When an employee decides to return to work after maternity/parental leave/adoption leave, she shall provide the Employer with at least four (4) weeks' notice. On return from maternity leave the employee shall be placed in her former position at the same rate of pay.

27.22 Benefits during Unpaid Maternity/Parental/Adoption Leave

The employee shall have the right, herself, to continue her and the Employer's portion of payments for extended health and dental benefits as per contract with the benefit carrier.

- 27.23** (a) An employee who is granted a leave of absence for ten (10) weeks or less, will be returned to her former position upon her return at her former increment step.
- (b) An employee who is granted leave of absence between ten (10) and twenty-six (26) weeks, will be returned to her former classification at her former increment step.
- (c) An employee who is granted a leave of absence for a period of over twenty-six (26) weeks, and unless the Employer makes a specific commitment as to the conditions under which an employee who is granted such leave of absence will be employed on her return, is assured only of preferential consideration as to placement in a vacancy most similar to the position held prior to the leave of absence, and at the increment level received prior to the leave of absence, or the maximum for the classification of the position returned to, whichever is lesser. If the position returned to is a higher classification than the one she left, she would be put at the first step of the salary range for that classification.
- (d) An employee who is accepted for LTD benefits and who is granted a leave of absence, will be returned to her former classification at her former increment step provided that she returns to work within the two (2) year period.

27.24 An employee not reinstated in her former classification on return from leave of absence under 27.23 (c) will receive preferential consideration for the first suitable available vacancy within the site which is at the level of her former position.

27.25 Two (2) days of leave (scheduled daily hours to a maximum of 15, 15.5 or 16 hours as applicable) without loss of pay and benefits will be granted to an employee whose partner has given birth to a child or has adopted a child.

This leave shall be taken within the two (2) calendar weeks following the child's date of birth or arrival in the home.

ARTICLE 28 – PAYMENT OF WAGES AND ALLOWANCES

28.01 Pay Periods

Pay periods shall be every two (2) weeks in length. Pay days shall be every second Thursday. A deduction sheet shall be included with each paycheque. Employees shall be paid in accordance with Schedule "A" attached to and forming part of this Collective Agreement.

28.02 Rate of Pay on Changes

When an employee is appointed to a higher classification, such employee shall be placed in an incremental level in her new classification, which will provide an immediate increase of salary. The salary increase must be a minimum of \$0.50/hour but not to exceed the top level of the new salary scale. Further increments are due on the anniversary date of initial employment.

28.03 Pay on Temporary Transfers, Higher Job Rates

When an employee is temporarily assigned, transferred or relieves in, performs, or is responsible for the principle duties listed in the job description of a higher paid position:

- (a) the employee shall receive the minimum step in the wage scale of the higher paid position that will give the employee an immediate wage increase, or sixty-five cents (\$0.65) per hour, whichever amount is greater. The wage increase will be effective from the first shift of assuming the duties that is greater than three hours in duration.
- (b) that pays a flat rate, the employee shall receive that flat rate or an increase of sixty-five cents (\$0.65) per hour whichever is greater. The increase in pay will be effective from the first shift of assuming the duties, that is greater than three (3) hours in duration.
- (c) the employee shall qualify for any wage increments based on the length of service while in the temporary position, as per Article 28.09.

- (d) that is outside the bargaining unit, the employee shall receive the minimum step in the scale of the higher paid position that will give the employee an immediate wage increase, or sixty-five cents (\$0.65) per hour, whichever amount is greater. The wage increase will be effective from the first shift of assuming the duties that is greater than three hours in duration. The employee shall be deemed to be covered by this Collective Agreement during the period of temporary transfer.
- (e) the term “principle duties” shall be defined as those activities or responsibilities critical to the ongoing operation of a department and/or the Clinic.

28.04 Increased Duties

When an employee is temporarily assigned, transferred or relieves in, performs, or is responsible for the principle duties as per Article 28.03 (e), listed in the job description of an equal or lower paying position, while still performing their own duties, the employee shall receive an increase of fifty cents (\$0.50) per hour effective from the first shift of assuming the increased duties.

28.05 Payment on Transfer Lower Rated Job

When an employee is temporarily assigned to a position paying a lower rate, her rate shall not be reduced.

28.06 Training of Employees

When an employee (other than a Department Head) is required to orient or train an employee, student or volunteer, they shall receive an increase of fifty cents (\$0.50) per hour for all hours spent training.

28.07 Payment of Wages

- (a) Starting salary of a newly graduated non-registered/non-licensed professional awaiting initial registration/license, shall be discounted by eight percent (8%) until such time as registration license is achieved. A professional in the employ of the Employer, upon presenting proof of current registration in the appropriate professional association, shall be given the salary of the appropriate professional classification as provided in this Agreement, retroactive to the date of registration or to the date of last hire, whichever is later.
- (b) Starting salary for Registered Nurses who possess a Baccalaureate Degree, provided such preparation is relevant to the position held by the nurse, shall be placed at the 2nd year rate.

During time of service, all Registered Nurses who obtain a Baccalaureate Degree, provided such preparation is relevant to the position held by the nurse, will receive an increase of one (1) increment.

- (c) Starting salary for Registered Technologists, who possess a Bachelor of Science Degree, provided that such preparation is relevant to the position, shall be placed at the second year rate. During time of service, all Registered Technologists who obtain a Bachelor of Science Degree will receive an increase of one (1) increment.

28.08 Vacation Pay

An employee may, upon giving at least ten (10) working days notice in writing, receive on the last office day preceding commencement of her annual vacation, any paycheques which may fall due during the period of vacation.

28.09 Anniversary Date

The anniversary date for increment for all employees will be the actual date of employment.

28.10 Expenses

Upon approval by the Employer, employees shall be reimbursed for reasonable necessary expenses incurred in the performance of their duties as documented by receipt and/or written declaration.

Where an employee is required and authorized to use her privately owned vehicle on the Employer's business, she **shall (effective January 1, 2009) be reimbursed in accordance with the prevailing Province of Manitoba mileage rates with a minimum payment of \$3.50 per return trip.**

28.11 Shift Premiums

- (a) An employee required to work the majority of her hours on any shift between 1600 hours and 2400 hours shall be paid an evening shift premium of one dollar (\$1.00) per hour for that shift.

The above allowance shall be applicable from 1600 hours to the termination of the day shift on a twelve (12) hour shift pattern during which at least two (2) hours are worked between 1600 hours and the termination of the shift.

- (b) An employee required to work the majority of her hours on any shift between 0001 hours and 0800 hours, shall be paid a night shift premium of one dollar and seventy-five cents (\$1.75) per hour for that shift.

- (c) Shift premium will not apply to students unless they work in excess of three (3) hours on a shift and if so, the shift premium will apply only to those hours worked in excess of three (3) hours. A “student” shall mean a person who is attending a junior, senior high school or community college.
- (d) Shift Premium and Weekend Premium will not be payable while an employee is receiving overtime rates.
- (e) Weekend Premium

A weekend premium of one dollar and thirty-five cents (\$1.35) per hour shall be paid to an employee for all hours worked on any shift where the majority of hours on that shift fall between 0001 hours on the Saturday and 2400 hours on the following Sunday.

28.12 On Call Premium
(Effective on April 1, 2010)

An employee who is designated by the Employer to be available on call, immediately available by telephone contact to report to work without undue delay, shall be entitled to payment of two (2) hours’ basic pay for each eight (8) hour period or a pro rata payment for any portion thereof.

The employee will leave her employment immediately after she has completed the work for which she was called and resume her “on call” status.

The “on call” premium will not apply during any period when the employee is performing duties at the site.

28.13 Maintenance person shall be paid \$20.00 each time they are called back to the workplace.

28.14 Protective Clothing

The Employer shall provide and maintain protective clothing required to be worn on duty as specified by the *Manitoba Workplace Safety and Health Act*. All such items remain the property of the Employer, and must be returned by the employee when they are no longer required.

28.15 Uniform/Clothing Allowance

Where the Employer requires that safety shoes be worn, the employee shall be provided with a safety shoe allowance to a maximum of \$75 (**one hundred dollars (\$100) effective January 1, 2009**) per year upon presentation of a receipt. New employees will receive the allowance upon completion of their probationary period. An employee must wear safety shoes at all times while at work.

28.16 When an employee reports to work and is requested to work in a lower paid classification the employee shall be paid her current rate of pay.

ARTICLE 29 – JOB CLASSIFICATION/RECLASSIFICATION

29.01 Job Description

The Employer agrees to supply job descriptions for all positions and classifications for which the Union is bargaining agent. These descriptions shall be presented to the Union and shall become the recognized job descriptions unless the Union presents written objection within thirty (30) days.

29.02 Changes in Classifications and Job Descriptions

The Employer shall prepare a new job description whenever a job is created or whenever the duties of a job change. When the duties of any job are changed substantially or where the Union and/or an employee feels a job is unfairly or incorrectly classified, or when a new job is created or established, the rate of pay shall be subject to negotiations between the Employer and the Union. If the parties are unable to agree on the reclassification or rate of pay for the job in question within four months, the dispute shall be submitted to grievance and arbitration for determination. The new rate shall become retroactive to the time the new position was first filled by the employee or the date of change in job duties.

An employee directly affected by change in job description shall be consulted vis-à-vis changes in the job description.

ARTICLE 30 – EMPLOYEE BENEFITS

30.01 Joint Employer/Employee Benefit Committee

A committee shall be appointed of up to two (2) representatives from the Union and up to two (2) representative of the Employer to maintain and review the benefit plans.

Employer will provide benefit plan as follows:

The Employer agrees to pay the required premiums for the following benefit plans:

- Group Life Insurance - 100% of basic coverage premium cost.
- Long Term Disability Plan – 50% of premium cost.
The HEBP Disability and Rehabilitation Plan shall continue to be implemented for all eligible employees. Effective April 1, 2007, the Employer will contribute to a maximum of 2.3% of base salary to fund the HEBP Disability and Rehabilitation Plan.

- Dental plan – 50% of premium cost.
The parties agree that during the life of this Agreement, the HEBP sponsored Dental Plan will be cost-shared on a 50/50 basis.
- Healthcare Employees' Pension Plan – Manitoba (HEPP)
The Employer and the Union agrees to participate in the HEPP. Premium costs will be shared on a 50/50 basis between the Employer and the employees.

Employer and employee pension plan contribution rates to increase as follows:

- July 1, 2005: 1.4% increase (resulting in the new rates of 6.4% up to YMPE and 8.0% for earnings in excess of YMPE).
- July 1, 2006: 0.2% increase (resulting in the new rates of 6.6% up to YMPE and 8.2% for earnings in excess of YMPE).
- July 1, 2007: 0.2% increase (resulting in the new rates of 6.8% up to YMPE and 8.4% for earnings in excess of YMPE).

30.02 Extended Health Care Plan/Health Spending Account (HSA)

The following benefit improvements will be applied through HEBP as specified:

1) Extended Health Care Plan:

- **April 1, 2009: All employees who are enrolled or become enrolled in accordance with the options set out below will be in the HEBP “Enhanced” Extended Health Care Plan.**
- **Effective April 1, 2009, the “Enhanced” Plan premiums will be paid 50% by the Employer and 50% by the employee.**
- **There will be a three (3) month enrolment period of January 1, 2009 to March 31, 2009, to allow employees currently participating in the “Basic” Plan to either opt into the “Enhanced” Plan or to opt out of Plan coverage altogether.**
- **Employees not previously in the Plan may revisit their status and either opt into the “Enhanced” Plan provided they are eligible in accordance with their category of employment or remain out.**

- Employees currently in the “Enhanced” Plan must remain in the “Enhanced” Plan.
- New employees hired on or after April 1, 2009, will, as a condition of employment, be required to participate in the “Enhanced” Plan subject to plan text enrolment requirements unless they are eligible to waive participation in accordance with the plan text.
- Any other enrolment changes will be as per the HEBP Plan text.

2) **Health Spending Account (HSA):**

- Effective April 1, 2010, a Health Spending Account (HSA) shall be made available for eligible employees. The HSA shall only apply and be made available to top up the existing benefits provided in the HEBP “Enhanced” Extended Health Benefit Plan and the HEBP Dental Plan.
- The annual HSA benefit amounts shall be:
 - April 1, 2010: \$250 for full-time employees*
\$125 for part-time employees
 - April 1, 2011: \$500 for full-time employees*
\$250 for part-time employees
- *For the purpose of the HSA, an employee is deemed to qualify for the full-time benefit if she/he has been paid for a minimum of 1,500 hours in the previous calendar year. Hours paid at overtime rates do not count in the annual determination of whether an employee qualifies for the full-time benefit.
- A “year” or “the annual HSA benefit” is defined as the calendar year – January 1st to December 31st.
- In order to be eligible for the HSA an employee must be enrolled in the “Enhanced” Extended Health Care Plan.
- New employees hired on or after April 1, 2010, who become enrolled in the “Enhanced” Extended Health Care Plan will commence HSA coverage following one (1) year participation in the “Enhanced” Extended Health Care Plan.
- Unutilized HSA monies are not carried over to the subsequent year.

ARTICLE 31 – TERMINATIONS

- 31.01 An employee may terminate her employment by giving two (2) pay periods or four (4) weeks' written notice.
- 31.02 Employment may be terminated with lesser notice or without notice:
- (a) by mutual agreement between the Employer and the employee; or
 - (b) during the probationary period of a new employee with cause (the employee has to be given a reason for the termination);
 - (c) in the event an employee is dismissed for just cause (the employee has to be given a reason for the termination, and the reason for the disciplinary action must be sufficient to warrant dismissal).
 - (d) Where lesser or no notice is given by the Employer, payment in lieu of notice shall be given except in cases of discharge for just cause.
- 31.03 The Employer will make available, within fourteen (14) calendar days after termination, all amounts due to the employee, including unpaid wages and pay in lieu of unused vacation entitlement.

ARTICLE 32 – TERM OF AGREEMENT

- 32.01 (a) This Agreement shall be in full force and effect from **April 1, 2008 to March 31, 2012**.
- (b) Should the parties fail to conclude a new collective agreement prior to the expiry date of this Agreement, all provisions herein contained shall remain in full force until a new agreement has been reached or until the date on which the Union takes strike action or the Employer institutes a lockout, whichever occurs first.
 - (c) The Union agrees to give the Employer at least one (1) week's (seven (7) days) written notice as to the date of intended strike action.
 - (d) The Employer agrees to give the Union at least one (1) week's (seven (7) days) written notice as to the date of intended lockout.
- 32.02 Should either party desire to propose changes to this Agreement, they shall give notice in writing, including proposed amendments, to the other party not more than ninety (90) days and not less than thirty (30) calendar days prior to the date of termination. Within thirty (30) calendar days of the receipt of these proposals, the other party shall be required to enter into negotiations for the purpose of discussing the changes and the formation of a new Agreement.

32.03 This Agreement may be amended during its term by mutual agreement.

ARTICLE 33 – RETROACTIVITY

33.01 Retroactivity for Current Employees

Salary and wages in the new Agreement shall be adjusted retroactively unless otherwise mutually agreed upon.

All retroactive wage and benefit adjustments shall be made payable within **one hundred and twenty (120) calendar days of ratification of this agreement.**

ARTICLE 34 – RECOGNITION OF EXPERIENCE

34.01 The starting salary of a newly hired employee shall recognize previous experience in another job that has been essentially the same in another facility directly applicable to the job description of the position applied for and shall be no less than as outlined in the following table:

<u>Experience</u>	<u>Placement</u>
Less than one (1) year	Level 1 (Start)
Greater than or equal to one (1) year but less than two (2) years	Level 2 (Step 1)
Greater than or equal to two (2) year but less than two (3) years	Level 3 (Step 2)
Greater than or equal to three (3) years	Level 4 (Step 3)

ARTICLE 35 – TECHNOLOGICAL CHANGE

35.01 Definition

In this article “technological change” means an introduction of any technology that results in:

- (a) the introduction of equipment, material or processes different in nature, type, or volume from that previously utilized;
- (b) change in work methods, organization, operations or processes affecting one or more employees;

- (c) change in the location at which the work, undertaking or business operates;
- (d) change in the work, undertaking or business carried on by the Employer including any change in function performed and including the removal of any part of the work, undertaking or business.

35.02 Advance Notice

When the Employer is considering the introduction of technological change:

- (a) the Employer agrees to notify the Union and the affected employee(s) as far as possible in advance of her intentions and to update the information provided as new developments arise and modifications are made;
- (b) the foregoing notwithstanding, the Employer shall provide the Union, at least one hundred and twenty days before the introduction of a technological change, with a detailed description of the project it intends to carry out, disclosing all foreseeable effects and repercussions on employees.

35.03 Information to be Provided

The notice mentioned in Article (above) shall be given in writing and shall contain pertinent information including:

- (a) the nature of the change;
- (b) the date on which the Employer proposes to effect the change;
- (c) the approximate number, type and location of employees likely to be affected by the change;
- (d) the effects the change may be expected to have on employees' working conditions and terms of employment;
- (e) all other pertinent information relating to the anticipated effects on employees.

35.04 Arbitration

If the Union and the Employer fail to agree upon measures to protect the employees from any adverse effects, the matter may be referred by either party to arbitration as provided for under the terms of the Agreement.

35.05 Protection of Hours

No regular employee with more than three (3) calendar years shall be dismissed or have her regular hours reduced by the Employer solely by virtue of a technological change.

35.06 Protection of Rate of Pay

An employee whose job is changed or who is transferred from her job solely by virtue of a technological change will suffer no reduction in rate of pay.

35.07 Transfer Arrangements

An employee who is displaced from her job as a result of technological change shall be given an opportunity to fill any vacancy for which she has the qualifications and ability to perform and for which she has seniority. If there is no vacancy, she shall have the right to displace employees with less seniority, in accordance with the layoff procedure in this Agreement.

35.08 Training Benefits

Where new or greater skills are required than are already possessed by the affected employees under the present methods of operations, such employees shall, at the expense of the Employer, be given a reasonable training period during which they may acquire the skills necessitated by the new method of operation. There shall be no reduction in wages or salary rates during the training period of any such employee.

35.09 Training Period

The training provided for above shall be given during the hours of work whenever possible.

35.10 No New Employees

No additional employees shall be hired by the Employer until employees affected by the change, or employees laid off because of the change, have been notified of the proposed technological change and allowed a reasonable training period to acquire the necessary knowledge or skill to retain their employment.

35.11 New Classifications

All new classifications or positions created as a result of technological change shall be automatically included in the bargaining unit unless the Employer and the Union mutually agree to exclude them.

If the parties are unable to agree on the classification and/or the rate of pay for the job in question the issue shall be referred to the grievance/arbitration process as set forth in the Agreement.

ARTICLE 36 – GENERAL

36.01 Pronouns

Whatever pronouns are used in this Agreement shall be considered to apply to all, masculine and feminine, singular and plural.

36.02 Bulletin Boards

The Employer shall provide bulletin board space which shall be placed so that all employees will have access to it 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.

36.03 Employee Performance Review

A performance review will be written by each supervisor for each employee at least once every twelve (12) months for the first two (2) years of employment and at least once every three (3) years thereafter.

A performance review will consist of an assessment of performance of an employee with respect to the ability of the employee to carry out her job description to the standards of performance outlined by the Employer.

The employee shall participate in the review of her performance by completing a self-evaluation.

Before each review is finalized, the employee's supervisor and the employee will have a discussion of the results of their respective performance evaluation. The final performance review will be signed and dated by the employee and the supervisor.

36.04 Security

It shall be the responsibility of the Employer to ensure that reasonable arrangements are made to provide for the security and safety of all employees.

No employee shall be required to work with a client if the employee has reason to believe such work would pose a threat to her safety. No employee shall be subject to disciplinary action for reason of such refusal to work.

36.05 Pre-Retirement Leave (Retirement Bonus)

- (a) Employees retiring in accordance with the following:
- 1) retire at age of sixty-five (65) years; or
 - 2) retire after the age of sixty-five (65) years; or
 - 3) have completed at least ten (10) years continuous employment and retire after the age of fifty-five (55) years but before sixty-five (65) years; or
 - 4) employees who have completed at least ten (10) years of continuous service with the Employer, whose age plus years of service equal eight (80);
- (b) Shall be granted retirement bonus on the basis of four (4) days per year of employment.
- (c) Calculation of pre-retirement bonus entitlement shall begin from the date of the employee's last commencing employment at the Facility and shall be based on the employee's total seniority on the date of retirement.
- (d) Employees retiring in accordance with the conditions of this Article shall be granted paid retirement bonus as specified on the following basis. Calculations will be based on the following formula:
- $$\frac{\text{Total Paid Hours Actually Worked from Date of Hire}}{\text{Full-time Hours (currently 1950/year)}} \times 4 \text{ days}$$
- (e) Payment shall, at the option of the employee, be made in a lump sum or as a continuation of salary until the scheduled retirement date. The retirement date shall be the last day worked in cases where an employee chooses lump sum payments.

ARTICLE 37 – INSURANCE COVERAGE

- 37.01 The Employer shall provide liability insurance coverage under the terms and conditions of the insurance provider.

ARTICLE 38 – OVERPAYMENTS

38.01 The Employer may not make deductions from wages unless authorized by statute, by Court Order, by Arbitration Award, by this Agreement, by the Union or to correct an overpayment error made in good faith. Where an error has been made in good faith, the Employer shall be entitled to recover any overpayment made, for a period of time that does not extend further back than twelve (12) months from date of discovery, provided:

- (a) Once the error is discovered, notice and a detailed breakdown of the error is given by the Employer to the affected employee and the Union as soon as practicable;
- (b) The proposed recovery is made in as fair and reasonable a manner as possible; and,
- (c) The proposed recovery is made over a period of time which is no less than the period during which the overpayment was made unless otherwise agreed between the Employer and employee.

In the event the employee retires from, or leaves the employ of the Employer before the Employer is able to fully recover an overpayment as contemplated in this Article, the Employer shall be entitled to make a full recovery at the time of retirement or termination of employment of that employee and reduce accordingly any payments that might be owing to that employee to recover the overpayment.

WAGE INCREASES

(Except for those classifications tied to Professional/Technical sector or Trades sector.)

Effective April 1, 2008: Increase hourly rate by 2.90%

Effective April 1, 2009: Increase hourly rate by 2.90%

Effective April 1, 2010: Increase hourly rate by 2.90%

Effective April 1, 2011: Increase hourly rate by 2.90%

Retroactivity will be paid on all paid hours to all employees working during the retroactivity period. Staff who do not currently work for the Employer are required to request such retroactivity pay in writing within ninety (90) calendar days of ratification.

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN DULY EXECUTED AND
SIGNED THIS ____ DAY OF _____ 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

LETTER OF UNDERSTANDING 09-01

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: CENTRAL TABLE STAFFING COMMITTEE

Central Table (Local 2343 and 2348) Staffing Committee

Each Employer recognizes the value of establishing a process to facilitate the redeployment of laid off employees among the participating Employers. In the event that this Staffing Committee is established the Employer agrees to participate in the regional process in order to accommodate, to the extent possible, the displaced employees. To that end, the Employer agrees to engage in the process in good faith and make all decisions fairly and reasonably.

This Letter of Understanding shall be attached to and form part of the Collective Agreement.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

LETTER OF UNDERSTANDING 09-02**BETWEEN****CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343****AND****MOUNT CARMEL CLINIC****RE: TERM POSITION**

A term position shall be for a specific time period or until completion of a particular project for a maximum duration of one (1) year. This period may be extended if the Employer so requests and the Union agrees.

Where the Employer determines that a term position of three (3) months or longer exists, the position shall be posted and filled in accordance with Article 17. Additional postings shall not be required for the position of the employee who may be awarded the term position. Any additional hours occurring as a result of the filling of the term position shall be offered to part-time employees in accordance with Article 18. Upon completion of the term position, the employee shall be returned to her former position. In the event that the employee's former position is no longer current, the employee shall have the right to exercise her seniority to displace any employee who has less seniority, provided she has the qualifications and ability to perform the required duties.

Where the Employer determines that staff are to be replaced during periods of less than three (3) months, Article 19 shall apply, wherever possible.

An employee in a term position may be required to complete the term before being considered for other term positions within the bargaining unit.

Where the Employer deems a term position to be of an indefinite length due to illness or injury, the term position shall be posted as such.

Employees returning from the leave will provide the Employer with as much notice as possible of the date of return.

The employee occupying said term position shall receive notice equivalent to the amount of notice the employee returning from leave provides the Employer.

This Letter of Understanding shall be attached to and form part of the Collective Agreement.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

GS:cbc/cope 491
29-Oct-10

LETTER OF UNDERSTANDING 09-03

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: TEMPORARY EMPLOYEES

A “temporary employee” is one who is newly hired for a specific time period or until completion of a particular project of a minimum duration of three (3) months and a maximum duration of one (1) year. This period may be extended if the Employer so requests and the Union agrees.

No employee shall be laid off or re-employed for the purpose of extending the period of temporary employment. Should a temporary employee become permanent without a break in service, her service will be connected for seniority purposes.

A temporary employee shall have seniority rights equivalent to permanent employees in matters of hiring, transfer and promotion, provided the employee has the physical ability and necessary qualifications and training to meet the requirements of the job and a good employment record at the Facility in accordance with Article 14. Such seniority rights cannot be exercised over those permanent employees on staff at the date of the temporary employee’s hiring.

A temporary employee shall not be eligible for transfer during her probationary period.

If a temporary employee is promoted or transferred to a permanent position, she will serve the usual probationary period in the permanent position.

A temporary employee shall have no seniority rights in matters of demotion, layoff and recall.

This Letter of Understanding shall be attached to and form part of the Collective Agreement.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

LETTER OF UNDERSTANDING 09-04**BETWEEN**

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: GENERAL WAGE STANDARDIZATION FUND

The parties recognize the importance of wage standardization for classifications performing the same duties.

In order to rectify identified inequities, a “General Wage Standardization Fund” will be provided and allocated as follows:

Phase I

- May 1, 2003 = \$2,590,000 (includes 0.60% standardization increase for all - compounded)
- May 1, 2004 = \$1,230,000
- May 1, 2005 = \$1,230,000

Phase II

- April 1, 2006 = \$5,840,000 (total amount for utilization on a sectoral basis)*
- April 1, 2007 = \$5,840,000 (total amount for utilization on a sectoral basis)*
- March 31, 2008 = \$3,000,000 (total amount for utilization on a sectoral basis)
- March 31, 2009 = \$3,000,000 (total amount for utilization on a sectoral basis)

*Note: Standardization Funds identified in the previous collective agreement are included in sectoral value.

PRINCIPLES:

- i) Distribution of General Wage Standardization Fund:

Phase I

Salaries are to be increased in accordance with the following:

% of total differential between existing salary rate and target salary rate to apply =

- May 1, 2003 = complete
- May 1, 2004 = 10.08%
- May 1, 2005 = 10.08%

Phase II

Salaries are to be increased in accordance with the following:

% of remaining differential between existing salary rate and target salary rate to apply =

- April 1, 2006 = 36.87%
- April 1, 2007 = 36.87%
- March 31, 2008 = 18.94%
- March 31, 2009 = 7.32%. The intent of the Wage Standardization process and monies, provided for in the Manitoba Health Care Support collective agreements, is to complete Wage Standardization across the support sector by March 31, 2009.

Note: Wage Standardization adjustments to be applied prior to economic wage increases.

ii) Phase I – Method for calculation of retroactive payment:

Payments for employees working in classifications receiving wage standardization adjustments should be calculated as follows:

- 1) Apply percentage referenced above to total differential.
- 2) Multiply result of one (1) above times number of eligible paid regular hours in the 12-month period.

Example: Percentage = 10.08%
 Total differential = \$1.50
 # Eligible Paid Regular Hours = 1000

Calculation = 10.08% x \$1.50 x 1000 = \$151.20

Retroactivity will apply only to employees on staff at date of ratification of the collective agreement and those who have retired prior to date of ratification in accordance with the terms and conditions of applicable Employer pension plan. Retired employees must apply in writing for retroactivity.

iii) a six (6) step salary scale will be established effective April 1, 2006:

<u>Start</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
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Exclusions: Health Care Aide - Untrained
 Activity Aide - Uncertified
 Trades classifications
 Professional/Technical classifications
 Nursing classifications
 'No Match' classifications

- iv) a three percent (3%) differential will be established between each step on the salary scale (scale built from agreed to target top rate working downwards) for all salary scales created through Wage Standardization (except for exclusions listed above);
- v) for the purpose of implementation of newly established salary ranges, methodology for step placement will be as follows:
 - (a) Placement onto newly established scale at nearest step affording an increase.
 - (b) Cannot result in placement on standard scale at a lower step than current step on scale.
 - (c) Where current scale has a lesser number of steps than newly established scale, previous years of service shall be recognized through placement. Previous service years to be determined with use of Article 2802. Illustration of step placement provided in Example 2.
 - (d) Where the current scale has greater than 6 steps, those employees at Step 6 and above shall be placed at Step 6 of the newly established scale. Illustration of step placement provided Example 3.

Example 1

Current Scale:	Start	Step 1	Step 2	Step 3	Step 4	Step 5
	↓	↓	↓	↓	↓	↓
New Scale:	Start	Step 1	Step 2	Step 3	Step 4	Step 5

Example 2

Incumbents may be placed onto 'New Scale' at either Step 4 or Step 5. Placement onto Step 5 conditional upon meeting criteria of v) (c) above, and Article 2802 of collective agreement. i.e. If the employee has been paid on current Step 4 for greater than one (1) anniversary period, employee will be placed at Step 5 on new scale.

Current Scale:	Start	Step 1	Step 2	Step 3	Step 4	
	↓	↓	↓	↓	↓	↘
New Scale:	Start	Step 1	Step 2	Step 3	Step 4	Step 5

Example 3

Current Scale:	Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	↓	↓	↓	↓	↓		↙
New Scale:	Start	Step 1	Step 2	Step 3	Step 4	Step 5	

vi) Present Incumbent Only (PIO):

- (a) Where it has been determined that the salary of an employee is higher than that of the standard salary range, that employee will be treated as follows:

All employees employed on the date that the new salary range is implemented will continue to be paid on the current salary range and will continue to receive increment increases and negotiated economic wage increases while they remain in their current classification. This also applies to employees who apply for and receive another position within their classification or who bump into another position within their classification.

- (b) Where an Employer's maximum salary rate has been established as the target top of scale rate, the standard scale will be introduced for new hires. Existing salary scale will continue on a Present Incumbent Only (PIO) basis.

vii) Existing Red-Circled and Present Incumbent Only (PIO) Salaries:

Any positions or employees currently red-circled or PIO'd will be addressed in the following manner:

- (a) Red-circled and PIO rates/positions or employees where current maximum salary rate no longer equals or exceeds maximum rate of established standard salary scale (when implemented), will no longer be red-circled or PIO'd.
- (b) Red-circled and PIO rates/positions or employees where current maximum salary rate continues to be greater than or equal to the established standard salary scale (when implemented), will continue to be red-circled or PIO'd.
- (c) Where an employee resigns from a classification identified as red-circled or PIO'd and subsequently returns to the same classification, the employee will be placed on the standard salary scale in accordance with the collective agreement.

viii) positions identified as unique (i.e. 'No Match' or no comparison to other health support classifications) are not eligible for standardization adjustments. Existing scale is to be maintained.

ix) future salary increments to be processed in accordance with collective agreement Article 2802.

x) should standardization be achieved before the fund is fully expended, the parties agree that the terms of the letter of agreement have been met.

Matters contained in this Letter of Understanding shall not be subject to the grievance and arbitration procedure.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

GS:cbc/cope 491
29-Oct-10

LETTER OF UNDERSTANDING 09-05

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: NURSES

1. Increases to salary scales for all nurse classifications will be as **per Manitoba Nurses' Union negotiated wage scales.**
2. During the term of the remainder of the agreement the salary scales will increase in accordance with the rates and effective dates established in the subsequent collective agreement negotiated between the Manitoba Nurses' Union and the Health Care Employers.
3. The Appendix "A" will include the following classifications:
 - Licensed Practical Nurse
 - Nurse II
 - Nurse III
 - Nurse V
 - **Nurse Practitioner**

The matter of whether positions are placed at the appropriate level will be referred to the committee established in the Letter of Understanding Re: General Wage Standardization Fund.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

LETTER OF UNDERSTANDING 09-06

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: REDEPLOYMENT PRINCIPLES

This Letter of Agreement confirms that the above-named parties have ratified this Letter of Understanding on Redeployment Principles which is appended to and forms part of the Letter of Agreement.

Originally signed the 7th day of July 1997.

This Letter of Understanding shall be attached to and form part of the Collective Agreement.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

RE: ACCEPTANCE OF REDEPLOYMENT PRINCIPLES

BY A

NON-UNION FACILITY

**Mount Carmel Clinic
(Name of Facility)**

On behalf of the above-named Facility, I accept the Principles of Redeployment as set out in the Principles of Redeployment for Non-Union Employees as Adopted by Participating Employee and also the Letter of Understanding on Redeployment Principles, as may be applicable.

Signed this 7th day of July 1997.

Signature

Position

GS:cbc/cope 491
29-Oct-10

LETTER OF UNDERSTANDING 09-07
BETWEEN
PARTICIPATING EMPLOYEES – LISTED IN SCHEDULE “A”
AND
PARTICIPATING UNIONS – LISTED IN LOU #09-01
RE: REDEPLOYMENT PRINCIPLES

1. PURPOSE:
- 1.01 The parties agree to work to develop employment security strategies to reduce the negative impact on employees affected by the restructuring of the health services system. The parties agree to strive towards consistency and timeliness in implementing this Letter of Understanding.
- 1.02 It is agreed by the parties that this Letter of Understanding shall work in concert with the provisions of the applicable Collective Agreements of the Unions involved and shall be supplementary to same.
- 1.03 All terms and conditions of Collective Agreements and personnel policies and procedures of the receiving facility shall apply to the incoming employee except those terms and conditions of the Collective Agreement that have been abridged by this Letter of Understanding.
- 1.04 This Letter of Understanding governs the movement of laid off employees and/or the movement of positions between bargaining units of the above-mentioned Unions and the Employers.
- 1.05 For the purpose of this Letter of Understanding ‘receiving agreement(s)’ shall mean the Collective Agreement applicable to the certified bargaining unit which is the recipient of transferred positions/employees. Conversely, the ‘sending agreement(s)’ shall mean the Collective Agreement applicable to the certified bargaining unit where the position/employee originated.
- 1.06 All particulars of job opportunities at receiving facilities will be made available to the Unions as they become known to the above-mentioned employers.

1.07 “Central Redeployment List” means a list of employees who have been laid off from a participating employer. Those on this list may apply for and receive preferential consideration for new and vacant in-scope positions at another participating employer, as set out in 4.02 herein.

2. SENIORITY:

2.01 Employees shall accumulate seniority according to the terms of the applicable Collective Agreement.

2.02 Employees without a Collective Agreement shall not have seniority rights.

2.03 Transfers of Seniority – the affected employer(s) and affected union(s) shall meet to determine any provisions for a transfer of seniority between bargaining units.

3. TRIAL PERIOD:

3.01 Employees who move to a new bargaining unit/employer may be required to serve a trial period in accordance with the Collective Agreement in the receiving facility. If unsuccessful in the trial period, the employee shall return to the Central Redeployment List and to the recall list of the sending employer.

4. NEW AND VACANT POSITIONS:

4.01 All new and vacant in-scope positions shall be filled in accordance with the terms of the Collective Agreement and that bargaining unit, unless otherwise mutually agreed between affected employers and affected bargaining units/unions.

4.02 When a new or vacant in-scope position is not filled by an internal employee as specified in 4.01, the receiving facility within a region, as defined in Appendix VII, shall give preferential consideration to qualified applicants from the same region who are on the Central Redeployment List.

If there are not applicants/no qualified applicants from the same region, the receiving facility shall provide preferential consideration to qualified applicants from other regions who are on the Central Redeployment List.

The following provisions shall apply in filling the vacancy:

- (a) employees on the Central Redeployment List shall be listed in order of seniority (as per ‘sending’ Collective Agreement(s));
- (b) subject to 4.01, selection shall be made from applicants on the Central Redeployment List as described above. Copies of the above-mentioned new or vacant in-scope position postings will be sent as they occur to the MCHCU and participating employers (process to be established);

- (c) seniority shall be applicable to the selection in accordance with the receiving Collective Agreement;
- (d) in assessing an employee's history only formally documented material contained in the employee's personnel file will be considered;
- (e) receiving facility's job description applies vis-à-vis qualification requirements;
- (f) Once an employee has been permanently redeployed and has completed the trial period with a receiving employer, she/he shall relinquish any recall rights to her/his former employer unless she/he is laid off from the receiving employer. Should an employee be laid off from the receiving employer, she/he will be placed back on the recall list. She/he will also have recall rights in accordance with the Collective Agreement of the receiving employer and be placed back on the Central Redeployment List. For the purposes of the Central Redeployment List, an employee's seniority shall be the cumulative seniority from the original sending employer and the original receiving employer.

5. TRANSFERS OF SERVICE/MERGER/AMALGAMATION:

- 5.01 In the event of a transfer(s) or service/merger/amalgamation, the affected employer(s) and unions shall meet to determine whether employees should have the opportunity to move with the service or department to the receiving facility, to the extent that such positions are available.

6. PORTABILITY OF BENEFITS:

The following benefits are portable:

- 6.01 Accumulated income protection benefits/sick leave credits.
- 6.02 Length of employment applicable to rate at which vacation is earned.
- 6.03 Length of employment applicable to pre-retirement leave.

NOTE: Deer Lodge Centre limits payment of pre-retirement leave to service acquired since April 1, 1983. Incoming employees would retain original service date for this purpose.

- 6.04 Length of employment for the purpose of qualifying to join benefit plans, i.e. two (2) year pension requirement.

6.05 Benefits – an incoming employee is subject to the terms and conditions of the receiving Facility’s benefit plans, however, normal waiting periods would be waived, subject to the applicable benefit plans’ terms and conditions.

6.06 Salary Treatments:

- (a) if range is identical, then placed step-on-step;
- (b) if the range is not identical, then placement will be at a step on the range which is closest (higher or lower) to the employee’s salary at the time of layoff.

NOTE: No red-circling provision except for Deer Lodge Centre employees who were guaranteed provisions as contained in the “Transfer Agreements” for the 1983 and 1987 transfer from federal to provincial jurisdiction and for whom the red-circling provisions were in place prior to the inception of the Letter of Understanding.

6.07 Upon hire of an employee from the Central Redeployment List, the receiving employer agrees to confirm in writing to the employee all benefits, including seniority where applicable, which were transferred from the sending employer under this letter of Understanding.

7. OTHER CONDITIONS:

7.01 Hours of service since last increment is not portable for purposes of calculating next increment, if applicable.

7.02 Salary and vacation earned to date to be paid out by sending employer.

7.03 Banked time including overtime bank, stat. Bank, to be paid out by sending employer.

8. TRAINING:

8.01 The parties agree that provisions for training will be dealt with by the joint Provincial Labour Adjustment Committee.

9. DURATION OF LETTER OF UNDERSTANDING:

9.01 This Letter of Understanding shall be in full force and effect for a twelve (12) month period commencing date of signing. In the event that any one of the parties’ signatory to this Letter of Understanding wishes to terminate its participation in this Letter of Understanding, it shall give sixty (60) days’ written notice to the other parties.

10. APPEAL PANEL:

10.01 Should a dispute(s) arise between a participating union(s) and a participating employer(s) regarding the application, interpretation or alleged violation of this Letter of Understanding, the parties concerned shall meet and attempt to resolve the dispute(s) through discussion.

Should the dispute remain unresolved, any party to the dispute may refer the matter(s) to an Appeal Panel composed of:

- Two (2) persons from Participating Employers who are not directly involved in the dispute.
- Two (2) persons from the Participating Unions who are not directly involved in the dispute.

The Appeal Panel shall set its own procedures for hearing the dispute and may accept any evidence that it deems appropriate.

Only lay advocate(s) shall be utilized by each party to the dispute in the presentation of its case.

The Appeal Panel shall make every effort to mediate the dispute to resolution.

Should efforts to mediate fail, the Appeal Panel shall submit its written recommendation(s) for settlement to the parties concerned within fourteen (14) calendar days.

The Letter of Understanding on Redeployment Principles represents a tentative agreement reached November 24, 1992 in a Committee representing Employers and Unions listed in Appendix "A" and "B" respectively.

This Letter of Understanding is subject to ratification by Employers and Locals/ Bargaining Units.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

REDEPLOYMENT PRINCIPLES**FOR NON-UNION EMPLOYEES****ADOPTED BY****PARTICIPATING EMPLOYERS**

The following principles should be extended to non-union employees who are affected by the restructuring of the health services system whether employed in a unionized facility or in a non-unionized facility.

1. ACCEPTANCE OF REDEPLOYMENT PRINCIPLES FOR NON-UNION EMPLOYEES:
 - 1.01 A unionized facility which has joined the Redeployment Program by signing the Letter of Agreement Supplementary to the Collective Agreement ratifying the Letter of Understanding on Redeployment Principles with applicable unions is deemed to have accepted Redeployment Principles For Non-Union Employees for its non-union or out-of-scope employees.
 - 1.02 When the same management exercises responsibility for both a unionized facility and a non-unionized facility, employees of the non-unionized facility will be considered to be included in the Redeployment Principles For Non-Union Employees if management signs the Letter of Agreement Supplementary to the Collective Agreement ratifying the Letter of Understanding on Redeployment Principles with the applicable unions in the unionized facility.
 - 1.03 Management of a non-unionized facility may accept Redeployment Principles For Non-Union Employees by signing the Acceptance of Redeployment Principles by Non-Union Facilities (see Section 4) and forwarding it to the Coordinator of the Provincial Health Care Labour Adjustment Committee. The Coordinator will issue interim acceptance and place the facility's name on the agenda of the next Provincial Committee meeting for formal acceptance.
2. PURPOSE:
 - 2.01 The participating employers agree to work to develop employment security strategies for non-union employees to reduce the negative effect on employees whose positions have been deleted as a result of restructuring of the health services system.

- 2.02 All policies and procedures of the receiving facility shall apply to the incoming out-of-scope employees except those policies and procedures that may be abridged by this document.
- 2.03 This document governs the movement of non-union/out-of-scope employees and/or the movement of non-union/out-of-scope positions between participating employers.
- 2.04 “Non-Union Redeployment List” means a list of out-of-scope employees whose positions have been deleted as a result of restructuring of the health care system and whose names appear on the Redeployment List with “OS” following their Redeployment Number. Those on this list may apply for and, all other factors being equal, receive preferential consideration for new and vacant out-of-scope positions at another participating employer, as set out in Section 5 herein.

3. LENGTH OF SERVICE:

- 3.01 Out-of-scope employees shall accumulate service according to the terms of the sending facility.
- 3.02 Out-of-scope employees shall not have seniority rights over in-scope employees on the Central Redeployment List. In-scope employees shall not have seniority rights over out-of-scope employees on the Non-Union Redeployment List. The status of the position, in-scope or out-of-scope, at the facility from which the employee is laid off will determine onto which list he/she is placed.

4. TRIAL PERIOD:

- 4.01 Out-of-scope employees who move to another employer may be required to serve a trial period in accordance with the policies of the receiving facility. If unsuccessful in the trial period, the employee shall return to the Non-Union Redeployment List.

5. NEW AND VACANT POSITIONS:

- 5.01 All new and vacant positions shall be filled in accordance with the policies and practices of the receiving facility.
- 5.02 When a new or vacant out-of-scope position is not filled by an internal employee as specified in 4.01, the receiving facility within a region as defined in Appendix VII, shall give preferential consideration consistent with 1.04 to qualified applicants from the same region who are on the Non-Union Redeployment List.

If there are no applicants/no qualified applicants from the same region, the receiving facility shall provide preferential consideration consistent with 1.04 to qualified applicants from other regions who are on the Non-Union Redeployment List.

The following provisions shall apply in filling the vacancy:

- (a) Copies of new or vacant out-of-scope postings will be sent as they occur to “the Labour Adjustment Committee” for the job posting line;
- (b) In assessing an employee’s history only formally documented material contained in the employee’s personnel file will be considered;
- (c) The receiving facility’s qualification requirements apply;
- (d) Should any out-of-scope employees be re-employed at another facility and subsequently terminated at that facility, as a result of health care reform, the employee will be placed back on the Non-Union Redeployment List. For the purpose of the Non-Union Redeployment List, the employees’ service shall be cumulative from the original sending employer and the original receiving employer.

6.0 TRANSFER OF SERVICE/MERGER/AMALGAMATION:

- 6.01 In the event of a transfer(s) or service/merger/amalgamation, the affected employer(s) shall meet to determine whether employees should have the opportunity to move with the service or department to the receiving facility, to the extent that such positions are available.

7.0 PORTABILITY OF BENEFITS:

- 7.01 Accumulated income protection benefits/sick leave credits.
- 7.02 Length of employment applicable to rate at which vacation is earned.
- 7.03 Length of employment applicable to pre-retirement leave.

NOTE: Deer Lodge Centre limits payment of pre-retirement leave to service acquired since April 1, 1983. Incoming employees would retain original service date for this purpose.

- 7.04 Length of employment for the purpose of qualifying to join benefit plans, i.e. two (2) year pension requirements.
- 7.05 Benefits – An incoming employee is subject to the terms and conditions of the receiving Facility’s benefit plans, however, normal waiting periods would be waived, subject to the applicable benefit plans, terms, and conditions.

7.06 Salary Treatments

- (a) no provisions for red-circling;
- (b) if job function and/or salary range identical, then placed step-on-step;
- (c) if job function and/or salary range is not identical, then placement will be at the employer's discretion.

7.07 Upon hire of an employee from the Non-Union Redeployment List, the receiving employer agrees to confirm in writing to the employee all benefits, including service where applicable, which were transferred from the sending employer under this document.

8.0 OTHER CONDITIONS:

8.01 Hours of service since last increment is not portable for the purpose of calculating next increment, if applicable.

8.02 Banked time including overtime bank, stat. bank, to be paid out by sending employer.

9.0 TRAINING:

9.01 The employers agree that provisions for training will be dealt with by the joint Provincial Labour Adjustment Committee.

10.0 DURATION:

10.01 The duration of this document shall be consistent with the Letter of Understanding on Redeployment Principles for In-scope Employees.

11. APPEAL PROCESS:

11.01 Should a dispute arise between an out-of-scope applicant to a position at a facility and that facility regarding the application, interpretation, or alleged violation of this document, the applicant and the facility concerned shall meet and attempt to resolve the dispute through discussion.

Should the dispute remain unresolved, the applicant or the facility may refer the matter to an Appeal Panel composed of two persons from participating employers who are not directly involved in the dispute.

The Appeal Panel shall set its own procedures for hearing the dispute and may accept any evidence that it deems appropriate.

Only lay advocates shall be utilized by each party to the dispute in the presentation of its case.

The Appeal Panel shall make every effort to mediate the dispute a resolution.

Should efforts to mediate fail, the Appeal Panel shall submit its written recommendations for settlement to the parties concerned within fourteen (14) calendar days.

GS:cbc/cope 491
29-Oct-10

LETTER OF UNDERSTANDING 09-08

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: REPRESENTATIONAL ABORIGINAL WORK FORCE

The parties understand that Aboriginal persons are significantly underrepresented in the health care labour force and that additional actions are needed to promote and facilitate employment of Aboriginal persons in health care occupations at all levels. It is therefore mutually agreed that the undersigned parties will work in cooperation to:

- (a) Identify provisions in the collective agreement that may be discouraging the recruitment and retention of Aboriginal workers in health care;
- (b) Develop strategic initiatives and programs that:
 - Foster mutual respect, trust, fairness, open communication and understanding;
 - Focus on recruiting, training and career development of Aboriginal workers;
 - Identify workplace barriers that may be discouraging or preventing Aboriginal workers from entering and remaining in the work force;
 - Facilitate constructive race and cultural relations.
- (c) Promote and publicize initiatives undertaken to encourage, facilitate and support the development of a representative work force.
- (d) Implement education opportunities for all employees to promote cultural awareness of Aboriginal peoples. This will include enhanced orientation sessions for new employees to ensure better understanding of respectful work practices to achieve a harassment free environment.

(e) The Union assumes no responsibility for costs associated with the initiative.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

GS:cbc/cope 491
29-Oct-10

LETTER OF UNDERSTANDING 09-09

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: ANNE ROSS DAY NURSERY WAGE SCALES

The following employees, by agreement, are designated as Present Incumbent Only (P.I.O.):

**Patricia Stevenson
Shannon Leslie
Linda Sanderson
Naglaa Guirguis
Entesar Ansari**

**Pasqualina Filleti
Milexa Morales
Cathy Swereda
Linda Pruden**

**Audrey Ferland
Michele Bonnefoy
Elvira Pascual
Vanessa Sarvis**

The above-referenced employees will be eligible to receive general increases negotiated within the 2008-2012 collective agreement as well as general increases as may be negotiated in the future pertaining to health care facility support sector employees.

Employees hired on and after February 18, 2009, will be eligible to receive general increases as provided for and on the dates provided for in the Seven Oaks Child Day Care Centre Inc. collective agreement. General increases provided for in the 2008-2012 collective agreement will not apply to these employees.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

LETTER OF UNDERSTANDING 09-10

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: MAINTENANCE OF WAGE STANDARDIZATION

WHEREAS Health Care Employers represented by the Labour Relations Secretariat and Health Care Unions (hereinafter “the Parties”) have negotiated provisions to work toward the attainment of wage standardization in the facility support sector for classifications performing the same duties;

AND WHEREAS Phase II of the Wage Standardization initiative will be concluded on March 31, 2009;

AND WHEREAS the Parties agree that Wage Standardization must be maintained while at the same time recognizing that bona fide and significant changes to an employee’s or group of employees job content may result in a request for review of the wage scale;

THEREFORE the Parties agree to establish a joint committee within sixty (60) days of ratification of the final facility support Collective Agreement in 2008. The mandate of the joint committee is to develop a process, including a dispute resolution mechanism, to deal with changes in job content or qualification requirements consistent with the stated purpose of ensuring the maintenance of wage standardization. The time frame for the joint committee to conclude its deliberations is ninety (90) days from its first meeting.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

LETTER OF UNDERSTANDING 09-11

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

**RE: UTILIZATION OF EMPLOYEE PORTION OF EMPLOYMENT INSURANCE (EI)
REBATE, TRAINING AND EDUCATION FUND**

The Parties agree that, three (3) pay periods following date of ratification, the employee portion of the Employment Insurance (EI) rebate will be directed to a provincial training and education fund. The training and education fund will be administered by the CUPE Provincial Health Care Council (PHCC). It will be the responsibility of the PHCC to establish Terms of Reference for the administration of the training and education fund including guidelines for the allocation and distribution of the monetary resources. It is understood that the fundamental purpose of the training and education fund is to assist employees in upgrading their skills and education to further their careers in health care and to enhance the availability of qualified employees within the provincial health care sector.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

LETTER OF UNDERSTANDING 09-12

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: ARTICLE 38 – OVERPAYMENTS

The Employer shall notify the employee of an overpayment error by letter within ten (10) business days of discovery.

- **Where the value of overpayment is ten percent (10%) or less of the employee’s normal biweekly gross earnings and is less than one hundred and fifty dollars (\$150.00), a detailed breakdown and a proposed recovery schedule will be included with the letter to the employee and a copy provided to the Union.**
- **For payments that exceed ten percent (10%) of the employee’s normal biweekly gross earnings and is more than one hundred and fifty dollars (\$150.00), a detailed breakdown of the error will be included with the letter and a meeting will be scheduled with the employee and the Union to discuss a proposed recovery schedule as soon as practicable.**

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

LETTER OF UNDERSTANDING 09-13

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: PROVINCIAL FACILITY SUPPORT SECTOR ADVISORY COMMITTEE

The Parties acknowledge that in order to support the delivery of effective patient/resident care, it is necessary to have an adequate supply of trained employees. The Parties acknowledge that availability of qualified employees may differ throughout the province and there may need to be consideration of unique regional challenges.

Therefore the Parties agree to establish a Provincial Facility Support Sector Advisory Committee with representation from the Employers and the Unions. Union representation shall be a maximum of six (6) Business Representatives or elected union officials. The Committee shall meet quarterly, the purpose of which will be:

- **To identify classifications that are experiencing current or anticipated shortages of trained staff including, but not limited to, Health Care Aide, Sterile Processing Technician and Coding Technologist;**
- **To identify training requirements in order to address current or anticipated shortages;**
- **To recommend strategies to facilitate the availability and accessibility of training programs;**
- **To consider other systematic staffing issues that may be raised by Committee members;**
- **To present its findings and recommendations to the Regional Health Authorities of Manitoba (RHAM) prior to the expiration date of the collective agreement.**

The Provincial Facility Support Sector Advisory Committee will commence meeting within ninety (90) days of all Unions' ratification of the 2008 negotiated agreement.

The Committee will determine process issues including the circumstances in which individuals including employees may be invited to present or share information with the Committee for its consideration.

The Provincial Facility Support Sector Advisory Committee will be in existence for the duration of the Collective Agreement and will be extended if agreed to between the Parties.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

GS:cbc/cope 491
29-Oct-10

LETTER OF UNDERSTANDING 09-14

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: PENSION OR BENEFIT PLAN IMPROVEMENTS

During the term of the 2008 to 2012 Collective Agreement, should another health care union receive enhanced pension or benefit plan improvements, the facility support unions will also receive the same enhancements at the same time.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

LETTER OF UNDERSTANDING 09-15**BETWEEN****CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343****AND****MOUNT CARMEL CLINIC****RE: EMPLOYMENT EQUITY**

Mount Carmel Clinic and CUPE Local 2343 are committed to the concept of employment equity. Mount Carmel Clinic has adopted the following Equity Policy Statement which Local 2343 supports.

Mount Carmel Clinic is an equity organization based on the following beliefs:

- **That a more diversified organization will enhance Mount Carmel Clinic's ability to respond to the changing health needs of the citizens in our community;**
- **That peoples state of health is influenced by cultural, social and economic factors, as well as by gender;**
- **That incorporation of equity principles into its programs, policies and services is a broadening of Mount Carmel Clinic's vision of population health and community – based health services;**
- **Mount Carmel Clinic is committed to ensuring that paid and unpaid staff, reflect the diversity of the community we serve;**
- **Is committed to achieving the widest possible access to Clinic;**
- **The equity member groups, is as defined within the *Manitoba Human Rights Code* and *Employment Equity Act*. (Aboriginal peoples, women, visible minority groups, people with disabilities, lesbians, transgender, bisexual, transsexual and intersex citizens).**

The Employer and the Union agree to cooperate in formulating and implementing a program designed to ensure Employment Equity and that the workplace is representative of the workforce of the community we serve. Employment Equity is a strategy designed to ameliorate the present and residual effects of discrimination and to include under-represented persons in all aspects of employment opportunities.

It is expected the Employment Equity Program will improve human resource planning and services delivered at Mount Carmel Clinic and will have positive benefits for all employees within Mount Carmel Clinic.

The objectives of the program are:

- (a) To ensure that current and future employment systems are non-discriminatory;
- (b) To enhance the equality of treatment of Aboriginal peoples, women, visible/ language minority people, people with disabilities, lesbians, transgender, bisexual, transsexual and intersex citizens;
- (c) To redress disparities, if any, in the Employer’s present workforce distribution; thus pursuing a workforce composition which reflects workforce availability of target members in the community;
- (d) To develop strategies to enhance the recruitment, appointment and retention of target group members;
- (e) To provide job accommodation to employees who experience employment barriers or employment disadvantages;
- (f) To prepare the organization for the increasing role target group members will play in the workforce.

To this end the Employer agrees to have open communication on matters regarding the development and progress of the Employment Equity Program. A Joint Employment Equity Committee, with equal representation from all Parties, shall be established to pursue the objectives of the Employment Equity Program. This Committee will make recommendations to the Senior Management Team of Mount Carmel Clinic.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

LETTER OF UNDERSTANDING 09-16

BETWEEN

CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343

AND

MOUNT CARMEL CLINIC

RE: WAGE ADJUSTMENT – PROFESSIONAL/TECHNICAL COMPONENT
CLASSIFICATIONS

For the continued maintenance of wage standardization, and to ensure the salary scales of Professional/Technical classifications as represented by CUPE maintain an appropriate relationship to salary scales of the same classifications represented by the MAHCP, application of current and future wage adjustment will be as follows:

1. Effective April 1, 2008, and thereafter, classifications listed herein shall have wages adjusted in accordance with the rates and effective dates as established within the MAHCP central table collective agreement.
2. Classifications listed herein may be revised to remove or include additional classifications, as deemed necessary by the parties, for the continued maintenance of wage standardization.
3. Affected classifications:

Stand. Group #	Mount Carmel Clinic Classification Title	MAHCP Comparable Classification
17	Pharmacy Technician	Pharmacy Technician
17	Pharmacy Technician – PIO	Pharmacy Technician
35	X-Ray Technician	General Duty Radiology Technologist
35	X-Ray Technician – PIO	General Duty Radiology Technologist
41	Dietician	Staff Dietician
42	MCWP Counsellor	Social Worker (BSW)
42	Research & Evaluation Coordinator	Social Worker (BSW)
42A	MCWP Program Manager	Social Worker (BSW) (Same adjustment pattern)
43	Sage House Program Manager	Social Worker (MSW)
44	Lab Tech I	General Duty Laboratory Technologist

44	Lab Tech II	General Duty Laboratory Technologist
44	Lab Tech II – PIO	General Duty Laboratory Technologist
50	Social Workers – BSW	Social Worker (BSW)
52	Lab Tech III (Dept. Head)	Charge Laboratory Technologist
	Pharmacist*	Pharmacist
	Senior Pharmacist*	Senior Pharmacist

*Effective April 1, 2010 increases according to MAHCP central table negotiated increases; effective October 1, 2011 rates according to MAHCP central table rates.

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

GS:cbc/cope 491
29-Oct-10

LETTER OF UNDERSTANDING 09-17

BETWEEN

**CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL 2343**

AND

MOUNT CARMEL CLINIC

RE: WAGE ADJUSTMENT – TRADES COMPONENT CLASSIFICATIONS

For the continued maintenance of wage standardization, and to ensure the salary scales of Trades classifications as represented by CUPE maintain an appropriate relationship to salary scales of the same classifications represented by OEM, application of current and future wage adjustment will be as follows:

- 1. Effective April 1, 2008, and thereafter, classifications listed herein shall have wages adjusted in accordance with the rates and effective dates as established within the OEM central table collective agreement.**
- 2. Classifications listed herein may be revised to remove or include additional classifications, as deemed necessary by the parties, for the continued maintenance of wage standardization.**
- 3. Affected classifications:**

Standardization Group Number	Mount Carmel Clinic Classification Title	OEM Comparable Classification
12C	Maintenance Supervisor	Engineer 5th Class
12C	Maintenance Supervisor – PIO	Engineer 5th Class

Signed this _____ day of _____, 2010.

**FOR THE UNION:
CANADIAN UNION OF PUBLIC
EMPLOYEES, LOCAL 2343**

**FOR THE EMPLOYER:
MOUNT CARMEL CLINIC**

APPENDIX "A"

CUPE LOCAL 2343 AND MOUNT CARMEL CLINIC

SCHEDULE "A" – EFFECTIVE APRIL 1, 2008

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
6	Cook	1950	Hourly	16.367	16.858	17.364	17.884	18.421	18.974			
			Monthly	2,659.60	2,739.39	2,821.57	2,906.22	2,993.40	3,083.21			
			Annual	31,915.22	32,872.67	33,858.85	34,874.62	35,920.86	36,998.48			
8	Housekeeper	1950	Hourly	13.734	14.146	14.570	15.008	15.458	15.922			
			Monthly	2,231.78	2,298.74	2,367.70	2,438.73	2,511.89	2,587.25			
			Annual	26,781.42	27,584.86	28,412.40	29,264.78	30,142.72	31,047.00			
11	Maintenance Worker	1950	Hourly	14.415	14.848	15.293	15.752	16.224	16.711			
			Monthly	2,342.46	2,412.74	2,485.12	2,559.67	2,636.46	2,715.56			
			Annual	28,109.56	28,952.84	29,821.43	30,716.07	31,637.55	32,586.68			
13 F	Nurses' Aide	1950	Hourly	14.734	15.176	15.631	16.100	16.583	17.081			
			Monthly	2,394.25	2,466.08	2,540.06	2,616.26	2,694.75	2,775.59			
			Annual	28,731.00	29,592.93	30,480.72	31,395.14	32,337.00	33,307.11			
15 E	Van Driver	1950	Hourly	14.721	15.163	15.618	16.086	16.569	17.066			
			Monthly	2,392.19	2,463.96	2,537.88	2,614.01	2,692.43	2,773.21			
			Annual	28,706.32	29,567.51	30,454.53	31,368.17	32,309.21	33,278.49			
16	Switchboard/Receptionist	1950	Hourly	14.233	14.660	15.100	15.552	16.019	16.500			
			Monthly	2,312.82	2,382.20	2,453.67	2,527.28	2,603.10	2,681.19			
			Annual	27,753.82	28,586.44	29,444.03	30,327.35	31,237.17	32,174.29			
16 A	Clerical Support Sage House	1950	Hourly	14.824	15.269	15.727	16.199	16.685	17.185			
			Monthly	2,408.90	2,481.17	2,555.60	2,632.27	2,711.24	2,792.58			
			Annual	28,906.81	29,774.02	30,667.24	31,587.25	32,534.87	33,510.92			
16 A	Clerical Support Sage House - PIO	1950	Hourly	15.933	16.208	16.484	16.758	17.033	17.307			
			Monthly	2,589.14	2,633.87	2,678.59	2,723.13	2,767.85	2,812.39			
			Annual	31,069.72	31,606.42	32,143.12	32,677.56	33,214.26	33,748.70			
16 B	Clerk/Receptionist	1950	Hourly	15.388	15.850	16.325	16.815	17.319	17.839			
			Monthly	2,500.55	2,575.57	2,652.83	2,732.42	2,814.39	2,898.82			
			Annual	30,006.59	30,906.79	31,833.99	32,789.01	33,772.68	34,785.86			
16 B	Clerk/Receptionist - PIO	1950	Hourly	16.758	17.033	17.307	17.583	17.859	18.133			
			Monthly	2,723.13	2,767.85	2,812.39	2,857.30	2,902.03	2,946.57			
			Annual	32,677.56	33,214.26	33,748.70	34,287.66	34,824.36	35,358.80			

SCHEDULE "A" – EFFECTIVE APRIL 1, 2008

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
16 B	Medical Clerk	1950	Hourly	15.388	15.850	16.325	16.815	17.319	17.839			
			Monthly	2,500.55	2,575.57	2,652.83	2,732.42	2,814.39	2,898.82			
			Annual	30,006.59	30,906.79	31,833.99	32,789.01	33,772.68	34,785.86			
16 B	Medical Clerk – PIO	1950	Hourly	16.758	17.033	17.307	17.583	17.859	18.133			
			Monthly	2,723.13	2,767.85	2,812.39	2,857.30	2,902.03	2,946.57			
			Annual	32,677.56	33,214.26	33,748.70	34,287.66	34,824.36	35,358.80			
16 B	Medical Records Clerk	1950	Hourly	15.388	15.850	16.325	16.815	17.319	17.839			
			Monthly	2,500.55	2,575.57	2,652.83	2,732.42	2,814.39	2,898.82			
			Annual	30,006.59	30,906.79	31,833.99	32,789.01	33,772.68	34,785.86			
16 B	Medical Records Clerk - PIO	1950	Hourly	16.758	17.033	17.307	17.583	17.859	18.133			
			Monthly	2,723.13	2,767.85	2,812.39	2,857.30	2,902.03	2,946.57			
			Annual	32,677.56	33,214.26	33,748.70	34,287.66	34,824.36	35,358.80			
16 C	Finance Clerk	1950	Hourly	15.972	16.451	16.945	17.453	17.977	18.516			
			Monthly	2,595.45	2,673.32	2,753.52	2,836.12	2,921.21	3,008.84			
			Annual	31,145.44	32,079.80	33,042.20	34,033.46	35,054.47	36,106.10			
16 C	Finance Clerk - PIO	1950	Hourly	18.944	19.526	20.134	20.764					
			Monthly	3,078.48	3,173.02	3,271.72	3,374.19					
			Annual	36,941.72	38,076.26	39,260.63	40,490.28					
16 C	DSM: Medical Lab Assistant - PIO	1950	Hourly	15.982	16.462	16.955	17.464	17.977	18.526	19.083		
			Monthly	2,597.14	2,675.07	2,755.16	2,837.93	2,921.20	3,010.49	3,100.96		
			Annual	31,165.73	32,100.79	33,061.92	34,055.17	35,054.43	36,125.93	37,211.47		
16 D	Team Leader Clerical Support	1950	Hourly	16.579	17.076	17.589	18.116	18.660	19.220			
			Monthly	2,694.10	2,774.92	2,858.17	2,943.92	3,032.23	3,123.20			
			Annual	32,329.21	33,299.09	34,298.06	35,327.01	36,386.82	37,478.42			
16 D	Team Leader Clerical Support - PIO	1950	Hourly	18.847	19.121	19.396	19.670	19.946	20.221	20.679		
			Monthly	3,062.62	3,107.16	3,151.89	3,196.42	3,241.15	3,285.87	3,360.41		
			Annual	36,751.50	37,285.93	37,822.63	38,357.07	38,893.77	39,430.47	40,324.97		
16 H	Medical Secretary	1950	Hourly	15.418	15.881	16.357	16.848	17.353	17.874			
			Monthly	2,505.43	2,580.60	2,658.01	2,737.75	2,819.89	2,904.48			
			Annual	30,065.19	30,967.15	31,896.16	32,853.05	33,838.64	34,853.80			
16 H	Medical Secretary – PIO	1950	Hourly	16.758	17.033	17.307	17.583	17.859	18.133			
			Monthly	2,723.13	2,767.85	2,812.39	2,857.30	2,902.03	2,946.57			
			Annual	32,677.56	33,214.26	33,748.70	34,287.66	34,824.36	35,358.80			

SCHEDULE "A" – EFFECTIVE APRIL 1, 2008

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
16 H	Outreach Secretary	1950	Hourly	15.418	15.881	16.357	16.848	17.353	17.874			
			Monthly	2,505.43	2,580.60	2,658.01	2,737.75	2,819.89	2,904.48			
			Annual	30,065.19	30,967.15	31,896.16	32,853.05	33,838.64	34,853.80			
16 H	Outreach Secretary - PIO	1950	Hourly	16.758	17.033	17.307	17.583	17.859	18.133			
			Monthly	2,723.13	2,767.85	2,812.39	2,857.30	2,902.03	2,946.57			
			Annual	32,677.56	33,214.26	33,748.70	34,287.66	34,824.36	35,358.80			
54	I/T Administrator	1950	Hourly	23.017	23.708	24.419	25.152	25.906	26.683			
			Monthly	3,740.32	3,852.53	3,968.11	4,087.15	4,209.77	4,336.06			
			Annual	44,883.89	46,230.41	47,617.32	49,045.84	50,517.21	52,032.73			
56	Community Outreach Worker	1950	Hourly	18.448	19.002	19.572	20.159	20.764	21.387			
			Monthly	2,997.86	3,087.79	3,180.43	3,275.84	3,374.12	3,475.34			
			Annual	35,974.31	37,053.54	38,165.14	39,310.10	40,489.40	41,704.08			
	Child Care Assistant ¹ (Effective Feb. 18, 2009)	1950	Hourly	10.950	11.270	11.610	11.960	12.320	12.690			
			Monthly	1,779.38	1,831.38	1,886.63	1,943.50	2,002.00	2,062.13			
			Annual	21,352.50	21,976.50	22,639.50	23,322.00	24,024.00	24,745.50			
	Early Childhood Educator II ¹ (Effective Feb. 18, 2009)	1950	Hourly	15.160	15.610	16.080	16.560	17.060	17.570			
			Monthly	2,463.50	2,536.63	2,613.00	2,691.00	2,772.25	2,855.13			
			Annual	29,562.00	30,439.50	31,356.00	32,292.00	33,267.00	34,261.50			
	Early Childhood Educator III ¹ (Effective Feb. 18, 2009)	1950	Hourly	15.610	16.080	16.560	17.060	17.570	18.090			
			Monthly	2,536.63	2,613.00	2,691.00	2,772.25	2,855.13	2,939.63			
			Annual	30,439.50	31,356.00	32,292.00	33,267.00	34,261.50	35,275.50			
NO MATCH	Child Care Assistant - PIO (Expired Feb. 18, 2009)	1950	Hourly	15.088	15.400	15.716	16.028					
			Monthly	2,451.76	2,502.52	2,553.85	2,604.62					
			Annual	29,421.13	30,030.29	30,646.25	31,255.42					
NO MATCH	Child Care Worker II - PIO (Expired Feb. 18, 2009)	1950	Hourly	16.363	16.669	17.028	17.362					
			Monthly	2,658.97	2,708.79	2,767.10	2,821.26					
			Annual	31,907.61	32,505.45	33,205.20	33,855.13					
NO MATCH	Early Childhood Educator - PIO (Expired Feb. 18, 2009)	1950	Hourly	17.639	17.939	18.339	18.694					
			Monthly	2,866.36	2,915.05	2,980.16	3,037.71					
			Annual	34,396.36	34,980.61	35,761.89	36,452.58					
NO MATCH	Infant Development Worker - PIO (Expired Feb. 18, 2009)	1950	Hourly	17.639	17.939	18.339	18.694					
			Monthly	2,866.36	2,915.05	2,980.16	3,037.71					
			Annual	34,396.36	34,980.61	35,761.89	36,452.58					

SCHEDULE "A" – EFFECTIVE APRIL 1, 2008

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
NO MATCH	Dental Program Manager	1950	Hourly	29.158	30.251	31.501	32.716	34.042	35.341	36.694		
			Monthly	4,738.21	4,915.79	5,118.84	5,316.43	5,531.75	5,742.92	5,962.77		
			Annual	56,858.50	58,989.45	61,426.11	63,797.10	66,380.96	68,915.00	71,553.21		
NO MATCH	Dental Therapist	1950	Hourly	28.538	29.631	30.882	32.097	33.423	34.722	36.075		
			Monthly	4,637.44	4,815.01	5,018.26	5,215.84	5,431.16	5,642.33	5,862.18		
			Annual	55,649.23	57,780.18	60,219.10	62,590.09	65,173.95	67,707.99	70,346.20		
NO MATCH	Dental Assistant	1950	Hourly	19.068	19.570	20.115	20.633	21.216	21.814			
			Monthly	3,098.48	3,180.19	3,268.70	3,352.87	3,447.60	3,544.79			
			Annual	37,181.76	38,162.32	39,224.39	40,234.39	41,371.19	42,537.44			
NO MATCH	Transportation Aide	1950	Hourly	11.316	11.552	11.787	12.022					
			Monthly	1,838.82	1,877.13	1,915.44	1,953.56					
			Annual	22,065.84	22,525.55	22,985.25	23,442.70					
NO MATCH	Program Coordinator	1950	Hourly	24.010	25.093	26.224	27.432	28.674	29.931	31.098	31.381	
			Monthly	3,901.57	4,077.64	4,261.41	4,457.72	4,659.54	4,863.71	5,053.50	5,099.48	
			Annual	46,818.83	48,931.73	51,136.93	53,492.62	55,914.52	58,364.52	60,641.95	61,193.76	
NO MATCH	Drop In Community Worker	1950	Hourly	17.157	17.710	18.280	18.873	19.478	20.095			
			Monthly	2,787.93	2,877.89	2,970.53	3,066.84	3,165.17	3,265.49			
			Annual	33,455.21	34,534.73	35,646.36	36,802.13	37,981.98	39,185.91			

Rates include 2.9% increase effective April 1, 2008.

¹ Rates determined in accordance with Seven Oaks Child Day Care Centre Inc. collective agreement.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2008 – PROFESSIONAL/TECHNICAL SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
17	Pharmacy Technician ^P	1950	Hourly	17.046	17.819	18.469	19.163	19.924	20.716			
			Monthly	2,769.95	2,895.56	3,001.17	3,114.01	3,237.60	3,366.39			
			Annual	33,239.44	34,746.66	36,014.10	37,368.18	38,851.22	40,396.72			
17	Pharmacy Technician – PIO ^P	1950	Hourly	17.330	18.118	18.778	19.482	20.256	21.061			
			Monthly	2,816.12	2,944.14	3,051.47	3,165.76	3,291.52	3,422.36			
			Annual	33,793.45	35,329.62	36,617.66	37,989.16	39,498.26	41,068.26			
35	X-Ray Technician ^P	1950	Hourly	24.145	25.258	26.416	27.655	28.946	30.290			
			Monthly	3,923.54	4,104.39	4,292.62	4,493.95	4,703.68	4,922.14			
			Annual	47,082.49	49,252.65	51,511.46	53,927.45	56,444.18	59,065.70			
35	X-Ray Technician - PIO ^P	1950	Hourly	23.194	24.274	25.388	26.549	27.814	29.128	30.508		
			Monthly	3,769.09	3,944.47	4,125.60	4,314.26	4,519.74	4,733.33	4,957.61		
			Annual	45,229.03	47,333.70	49,507.26	51,771.09	54,236.83	56,799.96	59,491.38		

SCHEDULE "A" – EFFECTIVE APRIL 1, 2008 – PROFESSIONAL/TECHNICAL SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
41	Dietician ^P	1950	Hourly	25.392	26.262	27.238	28.224	29.267	30.345	31.544	32.753	34.006
			Monthly	4,126.22	4,267.60	4,426.12	4,586.48	4,755.90	4,931.04	5,125.82	5,322.29	5,525.97
			Annual	49,514.60	51,211.23	53,113.39	55,037.71	57,070.85	59,172.49	61,509.89	63,867.44	66,311.64
42	MCWP Counsellor ^P	1950	Hourly	23.861	24.938	26.063	27.265	28.497	29.746	30.907	31.188	
			Monthly	3,877.36	4,052.50	4,235.19	4,430.48	4,630.81	4,833.65	5,022.39	5,068.06	
			Annual	46,528.37	48,630.01	50,822.33	53,165.78	55,569.67	58,003.79	60,268.65	60,816.73	
42 A	MCWP Program Manager ^P	1950	Hourly	28.248	29.096	29.968	30.867	31.794	32.747			
			Monthly	4,590.32	4,728.03	4,869.87	5,015.97	5,166.45	5,321.44			
			Annual	55,083.85	56,736.36	58,438.45	60,191.61	61,997.35	63,857.27			
43	Sage House Program Manager ^P	1950	Hourly	24.906	25.921	26.986	28.131	29.314	30.512	31.628	31.856	32.972
			Monthly	4,047.30	4,212.19	4,385.14	4,571.36	4,763.46	4,958.24	5,139.59	5,176.54	5,357.89
			Annual	48,567.55	50,546.28	52,621.73	54,856.36	57,161.52	59,498.92	61,675.12	62,118.42	64,294.62
44	Lab Tech I ^P	1950	Hourly	24.145	25.258	26.416	27.655	28.946	30.290			
			Monthly	3,923.54	4,104.39	4,292.62	4,493.95	4,703.68	4,922.14			
			Annual	47,082.49	49,252.65	51,511.46	53,927.45	56,444.18	59,065.70			
44	Lab Tech II ^P	1950	Hourly	24.145	25.258	26.416	27.655	28.946	30.290			
			Monthly	3,923.54	4,104.39	4,292.62	4,493.95	4,703.68	4,922.14			
			Annual	47,082.49	49,252.65	51,511.46	53,927.45	56,444.18	59,065.70			
44	Lab Tech II - PIO ^P	1950	Hourly	23.194	24.274	25.388	26.549	27.814	29.128	30.508		
			Monthly	3,769.09	3,944.47	4,125.60	4,314.26	4,519.74	4,733.33	4,957.61		
			Annual	45,229.03	47,333.70	49,507.26	51,771.09	54,236.83	56,799.96	59,491.38		
50	Social Workers - BSW ^P	1950	Hourly	23.861	24.938	26.063	27.265	28.497	29.746	30.907	31.188	
			Monthly	3,877.36	4,052.50	4,235.19	4,430.48	4,630.81	4,833.65	5,022.39	5,068.06	
			Annual	46,528.37	48,630.01	50,822.33	53,165.78	55,569.67	58,003.79	60,268.65	60,816.73	
52	Lab Tech III (Dept. Head) ^P	1950	Hourly	26.851	28.086	29.387	30.739	32.170	33.730	35.348		
			Monthly	4,363.31	4,563.98	4,775.38	4,995.02	5,227.58	5,481.14	5,744.09		
			Annual	52,359.78	54,767.70	57,304.59	59,940.21	62,730.98	65,773.63	68,929.12		
	Pharmacist	1950	Hourly	28.284	29.619	31.072	32.765	34.379	36.047			
			Monthly	4,596.11	4,813.13	5,049.21	5,324.35	5,586.66	5,857.65			
			Annual	55,153.29	57,757.53	60,590.49	63,892.22	67,039.95	70,291.85			
	Senior Pharmacist	1950	Hourly	31.114	32.552	34.253	35.970	37.669	39.505	40.280		
			Monthly	5,056.00	5,289.63	5,566.09	5,845.20	6,121.29	6,419.64	6,545.51		
			Annual	60,672.01	63,475.54	66,793.11	70,142.39	73,455.44	77,035.70	78,546.16		

^P Rates are linked to Professional/Technical sector.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2008 – TRADES SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
12 C	Maintenance Supervisor ^T	1950	Hourly	19.055								
			Monthly	3,096.40								
			Annual	37,156.85								
12 C	Maintenance Supervisor - PIO ^T	1950	Hourly	24.219	24.714							
			Monthly	3,935.61	4,016.00							
			Annual	47,227.34	48,192.04							

^T Rates are linked to Trades sector.

SCHEDULE "A" – EFFECTIVE OCTOBER 1, 2008 – PROFESSIONAL/TECHNICAL SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
35	X-Ray Technician ^P	1950	Hourly	24.711	25.850	27.035	28.304	29.625	31.000			
			Monthly	4,015.56	4,200.60	4,393.20	4,599.41	4,814.00	5,037.50			
			Annual	48,186.71	50,407.24	52,718.45	55,192.87	57,768.04	60,450.00			
44	Lab Tech I ^P	1950	Hourly	24.711	25.850	27.035	28.304	29.625	31.000			
	Lab Tech II ^P		Monthly	4,015.56	4,200.60	4,393.20	4,599.41	4,814.00	5,037.50			
			Annual	48,186.71	50,407.24	52,718.45	55,192.87	57,768.04	60,450.00			
52	Lab Tech III (Dept. Head) ^P	1950	Hourly	27.393	28.652	29.979	31.358	32.819	34.409	36.058		
			Monthly	4,451.30	4,655.99	4,871.60	5,095.60	5,333.03	5,591.46	5,859.45		
			Annual	53,415.64	55,871.92	58,459.18	61,147.19	63,996.40	67,097.49	70,313.43		

^P Rates are linked to Professional/Technical sector.

SCHEDULE "A" – EFFECTIVE OCTOBER 1, 2008 TO MARCH 31, 2012 – NURSING SECTOR CLASSIFICATIONS

Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Licensed Practical Nurse	1950	Hourly	24.539	25.341	26.133	27.097	27.980	28.966	29.998
		Monthly	3,987.56	4,117.84	4,246.66	4,403.30	4,546.76	4,706.90	4,874.66
		Annual	47,850.71	49,414.10	50,959.96	52,839.55	54,561.07	56,482.84	58,495.94
Nurse II - RN	1950	Hourly	32.055	33.174	34.297	35.466	36.610	37.790	
		Monthly	5,209.01	5,390.82	5,573.22	5,763.22	5,949.13	6,140.90	
		Annual	62,508.07	64,689.78	66,878.60	69,158.66	71,389.61	73,690.79	
Prenatal Nurse	1950	Hourly	33.273	34.396	35.567	36.711	37.772	38.929	40.123
		Monthly	5,406.92	5,589.32	5,779.62	5,965.53	6,137.97	6,325.94	6,520.04
		Annual	64,883.02	67,071.82	69,355.44	71,586.36	73,655.67	75,911.22	78,240.49
Reproductive Health Educator Diabetes Educator Team Leader	1950	Hourly	36.329	37.720	39.313	40.858	42.547	44.201	45.923
		Monthly	5,903.46	6,129.48	6,388.29	6,639.49	6,913.82	7,182.58	7,462.48
		Annual	70,841.55	73,553.80	76,659.52	79,673.89	82,965.82	86,190.99	89,549.71
Nurse V	1950	Hourly	41.402	44.440	46.268	48.093	50.063		
		Monthly	6,727.87	7,221.56	7,518.49	7,815.10	8,135.21		
		Annual	80,734.42	86,658.77	90,221.91	93,781.15	97,622.50		
Nursing Team Leader Community Health Nurse - Sage House	1950	Hourly	41.402	44.440	46.268	48.093	50.063		
		Monthly	6,727.87	7,221.56	7,518.49	7,815.10	8,135.21		
		Annual	80,734.42	86,658.77	90,221.91	93,781.15	97,622.50		
Nurse Practitioner	1950	Hourly	41.402	44.440	46.268	48.093	50.063		
		Monthly	6,727.87	7,221.56	7,518.49	7,815.10	8,135.21		
		Annual	80,734.42	86,658.77	90,221.91	93,781.15	97,622.50		

Increases as per the Manitoba Nurses' Union negotiated wage scales.

CUPE LOCAL 2343 AND MOUNT CARMEL CLINIC

SCHEDULE "A" – EFFECTIVE APRIL 1, 2009

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
6	Cook	1950	Hourly	17.389	17.911	18.448	19.001	19.571	20.158			
			Monthly	2,825.69	2,910.46	2,997.77	3,087.71	3,180.34	3,275.75			
			Annual	33,908.26	34,925.51	35,973.28	37,052.48	38,164.05	39,308.97			
8	Housekeeper	1950	Hourly	14.130	14.554	14.991	15.441	15.904	16.381			
			Monthly	2,296.17	2,365.06	2,436.01	2,509.09	2,584.36	2,661.90			
			Annual	27,554.10	28,380.72	29,232.14	30,109.11	31,012.38	31,942.75			
11	Maintenance Worker	1950	Hourly	15.328	15.787	16.261	16.749	17.251	17.769			
			Monthly	2,490.72	2,565.44	2,642.41	2,721.68	2,803.33	2,887.43			
			Annual	29,888.67	30,785.33	31,708.89	32,660.15	33,639.96	34,649.16			
13 F	Nurses' Aide	1950	Hourly	15.147	15.602	16.070	16.552	17.048	17.560			
			Monthly	2,461.42	2,535.26	2,611.32	2,689.66	2,770.35	2,853.46			
			Annual	29,537.02	30,423.13	31,335.83	32,275.90	33,244.18	34,241.50			
15 E	Van Driver	1950	Hourly	15.518	15.984	16.463	16.957	17.466	17.990			
			Monthly	2,521.68	2,597.33	2,675.25	2,755.50	2,838.17	2,923.31			
			Annual	30,260.12	31,167.92	32,102.96	33,066.05	34,058.03	35,079.77			
16	Switchboard/ Receptionist	1950	Hourly	14.686	15.126	15.580	16.048	16.529	17.025			
			Monthly	2,386.44	2,458.04	2,531.78	2,607.73	2,685.96	2,766.54			
			Annual	28,637.33	29,496.45	30,381.35	31,292.79	32,231.57	33,198.52			
16 A	Clerical Support Sage House	1950	Hourly	15.254	15.712	16.183	16.669	17.169	17.684			
			Monthly	2,478.82	2,553.19	2,629.78	2,708.68	2,789.94	2,873.64			
			Annual	29,745.88	30,638.25	31,557.40	32,504.12	33,479.25	34,483.62			
16 A	Clerical Support Sage House - PIO	1950	Hourly	16.395	16.678	16.962	17.244	17.527	17.809			
			Monthly	2,664.23	2,710.25	2,756.27	2,802.10	2,848.12	2,893.95			
			Annual	31,970.75	32,523.01	33,075.27	33,625.21	34,177.47	34,727.41			
16 B	Clerk/Receptionist Medical Clerk Medi. Records Clerk	1950	Hourly	15.834	16.309	16.798	17.302	17.821	18.356			
			Monthly	2,573.04	2,650.23	2,729.74	2,811.63	2,895.98	2,982.86			
			Annual	30,876.51	31,802.80	32,756.89	33,739.60	34,751.78	35,794.34			
16 B	Clerk/Receptionist - PIO Medical Records Clerk - PIO Medical Clerk - PIO	1950	Hourly	17.244	17.527	17.809	18.093	18.377	18.659			
			Monthly	2,802.10	2,848.12	2,893.95	2,940.17	2,986.19	3,032.02			
			Annual	33,625.21	34,177.47	34,727.41	35,282.00	35,834.27	36,384.20			

SCHEDULE "A" – EFFECTIVE APRIL 1, 2009

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
16 C	Finance Clerk	1950	Hourly	16.436	16.929	17.436	17.960	18.498	19.053			
			Monthly	2,670.78	2,750.90	2,833.43	2,918.43	3,005.98	3,096.16			
			Annual	32,049.31	33,010.79	34,001.12	35,021.15	36,071.79	37,153.94			
16 C	Finance Clerk - PIO	1950	Hourly	19.494	20.093	20.718	21.366					
			Monthly	3,167.75	3,265.04	3,366.60	3,472.04					
			Annual	38,013.03	39,180.48	40,399.19	41,664.50					
16 C	DSM: Medical Lab Assistant - PIO	1950	Hourly	16.446	16.939	17.447	17.971	18.498	19.063	19.636		
			Monthly	2,672.46	2,752.64	2,835.06	2,920.23	3,005.92	3,097.80	3,190.88		
			Annual	32,069.54	33,031.71	34,020.72	35,042.77	36,071.01	37,173.58	38,290.60		
16 D	Team Leader Clerical Support	1950	Hourly	17.060	17.571	18.099	18.642	19.201	19.777			
			Monthly	2,772.19	2,855.36	2,941.02	3,029.25	3,120.13	3,213.73			
			Annual	33,266.30	34,264.29	35,292.22	36,350.99	37,441.51	38,564.76			
16 D	Team Leader Clerical Support - PIO	1950	Hourly	19.393	19.676	19.959	20.241	20.524	20.807	21.279		
			Monthly	3,151.44	3,197.27	3,243.29	3,289.12	3,335.14	3,381.16	3,457.87		
			Annual	37,817.29	38,367.23	38,919.49	39,469.42	40,021.69	40,573.95	41,494.39		
16 H	Medical Secretary Outreach Secretary	1950	Hourly	15.865	16.341	16.831	17.336	17.856	18.392			
			Monthly	2,578.06	2,655.40	2,735.07	2,817.12	2,901.63	2,988.68			
			Annual	30,936.76	31,864.86	32,820.80	33,805.43	34,819.59	35,864.18			
16 H	Medical Secretary - PIO Outreach Secretary - PIO	1950	Hourly	17.244	17.527	17.809	18.093	18.377	18.659			
			Monthly	2,802.10	2,848.12	2,893.95	2,940.17	2,986.19	3,032.02			
			Annual	33,625.21	34,177.47	34,727.41	35,282.00	35,834.27	36,384.20			
54	I/T Administrator	1950	Hourly	23.663	24.373	25.104	25.857	26.633	27.432			
			Monthly	3,845.26	3,960.61	4,079.43	4,201.81	4,327.87	4,457.70			
			Annual	46,143.06	47,527.35	48,953.17	50,421.77	51,934.42	53,492.45			
56	Community Outreach Worker	1950	Hourly	18.967	19.536	20.122	20.726	21.348	21.988			
			Monthly	3,082.14	3,174.60	3,269.84	3,367.94	3,468.98	3,573.04			
			Annual	36,985.67	38,095.24	39,238.10	40,415.24	41,627.70	42,876.53			
	Child Care Assistant ¹	1950	Hourly Monthly Annual									To be determined.
	Early Childhood Educator II ¹	1950	Hourly Monthly Annual									To be determined.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2009

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Early Childhood Educator III ¹	1950	Hourly Monthly Annual									To be determined.
NO MATCH	Child Care Assistant - PIO (Exp. Feb. 18, 2009)	1950	Hourly Monthly Annual	15.525 2,522.86 30,274.34	15.847 2,575.10 30,901.17	16.172 2,627.92 31,534.99	16.493 2,680.15 32,161.82					
NO MATCH	Child Care Worker II - PIO (Exp. Feb. 18, 2009)	1950	Hourly Monthly Annual	16.837 2,736.08 32,832.93	17.153 2,787.34 33,448.11	17.522 2,847.35 34,168.15	17.865 2,903.08 34,836.93					
NO MATCH	Early Childhood Educator - PIO (Exp. Feb. 18, 2009)	1950	Hourly Monthly Annual	18.151 2,949.49 35,393.85	18.459 2,999.59 35,995.05	18.871 3,066.58 36,798.98	19.236 3,125.81 37,509.70					
NO MATCH	Infant Development Worker - PIO (Exp. Feb. 18, 2009)	1950	Hourly Monthly Annual	18.151 2,949.49 35,393.85	18.459 2,999.59 35,995.05	18.871 3,066.58 36,798.98	19.236 3,125.81 37,509.70					
NO MATCH	Dental Program Manager	1950	Hourly Monthly Annual	30.004 4,875.62 58,507.40	31.128 5,058.35 60,700.14	32.414 5,267.29 63,207.47	33.665 5,470.60 65,647.22	35.029 5,692.17 68,306.01	36.366 5,909.46 70,913.54	37.758 6,135.69 73,628.26		
NO MATCH	Dental Therapist	1950	Hourly Monthly Annual	29.366 4,771.92 57,263.05	30.490 4,954.65 59,455.80	31.777 5,163.79 61,965.46	33.028 5,367.10 64,405.21	34.392 5,588.67 67,064.00	35.729 5,805.96 69,671.53	37.121 6,032.19 72,386.24		
NO MATCH	Dental Assistant	1950	Hourly Monthly Annual	19.621 3,188.34 38,260.03	20.138 3,272.42 39,269.02	20.698 3,363.49 40,361.90	21.231 3,450.10 41,401.18	21.831 3,547.58 42,570.96	22.447 3,647.59 43,771.03			
NO MATCH	Transportation Aide	1950	Hourly Monthly Annual	11.644 1,892.15 22,705.75	11.887 1,931.57 23,178.79	12.129 1,970.99 23,651.83	12.371 2,010.21 24,122.53					
NO MATCH	Program Coordinator	1950	Hourly Monthly Annual	24.706 4,014.71 48,176.58	25.821 4,195.90 50,350.75	26.985 4,384.99 52,619.90	28.228 4,586.99 55,043.90	29.506 4,794.67 57,536.04	30.799 5,004.76 60,057.09	32.000 5,200.05 62,400.57	32.291 5,247.36 62,968.37	
NO MATCH	Drop In Community Worker	1950	Hourly Monthly Annual	17.654 2,868.78 34,425.41	18.224 2,961.35 35,536.24	18.810 3,056.68 36,680.11	19.420 3,155.78 37,869.40	20.043 3,256.96 39,083.46	20.678 3,360.19 40,322.31			

Rates include 2.9% increase effective April 1, 2008.

¹ Rates determined in accordance with Seven Oaks Child Day Care Centre Inc. collective agreement.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2009 – PROFESSIONAL/TECHNICAL SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
17	Pharmacy Technician ^P	1950	Hourly	17.540	18.335	19.004	19.719	20.501	21.317			
			Monthly	2,850.22	2,979.51	3,088.16	3,204.35	3,331.47	3,463.95			
			Annual	34,202.61	35,754.16	37,057.87	38,452.25	39,977.60	41,567.44			
17	Pharmacy Technician - PIO ^P	1950	Hourly	17.833	18.643	19.323	20.047	20.843	21.671			
			Monthly	2,897.79	3,029.52	3,139.96	3,257.57	3,386.98	3,521.60			
			Annual	34,773.46	36,354.18	37,679.57	39,090.84	40,643.71	42,259.24			
35	X-Ray Technician ^P	1950	Hourly	25.122	26.281	27.486	28.775	30.118	31.517			
			Monthly	4,082.39	4,270.63	4,466.42	4,675.98	4,894.10	5,121.46			
			Annual	48,988.68	51,247.50	53,596.99	56,111.71	58,729.19	61,457.50			
41	Dietician ^P	1950	Hourly	26.129	27.024	28.027	29.043	30.115	31.225	32.458	33.702	34.992
			Monthly	4,245.94	4,391.36	4,554.40	4,719.47	4,893.76	5,074.11	5,274.43	5,476.60	5,686.16
			Annual	50,951.29	52,696.28	54,652.85	56,633.59	58,725.16	60,889.27	63,293.17	65,719.23	68,233.95
42	MCWP Counsellor ^P Research & Evaluation Coordinator	1950	Hourly	24.553	25.662	26.818	28.055	29.324	30.608	31.803	32.092	
			Monthly	3,989.87	4,170.04	4,357.94	4,558.94	4,765.14	4,973.86	5,167.97	5,214.99	
			Annual	47,878.42	50,040.51	52,295.30	54,707.25	57,181.67	59,686.32	62,015.66	62,579.86	
42 A	MCWP Program Manager ^P	1950	Hourly	29.067	29.939	30.838	31.763	32.716	33.697			
			Monthly	4,723.44	4,865.14	5,011.10	5,161.43	5,316.27	5,475.76			
			Annual	56,681.28	58,381.72	60,133.17	61,937.16	63,795.28	65,709.14			
43	Sage House Program Manager ^P	1950	Hourly	25.629	26.672	27.768	28.947	30.164	31.397	32.546	32.779	33.927
			Monthly	4,164.67	4,334.27	4,512.26	4,703.85	4,901.66	5,101.98	5,288.70	5,326.65	5,513.21
			Annual	49,976.03	52,011.18	54,147.08	56,446.20	58,819.87	61,223.76	63,464.44	63,919.83	66,158.50
44	Lab Tech I ^P Lab Tech II ^P	1950	Hourly	25.122	26.281	27.486	28.775	30.118	31.517			
			Monthly	4,082.39	4,270.62	4,466.42	4,675.98	4,894.10	5,121.46			
			Annual	48,988.68	51,247.50	53,596.99	56,111.71	58,729.19	61,457.50			
50	Social Workers - BSW ^P	1950	Hourly	24.553	25.662	26.818	28.055	29.324	30.608	31.803	32.092	
			Monthly	3,989.87	4,170.04	4,357.94	4,558.94	4,765.14	4,973.86	5,167.97	5,214.99	
			Annual	47,878.42	50,040.51	52,295.30	54,707.25	57,181.67	59,686.32	62,015.66	62,579.86	
52	Lab Tech III (Dept. Head) ^P	1950	Hourly	27.785	29.064	30.410	31.808	33.290	34.902	36.575		
			Monthly	4,515.11	4,722.82	4,941.62	5,168.81	5,409.60	5,671.55	5,943.41		
			Annual	54,181.34	56,673.89	59,299.44	62,025.73	64,915.24	68,058.64	71,320.93		
	Pharmacist	1950	Hourly	29.104	30.478	31.973	33.715	35.376	37.092			
			Monthly	4,729.39	4,952.71	5,195.63	5,478.76	5,748.68	6,027.53			
			Annual	56,752.73	59,432.50	62,347.61	65,745.09	68,984.11	72,330.32			

SCHEDULE "A" – EFFECTIVE APRIL 1, 2009 – PROFESSIONAL/TECHNICAL SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Senior Pharmacist	1950	Hourly	32,016	33,496	35,246	37,014	38,762	40,651	41,448		
			Monthly	5,202.63	5,443.03	5,727.51	6,014.71	6,298.80	6,605.81	6,735.33		
			Annual	62,431.50	65,316.33	68,730.11	72,176.52	75,585.65	79,269.74	80,324.00		

^P Rates are linked to Professional/Technical sector.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2009 – TRADES SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
12 C	Maintenance Supervisor ^T	1950	Hourly	19,608								
			Monthly	3,186.27								
			Annual	38,235.29								
12 C	Maintenance Supervisor - PIO ^T	1950	Hourly	24,922	25,431							
			Monthly	4,049.74	4,132.47							
			Annual	48,596.93	49,589.61							

^T Rates are linked to Trades sector.

SCHEDULE "A" – EFFECTIVE OCTOBER 1, 2009 – PROFESSIONAL/TECHNICAL SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
35	X-Ray Technician ^P	1950	Hourly	25,535	26,712	27,936	29,247	30,611	32,033			
			Monthly	4,149.39	4,340.65	4,539.63	4,752.71	4,974.36	5,205.42			
			Annual	49,792.67	52,087.75	54,475.53	57,032.56	59,692.36	62,465.00			
44	Lab Tech I ^P	1950	Hourly	25,535	26,712	27,936	29,247	30,611	32,033			
	Lab Tech II ^P		Monthly	4,149.39	4,340.65	4,539.63	4,752.71	4,974.36	5,205.42			
			Annual	49,792.67	52,087.75	54,475.53	57,032.56	59,692.36	62,465.00			
52	Lab Tech III (Dept. Head) ^P	1950	Hourly	28,180	29,476	30,841	32,259	33,762	35,396	37,092		
			Monthly	4,579.26	4,789.82	5,011.64	5,242.02	5,486.34	5,751.82	6,027.37		
			Annual	54,951.07	57,477.88	60,139.69	62,904.27	65,836.10	69,021.81	72,328.43		

^P Rates are linked to Professional/Technical sector.

CUPE LOCAL 2343 AND MOUNT CARMEL CLINIC

SCHEDULE "A" – EFFECTIVE APRIL 1, 2010

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
6	Cook	1950	Hourly	17.893	18.430	18.983	19.552	20.139	20.743			
			Monthly	2,907.63	2,994.86	3,084.71	3,177.25	3,272.57	3,370.74			
			Annual	34,891.60	35,938.35	37,016.50	38,127.00	39,270.81	40,448.93			
8	Housekeeper	1950	Hourly	14.540	14.976	15.426	15.888	16.365	16.856			
			Monthly	2,362.76	2,433.65	2,506.66	2,581.86	2,659.31	2,739.09			
			Annual	28,353.17	29,203.76	30,079.87	30,982.27	31,911.74	32,869.09			
11	Maintenance Worker	1950	Hourly	15.772	16.245	16.733	17.235	17.752	18.284			
			Monthly	2,562.95	2,639.84	2,719.04	2,800.61	2,884.63	2,971.17			
			Annual	30,755.44	31,678.10	32,628.44	33,607.30	34,615.52	35,653.98			
13	F Nurses' Aide	1950	Hourly	15.586	16.054	16.536	17.032	17.543	18.069			
			Monthly	2,532.80	2,608.78	2,687.05	2,767.66	2,850.69	2,936.21			
			Annual	30,393.59	31,305.40	32,244.56	33,211.90	34,208.26	35,234.51			
15	E Van Driver	1950	Hourly	15.968	16.447	16.940	17.449	17.972	18.511			
			Monthly	2,594.81	2,672.65	2,752.83	2,835.41	2,920.48	3,008.09			
			Annual	31,137.66	32,071.79	33,033.94	34,024.96	35,045.71	36,097.08			
16	Switchboard/ Receptionist	1950	Hourly	15.112	15.565	16.032	16.513	17.008	17.519			
			Monthly	2,455.65	2,529.32	2,605.20	2,683.36	2,763.86	2,846.77			
			Annual	29,467.82	30,351.85	31,262.41	32,200.28	33,166.29	34,161.28			
16	A Clerical Support Sage House	1950	Hourly	15.697	16.168	16.653	17.152	17.667	18.197			
			Monthly	2,550.71	2,627.23	2,706.05	2,787.23	2,870.85	2,956.97			
			Annual	30,608.51	31,526.76	32,472.57	33,446.74	34,450.14	35,483.65			
16	A Clerical Support Sage House - PIO	1950	Hourly	16.871	17.162	17.454	17.744	18.035	18.325			
			Monthly	2,741.49	2,788.85	2,836.20	2,883.36	2,930.72	2,977.88			
			Annual	32,897.90	33,466.18	34,034.46	34,600.34	35,168.62	35,734.50			
16	B Clerk/Receptionist Medical Clerk Medical Records Clerk	1950	Hourly	16.293	16.782	17.286	17.804	18.338	18.888			
			Monthly	2,647.66	2,727.09	2,808.90	2,893.17	2,979.97	3,069.36			
			Annual	31,771.93	32,725.09	33,706.84	34,718.04	35,759.58	36,832.37			
16	B Clerk/Receptionist - PIO Medical Records Clerk - PIO Medical Clerk - PIO	1950	Hourly	17.744	18.035	18.325	18.618	18.909	19.200			
			Monthly	2,883.36	2,930.72	2,977.88	3,025.43	3,072.79	3,119.95			
			Annual	34,600.34	35,168.62	35,734.50	36,305.18	36,873.46	37,439.34			

SCHEDULE "A" – EFFECTIVE APRIL 1, 2010

Stand.	Group #	Classification	Annual Hours	Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	16	C	Finance Clerk	1950	Hourly	16.912	17.420	17.942	18.480	19.035	19.606	
					Monthly	2,748.23	2,830.68	2,915.60	3,003.06	3,093.16	3,185.95	
					Annual	32,978.74	33,968.11	34,987.15	36,036.76	37,117.87	38,231.40	
	16	C	Finance Clerk - PIO	1950	Hourly	20.059	20.675	21.318	21.986			
					Monthly	3,259.62	3,359.73	3,464.23	3,572.73			
					Annual	39,115.41	40,316.71	41,570.76	42,872.77			
	16	C	DSM: Medical Lab Assistant - PIO	1950	Hourly	16.923	17.431	17.952	18.492	19.034	19.616	20.206
					Monthly	2,749.96	2,832.47	2,917.28	3,004.92	3,093.09	3,187.63	3,283.42
					Annual	32,999.56	33,989.63	35,007.32	36,059.01	37,117.07	38,251.61	39,401.03
	16	D	Team Leader Clerical Support	1950	Hourly	17.554	18.081	18.623	19.182	19.758	20.350	
					Monthly	2,852.59	2,938.16	3,026.31	3,117.10	3,210.61	3,306.93	
					Annual	34,231.02	35,257.95	36,315.69	37,405.16	38,527.32	39,683.14	
	16	D	Team Leader Clerical Support - PIO	1950	Hourly	19.956	20.246	20.538	20.828	21.119	21.411	21.896
					Monthly	3,242.83	3,289.99	3,337.35	3,384.50	3,431.86	3,479.22	3,558.14
					Annual	38,913.99	39,479.87	40,048.15	40,614.04	41,182.32	41,750.60	42,697.73
	16	H	Medical Secretary Outreach Secretary	1950	Hourly	16.325	16.815	17.319	17.839	18.374	18.925	
					Monthly	2,652.83	2,732.41	2,814.38	2,898.82	2,985.78	3,075.35	
					Annual	31,833.92	32,788.94	33,772.61	34,785.79	35,829.36	36,904.24	
	16	H	Medical Secretary - PIO Outreach Secretary - PIO	1950	Hourly	17.744	18.035	18.325	18.618	18.909	19.200	
					Monthly	2,883.36	2,930.72	2,977.88	3,025.43	3,072.79	3,119.95	
					Annual	34,600.34	35,168.62	35,734.50	36,305.18	36,873.46	37,439.34	
	54		I/T Administrator	1950	Hourly	24.349	25.080	25.832	26.607	27.405	28.228	
					Monthly	3,956.77	4,075.47	4,197.73	4,323.67	4,453.38	4,586.98	
					Annual	47,481.21	48,905.65	50,372.81	51,884.00	53,440.52	55,043.73	
	56		Community Outreach Worker	1950	Hourly	19.517	20.103	20.706	21.327	21.967	22.626	
					Monthly	3,171.52	3,266.67	3,364.67	3,465.61	3,569.58	3,676.66	
					Annual	38,058.26	39,200.01	40,376.01	41,587.29	42,834.90	44,119.95	
NO MATCH		Child Care Assistant ¹	1950	Hourly								
					Monthly							
					Annual							
NO MATCH		Early Childhood Educator II ¹	1950	Hourly								
					Monthly							
					Annual							

To be determined.

To be determined.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2010

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
NO MATCH	Early Childhood Educator III ¹	1950	Hourly Monthly Annual									To be determined.
NO MATCH	Child Care Assistant - PIO (Expired 18-Feb-09)	1950	Hourly Monthly Annual	15.976 2,596.02 31,152.29	16.306 2,649.78 31,797.30	16.641 2,704.13 32,449.51	16.972 2,757.88 33,094.52					
NO MATCH	Child Care Worker II - PIO (Expired 18-Feb-09)	1950	Hourly Monthly Annual	17.326 2,815.42 33,785.09	17.650 2,868.18 34,418.11	18.030 2,929.92 35,159.03	18.383 2,987.27 35,847.20					
NO MATCH	Early Childhood Educator - PIO (Expired 18-Feb-09)	1950	Hourly Monthly Annual	18.677 3,035.02 36,420.27	18.994 3,086.58 37,038.91	19.419 3,155.51 37,866.15	19.794 3,216.46 38,597.48					
NO MATCH	Infant Development Worker - PIO (Expired 18-Feb-09)	1950	Hourly Monthly Annual	18.677 3,035.02 36,420.27	18.994 3,086.58 37,038.91	19.419 3,155.51 37,866.15	19.794 3,216.46 38,597.48					
NO MATCH	Dental Program Manager	1950	Hourly Monthly Annual	30.874 5,017.01 60,204.11	32.031 5,205.04 62,460.45	33.354 5,420.04 65,040.49	34.642 5,629.25 67,550.99	36.045 5,857.24 70,286.89	37.421 6,080.84 72,970.03	38.853 6,313.62 75,763.47		
NO MATCH	Dental Therapist	1950	Hourly Monthly Annual	30.217 4,910.31 58,923.68	31.374 5,098.33 61,180.02	32.699 5,313.54 63,762.46	33.986 5,522.75 66,272.96	35.389 5,750.74 69,008.86	36.765 5,974.33 71,692.00	38.198 6,207.12 74,485.44		
NO MATCH	Dental Assistant	1950	Hourly Monthly Annual	20.190 3,280.80 39,369.58	20.722 3,367.32 40,407.83	21.299 3,461.03 41,532.40	21.847 3,550.15 42,601.82	22.464 3,650.46 43,805.52	23.098 3,753.37 45,040.39			
NO MATCH	Transportation Aide Program	1950	Hourly Monthly Annual	11.982 1,947.02 23,364.22	12.231 1,987.58 23,850.98	12.481 2,028.14 24,337.73	12.729 2,068.51 24,822.09					
NO MATCH	Coordinator	1950	Hourly Monthly Annual	25.422 4,131.14 49,573.70	26.570 4,317.58 51,810.92	27.767 4,512.16 54,145.87	29.046 4,720.01 56,640.18	30.361 4,933.72 59,204.59	31.692 5,149.90 61,798.75	32.928 5,350.85 64,210.19	33.228 5,399.54 64,794.46	
NO MATCH	Drop In Community Worker	1950	Hourly Monthly Annual	18.166 2,951.98 35,423.75	18.752 3,047.23 36,566.79	19.356 3,145.32 37,743.83	19.983 3,247.30 38,967.61	20.624 3,351.41 40,216.88	21.278 3,457.64 41,491.65			

Rates include 2.9% increase effective April 1, 2008.

¹ Rates determined in accordance with Seven Oaks Child Day Care Centre Inc. collective agreement.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2010 – PROFESSIONAL/TECHNICAL SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
17	Pharmacy Technician ^P	1950	Hourly Monthly Annual									To be determined
17	Pharmacy Technician - PIO ^P	1950	Hourly Monthly Annual									To be determined
35	X-Ray Technician ^P	1950	Hourly Monthly Annual	26.358 4,283.22 51,398.62	27.573 4,480.69 53,768.26	28.837 4,686.05 56,232.61	30.191 4,906.02 58,872.26	31.598 5,134.72 61,616.69	33.067 5,373.33 64,480.00			
41	Dietician ^P	1950	Hourly Monthly Annual									To be determined
42	MCWP Counsellor ^P Research & Evaluation Coordinator ^P	1950	Hourly Monthly Annual									To be determined
42 A	MCWP Program Manager ^P	1950	Hourly Monthly Annual									To be determined
43	Sage House Program Manager ^P	1950	Hourly Monthly Annual									To be determined
44	Lab Tech I ^P Lab Tech II ^P	1950	Hourly Monthly Annual	26.358 4,283.22 51,398.62	27.573 4,480.69 53,768.26	28.837 4,686.05 56,232.61	30.191 4,906.02 58,872.26	31.598 5,134.72 61,616.69	33.067 5,373.33 64,480.00			
50	Social Workers - BSW ^P	1950	Hourly Monthly Annual									To be determined
52	Lab Tech III (Dept. Head) ^P	1950	Hourly Monthly Annual	28.967 4,707.21 56,486.50	30.299 4,923.65 59,083.83	31.703 5,151.68 61,820.20	33.160 5,388.45 64,661.35	34.706 5,639.65 67,675.79	36.383 5,912.18 70,946.14	38.125 6,195.29 74,343.43		
	Pharmacist ^P	1950	Hourly Monthly Annual									To be determined

SCHEDULE "A" – EFFECTIVE APRIL 1, 2010 – PROFESSIONAL/TECHNICAL SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Senior Pharmacist ^P	1950	Hourly Monthly Annual									
												To be determined

^P Rates are linked to Professional/Technical sector.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2010 – TRADES SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
12 C	Maintenance Supervisor ^T	1950	Hourly Monthly Annual	20.176 3,278.68 39,344.11								
12 C	Maintenance Supervisor - PIO ^T	1950	Hourly Monthly Annual	25.644 4,167.19 50,006.24	26.168 4,252.31 51,027.71							

^T Rates are linked to Trades sector.

CUPE LOCAL 2343 AND MOUNT CARMEL CLINIC

SCHEDULE "A" – EFFECTIVE APRIL 1, 2011

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
6	Cook	1950	Hourly	18.412	18.964	19.533	20.119	20.723	21.345			
			Monthly	2,991.96	3,081.71	3,174.17	3,269.39	3,367.47	3,468.50			
			Annual	35,903.46	36,980.56	38,089.98	39,232.68	40,409.66	41,621.95			
8	Housekeeper	1950	Hourly	14.962	15.411	15.873	16.349	16.840	17.345			
			Monthly	2,431.28	2,504.22	2,579.35	2,656.73	2,736.43	2,818.52			
			Annual	29,175.41	30,050.67	30,952.19	31,880.75	32,837.18	33,822.29			
11	Maintenance Worker	1950	Hourly	16.229	16.716	17.218	17.734	18.266	18.814			
			Monthly	2,637.28	2,716.40	2,797.89	2,881.83	2,968.28	3,057.33			
			Annual	31,647.35	32,596.77	33,574.67	34,581.91	35,619.37	36,687.95			
13	F Nurses' Aide	1950	Hourly	16.038	16.520	17.015	17.526	18.051	18.593			
			Monthly	2,606.25	2,684.44	2,764.97	2,847.92	2,933.36	3,021.36			
			Annual	31,275.01	32,213.26	33,179.66	34,175.05	35,200.30	36,256.31			
15	E Van Driver	1950	Hourly	16.431	16.924	17.432	17.955	18.493	19.048			
			Monthly	2,670.05	2,750.16	2,832.66	2,917.64	3,005.17	3,095.32			
			Annual	32,040.65	33,001.87	33,991.93	35,011.69	36,062.04	37,143.90			
16	Switchboard/ Receptionist	1950	Hourly	15.550	16.016	16.497	16.992	17.502	18.027			
			Monthly	2,526.87	2,602.67	2,680.75	2,761.17	2,844.01	2,929.33			
			Annual	30,322.38	31,232.06	32,169.02	33,134.09	34,128.11	35,151.95			
16	A Clerical Support Sage House	1950	Hourly	16.152	16.636	17.136	17.650	18.179	18.724			
			Monthly	2,624.68	2,703.42	2,784.52	2,868.06	2,954.10	3,042.72			
			Annual	31,496.15	32,441.04	33,414.27	34,416.70	35,449.20	36,512.67			
16	A Clerical Support Sage House - PIO	1950	Hourly	17.360	17.660	17.960	18.258	18.558	18.857			
			Monthly	2,820.99	2,869.72	2,918.45	2,966.98	3,015.71	3,064.23			
			Annual	33,851.94	34,436.70	35,021.46	35,603.75	36,188.51	36,770.80			
16	B Clerk/Receptionist Medical Clerk Medical Records Clerk	1950	Hourly	16.766	17.269	17.787	18.320	18.870	19.436			
			Monthly	2,724.44	2,806.18	2,890.36	2,977.07	3,066.38	3,158.38			
			Annual	32,693.31	33,674.11	34,684.34	35,724.87	36,796.61	37,900.51			
16	B Clerk/Receptionist - PIO Medical Records Clerk - PIO Medical Clerk - PIO	1950	Hourly	18.258	18.558	18.857	19.158	19.458	19.756			
			Monthly	2,966.98	3,015.71	3,064.23	3,113.17	3,161.90	3,210.42			
			Annual	35,603.75	36,188.51	36,770.80	37,358.03	37,942.79	38,525.08			

SCHEDULE "A" – EFFECTIVE APRIL 1, 2011

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
16 C	Finance Clerk	1950	Hourly	17.403	17.925	18.462	19.016	19.587	20.174			
			Monthly	2,827.93	2,912.77	3,000.15	3,090.15	3,182.86	3,278.34			
			Annual	33,935.13	34,953.18	36,001.78	37,081.83	38,194.29	39,340.11			
16 C	Finance Clerk - PIO	1950	Hourly	20.641	21.275	21.937	22.624					
			Monthly	3,354.15	3,457.16	3,564.69	3,676.34					
			Annual	40,249.76	41,485.89	42,776.31	44,116.08					
16 C	DSM: Medical Lab Assistant - PIO	1950	Hourly	17.414	17.936	18.473	19.028	19.586	20.185	20.792		
			Monthly	2,829.71	2,914.61	3,001.88	3,092.06	3,182.79	3,280.08	3,378.64		
			Annual	33,956.54	34,975.33	36,022.53	37,104.72	38,193.46	39,360.91	40,543.66		
16 D	Team Leader Clerical Support	1950	Hourly	18.063	18.605	19.164	19.738	20.331	20.940			
			Monthly	2,935.31	3,023.37	3,114.07	3,207.49	3,303.72	3,402.83			
			Annual	35,223.72	36,280.43	37,368.85	38,489.91	39,644.61	40,833.95			
16 D	Team Leader Clerical Support - PIO	1950	Hourly	20.535	20.833	21.133	21.432	21.732	22.031	22.531		
			Monthly	3,336.87	3,385.40	3,434.13	3,482.65	3,531.38	3,580.11	3,661.33		
			Annual	40,042.50	40,624.79	41,209.55	41,791.84	42,376.60	42,961.36	43,935.96		
16 H	Medical Secretary Outreach Secretary	1950	Hourly	16.799	17.302	17.822	18.356	18.907	19.474			
			Monthly	2,729.76	2,811.65	2,896.00	2,982.88	3,072.37	3,164.54			
			Annual	32,757.11	33,739.82	34,752.01	35,794.57	36,868.41	37,974.46			
16 H	Medical Secretary - PIO Outreach Secretary - PIO	1950	Hourly	18.258	18.558	18.857	19.158	19.458	19.756			
			Monthly	2,966.98	3,015.71	3,064.23	3,113.17	3,161.90	3,210.42			
			Annual	35,603.75	36,188.51	36,770.80	37,358.03	37,942.79	38,525.08			
54	I/T Administrator	1950	Hourly	25.055	25.807	26.581	27.379	28.200	29.046			
			Monthly	4,071.51	4,193.66	4,319.47	4,449.05	4,582.52	4,720.00			
			Annual	48,858.16	50,323.91	51,833.63	53,388.64	54,990.29	56,640.00			
56	Community Outreach Worker	1950	Hourly	20.083	20.686	21.306	21.945	22.604	23.282			
			Monthly	3,263.50	3,361.40	3,462.24	3,566.11	3,673.09	3,783.29			
			Annual	39,161.95	40,336.81	41,546.91	42,793.32	44,077.12	45,399.43			
	Child Care Assistant ¹	1950	Hourly									
			Monthly									
			Annual									
	Early Childhood Educator II ¹	1950	Hourly									
			Monthly									
			Annual									

To be determined.

To be determined.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2011

Stand. Group #	Classification	Annual Hours		Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Early Childhood Educator III ¹	1950	Hourly Monthly Annual									To be determined.
NO MATCH	Child Care Assistant - PIO (Expired 19-Feb-09)	1950	Hourly Monthly Annual	16.439 2,671.31 32,055.71	16.779 2,726.62 32,719.43	17.123 2,782.55 33,390.54	17.464 2,837.85 34,054.26					
NO MATCH	Child Care Worker II - PIO (Expired 19-Feb-09)	1950	Hourly Monthly Annual	17.828 2,897.07 34,764.85	18.162 2,951.35 35,416.23	18.553 3,014.89 36,178.64	18.916 3,073.90 36,886.77					
NO MATCH	Early Childhood Educator - PIO (Expired 19-Feb-09)	1950	Hourly Monthly Annual	19.219 3,123.04 37,476.46	19.545 3,176.09 38,113.04	19.982 3,247.02 38,964.27	20.368 3,309.73 39,716.81					
NO MATCH	Infant Development Worker - PIO (Expired 19-Feb-09)	1950	Hourly Monthly Annual	19.219 3,123.04 37,476.46	19.545 3,176.09 38,113.04	19.982 3,247.02 38,964.27	20.368 3,309.73 39,716.81					
NO MATCH	Dental Program Manager	1950	Hourly Monthly Annual	31.769 5,162.50 61,950.03	32.960 5,355.98 64,271.80	34.321 5,577.22 66,926.66	35.646 5,792.50 69,509.97	37.090 6,027.10 72,325.21	38.506 6,257.18 75,086.16	39.980 6,496.72 77,960.62		
NO MATCH	Dental Therapist	1950	Hourly Monthly Annual	31.094 5,052.71 60,632.47	32.284 5,246.19 62,954.24	33.647 5,467.63 65,611.57	34.972 5,682.91 68,194.87	36.415 5,917.51 71,010.11	37.831 6,147.59 73,771.07	39.305 6,387.13 76,645.52		
NO MATCH	Dental Assistant	1950	Hourly Monthly Annual	20.775 3,375.94 40,511.29	21.323 3,464.97 41,579.65	21.916 3,561.40 42,736.84	22.481 3,653.11 43,837.27	23.116 3,756.32 45,075.88	23.767 3,862.21 46,346.56			
NO MATCH	Transportation Aide	1950	Hourly Monthly Annual	12.329 2,003.48 24,041.78	12.586 2,045.22 24,542.65	12.843 2,086.96 25,043.52	13.098 2,128.49 25,541.93					
NO MATCH	Program Coordinator	1950	Hourly Monthly Annual	26.160 4,250.94 51,011.34	27.340 4,442.79 53,313.44	28.572 4,643.01 55,716.11	29.889 4,856.90 58,282.74	31.242 5,076.79 60,921.52	32.611 5,299.24 63,590.91	33.883 5,506.02 66,072.28	34.192 5,556.12 66,673.50	
NO MATCH	Drop In Community Worker	1950	Hourly Monthly Annual	18.693 3,037.59 36,451.03	19.296 3,135.60 37,627.23	19.917 3,236.53 38,838.40	20.563 3,341.47 40,097.67	21.222 3,448.60 41,383.17	21.895 3,557.91 42,694.91			

Rates include 2.9% increase effective April 1, 2008.

¹ Rates determined in accordance with Seven Oaks Child Day Care Centre Inc. collective agreement.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2011 – PROFESSIONAL/TECHNICAL SECTOR CLASSIFICATIONS

Stand. Group #	Classification	Annual Hours	Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
17	Pharmacy Technician ^P	1950	Hourly Monthly Annual								To be determined.
17	Pharmacy Technician - PIO ^P	1950	Hourly Monthly Annual								To be determined.
35	X-Ray Technician ^P	1950	Hourly Monthly Annual								To be determined.
41	Dietician ^P	1950	Hourly Monthly Annual								To be determined.
42	MCWP Counsellor ^P Research & Evaluation Coord.	1950	Hourly Monthly Annual								To be determined.
42 A	MCWP Program Manager ^P	1950	Hourly Monthly Annual								To be determined.
43	Sage House Program Manager ^P	1950	Hourly Monthly Annual								To be determined.
44	Lab Tech I ^P Lab Tech II ^P	1950	Hourly Monthly Annual								To be determined.
50	Social Workers - BSW ^P	1950	Hourly Monthly Annual								To be determined.
52	Lab Tech III (Dept. Head) ^P	1950	Hourly Monthly Annual								To be determined.
	Pharmacist	1950	Hourly Monthly Annual								To be determined.
	Senior Pharmacist	1950	Hourly Monthly								To be determined.

^P Rates are linked to Professional/Technical sector.

SCHEDULE "A" – EFFECTIVE APRIL 1, 2011 – TRADES SECTOR CLASSIFICATIONS

Stand.	Group #	Classification	Annual Hours	Start	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	12	C	Maintenance Supervisor ^T	1950	Hourly	20.762						
					Monthly	3,373.76						
					Annual	40,485.09						
	12	C	Maintenance Supervisor - PIO ^T	1950	Hourly	26.388	26.927					
					Monthly	4,288.04	4,375.63					
					Annual	51,456.42	52,507.51					

^T Rates are linked to Trades sector.