

Collective Agreement

Between

Alberta Health Services

and

**Alberta Union of Provincial Employees
(on behalf of the Bargaining Units listed in Appendix A)**

Expires March 31, 2011

General Support Services

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COLLECTIVE AGREEMENT made this ____ day of _____, 2010

BETWEEN

ALBERTA HEALTH SERVICES
(hereinafter referred to as the "Employer")

OF THE FIRST PART

AND

THE ALBERTA UNION OF PROVINCIAL EMPLOYEES,
on behalf of those bargaining units listed in Appendix A
(hereinafter referred to as the "Union")

OF THE SECOND PART

PREAMBLE AND PURPOSE

WHEREAS the Parties acknowledge that their primary purpose is to provide quality health care, and believe this purpose can be achieved most readily when harmonious relations exist between the Employer and its Employees.

NOW THEREFORE THIS COLLECTIVE AGREEMENT WITNESSETH that the Parties hereto in consideration of the covenants herein contained do agree with each other as follows:

ARTICLE 1

DEFINITIONS

1.01 In this Collective Agreement unless the context otherwise requires:

- (a) "Code" means the Alberta Labour Relations Code, or as such act may be amended from time-to-time as the case requires.
- (b) "Union" means the Alberta Union of Provincial Employees.
- (c) "Employer" means Alberta Health Services.
- (d) "Local" means Locals of the Alberta Union of Provincial Employees as identified in the Appendix A of this Collective Agreement.
- (e) "EMAC" means Employee Management Advisory Committee.
- (f) "Member" means an Employee of Alberta Health Services who is included in this Collective Agreement and who is a member of the Local.

- (g) “Employee” means any person employed in a job classification covered by this Collective Agreement and whose service is designated as:
1. “Regular Full-time”, an Employee who occupies a permanently established Full-time position and who has successfully completed the specified probationary period; and has since remained continuously employed as a Regular Employee; or
 2. “Regular Part-time”, an Employee who occupies a permanently established Part-time position requiring the incumbent to make available his services for not less than zero point four (0.4) FTE in each fourteen (14) day period throughout the year, and who has successfully completed the specified probationary period, and has since remained continuously employed as a Regular Employee. A Part-time Employee will work a minimum of three (3) hours per shift.
 3. “Temporary Employee”, an Employee who is hired on a Temporary basis for a Full or Part-time position:
 - (i) for a specific job of more than three (3) months and less than six (6) months. If the term of employment of a Temporary Employee is extended or if the Temporary Employee is rehired within thirty (30) calendar days for the same job, or is employed on a continuous basis for more than six (6) months, a Temporary Employee shall become a Regular Full-time or Regular Part-time Employee as the case may be, unless otherwise mutually agreed by the parties; or
 - (ii) to replace a Full-time or Part-time Employee who is on an approved leave of absence or is on a leave due to illness or injury where the Employee on leave has indicated to the Employer that the duration of such leave will be in excess of three (3) months; or
 - (iii) At the conclusion of a temporary assignment the Employee shall revert to their previous position or status.
 4. “Casual Employee” shall mean an Employee:
 - (i) who is not hired within the definition of an Employee described in Clause 1.01(g)(1), (2), or (3) and is required to work on a call in basis and/or may be prescheduled for a specific job of less than three (3) months or for relief work, or;

- (ii) is regularly scheduled on a part-time basis for less than zero point four (0.4) FTE in each fourteen (14) day period. A Casual Employee who is so scheduled may pick up extra shifts as described in Clause 1.01(g)(4)(i). If the regularly scheduled hours exceed zero point four (0.4) FTE in a fourteen (14) day period then the Employee shall become Regular Part-time as in Clause 1.01(g)(2).
- (h) "Regularly Scheduled" shall mean the scheduling of work in a manner requiring an Employee to be available for the performance of assigned duties on specific days.
- (i) Throughout this Collective Agreement, a word used in the masculine gender applies also in the feminine gender and a word used in the singular applies also in the plural, unless the context otherwise requires.
- (j) "Vacation" shall mean annual vacation at the Basic Rate of Pay.
- (k) "Basic Rate of Pay" shall mean the applicable rate specified in the Pay Classifications.
- (l) "Cycle of Shift Schedule" shall be defined as that period of time which is required for a shift schedule to repeat itself or two (2) weeks whichever is greater and shall not exceed fifteen (15) weeks.
- (m) "Shift" means a daily tour of duty exclusive of overtime hours.
- (n) "Regular Hours Worked" shall mean those hours worked and paid at the Basic Rate of Pay.
- (o) "Ad Hoc Position" means a position established on an ad hoc basis whereby the Employer acts as the agent for a funding authority and shall not be included within the scope of this Collective Agreement.
- (p) "Site" means the building or series of proximate buildings established by the Employer at or out of which the Employee works.
- (q) "Chapter" means a component of a Local established to facilitate the collective bargaining and contract administration of the Union as determined by AUPE.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions

NOTE: Transitional issues detailed in Letter of Understanding #18 on Transitional Provisions

ARTICLE 2

TERM OF COLLECTIVE AGREEMENT

- 2.01 (a) This Collective Agreement shall take effect as of the date of signing and shall remain in full force and effect until March 31, 2011 and from year-to-year thereafter unless notice is served by either Party pursuant to the Code.
- (b) Unless otherwise specified herein, amendments made to this Collective Agreement by Alberta Health Services and the Alberta Union of Provincial Employees, resulting from the Regional Health Authority Bargaining Regulation, will be in force and effect from the date upon which the Alberta Union of Provincial Employees and Alberta Health Services exchange notice of ratification May 27, 2010 of the terms of this Collective Agreement, up to and including March 31, 2011, and from year-to-year thereafter unless notice, in writing, is given by either Party to the other Party not less than sixty (60) days nor more than one hundred twenty (120) days prior to the expiration date of its desire to amend this Collective Agreement.

2.02 Where notice is served by either Party under the Code, provisions of this Collective Agreement shall continue until:

- (a) Settlement is agreed upon and a new Collective Agreement signed.
- (b) If the settlement is not agreed upon, then this Collective Agreement shall remain in effect until a new Collective Agreement is signed as provided in the Code.

2.03 Any notice required hereunder to be given shall be deemed to have been sufficiently served if personally delivered or mailed in a prepaid registered envelope, or by receipted courier, addressed in the case of the Employer to:

President and Chief Executive Officer
Alberta Health Services
Capital Health Centre
100 North Tower, 10030 – 107 Street
EDMONTON AB T5J 3E4

and in the case of the Union to:

The President
Alberta Union of Provincial Employees
10451 - 170 Street NW
EDMONTON AB T5P 4S7

- 2.04 An Employee whose employment has terminated prior to the signing of this Collective Agreement is eligible to receive retroactively any increase in wages, which he would have received but for the termination of employment, upon the submission of a written application to the Employer during the period between the expiry date of the preceding Collective Agreement and sixty (60) calendar days after the signing of this Collective Agreement.
- 2.05 All other benefits granted pursuant to this Collective Agreement shall be effective from the date of signing.

ARTICLE 3

APPLICATION

- 3.01 This Collective Agreement shall not be changed after the effective date hereof save in accordance with the collective bargaining procedure as provided in the Code.
- 3.02 Employees shall be compensated for work performed in accordance with the schedule of the Basic Rate of Pay as set out in the salary schedule.
- 3.03 In the event any provision of this Collective Agreement is in conflict with any present or future statute of the Province of Alberta applicable to the Employer, the Section so affected shall be altered or amended forthwith in a manner agreeable to both Parties so as to incorporate required changes. Such action shall not affect any other provisions of this Collective Agreement.
- 3.04 The Parties agree that negotiations during the life of this Collective Agreement can only be reopened on any part thereof if the opening is mutually acceptable to both Parties.
- 3.05 Where a difference arises out of a provision contained in this Collective Agreement and the subject matter is covered by the Employer's policies, regulations, guidelines or directives, the Collective Agreement shall supercede the policies, regulations, guidelines or directives.

ARTICLE 4

NEGOTIATIONS

- 4.01 Negotiations shall be conducted in accordance with the provisions of the appropriate Legislation.

ARTICLE 5

MANAGEMENT RIGHTS

- 5.01 The Employer reserves all rights not specifically restricted or abrogated by the provisions of this Collective Agreement.

ARTICLE 6

UNION RECOGNITION

- 6.01 The Employer recognizes the Union as the sole bargaining agent for all Employees covered by this Collective Agreement as described in the certificate issued pursuant to the Code and amendments thereto, or where the Union is deemed certified, the Employer recognizes the Union as the sole bargaining agent for all Employees employed in a job classification listed for Alberta Health Services.
- 6.02 No Employee shall be required or permitted to make any written or verbal agreement which may be in conflict with the terms of this Collective Agreement.
- 6.03 Persons whose jobs are not in the bargaining unit shall not work on a job which is included in the bargaining unit, except for purposes of instruction, in an emergency, or when regular Employees are not available, and provided that the act of performing the aforementioned work does not reduce the regular hours of work or pay of any regular Employee. For the purpose of this Clause, "persons" shall mean all other Employees of the Employer who are not included in the bargaining unit.
- 6.04 A representative of the Union shall have the right to make a presentation of up to thirty (30) minutes at the orientation of new Employees with respect to the structure of the Local as well as the rights, responsibilities and benefits under the Collective Agreement. A representative of the Employer may be present at such presentation. In areas where the Employer's Orientation for new Employee's is conducted on-line, the Employer shall provide the union's contact information to the Employees who are participating in the orientation.
- 6.05 Employees shall be permitted to wear a pin representative of their Union during all hours of employment.

ARTICLE 7

UNION MEMBERSHIP AND PAYMENT OF DUES

- 7.01 All Employees have the right:
- (a) to be members of the Union and to participate in its lawful activities;
 - (b) to bargain collectively with the Employer through the Union.
- 7.02 The Employer will, as a condition of employment, deduct from the earnings of each Employee covered by this Collective Agreement an amount equal to the dues as determined by the Union.
- 7.03 Deductions of amounts equal to the dues for all Regular Full-time and Part-time, Probationary, Casual and Temporary Employees shall commence with the first (1st) full pay period of employment.

- 7.04 The Union acknowledges that the deductions of amounts equal to the dues does not constitute membership in the Union, and that membership shall continue to be voluntary.
- 7.05 The Union shall advise the Employer, in writing, of any change in the amount of dues to be deducted from the Employees covered by this Collective Agreement. Such notice shall be communicated to the Employer at least thirty (30) days prior to the effective date of change.
- 7.06 The Employer agrees to remit to the Central Office of the Union, the amount equal to the dues that have been deducted from the pay of all Employees by the first (1st) working day after the fifteenth (15th) calendar day in the following month. Where an accounting adjustment is necessary to correct an over or under payment of dues, it shall be effected in the succeeding month. The Employer shall provide the Union with a computerized monthly list identifying each Employee. The list will include Employee name, address, Employee number, starting date, classification, hourly rate, employment designation, seniority, department, work location, dues deducted, gross earnings, and Employees on long term absence status where applicable. Long term absence shall mean any absence in excess of six (6) months.
- 7.07 The Employer shall provide the Chair of the Chapter or his designate with a bi-weekly list of Employees new to the bargaining unit during the previous two (2) weeks. Such list shall include the Employee's name, classification, department and employment status.
- 7.08 The Employer will record the amount of individual dues or fees deducted on T-4 slips issued for income tax purposes.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions

ARTICLE 8

NO DISCRIMINATION

- 8.01 There shall be no discrimination, restriction or coercion exercised or practiced by either Party in respect of any Employee by reason of age, race, colour, creed, national origin, political or religious affiliation, sex, sexual preference, marital status, physical disability, mental disability, nor by reason of membership or non-membership or activity in the Union nor in respect of an Employee or the Employer exercising any right conferred under this Agreement or any law of Canada or Alberta.
- 8.02 Shall not apply with respect to a refusal, limitation, specification or preference based on a bona fide occupational requirement.

ARTICLE 9

UNION STEWARDS

- 9.01 The Employer agrees to recognize Employees who are elected or appointed as Union Stewards. A Union Steward may, at the request of an Employee, accompany or represent him in the processing of a grievance with management. When it becomes necessary for a Union Steward to leave his job for this purpose he will request time off from his immediate Supervisor who is not within the scope of this Collective Agreement providing him with as much advance notice as possible. Arrangements will be made by the Supervisor to permit the Union Steward to leave his job for this purpose with no loss of regular earnings, as soon as reasonably possible. Such time off shall be granted only upon the approval of the Supervisor or authorized alternate, such approval shall not be unreasonably withheld.
- 9.02 The Local agrees that Union Stewards and Employees alike shall not enter into discussions concerning Union business during working time. The Union reserves the right to appoint a Union Steward to represent a work area that has no Union Stewards.
- 9.03 A list of Union Stewards shall be supplied by the Union to the Human Resources Office which shall be advised in writing of any change in this list.
- 9.04 The Local shall have the right at any time to the assistance of Union Staff Members when dealing or negotiating with the Employer and when processing a grievance. Such representatives shall approach members at work only when engaged in such activities and provided they and the Employee have received the approval of the Human Resources Office or immediate Supervisor who is not within the scope of this Collective Agreement. Such approval shall not be unreasonably denied.

ARTICLE 10

GRIEVANCE PROCEDURE

- 10.01 **Communication**
- (a) Any notice or advice which the Employer or members of its administrative staff are required to give to the Union in respect of any matter referred to in this Article shall be sufficient if delivered to the Union's Regional Office.
 - (b) Any notice or advice which the Union is required to give to the Employer in respect of any matter referred to in this Article shall be sufficient if delivered to the appropriate Human Resources Department as designated by the Employer.
 - (c) For the purpose of Article 10, time periods specified shall not include Saturdays, Sundays, or Named Holidays.

- (d) Either party may request a hearing at any step of the grievance procedure.

10.02

Grievance Definitions

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

- (a) an individual grievance is a dispute affecting one (1) Employee; or
- (b) a group grievance is a dispute affecting two (2) or more Employees. Such grievance shall be initiated, in writing, within ten (10) days of the date the aggrieved Employees first became aware of, or reasonably should have become aware of, the event leading to the grievance. The grievance shall commence at Step 2 and processed in the same manner as an individual grievance as outlined in Clause 10.04. A group grievance shall list all Employees affected by the grievance and the results of such grievance shall apply, proportionately if applicable, to all Employees listed on the original grievance; or
- (c) a policy grievance is a dispute between the Parties which, due to its nature, is not properly the subject of an individual or group grievance. Such grievance shall be initiated, in writing, within twenty (20) days of the date the aggrieved party first became aware of or reasonably should have become aware of the event leading to the grievance. If the policy grievance is a Union grievance, it shall commence at Step 2. If the policy grievance is an Employer grievance, it shall be directed to the Union President and the President shall render a written reply within five (5) days of receipt. Upon receipt of response or failure to reply, the Employer may advance the grievance to arbitration.

10.03

Notwithstanding Clause 10.02(a), (b) and (c) and Clause 10.04 the Parties may mutually agree to advance the grievance to a subsequent step in the grievance process. In the event any management officers as named in the grievance steps are one and the same, the subsequent steps will be deemed to have been complied with.

10.04

Final Settlement of Differences Between Persons Bound by the Collective Agreement, Namely Employee(s) and the Employer

If a difference arises between the Employer and one (1) or more of its Employee(s) regarding the interpretation, application, operation, alleged violation of this Collective Agreement or disciplinary action apart from discipline of a minor nature which does not become part of the Employee's Human Resources File, including any question as to whether the difference can be subject to Arbitration, the following sequence of steps shall be followed:

(a) **Step I (Discussion)**

Where a difference allegedly has occurred, the Employee shall advise his immediate supervisor who is not within the scope of this Collective Agreement that he wishes to have a Step 1 discussion and shall discuss the matter with a view to resolving it. The discussion shall occur within ten (10) days of the date the Employee first became aware of, or reasonably should have become aware of the difference. An Employee shall have the right to have a Union Steward present during discussions at this Step. The immediate Supervisor shall advise the Employee of the decision within ten (10) days of the date the matter was first discussed.

(b) **Step II**

If the difference is not resolved in Step I, it becomes a grievance provided that it is reduced to writing specifying the nature of the grievance, the Article or Articles in this Collective Agreement upon which the grievance is based, the redress sought and is submitted by the Union and Employee to the appropriate Human Resources Department or authorized alternate within ten (10) days of the decision of the immediate Supervisor at Step I. The decision of the Department Head or authorized alternate will be issued to the Employee (with a copy to the Union) in writing within ten (10) days of receipt of the written grievance.

(c) **Step III**

If the grievance is not resolved in Step II, the grievance shall be submitted in writing specifying the nature of the grievance, the Article or Articles of this Collective Agreement upon which the grievance is based and the redress sought, to the appropriate Human Resources Department, within ten (10) days from the date of the decision by the Department Head or his authorized alternate. The appropriate Senior Administrator or authorized alternate shall issue his decision in writing to the Employee and a copy to the Union within ten (10) days of receipt of the written grievance.

(d) **Step IV**

(i) If the grievance is not resolved in Step III either Party may within twenty (20) days from the date the decision by the appropriate Senior Administrator or authorized alternate was issued and provided the grievance has been properly processed according to the provisions required by the grievance procedure, notify the other Party in writing of its desire to submit the grievance to Arbitration and the notice shall specify the nature of the grievance, the Article or Articles of this Collective Agreement upon which the grievance is based and the redress sought and the name of the first party's appointee to an Arbitration board. The recipient of the notice shall within ten (10) days inform the other Party of the name of its appointee to the Arbitration Board. The two appointees so selected

shall within ten (10) days of the appointment of the second (2nd) of them, appoint a third (3rd) person who shall be the Chair.

- (ii) If the two (2) members fail to appoint a third (3rd) member within ten (10) days after the day on which the last of the two (2) members is appointed, a third (3rd) member who shall be Chair shall be appointed pursuant to the appropriate Code.
- (iii) The hearing will be held as soon as possible but under no circumstances beyond ninety (90) days of the appointment unless otherwise directed by the Parties.
- (iv) The Arbitration Board shall hear and determine the difference and shall issue an award in writing within sixty (60) days of the close of hearing and the decision is final and binding upon the Parties and upon any Employee affected by it. The award of a majority is the award of the Arbitration Board, but if there is not a majority the decision of the Chair governs and shall be deemed to be the award of the Arbitration Board.
- (v) Each Party to the difference shall bear the expense of its respective appointee to the Arbitration Board and the two (2) Parties shall bear equally the expenses of the Chair.
- (vi) Arbitration Boards shall not add to, alter, modify or amend any part of the Terms of the Collective Agreement by their decision, nor make any decision inconsistent with it, nor deal with any other matter that is not a proper matter for grievance under the Collective Agreement.

10.05 (a) In the event an Employee alleges that he has been disciplined without just cause, he may commence his grievance at Step II, in writing, within ten (10) days of the date the discipline was communicated to the Employee.

(b) In the event an Employee alleges that he has been dismissed without just cause, he may commence his grievance at Step III, in writing, within ten (10) days of the date of the Employee's dismissal.

10.06 (a) In the event that the designated Employer representative fails to respond to the grievance at any step of this grievance procedure, the grievance may be forwarded to the next step within ten (10) days of the expiration of the time allowed for the Employer response.

(b) In the event that a grievance is not advanced by the Employee to the next step of the grievance procedure before the expiration of the time provided for doing so, the grievance shall be deemed to be abandoned or resolved unless the Parties have mutually agreed in writing to extend the time limits.

- 10.07 The time limits specified throughout the steps of the grievance procedure are mandatory but may be extended by mutual consent in writing between the Union and the Employer.

ARTICLE 11

DISCIPLINE, DISMISSAL AND TERMINATION

- 11.01 Disciplinary action by the Employer, including written reprimand, suspension or dismissal, will be taken within fifteen (15) days (excluding Saturday, Sundays and Named Holidays) of the date the Employer first became aware of, or reasonably should have become aware of the occurrence of the act. The Employer will provide a copy of written disciplinary action (including written reprimand, suspension or dismissal) to the Union within five (5) days of the discipline. An Employer request to extend these time lines, in order to complete a proper investigation, shall be by mutual consent in writing by the parties.
- 11.02 An Employee who has been subject to disciplinary action may, after two (2) years of continuous service from the date the disciplinary measure was invoked, request in writing that his official Human Resources file be cleared of any record of the disciplinary action. Such request will be granted providing the Employee's file does not contain any further record of disciplinary action, during that two (2) year period, of which the Employee is aware. The Employer will confirm in writing to an Employee eligible to have his record cleared, that such action has been effected.
- 11.03
- (a) The Employer agrees that access to an Employee's Human Resources file shall be provided to the Employee, upon written request, once in every year.
 - (b) Upon written request, a grievor shall be permitted to review his Human Resources file in the event of a difference or grievance. An Employee shall be given a copy of any documents in such file pertinent to the difference or grievance. He may request a representative of the Union to be present at such time.
 - (c) Upon written request, an Employee shall be given a copy of a document in his Human Resources file pertaining to a difference or a grievance.
 - (d) Employees may be charged a fee for copies where there is more than one request in a twelve (12) month period.
- 11.04 Any Employee who is to be disciplined, apart from discipline of a minor nature which does not become a part of the Employee's Human Resources file, shall be entitled to have a Union Steward present at the interview. The Employer shall endeavor to provide the Employee with twenty-four (24) hours notice of the disciplinary interview, in order to arrange the attendance of a Union Steward. During such an interview, the Union Steward shall not become involved in

discussions other than to advise the Employee of his rights or recommend a course of action to him.

The right of the Employer to:

- (a) interview third parties, or
- (b) take action required to maintain order and protection of property;

shall not be restricted.

It is the sole responsibility of the Employee and the Union to arrange the attendance of such Union Steward. When it becomes necessary for a Union Steward to leave his job for this purpose, the Steward will give his Supervisor as much advance notice as possible. Arrangements will be made by the Supervisor to permit the Union Steward to leave his job for this purpose with no loss of regular earnings, as soon as reasonably possible. Such time off shall be granted only upon approval of the Department Head or authorized alternate, which approval shall not be unreasonably withheld.

11.05 An Employee absent for three (3) consecutive working days without good and proper reason will be considered to have terminated his employment with the Employer.

11.06 Except for the dismissal of a probationary Employee, there shall be no dismissal or discipline except for just cause.

NOTE: Transitional issues detailed in Letter of Understanding #18 on Transitional Provisions

ARTICLE 12

EMPLOYEE MANAGEMENT ADVISORY COMMITTEE

12.01 The Parties to this Collective Agreement agree to establish Employee-Management Advisory Committee(s) (EMAC) within the sites. Each committee will consist of a maximum of six (6) persons with equal representation from the Parties.

12.02 In a site that has an established mechanism(s) that performs the functions of the EMAC as described in Clause 12.08 and where the mechanism(s) provides for the representation from this bargaining unit then the Employer and the Union Representative may mutually agree to waive Clause 12.01.

12.03 The representatives of the Employer on EMAC shall be those persons or alternates employed and designated by the Employer from time-to-time.

12.04 The representatives of the Union on EMAC shall be those Employees or Employee alternates designated by the Local from time-to-time.

- 12.05 The Parties mutually agree that the representatives of the Employer and the Union on EMAC should be the persons in authority whose membership should be as constant as reasonably possible with a minimum of alteration or substitution.
- 12.06 The Chair on EMAC shall be the senior representative of the Employer, and the Vice-Chair shall be the senior representative of the Union.
- 12.07 EMAC shall meet at a mutually acceptable hour and date. Either the Chair or the Vice-Chair may mutually call a special meeting to deal with urgent matters.
- 12.08 It is the function of EMAC to consider matters of mutual concern affecting the relationship of the Employer to its Employees and to advise and make recommendations to the Employer and the Union with a view to resolving difficulties and promoting harmonious relations between the Employer and its Employees.
- 12.09 Either the Employer or the Union may have experts or advisors present at meetings of EMAC to make submissions to or to assist EMAC in the consideration of any specific problem. Each party shall give the other reasonable advance notice of the anticipated presence of such experts or advisors.
- 12.10 Where an EMAC has not been established within a site, the union may request a meeting with the designated Human Resources Department to discuss the formation of EMAC(s).
- 12.11 Within thirty (30) days of the request, the parties will meet to discuss membership and subsequent development of Terms of Reference in accordance with Article 12.
- 12.12 Time spent in meetings of this Committee (inclusive of travel time) during an Employee's scheduled working hours shall be considered time worked and the Basic Rate of Pay will be paid to such Employees.
- 12.13 Where applicable, an Employee shall be entitled to claim travel time expenses in accordance with Article 41: Transportation and Subsistence.

ARTICLE 13

HEALTH AND SAFETY

- 13.01 (a) The Union shall select two (2) members to sit on the site Health and Safety Committees.
- (b) Time spent in meetings of this Committee (inclusive of travel time) during an Employee's scheduled working hours shall be considered time worked and the Basic Rate of Pay will be paid to such Employees. Where applicable, an Employee shall be entitled to claim travel time expenses in accordance with Article 41: Transportation and Subsistence.

- (c) In accordance with its Terms of Reference, the Committee shall make recommendations to the Employer regarding the improvement of health and safety practice.

ARTICLE 14

BULLETIN BOARDS

- 14.01 The Employer shall provide bulletin boards which shall be placed so that all Employees shall have access to them and upon which the Union shall have the right to post notice of meetings and such other notices as may be of interest to Employees. The Union shall not post anything objectionable to the Employer.

ARTICLE 15

SUPPLY OF UNIFORMS

- 15.01 (a) The Employer will continue to supply and maintain (launder, alter and repair) without charge such uniforms which the Employer presently requires Employees to wear. Uniforms remain the property of the Employer and shall not be worn other than on duty. The nature, color and style of uniforms and the requirements of each group of Employees in respect thereto shall be determined by the Employer in consultation with the Employees affected.
- (b) When an Employee requests to supply their own uniform, the nature, colour and style of the uniform shall be determined by the Employer. The Employee request shall not be unreasonably denied.

ARTICLE 16

PROBATION

- 16.01 Prior to being appointed a Regular Employee, a newly hired Employee shall first serve a probationary period of five-hundred and three point seven five (503.75) regular hours worked. If such an Employee is unsatisfactory in the opinion of the Employer, such Employee may be dismissed or his employment terminated, in writing, at any time during the probationary period without cause, and such dismissal or termination of employment may be subject to the grievance procedure except that it shall not be the subject of Arbitration at Step IV. A decision at Step III of the grievance procedure shall be final and binding on the Parties and all interested persons. Employees will be kept advised of their progress during the probationary period.
- 16.02 If a probationary Employee is promoted or transfers to another classification, they shall be required to commence and serve a new probationary period of five-hundred and three point seven five (503.75) regular hours worked.

- 16.03 A Regular Employee's current period of continuous service with the Employer as a Temporary or Casual Employee shall be counted toward the probationary period required in Clause 16.01, if appointed without interruption or break in service to a regular position provided that such service occurs in the same Department and within the same classification as such regular position.
- 16.04 By mutual agreement in writing between the Union and the Employer, the probationary period may be extended up to a maximum of five-hundred and three point seven five (503.75) regular hours worked. During the extended period, and if in the opinion of the Employer, the Employee is found to be unsatisfactory, such Employee may be dismissed or his employment terminated, in writing, at any time during the extended period without cause. Such dismissal or termination of employment may be subject to the grievance procedure except that it shall not be the subject of Arbitration at Step IV. A decision at Step III of the grievance procedure shall be final and binding on the Parties and on all interested persons. An Employee will be kept advised of his progress during the extension to the probationary period.

NOTE: Transitional issues detailed in Letter of Understanding #18 on Transitional Provisions

ARTICLE 17

SENIORITY

- 17.01 (a) Seniority is defined as the length of continuous employment with the Employer as determined by the latest date of hire within the Bargaining Unit.
- (b) For Casual and Temporary Employees, whose status changes to Regular, the seniority date shall be established by dividing their contiguous hours worked with the Employer from the date the Employee commenced with the Bargaining Unit by two thousand twenty-two point seven five (2,022.75) and converting the result to a seniority date.
- 17.02 A Regular Full-time Employee or Regular Part-time Employee who resigns from service within the Bargaining Unit and is subsequently re-employed shall have seniority only from the date of such re-employment
- 17.03 A Regular Full-time Employee or Regular Part-time Employee who accepts or is working in a position outside the jurisdiction of the Bargaining Unit will not accumulate seniority for this period and will have their seniority date adjusted accordingly upon returning to the Bargaining Unit.
- 17.04 An up-to-date seniority list shall be sent to the Local on a quarterly basis and when any Regular Employee is served notice of layoff. Such list shall include each Employee's classification. Subject to the Employers ability to do so, the seniority list shall be sent to the Union electronically.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions

NOTE: Transitional issues detailed in Letter of Understanding #18 on Transitional Provisions

ARTICLE 18

LAYOFF AND RECALL

Layoff

- 18.01 The Employer and the Union recognize the value of meeting prior to a position abolishment or layoff process occurring to discuss how the processes will take place, review the current seniority list and other relevant factors. The Parties will also discuss the impact on Employees on approved Leave of Absence, WCB, STD and LTD insurance benefits.
- 18.02 When, in the opinion of the Employer, it becomes necessary to reduce or change the workforce as a result of position abolishment or layoff, the Employer will notify Employees at least fourteen (14) calendar days prior to the layoff. The fourteen (14) calendar days notice shall not apply where layoff results from an Act of God, fire, flood, or work stoppage by Employees not covered by this Collective Agreement. If the Employee to be laid off is not provided with an opportunity to work his regularly scheduled hours during the fourteen (14) calendar days after the notice of layoff, the Employee shall be paid in lieu of such work for that portion of the fourteen (14) calendar days during which work was not made available.
- 18.03 Where there is a reduction in the number of Regular Employee(s), the Regular Employee(s) with the least seniority and the same FTE, within the same classification, department or program, and home-site shall be the first (1st) Employee(s) laid off.
- 18.04 A consultation meeting will be arranged by the Employer:
- (a) Between the Employee, an Employer Representative(s), and a Union Representative(s) at which time the Employee will be advised of available vacant positions into which they may be placed with:
 - (i) equal or lower FTE;
 - (ii) same or lower classification/end rate;
 - (iii) for which they are qualified; and
 - (iv) within a fifty (50) kilometer radius of the Employee's site.

- (b) an Employee eligible to be placed in accordance with Clause 18.04(a) shall have seventy-two (72) hours to advise the Employer of his decision to accept or reject the placement.
- (c) In the event the Employee is placed in accordance with this Clause in a position which has a maximum Basic Rate of Pay less than the rate he was receiving upon the date of layoff, his Basic Rate of Pay shall be maintained until such time as the Basic Rate of Pay in the lower classification exceeds his current rate of pay.

18.05 An Employee who is not placed in a position in accordance with Clause 18.04 and who declines placement in a vacant equivalent FTE position within his series at his home site shall not be eligible to displace another Employee and shall forfeit recall rights. For the purpose of this Article, "series" shall mean the classifications contained within each alphanumeric identifier contained in the pay classifications section.

18.06 An Employee to whom Clause 18.05 does not apply may displace another Employee with less seniority subject to the following sequence and provided they are qualified to perform the duties:

- (a) first, the least senior Employee at the home site in the same FTE and same classification; or
- (b) next, the least senior employee at the home site with the same or lower FTE within the same series; or
- (c) next, the least senior employee at another site within a fifty (50) kilometer radius of the Employee's site and within the same series and the same or lower FTE; or
- (d) next, the least senior employee working at a site within a fifty (50) kilometer radius of the employee's site who is in the next lowest paid classification and series, within the same group, with the same or lower FTE, for which the Employee is qualified.

18.07 An Employee displacing in accordance with Clause 18.06 shall have seventy-two (72) hours to advise the Employer of his decision.

18.08 An Employee choosing not to displace another Employee may accept layoff subject to recall.

18.09 The Employer and the Employee shall continue to pay their share of the premium for applicable benefit plans to assure continuation of such protection if so desired by the affected Employee. Such arrangements shall continue as long as the Employee has rights to recall.

Recall

- 18.10 Employees who have been laid off for less than three hundred sixty-five (365) calendar days shall be recalled in order of seniority.
- 18.11 Recall shall be to positions:
- (a) in the Employee's previous or lower classification/end rate provided the Employee possesses the necessary qualifications to perform the work and;
 - (b) with an equal or lower FTE; and
 - (c) within a fifty (50) kilometer radius of the employee's site
- 18.12 The method of recall shall be by telephone or, if such is not possible, by registered letter sent to the Employee's last known place of residence. The Employee so notified will return to work on the date specified or other mutually agreed date. Failure to report on the date specified or mutually agreed date shall constitute a termination of employment by the Employee.
- 18.13
- (a) Employees placed into a position within their current classification in accordance with Clauses 18.04, 18.06 or 18.11 shall be subject to a trial period of twenty (20) shifts in which to demonstrate their ability to perform the duties of the new position. During the trial period the Employee may be returned to layoff status for the balance of the initial layoff period.
 - (b) Employees placed into a position that is different than their current classification in accordance with Clauses 18.04, 18.06 or 18.11 shall be subject to a trial period of forty (40) shifts in which to demonstrate their ability to perform the duties of the new position. During the trial period the Employee may be returned to layoff status for the balance of the initial layoff period.
- 18.14 Recall rights shall be forfeited if:
- (a) an Employee refuses recall to a position with an equivalent FTE within his series and at the same home site from which he was laid off;
 - (b) the Employee accepts a recall and returns to a position in the same series and FTE;
 - (c) the Employee applies on a posted position and is successful in accordance with Article 20;
 - (d) three-hundred sixty-five (365) calendar days from the date of the initial layoff have expired.

- 18.15 No new Employees will be hired within a fifty (50) kilometer radius of a site where layoffs occurred while there are laid off Employees from that site who possess the necessary qualifications for the position and are willing to accept it.
- 18.16 Employees on layoff:
- (a) shall indicate in writing on a quarterly basis to the Employer their availability to work casual shifts;
 - (b) who refuse casual shifts may do so without adversely impacting their recall rights.
- 18.17 An Employee shall have the right to refuse a recall to a position with a lesser FTE or a lower paid classification than his pre-layoff position without forfeiting his recall rights.
- 18.18 Regular Employees on layoff shall not be deemed to have abandoned recall rights to their pre-layoff FTE positions by accepting temporary positions or positions with a lesser FTE or a lower paid classification.
- 18.19 If a number of Employees are to be affected by a staffing/FTE adjustment, the Employer and Union may mutually agree to an alternate process that minimizes the impact to the affected Employees and the organization.
- 18.20 The Local shall be provided with an up-to-date layoff list on a quarterly basis subject to the Employer's systems capability.

ARTICLE 19

JOB OPPORTUNITIES

- 19.01 All Regular and Temporary vacancies to be filled, which fall within the Bargaining Unit, will be posted electronically for a period of not less than seven (7) full calendar days excluding Named Holidays. A copy of the posting will be provided to the Chapter.
- 19.02 All applications delivered to the specified Human Resources department during the posting period will be considered. All applicants interviewed shall be advised of the outcome. The name of the successful applicant shall be posted at the site as soon as possible after the appointment is made and provided electronically to the Union.
- 19.03 When circumstances require the Employer to fill a vacancy before expiration of the posting period, the appointment shall be made on a temporary basis only, until a regular appointment is made.
- 19.04 The Employer shall provide to each new Employee a copy of their position description/specifications, within fifteen (15) working days of commencement of employment.

19.05 The Parties may mutually agree to waive application of this Article.

ARTICLE 20

PROMOTIONS AND TRANSFERS

20.01 (a) Promotions and transfers will be based on job knowledge, experience, education, special skills, ability to supervise, seniority and other qualifications needed to fill the position. Where these factors are deemed by the Employer to be relatively equal, preferential consideration shall be given to Regular Employees.

(b) Promotions shall only be made in accordance with Clause 20.01(a) or Article 22.

20.02 An Employee transferred or promoted to a position in the Bargaining Unit shall serve a trial period of up to four-hundred and sixty-five (465) hours worked in the new position or to a maximum of six (6) months for Regular Part-time Employees. During the trial period the Employee may either:

(a) return to his former position at his request; or

(b) be returned to his former position;

but in either circumstance, at the sole discretion of the Employer, he may be assigned to a similar position within the site consistent with his abilities and/or qualifications, which position may not be the specific position or in the specific area occupied prior to the transfer or promotion.

20.03 During the term of a temporary position, the incumbent employee shall not be eligible to apply for other temporary positions in the same or lower paid classifications that commence before the current temporary position ends, unless otherwise mutually agreed.

NOTE: Transitional issues detailed in Letter of Understanding #18 on Transitional Provisions.

ARTICLE 21

ACTING INCUMBENTS

21.01 An Employee required by the Employer to replace another Employee holding a position within this Bargaining Unit, to which is assigned a higher maximum rate of pay, for a period of two (2) hours or more shall in addition to his Basic Rate of Pay, be paid a premium which is the equivalent hourly rate of the difference between the maximum rates of pay of the two (2) positions for the time so worked.

- 21.02 An Employee required by the Employer to replace another Employee in a position of greater responsibility outside the scope of the Bargaining Unit for a period of two (2) hours or more shall, in addition to his Basic Rate of Pay, be paid a premium to be determined by the Employer.
- 21.03 An Employee required by the Employer to temporarily replace another Employee holding a position within the Bargaining Unit to which is assigned a lower pay grade, except as provided in Clause 40.05, shall not have his Basic Rate of Pay adjusted.
- 21.04 (a) In Facilities and Maintenance Departments where there are no Lead Hand classifications, the Employer may designate Journeyman Trades Employees to assume the temporary responsibilities of Lead Hand. Employees so designated shall receive, in addition to their regular earnings, a premium of one dollar and twenty-five cents (\$1.25) per hour worked for the duration of their temporary appointment as Lead Hand. In addition to his normal duties, an Employee appointed to be Lead Hand shall be responsible for coordinating the efforts of other Journeyman Trades Employees assigned to work with him to ensure that the work is completed satisfactorily.
- (b) Employees employed in Lead Hand classifications or employees receiving Acting Incumbency pay for being assigned work in a Lead Hand classification in accordance with Article 21.01, shall not be eligible for Lead Hand premium.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions

ARTICLE 22

RECLASSIFICATION

- 22.01 Employees holding positions which fall within the Bargaining Unit will be provided with a functional outline of their duties. An Employee will be provided with a written copy upon written request to the Human Resources Office.
- 22.02 (a) When the duties of a classification are significantly altered by an action of the Employer, or where a new classification is developed by the Employer, which may fall within the Bargaining Unit, the Employer shall give written notice to the Union of the new or altered classification and the proposed rate of pay for such classification within twenty-one (21) calendar days of the action.
- (b) The Union may contest the proposed rate of pay by sending written notice to the Employer. A notice to contest the rate of pay must be sent to the Employer not later than twenty-one (21) calendar days from the date of the Employer's notice.

- (c) The Parties shall attempt to resolve the rate of pay through negotiations. Should the two (2) Parties fail to reach an agreement through negotiations, the grievance procedure shall apply.
- (d) The proposed rate of pay for the new or altered classification shall remain in effect until such time as it is amended as a result of negotiations or the resolution of the grievance regarding the proposed rate of pay. Such amended rate will be effective from the date of written notice from the Employer to the Union.

22.03 An Employee whose position is reclassified to one with a higher Basic Rate of Pay shall be advanced in accordance with Article 40.

22.04 An Employee's written request to the Human Resources Office for a classification or job review will be dealt with within sixty (60) days of receipt. The review will be based on the job as it was on the date of the request for review. The Employee will be advised in writing of the results of the review within ninety (90) days of the date of the request.

22.05 Effective April 2, 2006, an Employee whose position is reclassified to a lower Basic Rate of Pay through no cause of his own, shall have his Basic Rate of Pay maintained until such time as the Basic Rate of Pay of the lower classification meets or exceeds his current Basic Rate of Pay.

NOTE: Transitional issues detailed in Letter of Understanding #18 on Transitional Provisions.

ARTICLE 23

HOURS OF WORK

Regular Full-time Employees

- 23.01
- (a) The regular hours of work, exclusive of meal breaks, for Regular Full-time Employees, other than those listed in (b) below shall be seventy-seven and one-half (77 1/2) hours in each period of fourteen (14) calendar days averaged over one (1) complete cycle of the shift schedule and the normal work day, or shift shall be seven and three-quarter (7 3/4) work hours.
 - (b) Regular hours of work, inclusive of meal breaks, for Regular Full-time Power Engineers, Control Centre Operators and Maintenance Worker IV's who are scheduled to work a regular eight (8) hour shift in a Power Plant Operation, shall be:
 - (i) eight (8) hours per day; and
 - (ii) eighty (80) hours in a fourteen (14) calendar day period averaged over one (1) complete cycle of the shift schedule.

- 23.02 Except by mutual agreement between the Employee and the Employer, an Employee will receive at least one (1) weekend off in three (3) averaged over one (1) complete cycle of the shift schedule. A weekend shall mean a Saturday and a Sunday. In no instance will an Employee be required to work more than six (6) consecutive days without receiving his day(s) off except as mutually agreed between the Employee and the Employer.
- 23.03 (a) Employees will not have less than fifteen and one-half (15 1/2) hours off between changes in shifts except in the case of overtime work or as otherwise mutually agreed by the Parties.
- (b) Notwithstanding Clause 23.03(a), Employees working in community programs, with evening services shall have at least ten (10) hours off between changes in shifts except in the case of overtime work or as otherwise mutually agreed by the Parties.
- (c) Notwithstanding Clause 23.03(a), Employees working in Patient Clinics in Cancer Care, with evening services shall have at least twelve (12) hours off between changes in shifts, except in the case of overtime work or as otherwise mutually agreed by the parties.
- 23.04 The first (1st) shift of any day will be the one on which the majority of hours are worked on that day.
- 23.05 (a) Except for Employees identified under Clause 23.01(b), time off duty for meals will not be considered as working time and will not be less than one-half (1/2) hour in each shift. If an Employee is recalled to duty during a meal break, compensating time shall be provided later in the shift or paid to the Employee at overtime rates.
- (b) Employees covered under Clause 23.01(b) shall be provided with a paid meal break at the Basic Rate of Pay for not less than one-half (1/2) hour in each shift.
- (c) A paid rest period of fifteen (15) minutes will be permitted during each full one-half (1/2) shift, the time of which shall be scheduled by the Employer. Paid rest periods will not be scheduled in conjunction with meal breaks, starting times, quitting times, or taken together except by mutual agreement between the Employee and the Employer. If an Employee is unable to take his paid rest period or is recalled from his paid rest period, compensating time shall be provided later in his shift or paid to the Employee at an additional one times (1X) his Basic Rate of Pay.
- (d) The time of meal breaks and rest periods shall be determined by the Employer. In making this determination the Employer will consider Employee preferences.

Regular Part-time Employees

- 23.06
- (a) Hours of work, exclusive of meal breaks, for Regular Part-time Employees, other than those listed in (b) below, shall be less than seventy-seven and one-half (77 1/2) hours in each period of fourteen (14) calendar days averaged over one (1) complete cycle of the shift schedule and the normal work day, or shift shall be up to seven and three-quarter (7 3/4) work hours.
 - (b) Hours of work, inclusive of meal breaks, for Regular Part-time Power Engineers, Control Centre Operators and Maintenance Worker IV's who are scheduled to work a regular eight (8) hour shift in a Power Plant Operation, shall be:
 - (i) up to eight (8) hours per day; and
 - (ii) less than eighty (80) hours in a fourteen (14) calendar day period averaged over one (1) complete cycle of the shift schedule.
 - (c) The first (1st) shift of any day will be the one on which the majority of hours are worked on that day.
 - (d)
 - (i) Except for Employees identified in Clause 23.06(b), hours of work shall exclude an unpaid meal break of not less than one-half (1/2) hour for shifts worked greater than five (5) hours. If an Employee is recalled to duty during a meal break, compensating time shall be provided later in the shift or paid to the Employee at overtime rates.
 - (ii) Employees covered under Clause 23.06(b) shall be provided with a paid meal break at the basic rate of pay for not less than one-half (1/2) hour for shifts worked greater than five (5) hours.
 - (iii) All Regular Part-time Employees shall be permitted one (1) paid rest period of fifteen (15) minutes during each full period of three point eight seven five (3.875) hours of work, the time of which shall be scheduled by the Employer. If an Employee is unable to take his paid rest period, or is recalled from his paid rest period, compensating time shall be provided later in his shift or paid to the Employee at an additional one times (1X) his Basic Rate of Pay.
 - (iv) Paid rest periods will not be scheduled in conjunction with meal breaks, starting times, quitting times, or taken together except by mutual agreement between the Employee and the Employer.
 - (v) Power Engineers, Control Centre Operators and Maintenance Worker IVs referenced in Clause 23.06(b) may be required to take their paid meal breaks and rest periods in the Power Plant in order to comply with the operation and supervision requirements of the Boiler's and Pressure Vessels Act.

- (vi) Employees will not have less than fifteen and one-half (15 1/2) hours off between changes in shifts except in the case of overtime work or as otherwise mutually agreed.
- (vii) Notwithstanding Clause 23.06(d)(v), Employees working in community programs with evening services shall have at least ten (10) hours off between changes in shifts except in the case of overtime work or as otherwise mutually agreed.
- (e) Except by mutual agreement between the Employee and the Employer, a Regular Part-time Employee will receive at least one (1) weekend off in four (4) averaged over one (1) complete cycle of the shift schedule. A weekend shall mean a Saturday and a Sunday. This Clause shall not apply in circumstances when the Employer requires Part-time Employees to work shifts that include steady weekend work.
- (f) The Basic Rate of Pay will prevail for additional hours of work assigned to a Regular Part-time Employee beyond their scheduled hours provided:
 - (i) the Employee accepts the assignment;
 - (ii) the hours worked do not exceed seven and three-quarter (7 3/4) or eight (8) hours as applicable;
 - (iii) the hours worked do not exceed seventy-seven and one-half (77 1/2) or eighty (80) hours as applicable over a period of fourteen (14) calendar days averaged over one (1) complete cycle of the shift schedule;
 - (iv) the Regular Part-time Employee does not work in excess of six (6) consecutive days without days off unless mutually agreed between the Employee and the Employer.
- (g) When a Regular Part-time Employee accepts additional hours as per the preceding conditions their schedule shall not be considered to have been changed and therefore Clause 23.07 does not apply.

Regular Employees

- 23.07
- (a) Shift schedules for each department shall be posted in an area accessible to all departmental Employees, not less than twenty-eight (28) calendar days in advance. Where a change is made in the Employee's schedule with less than seven (7) calendar days notice, the Employee shall be paid at two times (2X) for all hours worked on the first (1st) shift of the changed schedule, unless requested by the Employee and agreed to by the Employer.

- (b) Except in cases of emergency, if in the course of a posted schedule, the Employer changes the Employee's scheduled start time and/or end time with less than forty-eight (48) hours notice, she shall be paid at two (2X) times her Basic Rate of Pay for all hours worked outside of the originally scheduled hours.

23.08 Employees may exchange shifts amongst themselves provided that:

- (a) the exchange is agreed to in writing between the affected Employees; and
- (b) prior approval of such an exchange has been given by the Employees' immediate supervisor.

Such exchange shall be recorded on the shift schedule for payroll recording and will not be deemed a violation of the scheduling provisions of this Article, nor shall it result in any extra cost for the Employer.

23.09 (a) When time is converted to Mountain Standard Time in accordance with the Daylight Savings Time Act, regular hours of work shall be extended to include the additional hour and the Employee shall be paid at the overtime rate for that hour.

- (b) When time is converted to Daylight Savings Time in accordance with the Day Light Savings Time Act the regular hours of work for the night shift shall be shortened by one (1) hour and the Employee shall have their regular pay for that shift reduced by one (1) hour.

23.10 Modified hours of work may be implemented where mutually agreed between the Employer and the Union.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions

NOTE: Transitional issues detailed in Letter of Understanding #18 on Transitional Provisions

ARTICLE 24

EXTENDED HOURS OF WORK

24.01 The Parties may implement an extended system of hours of work by mutual agreement in writing between the Employer and the Union. If either Party wishes to terminate such an agreement, thirty (30) calendar days written notice shall be provided to the other Party prior to such change being effective. The Employer and the Union acknowledge and confirm that with the exception of the specific terms and conditions provided within this Article, when the extended hours of work are implemented, all other Articles in this Collective Agreement shall remain in full force and effect.

- 24.02
- (a) Employees working extended hours of work will have benefits and entitlements which are expressed in terms of daily or weekly entitlement converted to produce the equivalent hours of benefits and entitlements as they would have had if the hours of work had not been extended. This will result in no loss or gain in Employee benefits and entitlements.
 - (b) Regular hours of work for Full-time Employees, exclusive of meal breaks, shall:
 - (i) not be greater than twelve (12) hours per shift, and shall be equivalent to thirty-eight and three quarter ($38 \frac{3}{4}$) hours per week averaged over one (1) complete cycle of the shift schedule and two thousand twenty-two and three-quarter (2,022.75) hours per year; or
 - (ii) not be greater than twelve (12) hours per shift, and shall be equivalent to forty (40) hours per week averaged over one (1) complete cycle of the shift schedule and two thousand eighty-eight (2,088) hours per year.
 - (c) Regular hours of work, inclusive of meal breaks, for Regular Full-time Power Engineers, Control Centre Operators and Maintenance Worker IV's in a Power Plant Operation shall be eighty (80) hours averaged over one (1) complete cycle of the shift schedule and two thousand eighty-eight (2,088) hours per year as determined by the Employer.
 - (d) Regular hours of work for Part-time Employees, exclusive of meal breaks, shall not be greater than twelve (12) hours per shift, and shall be less than the hours in Clause 24.02(b).
 - (e) Notwithstanding (d) above, hours of work inclusive of meal breaks for Regular Part-time Power Engineers, Control Centre Operators and Maintenance Worker IV's in a Power Plant Operation shall not be greater than twelve (12) hours per shift, and shall be less than the hours specified in Clause 24.02(c).
 - (f) Employees shall not be scheduled to work more than four (4) consecutive shifts of eleven (11) hours or greater, or five (5) consecutive shifts of less than eleven (11) hours except by mutual agreement between the Employee and the Employer.
 - (g)
 - (i) Regular Full-time employees working shifts pursuant to Clause 24.02(f) who are required to rotate shifts, shall be assigned day duty one-half ($\frac{1}{2}$) of the time during the shift cycle, provided that in the event of an emergency or where unusual circumstances arise, an Employee may be assigned such shifts as may be necessary.

- (ii) For the purpose of adopting Clause 24.02(e)(i) above, a Regular Full-time Employee will be deemed to be working day duty for those periods of time absent on vacation and Named Holidays, sick leave, bereavement leave or any other leave pursuant to this Collective Agreement.
- (h) Regular hours of work shall be deemed to:
 - (i) Include a fifteen (15) minute rest period for each four (4) hours scheduled, two (2) rest periods of which may be combined by mutual agreement between the Employer and the Employee.
 - (ii) For Employees other than those listed in Clause 24.02(c) and (e), exclude a meal period of not less than thirty (30) minutes to be scheduled by the Employer for each period of five (5) hours scheduled, In making this determination the Employer will consider the preference of the Employee as to the scheduling of this meal period.
 - (iii) Meal periods shall not be scheduled in the first two (2) or the last two (2) hours of the shift except by mutual agreement between the Employer and the Employee.
- (i) Regular Employees may exchange shifts amongst themselves provided that:
 - (i) the exchange is agreed to in writing between the affected Employees; and
 - (ii) prior approval of such an exchange has been given by the Employees' immediate supervisor.

Such exchange shall be recorded on the shift schedule for payroll recording and will not be deemed a violation of the scheduling provisions of this Article, nor shall it result in any extra cost for the Employer.
- (j)
 - (i) The applicable shift differential premium shall be paid to an Employee for each regularly scheduled hour worked between fifteen hundred (1500) hours and zero seven hundred (0700) hours provided that greater than two (2) hours are worked during this period.
 - (ii) Employees working extended hours of work to earn days off will not be entitled to receive shift differential premium under this Article.
- (k) Sick leave will be accumulated in accordance with Article 32, and will be paid, where the Employee is eligible for such payment, at the Basic Rate of Pay when granted within the scheduled extended hours of work.

- (l) Bereavement leave or any other paid leave of absence, granted within the scheduled extended hours, will be at the Employee's Basic Rate of Pay for those approved hours for which the Employee is eligible.
- (m) For the purpose of adopting extended hours of work, Clauses 23.03 and 25.04 shall not apply, however, Employees shall not normally be given less than fifteen and one-half (15 1/2) hours rest between changes in shifts.
- (n) Failure to provide at least fifteen and one-half (15 1/2) hours off duty between shifts when the shift schedule is changed shall result in payment of overtime, at established rates, for any hours worked during such normal rest period.
- (o) A Regular Full-time Employee covered by this Article shall be entitled to the eleven (11) Named Holidays and "Floater" holiday as specified in Article 30, and shall be paid for these holidays at his Basic Rate of Pay when granted within the scheduled extended hours to a total of ninety-three (93) and ninety-six (96) hours per annum dependant on the Employees' regular hours of work.

A Full-time Employee who works on a Named Holiday shall be paid for all hours worked on the Named Holiday at one point five times (1.5X) the Basic Rate of Pay plus:

- (i) one regular day's pay; or
 - (ii) a mutually agreeable day off with pay within sixty (60) calendar days either before or after the holiday; or
 - (iii) by mutual agreement, a day added to his next annual vacation; or
 - (iv) where applicable, an Employee shall receive compensating time off at his Basic Rate of Pay for all hours worked in excess of their normal daily hours on a Named Holiday.
- (p) A Regular Employee covered by this Article shall be entitled to the hours of earned vacation in accordance with Article 31, and shall be paid for earned vacation at his Basic Rate of Pay for the scheduled extended hours that he would have worked had he not been on vacation.
 - (q) A Regular Full-time Employee shall be paid overtime for:
 - (i) time worked in excess of the scheduled extended hours of work; or
 - (ii) time worked when an Employee is called back to duty beyond the Employee's normal working hours pursuant to Article 27; or
 - (iii) time worked on an Employee's scheduled day(s) off, however, this shall not apply if a scheduled day off is changed by giving not less than seven (7) calendar days notice.

- (r) Regular Part-time Employees shall be paid overtime for:
 - (i) any time worked in excess of the scheduled extended hours of work one (1) day; or
 - (ii) any time worked when the total of hours worked exceeds the weekly hours outlined in Clause 24.02(c) averaged over one (1) complete cycle of the shift schedule.
- (s) In implementing these Extended Hours of Work, the Employer and the Union may vary the terms of this Article through mutual agreement in writing.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions

NOTE: Transitional issues detailed in Letter of Understanding #18 on Transitional Provisions

ARTICLE 25

OVERTIME

- 25.01 All overtime must be authorized in advance by the Employer. Should a situation arise where an Employee is unable to have overtime approval in advance, payment for the hours worked in accordance with this Article shall not be unreasonably denied.
- 25.02 Time off in lieu of overtime worked shall only be granted if requested by the Employee and approved by the Employer. Employees shall not be required to layoff during a regular shift to equalize any overtime worked previously.
- 25.03 Overtime shall be shared as equally as possible among Employees who perform the work involved.
- 25.04
 - (a) Failure to provide at least fifteen and one-half (15 1/2) hours rest between shifts when the shift schedule is changed, shall result in payment of overtime at established rates for any hours worked during such normal rest period.
 - (b) Notwithstanding Clause 25.04(a) above, failure to provide at least ten (10) hours rest between shifts when the shift schedule is changed for Employees working in community programs with evening service, shall result in payment of overtime at established rates for any hours worked during such normal rest period.
 - (c) Notwithstanding Clause 25.04(a) above, failure to provide at least twelve (12) hours rest between changes in shifts for Employees working on Patient Clinics in Cancer Care, shall result in payment of overtime at established rates for any hours worked during such normal rest period.

- 25.05 All overtime shall be calculated to the nearest one-quarter (1/4) hour.
- 25.06 Except in the case of unforeseen circumstances, when overtime work is scheduled the Employee affected shall be given at least four (4) hours notice.
- 25.07 An Employee who normally travels from work to his place of residence by means other than his own vehicle following completion of his regular shift, but who is prevented from doing so by being required to remain on duty longer than his regular shift and past the time when public transportation is available, shall be reimbursed for reasonable and substantiated cost of alternate transportation from the place of employment to his residence.
- 25.08 Where an Employee is authorized to work a full seven and three-quarters (7 3/4) hours overtime assignment, the provisions of Clause 23.05 shall apply as though it were a regular shift.
- 25.09 Time off in lieu of overtime not taken by the last day of March in any given year shall be paid out unless otherwise mutually agreed.

Regular Full-time Employees

- 25.10 A Regular Full-time Employee who works overtime shall be paid at the rate of two times (2X) his Basic Rate of Pay for all overtime. Overtime is defined as:
- (a) Time worked in excess of seven and three-quarter (7 3/4) hours per day; or
 - (b) Time worked in excess of eight (8) hours per days for Power Engineers and Plant Operators; or
 - (c) For Employees working a modified work day, time worked in excess of the daily hours for the Non-standard work day; or
 - (d) Time worked when an Employee is called back to duty beyond the Employee's normal working hours, pursuant to Article 27; or
 - (e) Time worked on an Employee's scheduled day(s) off. This Clause shall not apply if the scheduled day(s) off are changed by giving not less than seven (7) calendar days notice.

Regular Part-time Employees

- 25.11 Regular Part-time Employees shall be paid overtime rates as provided in Clause 25.10 for:
- (a) any time worked in excess of seven and three-quarter (7 3/4) hours during any one (1) day; or
 - (b) any time worked in excess of eight (8) hours per day for Power Engineers, Plant Operators or Maintenance Worker IV's who are scheduled to work a regular eight (8) hour shift in a Power Plant Operation; or

- (c) any time worked in excess of the daily hours for Employees who are scheduled to work a modified hours work day; or
- (d) any time worked when the total of hours worked exceeds the two (2) week total hours of work assigned to that position [i.e. seventy (70) hours, seventy-five (75) hours, seventy-seven point five (77.5) hours, or eighty (80) hours].

ARTICLE 26

ON-CALL DUTY

26.01 The term "On-Call Duty" shall be deemed to mean any period, the duration of which is not less than eight (8) hours, during which an Employee must be available to respond without undue delay to any request to return to duty. Employees required by the Employer to be on "On-Call Duty" shall receive:

- (a) three dollars (\$3.00) per hour of assigned on-call on any regularly scheduled working day; or
- (b) four dollars and twenty-five cents (\$4.25) per hour of assigned on-call on any regular day off or Named Holiday.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions.

ARTICLE 27

CALL BACK

- 27.01
- (a) When a Regular Full-time Employee is called back to work outside of scheduled working hours, he shall be paid for all time worked at overtime rates or a minimum of two (2) hours at overtime rates whichever is the greater.
 - (b) A Regular Part-time Employee who has completed a shift and is called back and required to return to work outside the Regular Part-time Employee's regular hours, shall be paid for the call at overtime rates or a minimum or two (2) hours at overtime rates, whichever is greater.
 - (c) Such Employee shall be reimbursed for a round trip between his place of employment and his home at the Government of Alberta rates per kilometer.
 - (d) A subsequent call within two (2) hours of the original call shall be considered one (1) call for the purpose of determining minimum call-back pay.

27.02 An Employee who is called back to work on a Named Holiday in accordance with Clause 27.01, shall receive:

- (a) one and one-half times (1 1/2X) his Basic Rate of Pay for the actual hours worked or a minimum of two (2) hours whichever is greater; plus
- (b) time off at his Basic Rate of Pay for the actual hours worked.

27.03 When a call-back forms a continuous period with the Employee's normal working hours, overtime rates shall apply only to those hours worked before the commencement of the regularly scheduled shift and the normal working hours shall not be reduced as a result of such call-back except by mutual consent.

27.04 When an Employee is consulted by telephone and has been:

- (a) assigned to on-call duty and authorized by the Employer to handle job-related matters without returning to the work place; or
- (b) designated by the Employer to handle job-related matters without returning to the work place.

The Employee shall be paid at the applicable rate for the total accumulated time spent on telephone consultation(s) and corresponding documentation during the on-call period. If the total accumulated time is less than thirty (30) minutes, the Employee shall be compensated at the applicable rate of pay for thirty (30) minutes.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions

ARTICLE 28

REPORTING PAY

- 28.01
- (a) In the event that an Employee reports for work as scheduled and is requested by the Employer to leave prior to the completion of the scheduled shift, the Employee shall be compensated for at his Basic Rate of Pay for the inconvenience by a payment equivalent to four (4) hours (inclusive of hours worked), or for the hours actually worked, whichever is greater.
 - (b) Such Employee shall be reimbursed for a round trip between his place of employment and his home at the Government of Alberta rates per kilometer or taxi fare upon production of a receipt.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions.

ARTICLE 29

SHIFT AND WEEKEND DIFFERENTIAL

29.01 **Evening Shift Differential**

A shift premium of two dollars and twenty-five cents (\$2.25) per hour shall be paid:

- (a) to Employees working a shift where the majority of such shift falls within the period fifteen hundred (1500) hours to twenty-three hundred (2300) hours; or
- (b) to Employees for each regularly scheduled hour worked between fifteen hundred (1500) hours to twenty-three hundred (2300) hours, provided that greater than one (1) hour is worked between fifteen hundred (1500) hours to twenty-three hundred (2300) hours;
- (c) to Employees for all overtime hours worked which fall within the period of fifteen hundred (1500) hours to twenty-three hundred (2300) hours.
- (d) Notwithstanding (b) above, for Employees working a shift that concludes between fifteen hundred (1500) hours and seventeen hundred (1700) hours, no shift differential will be paid.

29.02 **Night Shift Differential**

A shift differential of three dollars (\$3.00) per hour shall be paid:

- (a) to Employees working a shift where the majority of such shift falls within the period of twenty-three hundred (2300) hours to zero seven hundred (0700) hours provided that greater than one (1) hour is worked between twenty-three hundred (2300) hours and zero seven hundred (0700) hours; or
- (b) to Employees for each regularly scheduled hour worked between twenty-three hundred (2300) hours to zero seven hundred (0700) hours provided that greater than one (1) hour is worked between twenty-three hundred (2300) hours and zero seven hundred (0700) hours.
- (c) to Employees for all overtime hours worked which fall within the period between twenty-three hundred (2300) hours to zero seven hundred (0700) hours.

29.03 **Weekend Premium**

A weekend premium of two dollars and twenty-five cents (\$2.25) per hour shall be paid:

- (a) to Employees working a shift wherein the majority of such shift falls within the sixty-four (64) hour period commencing at fifteen hundred (1500) hours on a Friday; or
- (b) to Employees working each regularly scheduled hour worked after fifteen hundred (1500) hours on a Friday provided that greater than one (1) hour is worked within the sixty-four (64) period commencing at fifteen hundred (1500) hours on a Friday;
- (c) to Employees working all overtime hours which fall within the sixty-four (64) hour period commencing at fifteen hundred (1500) hours on a Friday;
- (d) Notwithstanding (b) above, for Employees working a shift that concludes between fifteen hundred (1500) hours and seventeen hundred (1700) hours on a Friday, no weekend premium will be paid for hours worked on the Friday.

29.04 All premiums and differentials payable under this Article shall not be considered as part of the Employee's Basic Rate of Pay.

29.05 Where applicable, an Employee shall be eligible to receive both shift differential and weekend premium.

ARTICLE 30

NAMED HOLIDAYS

Regular Full-time Employees

30.01 (a) The following are considered Named Holidays:

New Year's Day	Labour Day
Alberta Family Day	Thanksgiving Day
Good Friday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day
August Civic Day	

and all general holidays proclaimed by the municipality or the Government of Alberta or Canada.

- (b) In addition to the foregoing "Named Holidays" Employees who are in the employ of the Employer on April 1st of each contract year, shall be granted an additional "floater" holiday in that contract year. The "floater" holiday shall be taken at a time to be mutually agreed upon by the Employer and the Employee.

30.02 To qualify for a Named Holiday with pay the Employee must:

- (a) work his scheduled shift immediately prior to and immediately following the holiday except where the Employee is absent due to illness or other reasons acceptable to the Employer;
 - (b) work on the Named Holiday when scheduled or required to do so.
- 30.03 (a) An Employee obliged in the course of duty to work on a Named Holiday shall be paid for all hours worked on the Named Holiday at one and one-half times (1 1/2X) his Basic Rate of Pay plus:
- (i) one (1) regular days pay; or,
 - (ii) a mutually agreeable day off with pay within thirty (30) days either before or after the holiday; or,
 - (iii) by mutual agreement, a day added to his next annual vacation; or
 - (iv) where applicable, an Employee shall receive compensating time off at his Basic Rate of Pay for all hours worked in excess of seven and three-quarter (7 3/4) hours on a Named Holiday.
- 30.04 Should a Named Holiday fall during an Employee's vacation period, he shall be allowed an extra day for such Named Holiday. Where the extra day off cannot be scheduled in connection with his vacation or within thirty (30) calendar days of return to duty, the Employee shall be given one (1) days pay at his Basic Rate of Pay in lieu of the Named Holiday.
- 30.05 When a Named Holiday falls on a day that would otherwise be an Employee's regularly scheduled day off, the Employee shall receive an alternate day off. Where such alternate day off cannot be arranged within thirty (30) calendar days of the Named Holiday, the Employee shall receive one (1) days pay at his Basic Rate of Pay in lieu of the Named Holiday.
- 30.06 No payment shall be made for any Named Holiday occurring during a layoff or unpaid leave of absence of eight (8) calendar days or more.

Regular Part-time Employees

- 30.07 (a) On each pay cheque Employees shall be paid, in addition to their Basic Rate of Pay, four point six percent (4.6%) of their Basic Rate of Pay in lieu of paid holiday benefits.
- (b) Employees required to work on a Named Holiday shall be paid at one and one-half times (1 1/2X) their Basic Rate of Pay for such work.

ARTICLE 31

ANNUAL VACATION

31.01 **Vacation Entitlement**

Subject to Clause 35.02(d), during each year of continuous service in the employ of the Employer, a Regular Full-time Employee shall earn vacation with pay. The rate at which vacation is earned shall be governed by the total length of such employment as follows:

- (a) during each of the first (1st) and second (2nd) years of continuous employment, an Employee shall earn entitlement to vacation calculated on a basis of fifteen (15) working days [one hundred sixteen point two five (116.25) hours];
- (b) during each of the third (3rd) to ninth (9th) years of continuous employment, an Employee shall earn entitlement to vacation calculated on a basis of twenty (20) working days [one hundred and fifty-five (155) hours];
- (c) during each of the tenth (10th) to nineteenth (19th) years of continuous employment, an Employee shall earn entitlement to vacation calculated on a basis of twenty-five (25) working days [one hundred ninety three point seven five (193.75) hours];
- (d) during the twentieth (20th) and each subsequent year of continuous employment, an Employee shall earn entitlement to vacation calculated on a basis of thirty (30) working days (two hundred and thirty-two point five (232.5) hours].
- (e) **Supplementary Vacation**
 - (i) Effective April 1, 2009, upon having reached twenty-five (25) years of continuous employment, an Employee shall earn a one-time additional five (5) working days of supplementary vacation with pay. Subject to Clause 31.03(d), the supplementary vacation may be taken at the Employee's option at any subsequent time.

- 31.02
- (a) As far as is possible Employees shall be granted their choice of vacation periods according to seniority but the right to allot vacation periods is reserved by the Employer in order to ensure efficient operations. In the event that the Employer and the Employee cannot agree upon the date of commencement of an Employee's vacation, the Employer shall set a vacation period and shall attempt to give thirty (30) calendar days notice but in no circumstances shall give less than fourteen (14) calendar days notice in advance. In circumstances where the Employer sets an Employees vacation period with less than thirty (30) calendar days notice, and the Employee disputes such decision, the employee shall first discuss the matter with their immediate Supervisor who is not within the scope of this

Collective Agreement in accordance with Article 10.04. If the matter is not resolved, the Employee may commence their grievance directly to Step III within ten (10) days of the date the Employee was notified of the scheduling of their vacation period.

(b) The Employer shall make every reasonable effort to grant an Employee, upon request, at least two (2) weeks of annual vacation entitlement during the summer months. An Employee may take a maximum of four (4) weeks during the period of June 1st to August 31st unless otherwise approved by the Employer.

31.03

(a) Vacation leave may not be divided into more than three (3) periods except with the approval of the Employer. In the event approval is granted to divide vacation leave, dates for one period only will be allowed to fall in whole or in part between June 1st to August 31st inclusive except when such period is not requested by another Employee.

(b) Maximum vacation accrual is limited to eighteen (18) months accrual of vacation entitlement at any time. Should the eighteen (18) months be exceeded, arrangements to mutually agree on scheduling of such excess entitlement shall occur in accordance with Clause 31.02. This limit may be exceeded in extenuating circumstances with prior approval of the Employer.

(c) **Time of Vacation**

The Employer shall post the vacation schedule planner by January 1st of each year. Where an Employee submits a vacation preference by March 15th of that year, the Employer shall indicate approval or disapproval of that vacation request by April 30th of that year. Requests for vacation which are submitted after March 15th shall be dealt with on a first come, first served basis.

(d) Requests to use vacation shall be subject to the approval of the Employer and shall not exceed the number of vacation hours accrued to the date of vacation.

(e) Once vacations are authorized by the Employer, they shall not be changed except in cases of emergency or by mutual agreement between the Employer and the Employee.

31.04

Except when vacations are changed by mutual agreement when an Employee is required by the Employer to work during his vacation he shall receive pay at two times (2X). Hours worked while on vacation shall not be deducted from the Employee's vacation credits.

31.05

An Employee shall earn vacation leave pursuant to Clause 31.01 during the following authorized absences:

(a) financially assisted Education Leave;

- (b) sick leave for the first (1st) forty-four (44) consecutive work days;
- (c) Workers' Compensation for the forty-four (44) consecutive work days;
- (d) any other leave of absence with or without pay for the first thirty (30) calendar days.

31.06 An employee who terminates his service or whose service is terminated shall receive vacation pay in lieu of all vacation earned but not taken.

31.07 An Employee who becomes hospitalized as an “inpatient” during the course of his vacation, shall be considered to be on sick leave for the period of stay in hospital subject to the provisions of Article 32 Vacation time not taken as a result of such stay in hospital shall be taken at a mutually agreed later date, subject to production of a satisfactory medical certificate.

Regular Part-time Employees Vacations with Pay

31.08 (a) Regular Part-time Employees shall earn vacation with pay calculated in hours in accordance with the following formula:

Hours worked as a regular Employee as specified in Article 23, times the applicable percentage outlined below equals the number of hours of paid vacation time to be taken.

- (i) six percent (6%) during the first and second (2nd) year of continuous employment;
- (ii) eight percent (8%) during each of the third (3rd) to ninth (9th) years of continuous employment;
- (iii) ten percent (10%) during each of the tenth (10th) to nineteenth (19th) years of continuous employment;
- (iv) twelve percent (12%) during the twentieth (20th) and each subsequent year of continuous employment.
- (v) Supplementary Vacation

Effective April 1, 2009, upon having reached twenty-five (25) years of continuous employment, a one-time additional two percent (2%) for supplementary vacation.

(b) Regular Part-time Employees who have earned proportional vacation with pay entitlement shall be scheduled for paid vacation and leave without pay equivalent to the calendar period of time provided to a Full-time Employee as specified in Clause 31.01.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions

ARTICLE 32

SICK LEAVE

32.01 "Illness" means any illness, injury (other than injuries covered by the WCB) or quarantine restrictions.

32.02 (a) The Employer recognizes that alcoholism, drug addiction and mental illness are illnesses which can respond to therapy and treatment and that absence from duty due to such therapy or treatment shall be considered as sick leave.

(b) An Employee, whose work performance is adversely affected by a condition mentioned in (a) above, may be referred by the Employer to the appropriate Employee Assistance Plan.

32.03 **Sick Leave Entitlement**

(a) During the probationary period worked by a Full-time continuous Employee, any time off because of illness will be without pay. After completion of the probationary period, such Employee shall be entitled to cumulative sick leave credit computed from the date of commencement of employment at the rate of one and one-half (1 1/2) normal working days per month for each full month of employment up to a maximum of one hundred and twenty (120) normal working days.

(b) Article 32 applies to regular Part-time Employees except that such Employees shall accumulate sick leave credits on the basis of one and one-half (1 1/2) days per month, prorated on the basis of regularly scheduled hours worked by the Part-time Employee in relation to the regularly scheduled hours of a Full-time Employee. Such Employee shall not be entitled to apply sick leave credits during the probationary period and payment will be made only for days such Employees are regularly scheduled to work and cannot attend because of illness.

32.04 **Conditions of Illness Entitlement**

(a) Sick leave shall be granted only up to the amount of the accumulated sick leave credits at the time such leave is granted.

(b) If an Employee uses his total accumulated sick leave credit, on return to employment such Employee shall be entitled to accumulate further sick leave credits on the basis set forth in Clause 32.03 of this Article.

(c) An Employee who is unable to report for duty due to illness is required to inform his Supervisor or designate, as soon as possible, but in any event not less than two (2) hours before he was to report to duty.

- (d) Employees may be required to submit satisfactory proof to the Employer of any illness, non-occupational accident, or quarantine. Where the Employee has paid a fee for such proof, the full fee shall be reimbursed by the Employer.
- (e) When an Employee:
 - (i) is required to travel for the purposes of medical referral and/or treatment, or;
 - (ii) is unable to schedule medical appointments outside of his work hours and requires time off for the purpose of attending a dental, physiotherapy, optical or medical appointment, providing he has been given prior authorization by the Employer, such absence shall be neither charged against his accumulated sick leave, nor shall he suffer any loss of income provided such absence does not exceed two (2) hours during one (1) work day. If the absence is longer than two (2) hours, the whole period of absence shall be charged against his accumulated sick leave. Employees may be required to submit proof, to the Employer, of appointments.
- (f) Sick leave credit shall not accrue during:
 - (i) any period of sick leave in excess of forty-four (44) calendar days; or
 - (ii) a layoff; or
 - (iii) an absence while in receipt of disability insurance or Worker's Compensation benefits in excess of forty-four (44) calendar days; or
 - (iv) leave of absence without pay in excess of thirty (30) calendar days.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions

ARTICLE 33

WORKERS' COMPENSATION

- 33.01 Workers' Compensation Board coverage will be provided by the Employer for an Employee.
- 33.02 Employees suffering accidents and/or illnesses which are compensable under The Workers' Compensation Act shall not be entitled to sick benefits during the period of compensation subject to Clause 33.04.

- 33.03 The foregoing Clause 33.02 shall not exclude an Employee from sick benefits for periods of absence due to an accident and/or illnesses which is not compensable under The Workers' Compensation Act, and such cases shall be dealt with under Article 32.
- 33.04 If an Employee sustains an injury and/or acquires an illness in the course of his duties and is eligible for Workers' Compensation the Employer shall supplement these benefits by the payment of an amount sufficient to increase remuneration to the amount the Employee would have received had he been at work, less Federal and Provincial Income Tax levied on such earnings. A deduction of one tenth (1/10th) day shall be charged against sick leave credits for each day an Employee is off work due to an accident within the meaning of The Workers' Compensation Act. Employees shall only receive full salary to the extent that one tenth (1/10th) day(s) can be deducted from accumulated sick leave.

NOTE: Systems transitional issues detailed in Letter of Understanding #17 on System Transitional Provisions

ARTICLE 34

PREPAID HEALTH BENEFITS

- 34.01 When the enrollment and other requirements of the insurer(s) have been met, the Employer shall implement the following group plans in accordance with the Alberta Health Services Health Standard Plan:
- (a) Alberta Health & Wellness Insurance Plan;
 - (b) A Supplementary Health Plan;
 - (c) A Dental Plan, which provides for the reimbursement of at least eighty percent (80%) of eligible basic services; fifty percent (50%) of eligible Extensive Services and fifty percent (50%) of eligible Orthodontic Services, in accordance with the current Alberta Blue Cross Dental Schedule. A maximum annual reimbursement of twenty-five hundred dollars (\$2,500) per insured person per benefit year shall apply to combined Basic and Extensive Services. Orthodontic Services shall be subject to a lifetime maximum reimbursement of twenty-five hundred dollars (\$2,500) per insured person;
 - (d) Group Life Insurance;
 - (e) Basic Accidental Death and Dismemberment;
 - (f) Effective April 1, 2006, Short-Term Disability;
 - (g) Long Term Disability.

- 34.02 The premiums for the plans outlined in Clause 34.01 will be cost shared, seventy-five percent (75%) by the Employer and twenty-five percent (25%) by the Employee.
- 34.03 The administration of benefits specified in Clause 34.01 shall, at all times, be subject to and governed by the terms and conditions of the policies and contracts entered into with the underwriters of the Plans.
- 34.04 The Employer shall make available to eligible Employees brochures outlining the above Plans.
- 34.05 The Employer will provide one (1) copy of each of the plans to the Central Office of The Alberta Union of Provincial Employees.

NOTE: Letter of Understanding #19 – Transition to Standard Benefit Plan

ARTICLE 35

LEAVE OF ABSENCE

35.01 **General Leave of Absence**

Leave of absence without pay may be granted to an Employee at the discretion of the Employer.

35.02 **Provisions Governing Leaves of Absence**

- (a) All applications for leave of absence, with the exception of bereavement leave, shall be made in writing to the Employer in advance. Applications shall indicate the date of departure on leave of absence and the date of return.
- (b) An Employee who has been granted leave of absence of any kind and who overstays his leave without reason acceptable to the Employer shall be considered to have terminated his employment.
- (c) In the case of leaves of absence without pay of more than thirty (30) calendar days duration, Employees shall make prior arrangements for the payment of the full premium of any contributory benefit plans such as pension, Alberta Blue Cross, etc.
- (d) In the case of leaves of absence without pay in excess of thirty (30) calendar days Employees shall cease to accrue sick leave and earned vacation. The Employee's anniversary date shall also be adjusted by the same amount of time as the leave of absence and the new anniversary date shall prevail thereafter. An Employee must attend at work after completion of such leave in order to re-establish eligibility for benefits.

- (e) For the portion of maternity leave during which an Employee has a valid health-related reason for being absent from work and who is in receipt of sick leave, LTD or if applicable, EI SUB Plan benefits, benefit plan premium payments shall be administered in the same manner as an Employee absent due to illness.

35.03

Bereavement Leave

- (a) In the event of death in the immediate family or for other relatives as herein defined, an Employee so bereaved shall be allowed such period of leave, as defined below, without loss of regular earnings according to the following guidelines:
 - (i) In the case of a spouse (including common-law spouse or same sex relationship), parent, parent-in-law, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, or sister, sister-in-law, guardian and fiancé, up to five (5) working days within a seven (7) calendar day period (parent, son and daughter are interpreted to include step-parents and step-children).
 - (ii) In the case of grandparents, spouses' grandparents, grandchildren, uncles, aunts, nieces, nephews, cousins, foster-parents [if not considered true parents in (i) above], up to three (3) working days within a seven (7) calendar day period.
- (b) Travel time, not exceeding two (2) calendar days, in addition to the foregoing shall be approved by the Employer for travel in excess of three hundred and twenty (320) kilometers one-way from the Employee's residence is necessary for the purpose of attending the funeral.
- (c) In the event of a death of another relative or close friend, the Employer may grant up to one (1) working day off without loss of regular earning to attend the funeral services.

35.04

Parental Leave

A. Maternity Leave

- (a) An Employee who has completed her probationary period shall, upon her written request providing at least two (2) weeks advance notice, be granted maternity leave to become effective twelve (12) weeks immediately preceding the expected date of delivery or such shorter period as may be requested by the Employee, provided that she commences maternity leave not later than the date of delivery.

- (b) Maternity leave shall be without pay and benefits except for the portion of maternity leave during which the Employee has a valid health-related reason for being absent from work and is also in receipt of sick leave, EI SUB Plan benefits or LTD. Medical proof may be required regarding the health-related reason for the absence. The total period of maternity leave shall not exceed twelve (12) months unless mutually agreed between the Employee and the Employer.
- (c) Where an Employee submits medical evidence satisfactory to the Employer, that it would be hazardous to the health of an Employee or unborn child to have the pregnant Employee continue employment in her present position, she may apply for a transfer to any vacancy for which she is qualified. Where the Employee is not successful the Employee may request that maternity leave commence pursuant to Clause 35.04(a).
- (d) An Employee on such leave shall provide the Employer with four (4) weeks written notice of readiness to return to work following which the Employer will reinstate her in the same position held by her immediately prior to taking leave and at the same step in the pay scale or provide her with alternate work of a comparable nature at the site at not less than the same step in the pay scale and other benefits that accrued to her to the date she commenced leave.
- (e) Notwithstanding any date initially selected for the start of a maternity leave, if an Employee subsequently indicates in writing, and submits medical proof, that she is no longer able to carry out his normal duties, she may commence her maternity leave at an earlier date.

B. Adoption Leave

- (a) An Employee who has completed her probationary period shall, upon written request, be granted leave without pay for up to twelve (12) months as necessary for the purpose of adopting a child. An Employee on such leave shall provide the Employer with four (4) weeks written notice of readiness to return to work following which the Employer will reinstate her in the same position held by her immediately prior to taking leave and at the same step in the pay scale or provide her with alternate work at the site of a comparable nature at not less than the same step in the pay scale and other benefits that accrued to her up to the date she commenced such leave.
- (b) The Employee may commence adoption leave upon one (1) days notice provided that application for such leave is made once the adoption has been approved and the Employer is kept informed of the progress of the adoption proceedings.

C. Parental Leave

- (a) An Employee who has completed their probationary period and who has or will have the actual care or custody of the newborn child, shall be granted up to twelve (12) months parental leave without pay and benefits immediately following the birth of the child. The Employee shall provide proof of the birth of the child and shall give the Employer reasonable notice in writing of the date on which the leave is to commence.
- (b) Employees will be required to give the Employer four (4) weeks notice in writing of their intention to return to work. Employees granted leave without pay and benefits pursuant to this Article, shall, upon return to work, be returned to their former position or be placed in another comparable position at the site/sector (worksite in community sector) at not less than the same salary and benefits that had accrued to them prior to commencing leave.

D. Special Leave

- (a) The Parties recognize that a regular employee may be unable to report to work for their regularly scheduled shifts, due to unanticipated circumstances of pressing necessity which require the employee's personal attention and which may include illness in the employee's immediate family. The Employer shall approve special leave in such circumstances to a maximum of four (4) days without loss of pay in each calendar year; any requests for additional leave of absence in these circumstances shall be subject to the provisions of Article 35.02.
- (b) An employee may be required to submit satisfactory proof to the Employer demonstrating the need for Special Leave.

35.05

Terminal Care Leave

An Employee with a qualified relative in the end-stage of life shall be entitled to leave of absence without pay but with benefits at the normal cost-sharing, for a period up to six (6) months. Qualified relative means a person in a relationship to the Employee for whom the Employee would be eligible for the compassionate care benefit under Employment Insurance legislation. Employees may be required to submit to the Employer satisfactory proof demonstrating the need for Terminal Care Leave.

35.06

Jury or Witness Duty

Any Regular Employee required by law for jury or witness duty shall be allowed time off without loss of regular earnings during such absence but any fee received as such juror or witness shall be paid to the Employer. An Employee acting as a voluntary witness shall not be paid for such absence.

35.07

Time Off for Union Business

- (a) Time off from work without loss of regular earnings will be provided on the following basis:
 - (i) The grievor and/or one (1) Local appointee for time spent in discussing grievances with representatives of the Employer as outlined in the grievance procedure.
 - (ii) Local appointees not to exceed three (3) in number for time spent in EMAC meetings with representatives of the Employer.

- (b) Provided that the efficiency of the Employer shall not in any way be disrupted, time off work without pay may be granted to Local members for the following purposes:
 - (i) to attend Provincial Executive meetings or meetings of the Union's Bargaining Committee;
 - (ii) to attend Conventions of the Alberta Union of Provincial Employees;
 - (iii) to attend special Union meetings;
 - (iv) members of the Union Negotiating Committee, not to exceed five (5) in number, for time spent meeting with representatives of the Employer, during the formal negotiation of a Collective Agreement and for preparatory meetings during negotiations;
 - (v) members elected as representatives of the Union to attend Seminars and Local meetings; and
 - (vi) members designated as delegates representing the Union at Conventions of labour organizations with which the Union is affiliated.

- (c) When leave to attend to Union business has been approved, it is granted with pay. The Union agrees to reimburse the Employer for actual salary paid to the Employee while on leave plus fifteen percent (15%) to cover cost of benefits.

NOTE: Transitional issues detailed in Letter of Understanding #18 on Transitional Provisions

ARTICLE 36

**TERMS, CONDITIONS AND BENEFITS OF EMPLOYMENT APPLICABLE TO
TEMPORARY AND CASUAL EMPLOYEES**

36.01 Articles 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 19, 20, 21, 22, 24, 28, 29, 37, 40 shall apply to Temporary and Casual Employees.

36.02 **Probation (Article 16)**

- (a) Temporary and Casual Employees shall be on probation for five-hundred and three point seven five (503.75) regular hours worked. If an Employee is unsatisfactory in the opinion of the Employer, such Employee may be dismissed or his employment terminated, in writing, at any time during the probationary period without notice and without recourse to the grievance procedure. An Employee will be kept advised of his progress during the probationary period.
- (b) By mutual agreement in writing between the Union and the Employer, the probationary period may be extended up to a maximum of five-hundred and three point seven five (503.75) regular hours worked. During the extended period, and if in the opinion of the Employer, the Employee is found to be unsatisfactory, his employment may be terminated, in writing, without notice and without recourse to the grievance procedure.

36.03 **Hours of Work (Article 23)**

- (a) The provisions of Article 23 apply to Temporary Employees who are employed in a full-time capacity.
- (b) The provisions of Clauses 23.07 and 23.08 apply to Temporary Employees who are employed in a part-time capacity.
- (c) The provisions as outlined below apply to Casual Employees:
 - (i) Time off duty for meals will not be considered as working time and will not be less than one-half (1/2) hour in each shift. If an Employee is recalled to duty during a meal break, compensating time shall be provided later in the shift or paid to the Employee at overtime rates.
 - (ii) A paid rest period of fifteen (15) minutes will be permitted during each full one-half (1/2) shift. Where practicable, rest periods will be scheduled at or near the middle of each period.
 - (iii) The time of meal breaks and rest periods shall be determined by the Employer. In making this determination the Employer will consider Employee preference.

- (iv) When time is converted to Mountain Standard Time in accordance with the Daylight Savings Time Act regular hours of work shall be extended to include the additional hour and the Employee shall be paid at the overtime rate for that hour.
- (v) When time is converted to Day Light Savings Time in accordance with the Daylight Savings Time Act the regular hours of work for the night shift shall be shortened by one (1) hour and the Employee shall have their regular pay for that shift reduced by one (1) hour.

36.04 **Overtime (Article 25)**

- (a) Temporary or Casual Employees shall be paid overtime rates as provided in Clause 25.10 for:
 - (i) time worked in excess of seven and three-quarter (7 3/4) hours per day or hours worked in excess of extended shift hours where such are in place as provided in Article 24; or
 - (ii) time worked when an Employee is called back to duty beyond the Employee's normal working hours, pursuant to Article 27; or
 - (iii) time worked on an Employee's scheduled day(s) off. Clause 25.10(c) shall not apply if the scheduled day(s) off are changed by giving not less than seven (7) calendar days notice.
- (b) All overtime shall be calculated to the nearest one-quarter (1/4) hour.

36.05 **On-Call Duty (Article 26)**

The provisions of Clause 26.01 apply to Temporary Employees who are employed in a full-time or part-time position.

36.06 **Call Back (Article 27)**

A Temporary Employee who has completed his shift and is called back and required to return to work shall be reimbursed for reasonable, necessary and substantiated transportation expenses and, if the Employee travels for such purpose by private automobile, reimbursement shall be at the Government of Alberta rates per kilometer from the Employee's residence to the Institution and return.

36.07 **Named Holidays (Article 30)**

Temporary and Casual Employees required to work on a Named Holiday shall be paid at one and one-half times (1 1/2X) their Basic Rate of Pay for all hours worked on the Named Holiday.

36.08 **Annual Vacation (Article 31)**

Temporary and Casual Employees shall be paid, in addition to their Basic Rate of Pay, ten point six percent (10.6%) of their Basic Rate of Pay in lieu of annual vacation and Named Holidays. Temporary and Casual Employees shall be allowed up to three (3) weeks off, without pay, for their vacation.

36.09 **Sick Leave (Article 32)**

The provisions of Article 32 apply to Temporary Employees who are employed in a full-time or part-time position.

36.10 **Workers Compensation (Article 33)**

- (a) The provisions of Article 33 apply to Temporary Employees who are employed in a full-time or part-time position.
- (b) The provisions of Clause 33.01 shall apply to Casual Employees.

36.11 **Prepaid Health Benefits (Article 34)**

The provisions of Article 34 apply to Temporary Employees who are hired to replace a Full-time or Part-time Employee who is on an approved leave of absence or who is on leave due to illness or injury where the Employee on leave has indicated to the Employer that the duration of such leave shall be in excess of six (6) months.

36.12 **Leave of Absence (Article 35)**

- (a) The provisions of Clauses 35.03 and 35.06 shall apply to Temporary Employees who are employed in a full-time or part-time position.
- (b) Casual Employees will be entitled to time-off without pay in lieu of Bereavement Leave pursuant to Clause 35.03.

36.13 **Salary Increment**

Temporary and Casual Employees shall be entitled to salary increase as provided in the salary schedule upon the completion of the same number of regular hours of work as a Full-time Employee.

ARTICLE 37

ALTITUDE AND HAZARD DIFFERENTIAL

- 37.01 (a) All work performed from scaffolds at forty (40) feet or more above the ground level, will be paid for at fifty cents (\$0.50) per hour above the regular rate of pay.

- (b) All swing stage and bosun's chair, spider or cage work will be paid for at the following rates:
 - (i) ground level up to one hundred (100) feet at fifty cents (\$0.50) per hour above the regular rate; and
 - (ii) twenty-five (25) cents per hour for every additional fifty (50) feet or part thereof to the top of the structure.

ARTICLE 38

PENSION PLAN

- 38.01 (a) The Employer shall contribute to the Local Authorities Pension Plan (LAPP) for retirement benefits for eligible participating Full-time Employees as defined by and in accordance with the regulations of the Plan.
 - (b) The Employer shall contribute to the aforementioned Pension Plan for eligible Part-time Employees who request enrollment in the Plan provided they are regularly scheduled to work at least fourteen (14) hours per week averaged over a complete cycle of the shift schedule.
- 38.02 The Employer shall distribute to all Employees brochures and other relevant material outlining the above Plan upon hiring and when there are changes to the Plan.

NOTE: Subject to the transfer of Employees of the former Alberta Cancer Board into the LAPP.

ARTICLE 39

CAMP ALLOWANCE

- 39.01 An employee who attends an overnight patient recreational/therapeutic activity authorized by the Employer shall be paid, in addition to his Basic Rate of Pay for his normal shift, an allowance of forty dollars (\$40.00) for each day at such an activity. Participation by an Employee in such activity shall be voluntary.
- 39.02 Where an Employee agrees to attend an overnight patient recreational/therapeutic activity authorized by the Employer the Employee shall receive his Basic Rate of Pay for his normal seven and three-quarter (7 3/4) hours of work only. Employees who attend such an activity shall be eligible for free time each day at the discretion of the "in-charge" person.

ARTICLE 40

SALARIES

40.01 The Basic Rate of Pay as set out in the Salary Schedules shall be applicable to all Employees covered by this Collective Agreement, effective on the dates specified therein.

40.02 An Employee's Basic Rate of Pay shall be advanced to the next higher rate following:

- (a) in the case of a Full-time Employee, one (1) year of service;
- (b) in the case of a Part-time Employee, the completion of the applicable yearly equivalent regular hours of work of a Full-time Employee [i.e. one thousand eight hundred and twenty-seven (1,827), one thousand nine hundred and fifty-seven point five (1,957.5), two thousand twenty-two point seven five (2,022.75) or two thousand eighty-eight (2,088) regular hours paid].

Unless otherwise changed by the operations of the terms of this Collective Agreement, a Regular Part-time Employee who has had a change in status to a Regular Full-time Employee within the same classification shall have his anniversary date established based on hours worked with the Employer at the salary increment level such Employee was entitled to receive immediately prior to his change in status.

40.03 Upon verification of a new Employee having job specific and relevant experience within the preceding twelve (12) months, the Employee's starting salary may be adjusted one (1) salary increment for each full year of experience, up to the top increment of the pay range.

40.04 The salary of an Employee reclassified, promoted or transferred to a higher classification shall be advanced to the start rate of the higher classification. Where the start rate of the higher classification does not provide at least a three percent (3%) increase to their current rate, the Employee's salary shall be advanced to the next step of the higher classification that provides an increase of at least three percent (3%) provided this does not exceed the top step of the classification. When the Employee's salary is advanced to the higher classification, it shall be advanced to the next step after a period of time has elapsed equal to the agreed time period between pay steps for the higher classification.

40.05 When an Employee is reclassified, promoted transferred to a classification with the same end rate as their present classification, such Employee shall move to the pay step which is equal to their present Basic Rate of Pay, or if there is no such pay step, they shall move to the pay step that has a Basic Rate of Pay that is next higher to their present Basic Rate of Pay. The employees' anniversary date for the purpose of increments will not change.

- 40.06 When an Employee is transferred or transfers to a lower rated classification, the Employee shall move to the step of the lower rated classification as held in the classification from which he was transferred or transfers. The Employees anniversary date for the purpose of increments will not change.
- 40.07 Should the Employer issue an overpayment of wages and/or entitlements, the Employer may make the necessary monetary adjustments in accordance with its Policy on Over and Under Payments.

ARTICLE 41

TRANSPORTATION AND SUBSISTENCE

- 41.01 Employees shall be reimbursed for travel and subsistence expenses in accordance with the Alberta Health Services Policy.
- 41.02 When an Employee is assigned duties necessitating the use of the Employee's private automobile she or he shall be reimbursed at the Government of Alberta rates per kilometer.

IN WITNESS WHEREOF THE PARTIES HAVE EXECUTED THIS COLLECTIVE AGREEMENT BY AFFIXING HERETO THE SIGNATURES OF THEIR PROPER OFFICERS IN THAT BEHALF.

DATE: _____

DATE: _____

**Main Salary Schedule
April 1, 2010**

Group	Series	Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
General Services	G1	Parking Attendant	15.92	17.60					
	G2	Lab Worker	16.24	17.73					
	G3	Surgical Processor - Developmental	18.65						
	G4	Support Services Worker	15.72	17.20	18.74				
	G5	Driver I	18.71	20.90					
	G6	Volunteer Coordinator	19.89	20.29	20.65	21.02	21.40	21.84	
	G7	Surgical Processor	19.63	20.32	20.95	21.66	22.38		
	G8	Driver II Lifeguard	20.82	22.90					
	G9	Laboratory Assistant I	19.77	20.56	21.38	22.24	23.12	23.72	
	G10	Laboratory Assistant II	20.77	21.61	22.49	23.40	24.34	24.98	
	G11	Working Leader - CSS	22.90	23.47	24.06	24.66	25.18		
	G12	Working Supervisor - Recreation Facilities	23.30	26.02					
	G13	Histology Assistant	21.81	22.69	23.61	24.57	25.56	26.23	
	G14	Driver Training Instructor	23.89	27.81					
	G15	Team Leader - Lab	23.18	24.10	25.06	26.07	27.11	27.82	
General Services – Food Services	F1	Food Service I	15.33	16.72					
	F2	Cooks Assistant Food Service II	16.76	18.30					
	F3	Working Leader – Food Services	19.62	21.86					
	F4	Cook I	19.65	21.62					
	F5	Cook II	22.26	24.81					
	F6	Kitchen Coordinator – Community	23.56	24.91					
General Services - Environmental	E1	Environmental I	15.33	16.72					
	E2	Environmental II	16.76	18.30					
	E3	Working Leader - Environmental	19.62	21.86					
General Services - Laundry	L1	Laundry	14.74	16.07					
	L2	Laundry II	16.76	18.30					
	L3	Sewing Operator	17.16	18.74					
	L4	Laundry Supervisor	18.45	20.53					
	L5	Working Leader - Laundry	19.62	21.86					
General Services – Service Workers	S1	Service Worker I	17.07	18.62					
	S2	Service Worker II	17.80	19.41					
	S3	Working Leader (Porters)	19.99	22.05					
Clerical	C1	Clerk I	16.61	17.27	17.98	18.69	19.44	20.21	
	C2	Clerk II	17.78	18.48	19.22	19.98	20.78	21.61	
	C3	Clerk III Switchboard Operator	19.64	20.42	21.24	22.08	22.96	23.88	
	C4	Data Coordinator	19.53	20.85	22.21	23.56	24.91		
	C6	Clerk IV Unit Clerk	21.76	22.63	23.53	24.47	25.44	26.46	
	C7	Clerk V Medical Transcriptionist	23.76	24.71	25.69	26.71	27.78	28.89	
	C8	Clerk VI	25.86	26.89	27.97	29.10	30.26	31.48	
	Secretarial	SC1	Secretary I	21.76	22.63	23.53	24.47	25.44	26.46
SC2		Secretary II	23.76	24.71	25.69	26.71	27.78	28.89	

Group	Series	Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
General Services - Security	SE2	Protective Services Officer I	23.21	24.12	25.04	26.01	27.10	28.32	
	SE3	Telecommunications Operator/Dispatcher							
	SER	Protective Services Officer II	27.90	28.82	29.83	30.87	31.95		
Supply	SU1	Pharmacy Assistant	17.36	17.99	18.65	19.27	19.93		
	SU2	Stores I	18.71	20.90					
	SU3	Stores II	20.82	22.90					
	SU4	Supply Coordinator	20.07	21.59	23.16				
	SU5	Stores Specialist	23.17	25.50					
	SU6	Purchasing Assistant	23.67	26.42					
	SU7	Buyer	30.96	34.24					
Technical Positions	T1	Client Companion	13.89	14.58					
	T2	Therapy Aide	17.63	18.14	18.65	19.16	19.67		
	T3	Imaging Attendant	17.90	18.94	19.99				
	T4	Single ILS Worker	18.75	19.55	20.32	21.11	21.86		
	T5	Technical Attendant	20.82	22.93					
	T6	Activities Convenor	19.31	20.13	20.96	21.77	22.61	23.37	
	T7	Library Technician I	18.24	19.02	19.86	20.81	21.66	22.81	23.99
	T8	Web Administrator	22.87	25.05	27.26				
	T9	System Coordinator	23.44	25.63	27.83				
	T10	Biological Parts Specialist	26.21	28.75					
	T11	Emergency Communications Officer	22.60	23.59	24.63	25.73	26.85	28.08	
	T12	Graphic Designer	21.89	22.90	23.82	25.13	26.21	27.44	28.78
	T13	Coordinator, Regional Patient Transport Office	23.43	24.55	25.74	26.97	28.26	29.68	
	T14	Library Technician II	23.31	24.51	25.57	26.74	27.97	29.16	30.60
Maintenance and Trades	M1	Maintenance Worker I	19.91	21.68					
	M2	Maintenance Worker II	22.53	24.60					
	M3	Maintenance Worker III	26.06	28.41					
	M4	Nurseryman	26.53	29.04					
	M5	Upholsterer	27.29	29.86					
	M6	Maintenance Worker IV	27.70	30.20					
	M7	Power Engineer 4 th Class	29.07	31.49					
	M8	Draftsperson	28.70	31.47					
	M9	Locksmith	28.72	31.76					
	M10	Painter	29.51	32.38					
	M11	Mechanic	30.66	33.54					
	M12	Carpenter Spraypainter	30.95	33.66					
	M13	Control Center Operator	31.04	34.09					
	M14	Power Engineer 3 rd Class	31.46	34.09					
	M15	Signwriter/Painter Mechanical Service Technician	32.38	35.25					
	M16	Senior Control Operator	32.35	35.54					
	M17	Welder Sheet Metal Worker	33.54	36.40					
	M18	Instrumentation Tech I (Mechanic) Plumber	33.61	36.68					
	M19	Electronics Technologist I	34.81	37.51					
	M20	Millwright Instrument Tech II	34.69	37.56					

Group	Series	Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Maintenance and Trades (cont)	M21	Architectural Technician Electrician Electronics Technologist II Machinist/Millwright Mechanic/Welder Medical Electronics Tech Machinist Technician Plumber/Steamfitter Refrigeration Mechanic Temp. Control Mech- HVAC Facilities Technician	35.86	38.72					
	M22	Power Engineer 2 nd Class	36.42	39.59					
	M23	Maintenance Planner Assistant Electrical Foreman	36.74	39.69					
	M24	Instrumentation Tech III	36.39	40.10					
	M25	Lead Hand	37.41	40.44					
	M26	Mechanical Technologist	37.29	40.53					
	M27	Power Plant Coordinator	38.49	42.42					

LETTER OF UNDERSTANDING #1

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: SEVERANCE FOR CONTRACTING OUT, ORGANIZATIONAL CHANGE OR TECHNOLOGICAL CHANGE

Purpose

1. The Parties agree that the primary purpose of the Severance Program (the Program) is to recognize the contribution of Employees, to allow Employees to leave the system with dignity, to minimize disruption, and to ensure quality and continuity of services. Severance is one of the human resources management tools to assist with contracting out, organizational change and technological change.

Contracting Out

2. (a) The Parties recognize the important contribution the Employees make in the delivery of support services, and are committed to ensure job security where reasonably possible. To this end, it is understood by the Parties that this Employer will consult with the Union as soon as reasonably possible and at a minimum, ninety (90) days prior to any workforce adjustment resulting from a decision to discontinue a program or undertaking in an effort to explore alternatives to minimize the impact of the decision.
- (b) In the event of an adjustment, as outlined in (a) above, the Parties agree to work towards the implementation and utilization of voluntary measures, including but not limited to voluntary Leaves of Absence, transfers, and voluntary separation programs, including early retirement, job sharing or severance agreements, in order to minimize the impact on Employees.

Severance Offering and Eligibility

3. The Program will be offered in accordance with the provisions of this Letter of Understanding, over a period of time beginning the date on which the Parties exchange notice of ratification for this Collective Agreement and ending March 31, 2011.
4. (a) Severance will be offered only as a result of contracting out, organizational change and technological change that results in the permanent reduction in the number of Regular Employees within a fifty (50) kilometer radius of the affected Regular Employee's site.

- (b) Employees on full layoff will not be eligible to apply for the Program.
 - (c) The timing and extent of application periods and of the offering will be determined by the Employer.
5. The Program, when offered by the Employer, will be open to all eligible affected Regular Employees within the bargaining unit as of the date of the Program offering. An approved severance will be calculated as follows:
- (a) The equivalent of two (2) weeks salary for each full year of continuous service to a maximum payment of forty (40) weeks.
 - (b) Regular salary = (regularly scheduled hours of work as at date of application for the program) X (Basic Rate of Pay).
 - (c) Partial years will be pro-rated.

Severance Approval

6. (a) Subject to operational requirements, if there are more Employees wishing to take severance than there are positions to be eliminated, severance shall be granted in order of seniority.
- (b) Severance will not be approved if:
- (i) termination of the Employee does not directly result in the permanent elimination of the permanent Employees full-time equivalency or a comparable full-time equivalency; or
 - (ii) the Employee declines placement in a vacant equivalent FTE position within his series within a fifty (50) kilometer radius of the Employee's site.
- (c) The Employer reserves the right to determine the date of termination and once approved, the decision to take severance and terminate employment is irrevocable.

Operation of the Program

7. The Employer will only consider a severance application from an Employee on sick leave, WCB, STD or LTD where the Employee has provided medical evidence to the Employer that they are fit to return to work.
8. Regular Employees whose applications for the Program are approved will terminate their employment and have no right to recall under the Layoff and Recall Article of the Collective Agreement.

9. (a) Employees whose application for severance are approved will not be eligible for rehire by this Employer or any Employer or agency funded directly or indirectly by the Employer paying the severance for the period of the severance.
- (b) The Employee may be considered for hire by an Employer referred to in (a) provided they repay the Employer from whom the severance was received the difference, if any, between the date they were terminated and the length of time for which the severance was paid.
10. Severance shall be provided at the request of the Employee as:
- (a) a lump sum;
- (b) contribution to an RRSP of the Employee's choice;
- (c) any combination of the above; or
- (d) other provisions as agreed by the Employer and the Employee.

This Letter of Understanding shall expire on March 31, 2011.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #2

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: MULTIPLE POSITIONS

The Parties agree that this Letter of Understanding applies to Employees who hold more than one (1) position within the bargaining unit as of the date of ratification and Employees who subsequently attain more than one (1) position within the bargaining unit.

1. Definition: "Payroll system" shall mean the payroll system from a former entity which continues to be used by the Employer to process payroll until such time as the Employer implements a common payroll system for Employees in the Bargaining Unit.
2. An Employee is responsible for notifying his supervisor that he is employed in multiple positions with the Employer.
3. Employees occupying two (2) or more benefit eligible Regular Part-time positions shall have their regularly scheduled hours in the Regular Part-time positions combined for the purposes of disability, life insurance, and pension benefits. Employees occupying two or more benefit eligible positions shall be eligible to enroll in the Supplementary Health Plan and Dental Plan in one (1) of the positions only.
4. Employees shall not be employed within the bargaining unit in greater than a full-time capacity, or in multiple positions where their schedules for the positions require them to work in excess of the regular daily hours work. Employees currently employed in greater than a full-time capacity, or in positions that require them to work in excess of the regular daily hours shall be given three (3) months notice of the requirement to resign from one (1) of the positions, or such portions of positions thereof as may be agreed by the Employer. In extenuating circumstances, the Employer may extend the three (3) months notice. In the event that an Employee occupies two (2) or more part-time positions paid out of the same payroll system and in the same classification, the total hours worked in those positions will count towards their next increment
5. Hours worked in part-time positions in different classifications or in positions paid out of different payroll systems shall be considered separately for the purposes of increment accrual.
6. An Employee who holds multiple positions which are paid out of the same payroll system shall have his salary adjusted to the highest increment level achieved in any of the

positions currently held, providing that the positions are the same classification. The time period for any further increment advancement shall include any regular hours already worked at the higher step and not credited towards the next increment level.

7. Effective ninety (90) days from the date of ratification of the Collective Agreement, an Employee holding multiple positions in the same classification but under different payroll systems, shall have their rate of pay adjusted to the higher of the rates of pay in that classification, and the Employees anniversary date for the position in which the employee's rate of pay has been increased shall change to the date of the increase. Thereafter, the hours worked in each position shall be considered separately in advancing to the next step in the salary schedule.
8. When a new payroll system is implemented and the Employee's multiple positions are paid out of the same payroll system, the Employee's rate of pay for positions held in the same classification shall move to the highest rate earned by the Employee in that classification. Only hours worked towards the next increment at the highest rate earned by the Employee in the same classifications shall be applied towards the next increment.
9. An Employee who holds multiple positions may work additional shifts, however, it is intended that the total hours will not normally exceed full-time hours.
10. An Employee who accepts multiple positions acknowledges the Employer's requirement to manage shift scheduling based on operational need. If the schedules of the Part-time positions are in conflict (including schedules that require an employee to work in excess of the regular daily work hours), or if a schedule changes, the Employee is required to notify each of his managers of the scheduling conflict, and may be required to relinquish one of the positions. Should an Employee be required to resign from a position(s) under these circumstances, he shall be given twenty-eight (28) days notice of such requirement or such lesser time as may be agreed between the Employer and the Union.
11. An Employee is required to notify and obtain approval, when necessary, from each of his managers for a leave of absence.
12. An Employee who holds multiple positions shall have the earliest "seniority date" recognized for the purposes of Article 17.
13.
 - (a) Probation shall apply separately to each Part-time position in accordance with Article 16. Probation is completed when the Employee successfully reaches the required hours in any of the positions he holds. Subsequent positions will revert to a trial period in accordance with provisions of the Collective Agreement.
 - (b) Trial periods shall apply separately to each Part-time position in accordance with Clause 20.02. In circumstances where an Employee has not vacated a Regular position there is no obligation to return the Employee to any position.
14. Each Part-time position shall be considered separately in determining eligibility for overtime however, Employees working in multiple positions within the same payroll system shall be entitled to overtime when the total hours worked exceeds the applicable

Full-time hours in any two (2) week period. Employees holding multiple positions who are offered additional shifts or hours shall advise the Employer prior to accepting the additional work if this will result in overtime payments.

15. Each Part-time position shall be considered separately in determining eligibility for:
- (a) Article 18 Layoff and Recall
 - (b) Article 23 Hours of Work
 - (c) Article 29 Shift and Weekend Differential
 - (d) Article 30 Named Holidays
 - (e) Article 31 Annual Vacation
 - (f) Article 38 Terms, Conditions and Benefits Applicable to Temporary Casual Employees.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #3

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: RED-CIRCLED EMPLOYEES

Employees whose rates of pay are red-circled as of March 31, 2010 shall not be eligible for an increase on April 1, 2010 as provided in this Collective Agreement, but shall receive a lump sum payment effective April 1, 2010 in lieu of an increase to their Basic Rates of Pay. The lump sum payment shall be paid in two (2) equal installments (October 1, 2010 and March 31, 2010) based on regular hours worked in that six (6) month period.

Red-circled Employees who cease to be covered under this Letter of Understanding because their rate of pay on the salary schedule reaches or exceeds their red-circled rate shall be paid a lump sum payment which ensures that they receive a total of the applicable percentage increase for that period effective April 1, 2010 in combination with an increase to their Basic Rates of Pay and lump sum. The lump sum payment shall be paid in two (2) equal installments (October 1, 2010 and March 31, 2010).

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #4

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: TEN (10) MONTH POSITIONS IN SCHOOLS

Subject to agreement by the Employer and the Union, the following terms and conditions have been agreed for Employees hired into ten (10) month positions in schools:

Cycle of the Shift Schedule

The definition for a cycle of a shift schedule shall mean a twelve (12) month period in which the shift cycle will repeat itself.

Employee FTE

Employees will be hired as Permanent Part-time Employees.

Shift Schedule

Scheduled hours of work will be such that all hours for an FTE will be scheduled during the period of September through June of each year. This scheduling will mirror the school term. Unscheduled days for each FTE will be provided in the months after the school term (i.e. July, August of each year). Scheduled days of rest will be Saturday and Sunday.

Overtime

Employees will be eligible for overtime as outlined in Article 25 or the applicable Letter of Understanding re: Non-Standard Hours of Work. The unscheduled days are not considered scheduled days of rest.

Vacation

Employees will be eligible for vacation time. Unless mutually agreed to between the Employee and the Employer, vacation shall be taken during the school year.

Sick Leave

Sick leave benefits for eligible Employees will be payable during the period where Employees are scheduled to work. Should an Employee become ill during the period of unscheduled hours no sick benefits will be payable.

Long-Term Disability

If an eligible Employee becomes disabled anytime during the period of scheduled working hours benefits will be payable during the period of scheduled hours. Employees will follow the normal waiting periods for long-term disability. No money will be payable until their first (1st) scheduled day of work.

If a disability occurs while an Employee is on unscheduled days, no payment will be received until such time as they are regularly scheduled to work. The normal waiting periods would apply.

Benefit Premiums

During the period of unscheduled hours, benefits will continue for eligible Employees. Premiums owing during this period will be recovered on the first (1st) pay cheque when Employees are scheduled to work.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #5

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: MUTUAL AGREEMENT TO ADJUST FTES

WHEREAS the Parties see the mutual value in:

- Providing Employees with confirmation of their full-time equivalent (FTE):
- Defining approaches to enable the adjustment of FTEs for Employees where mutually agreed; and
- Developing larger FTEs and more full-time positions;

The Parties agree as follows:

1. At the time of hire or transfer, the Employer shall state, in writing to the Employee, the Employee's current FTE. Pursuant to this Letter of Understanding, such FTE may be amended by mutual agreement between the Employer and the Union.
 - (a) The process for requesting a change to FTEs shall be as follows:
 - (i) Employees may request to increase or decrease the Employee's FTE. The Employer shall advise the Union of such request;
 - (ii) Employers may offer to increase an Employee's FTE following consultation with the Union;
 - (iii) seniority shall be considered in determining which Employees are eligible to have their FTEs adjusted in accordance with the Letter of Understanding.
 - (b) Where mutual agreement is reached in accordance with paragraph 1(a) above:
 - (i) regular hours of work for that classification within the bargaining unit shall not be reduced;
 - (ii) amendments to FTEs will be limited to the work area from which the original request was received;

- (iii) such changes shall be confirmed in writing to the Employee, and a copy shall be provided to the Union.
- 2. Mutual agreement to amend FTEs shall not be considered a violation of Article 19: Job Opportunities, Article 20: Promotions and Transfers or Article 18: Layoff and Recall.
- 3. Where mutual agreement is not reached to amend FTEs, the strict provisions of this Collective Agreement shall apply.
- 4. This Letter of Understanding shall expire on the expiry date of this Collective Agreement or upon the date of ratification of the next Collective Agreement, whichever is later. If this Letter of Understanding expires and is not renewed, any changes to an Employee's FTE which have resulted from the application of this Letter of Understanding shall remain in effect subject to the terms of this Collective Agreement.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #6

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: RECOGNITION OF PREVIOUS EXPERIENCE

1. Article 40.03 shall be amended for new Employees hired into the former Capital Health and Alberta Cancer Board entities during the life of the current Collective Agreement into classifications listed below as follows:

“40.03 Upon verification of a new Employee hired into a position within the above named former entity having job specific and relevant experience within the preceding twelve (12) months, the Employee’s starting salary may be adjusted one salary increment for each full year of service, up to and including the appropriate Step listed below.”

Affected Classification	New Employees hired after March 31, 2008⁽¹⁾	New Employees hired after March 31, 2009	New Employees hired after March 31, 2010	New Employees hired after March 31, 2011
Clerk I	Up to Step 4	Up to Step 5	Up to Step 6	Up to Step 6
Clerk II	Up to Step 6	Up to Step 6	Up to Step 6	Up to Step 6
Clerk III	Up to Step 4	Up to Step 5	Up to Step 6	Up to Step 6
Clerk IV	Up to Step 3	Up to Step 4	Up to Step 5	Up to Step 6
Clerk V	Up to Step 2	Up to Step 3	Up to Step 4	Up to Step 5
Clerk VI	Up to Step 2	Up to Step 3	Up to Step 4	Up to Step 5
Switchboard Operator	Up to Step 4	Up to Step 5	Up to Step 6	Up to Step 6
Unit Clerk	Up to Step 3	Up to Step 4	Up to Step 5	Up to Step 6
Secretary I	Up to Step 3	Up to Step 4	Up to Step 5	Up to Step 6
Secretary II	Up to Step 2	Up to Step 3	Up to Step 4	Up to Step 5
Medical Transcriptionist	Up to Step 2	Up to Step 3	Up to Step 4	Up to Step 5
Surgical Processors	Up to Step 4	Up to Step 5	Up to Step 5	Up to Step 5
Working Leader CSS	Up to Step 3	Up to Step 4	Up to Step 5	Up to Step 5
Coordinator RPTO	Up to Step 3	Up to Step 4	Up to Step 5	Up to Step 6
Lab Assistant I	Up to Step 5	Up to Step 6		
Lab Assistant II	Up to Step 5	Up to Step 6		
Team Leader – Lab	Up to Step 5	Up to Step 6		

⁽¹⁾ For new employees hired into the former entity of Alberta Cancer Board, this provision shall become effective on the date of ratification of the Collective Agreement

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #7

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: TELEWORKING AGREEMENT

The Collective Agreement applies to Employees covered by this teleworking agreement except as modified below.

Definition

“Teleworking” shall mean work performed by Employees who use computers and telecommunication equipment to work at home or at a remote site approved by the Employer.

This Letter of Agreement shall apply to Employees who agree with the Employer to telework.

All responsibilities and performance expectations will apply during teleworking.

Terms of Agreement

1. Should the Union or the Employer desire to discontinue the teleworking agreement, either Party shall provide sixty (60) calendar days written notice to the other Party.
2. An Employee may discontinue teleworking by providing sixty (60) calendar days written notice to the Employer or such shorter period as may be mutually agreed between the Employee and Employer.
3. In the event of an emergent situation, the Employer may terminate this agreement and the sixty (60) calendar days notice period shall not apply.
4. The sixty (60) calendar days notice period shall not apply when the Employee is removed from the agreement for cause.
5. The Employee shall be directed to report to an assigned work-site when teleworking is discontinued in accordance with the above.
6. An Employee may be temporarily reassigned to an alternate work-site for operational reasons.

7. Nothing in this teleworking agreement prevents the Employer from disciplining or terminating an Employee in accordance with Article 11 of the Collective Agreement.
8. It is expected that the Employee be available for work during scheduled hours as posted. However, the Employee has the flexibility to structure the seven point seven five (7.75) hours of work between zero zero zero one (0001) and twenty-four hundred (2400) hours provided that the Employee receives prior approval from the Employer.
9. An Employee shall not be entitled to shift and/or weekend differential except when directed by the Employer to work during hours that qualify for shift and/or weekend differential.
10. A Employee shall not be entitled to overtime payment except when directed by the Employer to work in excess of the normal hours of work as defined in Article 23 (Hours of Work) of the Collective Agreement.
11. An Employee shall be entitled to include travel time as part of their scheduled shift when all of the following conditions are met:
 - (a) Travel time is required between the hours of zero eight hundred (0800) and sixteen fifteen (1615) hours.
 - (b) the Employee continues their shift and there is no disruption to work activity other than travel time back to the place of work.
12. An Employee shall be entitled to claim mileage in accordance with Article 41 when business travel is required between 0800 and 1615 hours.
13. The Employee shall be available to attend work at Alberta Health Services' sites for meetings, training, in-services, projects or performance appraisals etc as directed by the Employer.
14. An Employee shall be reimbursed for necessary parking expenses at sites other than their assigned site in accordance with Employer policy.
15. The Employer may visit the home office for business and inspection purposes, however, the Employee will receive twenty-four (24) hours notice or such shorter period as mandated by law in advance of such visits. Such visits will occur during normal business hours of the administrative offices of the Employer, except in cases of emergency.
16. The Employee shall report all of their absences from work to their immediate supervisor or designate.

17. It is understood that dependent care provisions will be in place during hours of work.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

TELEWORKING TERMS AND CONDITIONS

Equipment:

1. The Employer will provide all equipment and supplies required for teleworking. A written inventory of equipment and furniture will be maintained throughout the life of the arrangement.
2. All equipment shall be the cost, responsibility, and property of the Employer. The Employer will provide maintenance and repair of its equipment as a result of normal usage. The Employee will be responsible for delivery of the equipment to the appropriate site for the purposes of repair or upgrade. (follow "Bringing Equipment On Site" procedure)
3. The Employee shall be responsible for the cost of repairs to equipment that result from non-work related incidents. Costs incurred by the Employer in repairing equipment resulting from non-work related incidents shall be deducted from the Employee's next payroll cheque, or by some other arrangements acceptable to the Employer.
4. The initial implementation and final dismantling costs will be the responsibility of the Employer. If, however, the Employee moves and does not pay for the move and reconnection of equipment and related resources, the Teleworking arrangement will automatically terminate and the employee will be required to report to a site for regular assigned shifts. Costs associated with implementation and dismantling resulting from the Employee moving residences will be the responsibility of the Employee and must meet the Employer's standards.
5. Equipment and supplies in the possession of the Employee must be returned within 24 hours of the termination of this Letter of Agreement, the Teleworking arrangement, or employment.

Confidentiality/Security/Insurance:

1. The teleworking Employee must:
 - (a) provide secured space (room with a lockable door or other arrangement suitable to the Employer) for teleworking that is isolated from distractions and conducive to work;
 - (b) pay all necessary personal home expenses such as heat, power, and insurance;
 - (c) inform her insurance company in writing as to the existence of the Teleworking arrangement, including the fact that the equipment is the property of the Employer and covered by Alberta Health Services (AHS) insurance but that the Employee will be using it in her home; and

- (d) immediately report all thefts to the Police and the Department/Program.
2. It is recommended that the Employee advise her automobile insurance company of the requirement to occasionally use her vehicle for business purposes.
 3. Use of software, systems, applications or data shall be in accordance with the Employer's policy. Only those that are necessary, as part of normal assigned duties shall be loaded on the computer supplied by the Employer. Equipment supplied by the Employer shall only be used for the purpose of completing AHS work.
 4. The teleworking Employee shall strictly adhere to all system and application security procedures. System passwords must not be divulged.
 5. Patient information is not to be saved on the hard drive, if one is in place. Any hard copy paper documents containing confidential information shall be returned in a secure manner to Alberta Health Services for destruction.
 6. The teleworking Employee's work area in their residence is considered a worksite, and as a result compliance with Alberta Occupational Health and Safety Act, Code, and Regulations is required.

I have read, understood and agree to the above Terms and Conditions.

I have received and reviewed the attached enclosures.

Employee

Date

Enclosures:

Copy of Letter of Agreement

Absence Procedure

Downtime Procedure

Bringing Equipment On Site Procedure

LETTER OF UNDERSTANDING #8

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: JOINT COMMITTEE

The Parties recognize the value of joint discussions related to the transition to Alberta Health Services and its impact on Employees. Accordingly, the Parties agree as follows:

1. Within ninety (90) days of the ratification of this Collective Agreement, the Parties shall establish a Joint Committee.
2. The Joint Committee will be comprised of Employer and Union Representatives.
3. The Parties will meet quarterly, or as otherwise mutually agreed, to discuss issues of mutual concern arising out of the transition.
4. The Joint Committee's purpose will be to:
 - (a) exchange information;
 - (b) engage in discussion;
 - (c) make recommendations regarding the ongoing administration of the Collective Agreement as transitional issues develop.
5. The topics discussed by the Joint Committee may include, but shall not be limited to:
 - (a) Layoff and Recall implications;
 - (b) Seniority issues;
 - (c) Employer status;
 - (d) Severance implications;
 - (e) Staffing and workload initiatives;
 - (f) Scheduling days off on Christmas Day or New Years Day;

- (g) Assignment of Employees to different sites; and
 - (h) other issues of mutual interest agreed to by the Parties.
6. The Joint Committee shall establish terms of reference outlining the Joint Committee's purpose, its key functions, Joint Committee membership, and the reporting relationships for each of the Parties.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #9

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: FLEXIBLE HEALTH BENEFITS SPENDING ACCOUNT

1. The following changes to benefit plan provisions will be made by Employers effective January 1, 2009:
 - (a) Least cost alternative provisions will be implemented in all Supplementary Health Benefit plans. In circumstances where a physician requires that a least cost alternative not be substituted, the plans will provide coverage for the brand name drug prescribed.
 - (b) All dental plans will provide for oral examinations for adults once every twelve (12) months.
 - (c) All dental plans will not include coverage for topical fluoride treatments for adults.
 - (d) All dental plans will limit oral hygiene instruction to once per dentist for children only.
 - (e) All dental plans will include provisions that scaling beyond three (3) units require pre-authorization.
 - (f) The plans will reimburse dispensing fees at eighty percent (80%) to a maximum of seven dollars (\$7.00) per prescription under the Supplementary Health Benefits plans.
 - (g) Coverage for semi-private and private rooms will be based on room fee levels as at January 1, 2009.
2. Where individual Employers are currently providing benefit coverage consistent with the changes outlined in point 1(a) – (d), no changes will be implemented for those items.
3. (a) A Flexible Health Benefit Spending Account shall be implemented for all Employees eligible for benefits in accordance with Article 34.

- (b) A sum of five hundred dollars (\$500.00) each Regular Full-time Employee shall be allocated by the Employer to a Flexible Health Benefit Spending Account for each eligible Employee effective January 1st of each calendar year beginning January 1, 2009.
 - (c) This Flexible Health Benefit Spending Account shall be provided to Regular Part-time Employees on a pro-rated basis, based on their FTE as of November 1st of each calendar year.
 - (d) Any unused credits in an employee's Flexible Health Benefit Spending Account as of December 31st of each calendar year may be carried forward for a maximum of one (1) calendar year.
 - (e) The Flexible Health Benefit Spending Account may be utilized by employees for the purposes of receiving reimbursement for health and dental expenses that are eligible medical expenses in accordance with the Income Tax Act and are not covered by the benefit plans specified in Article 34.
 - (f) Where the Employer chooses to contract with an insurer for the administration of the Flexible Health Benefit Spending Account, the administration of the Account shall be subject to and governed by the terms and conditions of the applicable contract.
 - (g) The Flexible Health Benefit Spending Account shall be implemented and administered in accordance with the Income Tax Act and applicable Regulations in effect at the time of implementation and during the course of operation of the Flexible Health Benefit Spending Account.
4. In the event of significant and unanticipated increases to dispensing fees or charges for semi-private and private rooms, the Joint Committee will convene within thirty (30) days of the request of either Party to discuss potential amendments to the agreed changes outlined in point 1(f) and (g).

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #10

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: APPRENTICESHIP PROGRAM – AUPE GENERAL SUPPORT SERVICES

Implementing an Apprenticeship Program in Alberta Health Services provides opportunity to address current and forecasted recruitment needs.

1. Apprenticeship positions will be created as regular positions with an expiry date of up to four (4) years, six (6) months.
2. Apprentices shall be paid no less than the applicable percentage rate of the trade rate as established by the Apprenticeship Board. Internal applicants accepted into the Program will not have their rate reduced as a result of participating in the Program and, if warranted, their rate of pay will be red-circled.
3. Recruitment into apprentice positions shall be in accordance with the Collective Agreement
4. While attending the school portion of the Apprenticeship Program, the participants will be on a leave of absence with pay at their Basic Rate of Pay.
5. While attending the school portion of the Apprenticeship Program, the participants' benefits and premium cost share will continue in accordance with the Collective Agreement.
6. There will be no guarantee of employment following completion of the Program. Apprentices will be placed into regular positions in accordance with the Collective Agreement.
7. Alberta Health Services will reimburse Apprentices for the cost of tuition and text books upon successful completion of that year's Program.
8. Apprentices will be required to sign a return service agreement for a period of one (1) year following completion of each year of the Apprenticeship Program.

9. In the event the Employee terminates during the one (1) year period, they will be required to reimburse the Employer the cost of the paid leave and tuition/books prorated to the time remaining in the one (1) year commitment. For example, if an employee resigns after completing nine (9) months of the Return Service Agreement, they will be required to reimburse the Employer for three twelfths ($3/12^{\text{ths}}$) of the cost of the paid leave and tuition.
10. Following successful completion of the Apprenticeship Program, the position will be extended by a period of up to six (6) months during which time the Employee is required to apply on positions in their trade that are posted in Alberta Health Services. During this period, the Employee will be paid at the start rate of the applicable trade classification. This six (6) month period will be considered towards the completion of the Employee's final one (1) year return service commitment with Alberta Health Services.
11. In the event the Employee, after having applied on applicable postings, is unable to obtain employment with Alberta Health Services within the six (6) month period following their completion of the Program, or is terminated through no fault of their own during the Program, the return service commitment shall be waived.
12. In the event of failure of an exam, the Program participant will be given one (1) opportunity to re-write the exam and obtain a passing mark. Employees who do not pass the exam on their second (2^{nd}) attempt will be subject to termination of employment.
13. The apprentice may be required to transfer between sites and complete a practicum at a site different than their own. Employees will be reimbursed for travel expenses in accordance with Employer Policy.
14. To ensure those applying to the Program have a genuine interest for the trade, a trial period/job shadowing period may be available to them.
15. If, within one (1) year of having started the Program, the apprentice decides to withdraw from the Program or is not successful, Alberta Health Services may assign the employee to their former position (if still available) or another similar position within the site which is consistent with the employee's abilities and qualifications. In the event there are no positions available, and the Employee has not found alternate employment with Alberta Health Services, the Employee will be terminated.
16. Apprentices shall be covered by the terms of the Collective Agreement applicable to Regular Full-time Employees except that the following provisions shall not apply:
 - (a) Layoff and Recall
 - (b) Grievance procedure in the event an Apprentice is terminated upon completion of the Program, or as a result of not fulfilling the requirements of the Apprenticeship Program.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #11

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: PRECEPTOR PAY FOR UNIT CLERKS, LABORATORY ASSISTANT I AND
LABORATORY ASSISTANT II**

1. An Employee assigned by the Employer to act as a Preceptor for students in a post-secondary Unit Clerk or Laboratory Assistant education or training program shall receive an additional sixty-five cents (\$0.65) per hour. The Employer will give consideration to those employees who express interest in participation in this Program.
2. "Preceptor" shall mean an Employee who is assigned to supervise, educate and evaluate students in a post-secondary or comparable internal Unit Clerk or Laboratory Assistant education or training program as referred to in paragraph 1. above.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #12

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: RETURN SERVICE COMMITMENT – LABORATORY ASSISTANT TRAINING PROGRAM INITIATIVE

WHEREAS it is the intention of the Parties to facilitate recruitment of qualified applicants to Laboratory Assistant positions in Alberta Health Services in a manner that is mutually beneficial to the applicant and the Employer, the Parties agree to the following:

1. When Alberta Health Services provides a sixteen (16) week in-house Laboratory Assistant Training Program that will qualify applicants for vacant Laboratory Assistant positions within Alberta Health Services Laboratory Services. During the period of the training program the “Trainee” will be out of the scope of the bargaining unit and will receive a stipend.
2. Upon successful completion of the sixteen (16) week in-house Laboratory Assistant Training Program, appointments to vacancies or casual status will be at the current Step I Basic Rate of Pay for Laboratory Assistant I or II.
3. Letters of Offer will include a Return Service Commitment for consideration of the stipend paid during the Laboratory Assistant Training Program. The length of the return service commitment shall be twelve (12) months in a full-time capacity or the equivalent of two thousand twenty-two point seven five (2,022.75) hours in either a part-time or casual status.
4. Should the Employee resign from Alberta Health Services or be terminated prior to completing two thousand twenty-two point seven five (2,022.75) hours worked [twelve (12) months], the Employee will be required to reimburse Alberta Health Services for a portion of the total amount of the trainee stipend received. The portion to be reimbursed shall be calculated as a pro-rated amount equaling the total amount of the stipend divided by two thousand twenty-two point seven five (2,022.75) times number of hours remaining in the Return Service Commitment.

5. This Letter of Understanding may be terminated by either Party by providing ninety (90) days notice in writing of such intent. The termination of the Letter of Understanding does not negate any prior existing Return Service Commitment with employees.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #13

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: DISTRIBUTION OF ADDITIONAL HOURS

Part-time Employees who wish to work additional hours which are not regularly scheduled shall advise the Employer in writing of their availability. The Employer shall consider these requests, as well as the necessity to offer work to Casuals, when distributing this work.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #14

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: CLASSIFICATION REVIEW – SUPPLY SERIES

1. Alberta Health Services (former Capital Health) has identified a requirement to conduct a classification review for the following classifications within the AUPE General Support Services Collective Agreement:
 - Supply Coordinator
 - Stores I
 - Stores II
 - Stores Specialist
 - Pharmacy Assistant
 - Purchasing Assistant
 - Buyer
2. The Classification review may include updating existing job descriptions, altering the duties of the affected classification(s) or creating new classifications as necessary.
3. Employees affected by the classification review will be placed into the appropriate classification in accordance with Articles 22 and 40 of the Collective Agreement.
4. Where the Employer significantly alters the duties of an existing classification, or creates a new classification, the Employer will notify the union of same and propose a rate of pay in accordance with Article 22 of the Collective Agreement.
5. Every effort will be made to complete the classification review by April 1, 2009, unless a later date is mutually agreed upon by the Parties.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #15

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: CLASSIFICATION REVIEW – TECHNICAL ATTENDANT AND THERAPY AIDE

1. Alberta Health Services (former Capital Health) has identified a requirement to conduct a classification review for the following classification within the AUPE General Support Services Collective Agreement:
 - Technical Attendant
 - Therapy Aide
2. The Classification review may include updating existing job descriptions, altering the duties of the affected classification(s), or creating new classifications as necessary.
3. Employees affected by the classification review will be placed into the appropriate classification in accordance with Articles 22 and 40 of the Collective Agreement.
4. Where the Employer significantly alters the duties of an existing classification, or creates a new classification, the Employer will notify the union of same and propose a rate of pay in accordance with Article 22 of the Collective Agreement.
5. Every effort will be made to complete the classification review by April 1, 2009, unless a later date is mutually agreed upon by the Parties.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #16

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: CLASSIFICATION REVIEW – LAUNDRY

1. Alberta Health Services (former Capital health) has identified a requirement to conduct a classification review for the following classification within the AUPE General Support Services Collective Agreement:
 - Laundry
2. The Classification review may include updating existing job descriptions, altering the duties of the affected classification(s), or creating new classifications as necessary.
3. Employees affected by the classification review will be placed into the appropriate classification in accordance with Articles 22, and 40 of the Collective Agreement.
4. Where the Employer significantly alters the duties of an existing classification, or creates a new classification, the Employer will notify the union of same and propose a rate of pay in accordance with Article 22 of the Collective Agreement.
5. Every effort will be made to complete the classification review by April 1, 2009, unless a later date is mutually agreed upon by the Parties.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #17

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: SYSTEMS TRANSITION PROVISIONS

Recognizing that Alberta Health Services is currently in the process of converting eleven (11) separate payroll and human resources systems into one (1) amalgamated system; and

Recognizing that this conversion to one (1) payroll and human resources system may not be complete by the expiry of this Collective Agreement (March 31, 2011); and

Recognizing the eleven (11) separate existing payroll and human resources systems will continue to operate until the conversion is complete and each will require changes in order to comply with this ratified Collective Agreement;

The Parties agree the following transitional provisions will be implemented prior to the provisions of the Alberta Health Services/AUPE (General Support Services) Collective Agreement becoming fully effective:

Definitions

1. "Receiving Agreement" - is the former agreement between Capital Health and AUPE (GSS) (expiring March 31, 2011).
2. "Merging Agreements" - are the General Support Services Collective Agreements that will transition into the Receiving Agreement as a result of the June 23, 2009 declaration and Directive of the Alberta Labour Relations Board (including Calgary, Multi-Employer, Alberta Cancer Board and Capital/AUPE agreements).
3. "Affected Agreements" - are the former Collective Agreements that will transition into the Receiving Agreement and may include Receiving Agreement or a Merging Agreement as the case may be.

Terms

1. Employees covered under an Affected Agreement shall continue to be covered under the terms of that Collective Agreement until such time as the Employer has changed the existing system to comply with the terms of the Receiving Agreement.

2. The specific terms of the Affected Agreement, identified in Appendix A, B, C, will remain in force and effect as per Point 1, above.
3. Within thirty (30) days from the date of ratification of this Collective Agreement, the Employer will form a working committee to identify, prioritize and coordinate system changes required in order to comply with the terms and conditions of the Receiving Agreement.
4. The Union will participate on the working committee and may appoint up to three (3) members to the committee.
5. The terms of the Receiving Agreement shall become effective on the date the system change is implemented.
6. System changes may be phased-in or staggered, as determined by the Employer.
7. This Letter of Understanding is intended to address the systems provisions from the Merging Agreements that require transitioning when moving to the Receiving Agreement. In the event that a provision(s) requiring transition has been overlooked, the parties agree to meet and develop transition terms for such provision(s) consistent with the approach taken by the parties in developing other transition terms.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

**Affecting the Calgary/AUPE GSS
Merging Collective Agreement**

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Collective Agreement Terms (come into effect on date that system change is implemented)	Description of System Changes Required
Article 6.06 - Remit Union Dues to Union	Article 7.06 - Union Dues, Article 7.07 – New Employee List	<ul style="list-style-type: none"> • Move from multiple, separate payments to one single dues payment. • Standardize information contained on union dues list.
Article 13.01 - Probation Period	Articles 16.01 and 16.04 - Probation	<ul style="list-style-type: none"> • Move from 610 regular hours worked (and possible extension of 325 hours) to 503.75 “regular hours worked” and extension of 503.75 hours.
Article 14.04 - Seniority Lists	Article 17.05 - Seniority	<ul style="list-style-type: none"> • Move from multiple seniority lists to one bargaining unit wide seniority list. • Standardize information contained on seniority list.
Article 18 - Lead Hand Premium		<ul style="list-style-type: none"> • Not in Receiving Agreement
Article 22.01 - On-Call	Article 26.01 – On-Call	<ul style="list-style-type: none"> • Move from no minimum timeframe to be placed on call to min. 8 hours on-call assignment • Telephone consultation – where applicable change from pay at Overtime rates to “pay at applicable rate of pay”
Article 23.01(a) - Call Out Minimum	Article 27.01(a) - Call Back Pay	<ul style="list-style-type: none"> • Change from 4 hours at Basic Rate of Pay to 2 hours at overtime.
Article 24.01(a) - Reporting Pay	Article 28 - Reporting Pay	<ul style="list-style-type: none"> • Change from minimum 4 hours pay at Basic Rate of Pay (BROP) to minimum 4 hours of pay at BROP, inclusive of hours worked.
Article 27.02 - Cessation of Vacation Accrual	Article 31.05 - Vacation	<ul style="list-style-type: none"> • Move from 30 to 44 days threshold for when vacation ceases to accrue – for specified kinds of Leaves of Absence.
Article 28.02(b) - Sick Leave Accruals	Article 32.04(f) - Sick Leave	<ul style="list-style-type: none"> • Move from 30 to 44 days threshold for when sick leave ceases to accrue – includes sick leave, WCB or after 30 days Leave of Absence without pay.

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Collective Agreement Terms (come into effect on date that system change is implemented)	Description of System Changes Required
		<ul style="list-style-type: none"> Absence less than 2 hrs – no deduction from sick leave, absences greater than 2 hrs – deduct entire period of absence from sick leave
Article 29.06(a) and (b) - WCB	Article 33.04 - WCB	<ul style="list-style-type: none"> Change from payment based on “full net pay” to “the amount the employee would have received had they been at work”
N/A	Article 37 - Altitude and Hazard Differential	<ul style="list-style-type: none"> Add differential to system
N/A	Article 39 - Camp Allowance	<ul style="list-style-type: none"> Add differential to system
Article 33.03 - Adjusting Anniversary Date	Article 35.02(d)	<ul style="list-style-type: none"> Change from Employees anniversary date adjusted after 30 days on sick leave or WCB to anniversary date adjusted if on LOA in excess of 30 calendar days.
Article 36 and 37 - Temporary and Casual Employees	Article 36	<ul style="list-style-type: none"> Systems impact – different provisions apply to Temporary Employees - such as Overtime, Probation , increments etc.
LOU - Multiple Positions	LOU - Multiple Positions	<ul style="list-style-type: none"> Different rules with respect to combining hours for increments, benefits overtime etc. Payroll system will require changes
LOU - Apprenticeship	LOU - Apprenticeship	<ul style="list-style-type: none"> Different rates paid depending on Apprentice trade
LOU - Flexible Spending Account	LOU - Flexible Spending Account	<ul style="list-style-type: none"> Receiving Agreement – entitlement calculated based on FTE as at Nov 1 each year – Calgary calculates based on “annualized regularly scheduled hours as of Jan 1 of each calendar year

Appendix B

**Affecting the ACB/AUPE GSS
Merging Collective Agreement**

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Collective Agreement Terms (come into effect on date that system change is implemented)	Description of System Changes Required
Definition of Casual Employee and Regular Part time Employee	Article 1	<ul style="list-style-type: none"> Receiving Agreement definition of RPT and Casual is different than definition from Merging Agreements. Merging Agreement systems require changes to conform with Receiving Agreement definitions
Article 6.06 - Union Dues Remittance	Article 7.06 - Union Dues	<ul style="list-style-type: none"> Move from paying twice monthly to once per month. Standardize information contained on union dues lists
Article 13.01 - Probation	Article 16.01 and 16.04 - Probation	<ul style="list-style-type: none"> Move from 620 hours (with possible extension of 325 hours) to 503.75 hour probation with possible extension of 503.75 hours
Article 14.06(c) - Seniority lists	Article 17.05 - Seniority	<ul style="list-style-type: none"> Move from multiple seniority lists to single bargaining unit wide list Standardize information contained on list
Article 18.03 - Acting Incumbent (out-of-scope)	Article 21.02 - Acting Incumbent Pay	<ul style="list-style-type: none"> Move from \$1.50./hour to “an amount determined by the Employer”
Article 24.01 (a) and (b) - WCB	Article 29.01(a) - Shift Differentials	<ul style="list-style-type: none"> Delete 24.01(b) “for each regularly scheduled hour worked between 1500 and 2300 hours provided greater than 2 hours are worked”
Article 25.01(b) - Floater Holiday	Article 26.01(b) -Floater Holiday	<ul style="list-style-type: none"> Move to banks loaded on July 1 vs. April 1
Article 22.01 - On call	Article 26.01 - On Call	<ul style="list-style-type: none"> Move from no minimum timeframe to be placed on call to min. 8 hours on-call assignment
Article 26.06 - Cessation of Vacation Accruals	Article 31.05 - Cessation of Vacation Accruals	<ul style="list-style-type: none"> Move from vacation accruals ceasing after 30 days on sick leave to ceasing after 44 days on sick leave and WCB.
27.02(e) - Cessation of Sick Leave Accruals	32.04(f) - Cessation of Sick Leave Accruals	<ul style="list-style-type: none"> Add sick leave accruals cease after 44 days on sick leave or WCB, or while on layoff

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Collective Agreement Terms (come into effect on date that system change is implemented)	Description of System Changes Required
Article 28.06 - WCB	Article 33.04 - WCB	<ul style="list-style-type: none"> Change from payment based on “full net pay” to “full salary amount employee would have received had they been at work”
N/A	Article 37 - Altitude and Hazard Differential	<ul style="list-style-type: none"> Add differential to system
N/A	Article 39 - Camp Allowance	<ul style="list-style-type: none"> Add differential to system
33.03 – Adjusting Anniversary Date	Article 40 - Salaries	<ul style="list-style-type: none"> Change from Employees anniversary date adjusted for periods in excess of 30 days on LOA or WCB to adjustments made after period in excess of 30 days while on LOA.
Article 34 - Regular Part-time Employees	RPT - Provisions Contained Under Main Provisions	<ul style="list-style-type: none"> Different terms for Regular Part time Employees which will require systems changes – such as vacation pay etc.
Article 35 Temporary and Casual Employees	36	<ul style="list-style-type: none"> Systems impact – different provisions apply to Temporary and Casual Employees - such as Overtime on Named Holiday
	LOU - Multiple Positions	<ul style="list-style-type: none"> System changes required to accommodate Multiple positions

Appendix C

**Affecting the Multi-Employer/AUPE GSS
Merging Collective Agreement**

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Collective Agreement Terms (come into effect on date that system change is implemented)	Description of System Changes Required
Definition of Casual Employee and Regular Part-time Employee	Article 1	<ul style="list-style-type: none"> Receiving Agreement definition of RPT and Casual is different than definition from Merging Agreements. Merging Agreement systems require changes to conform with Receiving Agreement definitions
Article 5.02(a) and (b) - Union Dues Remittance	Article 7.06 - Union Dues	<ul style="list-style-type: none"> Move from separate remittances to one AHS remittance. Standardize information contained on union dues lists.
Article 9.08(a) and (b) - Probation	Article 16.01 and 16.04 - Probation	<ul style="list-style-type: none"> Move from 503.75 hours or 6 months to 503.75 hour probation (with possible extension of 503.75 hours).
Article 10.01(a) - Seniority Lists	Article 17.02(b) - Seniority	<ul style="list-style-type: none"> Move from Casual and Temps who gain Regular status seniority based on last date of hire to pro-ration of Casual and Temporary service by 2022.75 hours/year. Standardize information contained on list
Article 21.01 - Acting Incumbent (in- scope)	Article 21.02 - Acting Incumbent Pay	<ul style="list-style-type: none"> Add new minimum threshold of 2 hours in higher classification to be eligible. Change calculation of pay from “paid rate of pay of higher class” to premium that equals the difference in hourly rate of pay.
Article 21.03 - Acting Incumbent (out of-scope)	Article 21.02 - Acting Incumbent Pay	<ul style="list-style-type: none"> Add new minimum threshold of 2 hours in higher classification to be eligible Move from \$1.50./hour to “an amount determined by the Employer
Article 22.01 and 22.05(a) - On-call	Article 26.01 and 27.01(a) – On-call	<ul style="list-style-type: none"> Move from no minimum timeframe to be placed on call to min. 8 hours on-call assignment Move from paid all hours working during on-call period to min. 2 hours worked at OT
Article 25.02 - Floater Holiday	Article 26.01(b) - Floater Holiday	<ul style="list-style-type: none"> Move to banks loaded on July 1 vs. April 1
Article 26.06 - Cessation of Vacation Accruals	Article 31.05 - Cessation of Vacation Accruals	<ul style="list-style-type: none"> Add accruals cease after 44 days on sick and WCB..
Article 28.03 - Cessation of Sick Leave Accruals	Article 32.04(f) - Cessation of Sick Leave Accruals	<ul style="list-style-type: none"> Add sick leave accruals cease after 44 days on sick leave or WCB, or while on layoff Absence less than 2 hrs – no deduction from sick leave, absences greater than 2 hrs

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Collective Agreement Terms (come into effect on date that system change is implemented)	Description of System Changes Required
		– deduct entire period of absence from sick leave
Article 29.01(a) and (b) - WCB	Article 33.04 - WCB	<ul style="list-style-type: none"> • Change from payment based on “full net pay” to “full salary amount employee would have received had they been at work”
Article 16.02 - Increments	Article 35.02(d) - Increments	<ul style="list-style-type: none"> • Change to adjust increment anniversary date when on LOA in excess of 30 days.
N/A	Article 37 - Altitude and Hazard Differential	<ul style="list-style-type: none"> • Add differential to system
N/A	Article 39 - Camp Allowance	<ul style="list-style-type: none"> • Add differential to system
Article 35 - Temporary and Casual Employees	Article 36	<ul style="list-style-type: none"> • Systems impact – different provisions apply to Temporary and Casual Employees - such as Overtime, Vacation, Overtime on Named Holidays etc.
LOU - Multiple Positions	LOU - Multiple Positions	<ul style="list-style-type: none"> • System changes required to accommodate Multiple positions

Appendix D

**Affecting the AADAC GSS
Merging Collective Agreement
September 29, 2010**

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Agreement Terms	Description of system changes required
Article 1 Definition of Temp and Casual	1	<ul style="list-style-type: none"> • When Casual's continuous employment exceeds 6 months –converted to Temp • Temp Employees – hired for longer than 6 months (no max date) • Review and identify which provisions of C/A apply and compare to R/A
Article 8 Union Dues	Article 7	<ul style="list-style-type: none"> • Payroll system cannot pay all union dues in one payment – dues lists can only be produced by former region • Info on dues list needs to be same • Require new employee list
Article 12 Probation	Art 16	<ul style="list-style-type: none"> • Probation periods different
Article 15 Seniority	17	<ul style="list-style-type: none"> • Transition to Receiving agreement • Casual Employees have seniority? • Seniority list required for union
Article 21 Acting Incumbent	21	<ul style="list-style-type: none"> • Different formula's for acting pay
Article 25 Hours of Work	Article 23	<ul style="list-style-type: none"> • 7.25 hours of work • 8 hours off between shifts vs. 15 ½ in R/A • 2 weekends in 5 vs 1 in 3 in R/A • At least 2 consecutive days of rest vs no limitation in R/A
26 Overtime	25	<ul style="list-style-type: none"> • 1 ½ X for fist 2 hours vs. 2X in R/A • 1 ½ X on first day of rest vs. 2X in R/A • No extra pay if OT is less than 15 minutes – if OT exceeds 15 min – paid min of 30 minutes at OT rate • P/T Employees receive BROP for additional hours up to full time vs. BROP or 2X in R/A • EE given another day of rest if attends Training on day of rest – vs. overtime in R/A
Article 27/28 On-Call and Call Back	Article 26/27	<ul style="list-style-type: none"> • Premiums are different – requires payroll change • Call back Min 3 hrs at BROP vs. 2 hrs at 2X in R/A
Article 30 Reporting Pay	Article 28	<ul style="list-style-type: none"> • Payroll changes to pay different reporting pay premium

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Agreement Terms	Description of system changes required
29 Shift Premium/Weekend	29	<ul style="list-style-type: none"> • Different rates of pay –different rules
Article 31 Northern Allowance	N/A	<ul style="list-style-type: none"> • 525.00/ month
Article 32 Salary Increments	Article 40	<ul style="list-style-type: none"> • Different rules for salary increments re changing anniversary dates for increments
Article 34 Vacation	31	<ul style="list-style-type: none"> • Different triggers for earning vacation • AADAC Agreement not clear on when vacation stops accruing vs 44 days in Receiving Agreement for sick and WCB • Supplemental Vacation needs to be input into Payroll system • Part time Employees earn at a different rate
Article 33 Named Holidays	Article 30	<ul style="list-style-type: none"> • Christmas Floater vs. Floater Holiday – Different date for loading • AADAC has Easter Monday • Part time Employees earn at a different rate
Article 35, 35A – Sick Leave	Article 32	<ul style="list-style-type: none"> • Different sick leave provisions • AADAC Agreement not clear of when sick leave stops accruing, i.e. LOA , sick leave etc.
Article 36 EI Premium	N/A	<ul style="list-style-type: none"> • Put towards benefit plans vs. paid to employees in R/A
Article 37 LTD	34	<ul style="list-style-type: none"> • Employee pays 50 % of premium vs 25% in R/A
Article 38 WCB	33	<ul style="list-style-type: none"> • Different formula for paying Employees
Article 39 Special Leave	34	<ul style="list-style-type: none"> • Up to 10 days total including bereavement, family illness etc. vs. 4 days for special leave and up to 5 days per occurrence for bereavement etc. in R/A
Article 44 and 45 Insurance and Benefits	34	<ul style="list-style-type: none"> • Different premium cost share
N/A	Art 39 Cam Allowance	<ul style="list-style-type: none"> • Add
Letter of Understanding for Part time Employees Named Holiday and Vacation Pay for extra hours worked		<ul style="list-style-type: none"> • System change required to pay in accordance with Receiving Agreement

Appendix E

**Affecting the Palliser GSS
Merging Collective Agreement
September 29, 2010**

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Agreement Terms	Description of system changes required
<p>Article 1 and Article 20 Pyramiding</p> <p>Article 1 Definition for Regular Part-time and Casual employees</p>	<p>N/A</p> <p>Article 1</p>	<ul style="list-style-type: none"> • Payroll System changes to ensure that Employees paid for all applicable premiums • Receiving Agreement definition of RPT and Casual is different than definition for Palliser- Palliser systems require changes to conform with Receiving Agreement definitions
<p>Article 5 Union Dues</p>	<p>Article 7</p>	<ul style="list-style-type: none"> • Payroll system cannot pay all union dues in one payment – dues lists can only be produced by former region • Info on dues list needs to be same • Require new employee list
<p>Article 13 Probation</p>	<p>Art 16</p>	<ul style="list-style-type: none"> • Probation periods different
<p>Article 14 Salaries</p>	<p>40</p>	<ul style="list-style-type: none"> • Different formula for calculating increments
<p>Article 16 Hours of Work</p>	<p>Article 23</p>	<ul style="list-style-type: none"> • Payroll system requires changes to reflect premium pay if 15.5 hrs between shifts is not provided vs 12 hours in Palliser Agreement
<p>Article 16 – Reporting Pay</p>	<p>28</p>	<ul style="list-style-type: none"> • Payroll changes to pay different reporting pay premium
<p>Article 17 Overtime</p>	<p>25</p>	<ul style="list-style-type: none"> • Receiving Agreement pays Overtime to nearest ¼ hr. Palliser does not
<p>Article 18, 19 On-Call and Call Back</p>	<p>Article 26/27</p>	<ul style="list-style-type: none"> • Premiums are different – requires payroll change • Minimum 8 hrs • Employees able to take time in Lieu • Formula for call back is different – but pays the same amount (2 hrs at overtime vs 4 hours at BROP) • Call back formula for Named Holiday is different??
<p>21/22 Shift and Weekend Premium</p>	<p>29</p>	<ul style="list-style-type: none"> • Different rates of pay –different rules
<p>Article 24 Vacation</p>	<p>31</p>	<ul style="list-style-type: none"> • Different triggers for earning vacation • Vacation stops accruing after 30 days vs 44 days in Receiving Agreement for sick and WCB • Delete the Long Service Recognition day of vacation • Supplemental Vacation needs to be input into Payroll system
<p>Article 25 Named Holidays</p>	<p>Article 30</p>	<ul style="list-style-type: none"> • Floater Holiday – Different date for

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Agreement Terms	Description of system changes required
		loading
Article 26 – Sick Leave	Article 32	<ul style="list-style-type: none"> • Different formula for cessation of sick leave
Article 27 WCB	33	<ul style="list-style-type: none"> • Need to check formula for calculating WCB payments
Article 30 Leaves Of Absence	34	<ul style="list-style-type: none"> • Receiving Agreement requires Er pay EE who is on LOA for Union Business and invoice Union. Palliser Agreement is silent on issue. Palliser have a practice of paying Employee and invoicing Union. Need to ensure that Union is invoiced for the same types of Union leave • Special Leave provisions are different – Payroll system requires change
Article 33 Re Acting pay for position outside Collective agreement	Article 21	<ul style="list-style-type: none"> • Palliser Agreement requires pay of \$1.50. Receiving Agreement requires pay at rate determined by Er.
Art 35 Seniority	Art 17	<ul style="list-style-type: none"> • Require B/U seniority list • Temp employees do not have seniority • Standardize info on lists
Article 37 Temporary and Casual employees	36	<ul style="list-style-type: none"> • Systems impact – different provisions apply to Temporary Employees and Casual Employees- such as Vacation entitlements, increments , vacation pay, overtime calculation etc.
L of U # 6 Height Premiums	Article 37	<ul style="list-style-type: none"> • Different rates – payroll system requires changing
L of U – Long Service Increments	N/A	<ul style="list-style-type: none"> • LSI not provided in Receiving Agreement – Payroll system requires change to delete this payment.
N/A	Art 39 Car Allowance	<ul style="list-style-type: none"> • Add

Appendix F

**Affecting the Chinook GSS
Merging Collective Agreement**

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Agreement Terms	Description of system changes required
Article 2 - Definitions Date of employment Definition of Casual Employee and Regular Part time Employee	N/A Article 1	<ul style="list-style-type: none"> • Payroll System changes remove definition of “Date of Employment” • Receiving Agreement definition of RPT and Casual is different than definition for Chinook- Chinook systems require changes to conform with Receiving Agreement definitions
Article 5 Union Dues	Article 7	<ul style="list-style-type: none"> • Payroll system can’t pay all union dues in one payment – dues lists can only be produced by former region • New Employee list • Standardize info on dues list
Article 13 Probation	16	<ul style="list-style-type: none"> • Different probation periods
Article 14 – salary Increments	40	<ul style="list-style-type: none"> • Different formula for calculating increments
Article 16 Hours of Work	Article 23	<ul style="list-style-type: none"> • Payroll system requires changes to reflect premium pay if 15.5 hrs between shifts is not provided
Article 16 Reporting Pay	Article 28	<ul style="list-style-type: none"> • Payroll changes to pay different reporting pay premium
Article 17 Overtime	Article 25	<ul style="list-style-type: none"> • Receiving Agreement pays overtime to nearest ¼ hour. Chinook does not round up to nearest ¼ hour
Article 18, 19 On-Call and Call Back	Article 26/27	<ul style="list-style-type: none"> • Premiums are different – requires payroll change • On-call for minimum of 8 hours • Call back formula is different (although adds up to same amount (4 hrs at BROP vs 2 hrs at Overtime) • Formula for Call back on Named Holiday is different • Chinook has telephone consultation – this is new to the Receiving Agreement
21/22 Shift and Weekend Premium	29	<ul style="list-style-type: none"> • Different rates of pay –different rules
Article 24 Vacation	#1	<ul style="list-style-type: none"> • Different triggers for earning vacation • Cessation of Vacation Accrual – different – 30 days vs 44 days • Supplemental Vacation needs to be input into system • Part time Employees are paid vacation pay for “additional hours worked” on the pay following the pay period the hours were worked. This provision is not in the Receiving Agreement
Article 25 Named Holidays	Article 30	<ul style="list-style-type: none"> • Floater Holiday – Different date for

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Agreement Terms	Description of system changes required
		loading Floater Holiday
Article 26 – Sick Leave	Article 32	<ul style="list-style-type: none"> • Different formula for cessation of sick leave
Art 27 WCB	33	<ul style="list-style-type: none"> • Change from receive their basic rate of pay to “amount they would have received had they been at work
Article 30 Leaves of Absence	35	<ul style="list-style-type: none"> • Different process for recovering wages paid to Employee on LOA for Union business • Different Special Leave provisions – require payroll system change
Article 33 Acting pay for position outside Collective agreement	Article 21	<ul style="list-style-type: none"> • Chinook Agreement requires pay of \$1.25. Receiving Agreement requires pay at rate determined by Er.
Article 33 re Multiple Positions	Letter of Understanding Re Multiple Positions	<ul style="list-style-type: none"> • Different rules with respect to combining hours for increments, benefits overtime etc. Payroll system will require changes
Article 35 Seniority	17	<ul style="list-style-type: none"> • Require 1 seniority list barg unit wide • Standardize info on lists • Temp employees do not have seniority • Standardize seniority lists
Article 37 Temporary and Casual employees	36	<ul style="list-style-type: none"> • Systems impact – different provisions apply to Temporary Employees - such as Vacation entitlements etc • Payment for vacation and Named Holidays is different, for temp and Casual employees, • Overtime calculated differently
n/a	37 Altitude and Hazard differential	<ul style="list-style-type: none"> • add
N/A	39 Camp Allowance	<ul style="list-style-type: none"> • Add

Appendix G

**Affecting the Former Northern Lights Health Region GSS
Merging Collective Agreement**

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Agreement Terms	Description of system changes required
Article 2 - definitions Date of employment Definition of Casual Employee and Regular Part time Employee	N/A Article 1	<ul style="list-style-type: none"> • Payroll System changes remove definition of “Date of Employment” • Receiving Agreement definition of RPT and Casual is different than definition in Merging Agreement. Systems require changes to conform with Receiving Agreement definitions
Article 5 Union Dues	Article 7	<ul style="list-style-type: none"> • Payroll system is unable to pay all union dues in one payment – dues lists can only be produced by former region • Standardize info on list • New Employee list required
Article 12 Probation	Art 16	<ul style="list-style-type: none"> • Probation periods different 625 hours (325 hours extension) vs 503.75 hours (503.75 extension) in Receiving Agreement
Article 13 – salary Increments	40	<ul style="list-style-type: none"> • Different formula for calculating increments. Need to check to ensure that same hours are counted towards increment
Article 14 Regular Part-time, Temporary and Casual Employees	Article 36 – Temporary and Casual	<ul style="list-style-type: none"> • Terms for Part time temp and casual Employees are different from the Receiving Agreement – impacts payroll processes
Article 15 Hours of Work - Reporting Pay	Article 28	<ul style="list-style-type: none"> • Payroll changes to pay different reporting pay premiums 3 hrs at BROP in CEP vs 4 hrs at BROP in R/A
Article 15 Hours of Work	Article 23	<ul style="list-style-type: none"> • Payroll system requires changes to reflect premium pay if 15.5 hrs between shifts is not provided ? (Collective Agreement is not clear if premium is paid when 15 ½ hours is not provided)
16.08 On-call/Call Back	Article 26/ 27	<ul style="list-style-type: none"> • Call back formula is different – requires payroll change 4 hrs at BROP in CEP vs 2 hrs at OT in R/A • On-call minimum of 16 hours
Article 18 Pyramiding	N/A	<ul style="list-style-type: none"> • Payroll system requires changes to reflect provisions of the Receiving agreement
Article 22 Vacation	31	<ul style="list-style-type: none"> • Cessation of Vacation Accruals is different 30 days vs 44 days in receiving agreement for sick/WCB • Cease earning for LOA in excess of 30 days vs <u>after</u> 30days • Vacation for Temporary and Casuals paid differently?
Article 23 Named Holidays	Article 30	<ul style="list-style-type: none"> • Floater Holiday – different date for loading floater holiday
Article 26 – Sick Leave	Article 32	<ul style="list-style-type: none"> • Different formula for cessation of sick

Affected Collective Agreement Terms (remain in effect until system change complete)	Receiving Agreement Terms	Description of system changes required
		leave after 30 days vs 44 days on sick/WCB
Article 25 Workers Compensation	Article 33	<ul style="list-style-type: none"> Payroll system requires changing to continue payments in accordance with article 33.04
Article 28 Leaves of Absence	34	<ul style="list-style-type: none"> CEP agreement does not require Er to pay EE on LOA for Union business and Invoice Union. Receiving Agreement does.
Article 32 Seniority	Art 17	<ul style="list-style-type: none"> Barg unit wide seniority list Standardize info on seniority lists
Article 36 Responsibility Pay	Article 21	<ul style="list-style-type: none"> Different payments for acting in in-scope and out of scope positions
N/A	Article 37 Altitude and Hazard Differential	<ul style="list-style-type: none"> New premium – payroll system requires changing
N/A	Article 39 Camp allowance	<ul style="list-style-type: none"> Add
	Letter of Understanding Re Multiple Positions	<ul style="list-style-type: none"> Different rules with respect to combining hours for increments, benefits overtime etc. Payroll system will require changes

LETTER OF UNDERSTANDING #18

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: TRANSITIONAL PROVISIONS

The Parties agree that the following transitional provisions will be implemented prior to the provisions of the Alberta Health Services/AUPE (General Support Services) Collective Agreement becoming fully effective:

Definitions

“Receiving Agreement” is the former Capital Health Agreement as amended in order to transition other Collective Agreements.

“Merging Agreements” are the General Support Services Collective Agreements that will be transitioning into the Receiving Agreement as a result of the June 23, 2009 declaration and Directive of the Alberta Labour Relations Board.

“Affected Agreement” means the former Collective Agreement that is transitioning into the Receiving Agreement and may include the former receiving Agreement or a Merging Agreement as the case may be.

“ Date of Ratification” shall mean the date the Parties confirm in writing that the negotiated transitional provisions of a former Collective Agreement into the Receiving Agreement have been agreed upon by the parties, or the date the Labour Board decides on any outstanding issues not agreed by the parties and referred to the Labour Board for resolution, whichever comes sooner

1. Article 1: Definitions

- (a) Employees hired in a Temporary position under the terms of a Merging Agreement, prior to the date of ratification of this Collective Agreement for a period of greater than six (6) months and up to twelve (12) months shall complete the temporary position under the terms of their Merging Agreement.
- (b) Employee hired after the date of ratification into a Temporary position shall be covered by Article 1.01(g)(3) of this Collective Agreement.

- (c) Casual Employees - The Employer shall conduct a review to identify all Regular and Temporary Employees who are working less than zero point four (0.4) FTE. These Employees shall then be converted to Casual Employee status.

For Employees in positions in programs within the former entity AADAC, the Employer shall conduct a review of all Part-time, Temporary and Casual Employees and assign Employees to the appropriate status as outlined in the Receiving Agreement. Where an Employee has been hired into a Casual or Temporary Position under the former AADAC Agreement, and that position would be considered a Regular position under the Receiving Agreement, the Employer shall terminate the position or appoint the Employee to a Regular Position in accordance with Clause 1.01(g) 3 and 4 of the Collective Agreement within three (3) months following the review for a Casual Employee, and six (6) months for a Temporary Employee.

2. **Article 11: Discipline, Dismissal and Termination**

An Employee covered under the terms of a Merging Agreement who has been disciplined prior to the date of ratification of this Collective Agreement may request that their disciplinary file be cleared in accordance with Article 11.02 after eighteen (18) months from the date of discipline.

3. **Article 16: Probation**

- (a) An Employee who has commenced and is still under probation on the day prior to ratification of this Collective Agreement shall complete such probation according to the terms of the Merging Agreement applicable to them on the day prior to ratification.
- (b) All Employees who commence employment on or after the date of ratification of this Collective Agreement shall be subject to the provisions Article 16: Probation in the Receiving Agreement, unless otherwise amended.
- (c) Casual Employees who are employed under a Merging Agreement on the day before the date of ratification, and who have not served a Probation period, shall serve probation in accordance with Article 16 of the Receiving Collective Agreement. Contiguous hours worked in their classification in the Merging Agreement shall count towards the probationary period.

4. **Article 17: Seniority**

- (a) Where, on the day prior to ratification of this Collective Agreement, a Regular or Temporary Employee:
 - (i) was employed in a position under an Merging Collective Agreement, and
 - (ii) had a seniority date under that collective agreement,

the Regular or Temporary Employee's seniority date on the day before ratification of this Collective Agreement shall remain unchanged and shall become the Regular or Temporary Employee's new seniority date under the Receiving Agreement.

- (b) Where an Employee is concurrently employed by two (2) or more AHS Entities (Regional Health Authorities and Alberta Cancer Board) and has two (2) or more established seniority dates, the earliest date shall apply.
- (c) Part-time Employees employed under the former Alberta Cancer Board Merging Agreement shall have their seniority date established by dividing the total regular hours worked (including all regular hours worked in prior Regular, Temporary or Casual positions which are contiguous to their current Regular Part-time position) by two thousand two hundred and twenty two point seven five (2,022.75) hours, and converting the result to a seniority date.
- (d) The Employer will provide the Union with seniority lists for applicable Employees covered by this Collective Agreement. The Union will advise the Employer of any changes or challenges within ninety (90) days of the date the list is received, failing which the seniority provided for the purposes of this transition will be considered accurate.
- (e) Recognizing that the Employer's current systems do not produce one (1) bargaining unit-wide seniority list, the Employer will continue to forward seniority lists to the Union in the same manner as they were provided prior to the date of ratification of this Collective Agreement and until such time as the Employer is able to consolidate the seniority lists.
- (f) Recognizing that between April 1, 2009 and the date of ratification of this Collective Agreement, where an Employee;
 - (i) had an established seniority date under an Affected Agreement; and
 - (ii) was the successful candidate on a position under a different Affected Agreement; and
 - (iii) as a result of moving to the new position lost their seniority;

such Employee may, within ninety (90) days of the date of ratification, apply to the Employer to have the Employee's seniority recognized as it existed on April 1, 2009

5. **Article 18 Layoff and Recall**

Where on or before the day before the date of ratification of this Agreement a former entity had begun implementing a layoff process for a program operated by that former entity, the layoff provisions in the former Collective Agreement shall remain effective for the duration of that layoff process.

6. **Article 20: Promotions and Transfers**

- (a) An Employee who was transferred or promoted under the provisions of a Merging Collective Agreement, and who has not yet completed her trial period on the date of ratification of this Collective Agreement shall be subject to the trial period provisions outlined in the Merging Collective Agreement until such trial period has been completed.
- (b) Employees transferred or promoted on or after the date of ratification of this Collective Agreement shall be subject to the provisions of Article 20: Promotions and Transfers.

7 **Article 22 Reclassification**

- (a) The transition of the Affected GSS Collective Agreements into the Receiving Agreement requires that all classifications from the Affected Agreements be assessed and assigned to appropriate classifications in the Receiving Agreement. In an attempt to expedite the transition, the Employer has conducted a preliminary review of the classifications in the Affected Agreement and allocated based on the information available and in some cases, without benefit of detailed job audits. The initial assignment of classifications to the Receiving Agreement may therefore be subject to further analysis, and may result in reassignment of positions to different classifications.

Recognizing that classifications may not have been assigned to the correct classification in the Receiving Agreement in the initial or subsequent assessment, the Parties believe that an expedited dispute mechanism to resolve disputes concerning the classifications allocations during this process is desirable. The Parties agree as follows:

- (i) Within one hundred and twenty (120) days following the date of ratification of the Agreement, or ten (10) days following a reassessment of a position or classification , an Employee may request in writing to Job Evaluation, that a review of their position be conducted where it is believed that the assessment has not been correct.
- (ii) Upon receipt of the request from the Employee, the Employer shall reassess the identified positions and advise the Employee in writing, of its decision.
- (iii) In the event the union and Employee do not agree with the decision, the Union may submit an appeal to the Senior Lead, Job Evaluation, within ten (10) days of the date the decision was received.
- (iv) The Senior Lead, Job Evaluation shall meet with Employer and Union representatives and provide both Parties the opportunity to submit verbal and written reasons for their respective positions.

- (v) The decision from the Senior Lead, Job Evaluation shall be communicated to the Union within ten (10) days of the appeal meeting or such longer period as agreed by the Parties. Such decision shall be final and binding on the Parties.
 - (vi) Where a decision from this process results in an increase in pay for the affected Employees, such pay increase will be effective the date the Union/Employee submitted the request for review.
 - (vii) Notwithstanding (v) above, in the event that the Union and Employee do not agree to the classification allocation decision by the Senior Lead, Job Evaluation for a classification listed in Appendix A attached, the Union may submit an appeal of this decision ten (10) days of the date the decision was received.
 - (viii) The Parties agree that a single adjudicator, agreed to by the Parties, shall be appointed to hear the appeal and render a decision based on the Employers classification system. The decision of the Adjudicator shall be final and binding upon the Parties and the Employee(s) affected by the decision.
- (b) Where up to the day before the date of ratification of the Collective Agreement, an Employee had submitted a request for a classification review of their position, and such review has not been completed, or the Employee had submitted an appeal in accordance with the Merging Agreement, a classification review shall be conducted upon request of the Employee. The classification review will be based on the classification system and job profiles in effect in the Receiving Collective Agreement. Any changes to the classification and resulting rate of pay changes shall be effective the date of ratification of the Collective Agreement.

8. Article 23 Hours of Work and Article 24: Extended Hours of Work

Where hours of work and shift schedules from Merging Collective Agreements and Zones do not comply with the hours of work and scheduling provisions of the Collective Agreement, the Employer shall have ninety (90) calendar days from the date of ratification of this Collective Agreement to comply with the terms of the Collective Agreement. The terms of the Merging Agreement shall continue to apply until such change is implemented.

In former Entities where Employees are scheduled to work “non-standard” (7 hours, 7.25 hours, 7.5 hours or 8 hours), work hours, the Employer may schedule the Employees to work the standard hours of work (7.75 hours) by providing a minimum of 28 days notice to the effected employees.

9. Article 30: Named Holidays

Employees who are employed in positions in programs under the former entity Alberta Cancer Board on December 25, 2009 and/or December 25, 2010 shall be paid for all

hours worked on those days at two times (2X) their Basic Rate of Pay. Employees of the former Alberta Cancer Board who transfer to positions in a program outside of the former Alberta Cancer Board shall be paid in accordance with Article 30 of the Collective Agreement.

Employees who are employed in positions in programs under the former entity AADAC shall be provided with a Christmas Floater (or pay in lieu) on December 24, 2010. The terms of Clause 30.01 (b) of the Receiving Agreement shall apply commencing January 1, 2011. Employees of the former AADAC who transfer to positions in a program outside of the former AADAC shall be paid in accordance with Article 30 of the Collective Agreement. All other provisions of Article 30 of the Receiving Agreement shall apply effective the date of ratification of this Agreement to transition the former AADAC Collective Agreement into the Receiving Agreement.

10. **Article 31: Vacation**

- (a) Recognizing that between April 1, 2009 and the date of ratification of this Collective Agreement, where an Employee;
 - (i) had an established vacation entitlement under an Affected Agreement; and
 - (ii) was the successful candidate on a position under a different Affected Agreement; and
 - (iii) as a result of moving to the new position, their years of continuous service under their previous Affected Agreement were not recognized for the purposes of establishing their vacation entitlement;

such Employee may, within ninety (90) of the date of ratification, apply to the Human Resource Department in their Zone to have the Employee's years of continuous service recognized as it existed on April 1, 2009

- (b) Where an Employee receives recognition of their continuous service as per paragraph 10(a) above, and had previously received their one-time Supplementary Vacation entitlement under their previous Affected Agreement, such employee shall not be eligible for the Supplementary Vacation pay under Article 31.01(e) of the Receiving Agreement.
- (c) Where the vacation provisions from a Merging Collective Agreement did not provide for a one time (5) day supplementary vacation upon reaching 25 years of continuous service, affected Employees shall be shall earn a supplementary vacation in accordance with Article 31.01 (e) and 31.08 (a) (v) of the Receiving Agreement.
- (d) Notwithstanding (c) above, Employees employed in the former entity Palliser Health Region who are in receipt of the Long Service Recognition in accordance with 24.02 (b) of the Palliser Collective Agreement, shall have the additional vacation days earned since achieving thirty (30) years of continuous service

applied towards the one time supplementary vacation under 31.01 (e) and 31.08 (a)(v). Such affected Employees shall thereafter earn vacation in accordance with Article 31 of the Receiving Collective Agreement.

11. **Article 32: Sick Leave**

Recognizing that between April 1, 2009 and the date of ratification of this Collective Agreement, where an Employee:

- (a) had an established sick leave entitlement under an Affected Agreement; and
- (b) was the successful candidate on a position under a different Affected Agreement; and
- (c) when the Employee moved to the new position their sick leave entitlement(bank) was not transferred;

such Employee may, within ninety (90) of the date of ratification, apply to the Employer to have the Employee's sick leave entitlement under their previous Affected Agreement reinstated as it existed on April 1, 2009 to a maximum of one hundred and twenty (120) normal working days.

When the sick leave provisions are transitioned from the former AADAC to the Receiving Agreement in accordance with the Letter of Understanding – Systems Transitional Provisions, Regular and Temporary Employees shall have their sick leave entitlements under the Receiving Agreement calculated by multiplying the number of full years of continuous service with the former AADAC by 18 days. Partial years of continuous service shall be credited with sick leave by multiplying the number of full months of service by one point five (1.5) days.

Where on the day before the date of ratification an Employee employed in positions in programs in the former entity AADAC and covered under the terms of the AADAC Collective Agreement is on sick leave under that Agreement, such Employee shall continue to be covered under the provisions of Article 35 and 35A of the former AADAC Collective Agreement until they have returned to work. Upon return to work from an illness under Article 35, the Employee shall have their sick leave bank under the Receiving Agreement established in accordance with the above noted formula. An Employee returning to work following an illness covered under Article 35A of the AADAC agreement, shall have their sick leave bank established seventy-two point five (72.5) hours following the date of return to active work during which time the Employee has not taken illness leave for the same or related illness. The Short-term Disability provisions of Clause 34.01(f) of the Receiving Agreement shall apply to eligible Employees employed in positions in programs in the former entity AADAC effective the date that their sick leave provisions are transitioned to the Receiving Agreement provisions.

12. **Article 33: Workers Compensation**

Employees who have made application for, or are in receipt of WCB payments on or before, the day before the date of ratification of this Collective Agreement, shall remain under the provisions of the Merging Agreement for the duration of that claim.

13. **Article 34 Prepaid Health Benefits**

Employees who were previously employed in Regular Part-time positions less than zero point four (0.4) FTE in the former entity Chinook, Palliser and Northern Lights, and who were participating in the former Entities benefit plan, shall continue to be eligible to participate in the benefit plan (or successor benefit plan) until March 30, 2011, at which time the provisions of the Collective Agreement as applicable to Casual Employees shall apply.

14. **Article 35: Leaves of Absence**

(a) Special Leave: An Employee's Special Leave bank as it existed on the day before the date of ratification of this Collective Agreement shall remain unchanged and shall become the Employee's special leave bank under the Receiving Agreement, Article 35.04D.

(b) Article 30.12 former Chinook Collective Agreement - Engineering, Maintenance and Journeyman Trades

Subject to sufficient notice being given to the Employer, an employee will be granted time off without pay to write a Boiler's Branch Examination or other trade examinations deemed appropriate by the Employer. Upon proof of having passed the examination, the employee shall be reimbursed at their basic rate of pay for such time off without pay.

Article 30.12 of the former Chinook Collective Agreement shall remain in effect until December 31, 2010 or Date of Ratification whichever occurs later.

(c) Employees employed in positions in programs under the former entity AADAC, shall be entitled to Special Leave in accordance with Article 39 of the former AADAC Collective Agreement until December 31, 2010, and the provisions of Article 35.04 D shall not apply. Effective January 1, 2011, the provisions of Article 35.04 D shall apply to all eligible Employees employed in positions in programs under the former entity AADAC.

(d) Other Leaves of Absence: Employees on an approved leave of absence on the day before the date of ratification of this Collective Agreement will continue to be covered by the leave of absence provisions in their Merging Agreement until such time that they return to active employment with the Employer.

15. **Article 40 - Salaries**

Employees employed in Engineering, Maintenance and Journeyman Trades positions in the former entity Chinook who on the day before the date of ratification were at the start rate, shall advance to the job rate in accordance with Clause 14.05 in the former Chinook Collective Agreement. Employees hired on or after the date of ratification into these classifications shall advance on the pay scale in accordance with Clause 40.02 of the Collective Agreement.

Employees employed as Power Engineers in the former entity Palliser Health Region, who on the day before the date of ratification were in receipt of the Power Engineer Market Adjustment, shall have the Market adjustment added to their current basic rate of pay for the purpose of determining their placement onto the applicable Receiving Agreement pay scale.

16. **EI Premiums Reductions**

Within ninety (90) days following the conclusion of consolidation bargaining, the Employer will meet with the Union to discuss options for standardizing EI Premium reduction reimbursement to eligible Employees. Current practices related to EI premium reductions under Affected Agreements will be continued until such time as the Employer implements standard processes related to EI premium reductions.

Where prior to the date of ratification of this Agreement, a site provided the Employee portion of the EI Premium Reduction directly to the Union Local for disbursement to eligible Employees of that site, those funds will continue to be administered separately by the Union in accordance with the EI Premium Reduction Program.

17. **Letter of Understanding #9: Flexible Health Spending Account**

The balance of an Employee's Flexible Health Spending Account under a Merging Agreement on the day before the date of ratification shall be the balance of the Employee's spending account as per Letter of Understanding #9: Flexible Health Spending Account in this Collective Agreement

Recognizing that:

- (a) the Flexible Health Benefit Spending entitlement for Employees in the Receiving Agreement is calculated based on the Employee's FTE as of November 1st of each calendar year; and
- (b) Employees' entitlements under the merging Agreements are calculated based on the Employee's FTE on a different date.

Employees covered under a former Merging Agreement on the day before the date of ratification of this Collective Agreement shall have their entitlements for the Flexible Health Spending Account calculated based on their FTE in accordance with the date identified in the Merging Agreement. The benefit calculation date for all eligible

employees for the 2011 calendar year shall be in accordance with the Receiving Agreement.

Employees employed in positions in programs in the former entity Chinook Health Region shall be covered by Letter of Understanding # 9 effective January 1, 2011 or date of Ratification whichever is later.

The former entity AADAC's Policy – Workplace Wellness shall continue in effect until December 31, 2010. Employees employed in positions in programs in the former entity AADAC who have made purchases under the plan up to and including December 31, 2010 shall have until February 1, 2011 to submit the required forms and receipts required under the plan for reimbursement. Eligible Employees employed in positions in programs in the former Entity AADAC shall be covered by the Letter of Understanding # 9 – Flexible Health Spending Account effective January 1, 2011

18. Former Chinook Article 32.04 :Engineering, Maintenance and Journeyman Trades

The Employer shall supply leather work gloves to those employees whose duties require same, subject to the establishment of regulations to prevent abuse. Gloves must be returned for new issue or returned upon termination.

The Employer shall supply all tools, which, in the opinion of the Employer, are required by the employees in the performance of their duties.

Where the Employer or Health & Safety Regulations require the wearing of safety footwear or hard hats, the Employer shall provide same at "no cost" to the employee.

The Employer will supply, launder and maintain uniforms not previously worn outside the hospital premises.

Article 32.04 of the former Chinook Collective Agreement shall remain in effect until December 31, 2010 or Date of Ratification whichever occurs later.

19. Salary Schedules

- (a) Employees who are transitioning from a classification in a Merging Collective Agreement to a Classification in the Receiving Collective Agreement, shall move to the step in the Receiving Agreement Classification with the same rate of pay as their present rate of pay. If there is no such pay step in the Receiving Agreement Classification, the Employee shall move to the pay step in the Receiving Agreement Classification that is next higher to the Employees present rate of pay. Where the increase in an Employee's rate of pay is three (3) per cent or higher, the Employee's anniversary date will change to the effective date of the pay increase, but the Employee's anniversary date will not change if the increase is less than three (3) per cent.

Part-time Employees – please refer to Labour Board Special Officers decision.

Employees who on the day before the date of ratification of the Collective Agreement were covered under the former CUPE (Palliser, Chinook), CEP (Northern Lights) and AUPE (AADAC) Collective Agreements and whose rates of pay will be increased when they transition to the Receiving Collective Agreement Classifications and Pay Schedule, shall have their rate of pay increased effective May 27, 2010.

- (b) Employees who are transitioned to a Receiving Collective Agreement Classification and whose rate of pay is higher than the rate of pay of the Receiving Agreement Classification, shall have their rate of pay red-circled effective March 31, 2011 until the rate of pay for the Receiving Agreement Classification reaches or exceeds their red-circled rate of pay.

20. **Letters of Understanding**

Former Palliser- Letter of Understanding #17 – Retirement Allowance- Employees who on or before the day before the date of ratification of this Agreement had been approved to receive a Retiring Allowance in accordance with this Letter of Understanding, shall continue to be eligible for the Allowance in accordance with the Letter of Understanding.

Former Palliser Letter of Understanding #22 – Boot Allowance – Delete effective December 31, 2010

Former Palliser – Letter of Understanding – Long Service Increment - Effective December 31, 2010, payment of the Long Service Increments to Employees under this Letter of Understanding shall cease.

Within ninety (90) days from the date of ratification of the Collective Agreement, the Parties shall meet to review existing Letters of Understanding not contained in the Merging or Receiving Collective Agreements, to determine if they are to be renewed or terminated. Where either Party decides to terminate the Letter of Understanding, they shall do so within the time limits provided in the Letter of Understanding. Where the Letter of Understanding does not contain a notice period for termination, the notice period shall be ninety (90) calendar days.

Letters of Understanding entered into by a former entity and the applicable union relating to extended/modified hours of work and scheduling, shall be deemed to be covered under Clause 24.02 ((s)).

21. This Letter of Understanding is intended to address the provisions from the Merging Agreements that require transitioning when moving to the Receiving Agreement. In the event that a provision(s) requiring transition has been overlooked, the Parties agree to meet and develop transition terms for such provision(s) consistent with the approach taken by the Parties in developing other transition terms.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

Transitional Bargaining – Classification Issue

ACB – Local Condition – Classification Issue:

- *Maintenance Work II (5)*
- *Porter (9) to Capital Service Worker I*
- *Dietary Aide II (1) to Capital Food Service I*

Calgary – Local Condition – Classification Issue:

- *Clerk I (34) to Capital Clerk I*
- *Clerk II (240) to Capital Clerk II*
- *Receptionist III (1) to Capital Clerk II*
- *Porter (459) to Capital Service Worker I*
- *Secretary IV (56) to Capital Secretary II*
- *Purchasing Assistant (1) ?*
- *Surgical Processors (221) (Possible supervision duties)*
- *Senior Surgical Processor (1) to Capital Working Leader – CSS*
- *Rec Aide to Capital Therapy Aide*
- *Food Service Attendant (26) to Capital Food Service I*
- *Food Service Aide (196) to Capital Food Service I*
- *Aide I (223) to Capital Food Service I*
- *Food Service Worker (113) to Capital Food Service I*
- *Aide II (99) to Capital Food Service I*
- *Institutional Services Worker I (23) to Capital Food Service I*
- *Therapy Assistant (246) to Capital Technical Attendant*
- *Millwright (should they be Machinist/Millwright?)*
- *Painter (extra duties – does signs and spraying)*

Multi Employer – Local Condition – Classification Issue:

- *Porter (40) to Capital Service Worker I*
- *Service Worker (118) to Capital Service Worker I*
- *Purchasing Assistant (3) to Capital Purchasing Assistant*
- *Therapy Assistant (140) to Capital Technical Attendant*
- *Therapy Assistant (Peace total 15 – 5 with course & 10 w/out course)*
- *Therapy Attendant (Barrhead total 18 – 8 with course & 10 w/out course) to Capital Therapy Aide*
- *Senior Stores Attendants (7) to Capital Stores II*
- *Driver (21) to Capital Driver I*
- *Food Service Worker (402) to Capital Food Service I*
- *Food Service Cashier (2) to Capital Food Service I*
- *Receptionist (should they be Clerk II)*
- *Clerk/Receptionist (should they be Clerk II)*
- *Clerk/Receptionist aspen (should they be Clerk II)*

- *Lab Assistant I (13) to Capital Lab Assistant I*
- *Instrument Mechanic (2) to Instrument Tech I or HVAC Facilities Tech?*
- *Millwright (should they be Machinist/Millwright?)*
- *Electronic Tech III to Capital Electronic Tech II?*
- *Plumber (should they be Plumber/Steamfitter)*

Chinook – Local Condition – Classification Issue:

- *Food Services Aide*
- *Food Services Cashier*
- *Porter*

Palliser – Local Condition – Classification Issue:

- *Instrument Tech – s/b Refrigeration Mechanic?*
- *Working Leader – Food Services*
- *Therapy Assistant – s/b Technical Attendant?*
- *Audiology Tech*
- *Laundry Worker – s/b Laundry Worker III?*
- *Housekeeping Worker – s/b Environmental II?*
- *Clerk III*
- *Porter*

AADAC – Local Condition – Classification Issue:

- *Addictions Counsellor – s/b a separate classification?*
- *Administrative Assistant V*
- *Administrative Officer*

Northern Lights – Local Condition – Classification Issue:

- *Cook's Assistant*
- *Laundry Worker II*
- *Finance Associate I and II*

LETTER OF UNDERSTANDING #19

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: TRANSITION TO STANDARD BENEFIT PLAN

Recognizing that the Employer is currently in the process of selecting a Benefit Insurance Carrier to provide benefit coverage to Employees in accordance with the Collective Agreement provisions; and

Recognizing that this process is anticipated to be complete by July 2010.

Definitions

“Standard Benefit Plan” - means the Receiving Collective Agreement Benefit Plan as amended and implemented for all eligible Employees covered under the Collective Agreement

“Receiving Agreement” - is the former Capital Health Agreement as amended in order to transition other Collective Agreements

“Merging Agreements” – are the General Support Services Collective Agreements that will be transitioning into the Receiving Agreement as a result of the June 23, 2009 declaration and Directive of the Alberta Labour Relations Board.

The Parties agree to the following:

1. Employees will continue under the benefit provisions of the Affected Agreements until such time as Alberta Health Services implements a province-wide GSS benefit plan (Benefit Transition Date).
2. Prior to implementing a “Standard Benefit Plan”, the Employer shall meet with representatives of the union to:
 - (a) review differences in benefit coverage between current benefit plans and the Standard Plan and provide a level of understanding of benefit plan administration;
 - (b) review options for changes to the existing Standard Benefit Plans based on a Cost Neutral basis;

- (c) discuss implementation of the Standard Plan including communications with Employees, effective date for implementation, and enrollment of eligible employees.
- 3. Following consultation with the Union on the Standard Benefit Plan, the Employer shall implement the Plan, and Employees shall be eligible for benefit coverage on the date of implementation.
- 4. Employees not actively at work due to illness or disability on the Benefit Transition Date, will continue to be covered by the benefit provisions in their Merging Agreement until such time that they return to active employment with the Employer. Benefit coverage under the Standard Benefit plan will commence upon their return to work, subject to enrolment requirements.
- 5. Any benefit claims made by Employees under a Merging Agreement prior to the Benefit Transition Date will be covered under the terms of their benefit plan in their Merging Agreement.
- 6. Regular Part-time [less than zero point four (0.4) FTE] or Temporary employees who on the day before the date of ratification were entitled to benefits for which they will not be entitled to under the Receiving Agreement shall have such benefits administered as follows:
 - (a) Regular Part-time Employees who will be changing to Casual status, and Temporary Employees shall continue to earn vacation entitlements in accordance with the Merging Agreement, and shall have their unused vacation banks paid out effective the date when the payroll system has been changed to comply with the terms of the Collective Agreement, and thereafter be paid in accordance with the Receiving Collective Agreement.
 - (b) Regular Part-time Employees who will be changing to Casual status and who have sick leave entitlement banks, shall continue to earn sick leave entitlements in accordance with the Merging Agreement until such time as their status changes. At that time their banks will be frozen until such time as the Employee is placed into a position that is eligible to earn sick leave.
 - (c) Regular Part-time Employees who will be changing status to Casual status and who are in receipt of WCB shall continue to be paid WCB in accordance with the WCB provisions of the Merging Agreement until their status changes to Casual, at which time their pay will be discontinued and thereafter be covered by the WCB provisions applicable to Casual employees under the Receiving Agreement.
 - (d) Regular Part-time Employees who will be changing to Casual status and who are entitled to Prepaid Benefits under the Merging Collective Agreement, shall continue to be covered under the Supplementary Health and Dental Plans until the last day of the month in which they are changed to Casual Status. All other Benefits shall be terminated effective the date they are changed to Casual status.

- (e) Regular Part-time Employees who change to Casual status and who are participating in the Pension Plan, shall cease participation effective on the date they change to Casual status.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #20

BETWEEN

ALBERTA HEALTH SERVICES

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: VOLUNTARY EXIT PROGRAM

Voluntary Exit Program

The Voluntary Exit Program (the Program) is a time-limited program that gives consideration to employee preference to terminate employment prior to the Employer utilizing the provisions of Article 18 to effect staff reductions.

Eligibility:

The program is available to regular full-time or regular part-time employees.

Employees who have been laid off will not be eligible to apply for the program.

Formula:

Payment under the program will be calculated based on the following formula:

One point five (1.5) weeks regular salary for each full year of continuous service to a maximum payment of fifty two (52) weeks. Partial years of service will be included in the payment calculation.

Regular salary = (regularly scheduled annual hours of work as at date of application for the program) x (basic rate of pay) divided by 52.

For the purposes of the Program, continuous service will be based on the employee's most recent date of hire with Alberta Health Services or one of its predecessor entities.

Expression of Interest:

The Expression of Interest period begins on the date selected by the Employer. The union and its members will be given notice of the Expression of Interest period, including start and end dates.

Approval:

Applications will only be approved if the termination results in a net reduction in FTE's.

AHS has sole discretion for approving voluntary exit applications.

The Employer reserves the right to determine the date of termination.

Re-Employment:

An individual accepting a voluntary lump sum will not be eligible for re-employment or fee for service work arrangements with Alberta Health Services or any of its respective subsidiaries, affiliates, associated corporations and successor entities including but not limited to Carewest, Calgary Lab Services, Covenant Health and Capital Care for the time period equal to 2X their payment period, with a minimum of six months ("no rehire period").

The individual may be considered for hire into a regular position by an Employer referred to above provided they repay the Employer from whom severance was received, the difference, if any, between the time following termination and the length of time for which the severance was paid.

Notwithstanding the above, individuals who terminate employment through the program may work on a casual basis as approved by the Employer during the no rehire period.

Process

Expressions of Interest

Expressions of Interest must be submitted to HR Services by the deadline established by the Employer.

An employee expressing interest will receive information on the Voluntary Exit Lump Sum calculation within ten days of the Expression of Interest deadline.

Applications

Applicants must confirm registration in the Voluntary Exit Program within one week following receipt of the information on the Voluntary Exit Lump Sum calculation.

Applications will remain valid for 4 months from confirmation of registration in Voluntary Exit Program.

Once applicants confirm registration in the Voluntary Exit Program, the application is irrevocable.

AHS will advise applicants whether the application has been approved and the termination date. Employment terminates effective that date.

In the event that AHS reaches agreement with another bargaining agent on a voluntary exit program that contains a higher formula based on the weeks per year or service or the maximum payment, this Letter of Understanding will be amended to reflect the higher formula effective immediately.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #21

BETWEEN

ALBERTA HEALTH SERVICES
(former Alberta Cancer Board)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: MAINTENANCE PREMIUM PAY

The Parties agree as follows:

1. Employees who volunteer and are designated by the Employer to carry a cellular phone provided and paid for by the Employer during off duty hours shall receive a payment of forty dollars (\$40.00) per bi-weekly pay period. Carrying a cellular phone does not constitute being “on call” as per Article 26.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #22

BETWEEN

ALBERTA HEALTH SERVICES
(former Capital Health and Alberta Cancer Board)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: STANDARD SICK LEAVE PLAN & SICK LEAVE IMPLEMENTATION

1. Effective March 31, 2005, Article 32 of the Collective Agreement shall apply to all Employees of Capital Health employed at the Glenrose Rehabilitation Hospital, University of Alberta Hospital, Alberta Hospital Edmonton and Mental Health Clinics.
 - (a) As at March 31, 2005, Employees at the University of Alberta Hospital previously covered by Article 32A of this Collective Agreement shall have maximum sick leave accrual of one hundred twenty days (120) days. Those Employees with a surplus over one hundred twenty days (120) days shall have their entitlements maintained until such time as their sick accruals are reduced below one hundred twenty days (120) days.
 - (b) As at March 31, 2005, Employees at the Glenrose Rehabilitation Hospital, previously covered by Article 32B of this Collective Agreement shall have their sick leave banks replenished in accordance with each individual Employees maximum sick leave entitlement as at their next completed benefit year, pursuant to Clause 32B.03(ii).
 - (c) As at March 31, 2005, Employees at the Alberta Hospital Edmonton, previously covered by Article 32C of this Collective Agreement shall have their sick leave banks replenished in accordance with each individual Employees maximum sick leave entitlement at their next completed benefit year.
 - (d) As at March 31, 2005, Employees at the Mental Health Clinics, previously covered by Article 32D of this Collective Agreement shall have their sick leave banks replenished in accordance with each individual Employees maximum sick leave entitlement at their next completed benefit year.

2. **Former Alberta Cancer Board Employees**

Effective September 1, 2000, Employees who have accrued sick leave in excess of one hundred twenty days (120) days will cease to accrue sick leave and shall maintain their entitlements until such time as the Employee's sick leave balance falls below one hundred twenty days (120) days.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #23

BETWEEN

ALBERTA HEALTH SERVICES
(former Capital Health)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: SICK LEAVE FOR LONG SERVICE ROYAL ALEXANDRA HOSPITAL
EMPLOYEES**

The Parties agree that after five (5) years of continuance permanent service at the Royal Alexandra Hospital, an Employee who was employed by the Royal Alexandra Hospital prior to April 1, 1975 who terminates employment shall be entitled to collect pay in the amount of twenty-five percent (25%) of any unexpended sick leave.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #24

BETWEEN

ALBERTA HEALTH SERVICES
(former Capital Health)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: EDUCATIONAL OPPORTUNITIES SURGICAL PROCESSOR TRAINING
PROGRAM (THE "PROGRAM")**

WHEREAS it is the intention of the Parties to support staff in the Program, the Parties agree as follows:

1. The Employer agrees to fund employees selected by the Employer and accepted as Surgical Processor Trainees up to a maximum of two thousand five hundred dollars (\$2,500) for tuition/registration, course examination and one (1) writing of the certification examination (note: if the certification examination is re-written it shall be at the employee's expense). Should the tuition/registration, course examination and certification examination cost of the Programs increase, the Employer agrees to increase the amount of funding to cover the tuition/registration cost of the Programs.
2. Funded employees agree to a Return-Service Commitment with the Employer of two thousand twenty-two point seven five (2,022.75) regular hours worked in the Sterile Processing Department, by signing the Capital Health Return Service Commitment Agreement. This Return-Service Commitment commences following completion of the Program inclusive of the clinical practicum and the trial or probation period in the Program as applicable.
3. Should the Employee voluntarily terminate from the Program before the completion of the Return-Service Commitment, the funds referred to in #1 will immediately become due and payable to the Employer. The amount to be repaid to the Employer will be pro-rated and the Employee shall pay one twelfth (1/12th) of the full amount for each month not worked. The Employee agrees that the Employer reserves the right to collect any monies owing. The Employee agrees to have monies owing deducted from his/her pay cheque. The Employer will consider amending or waiving the repayment as deemed appropriate by the Employer in situations where there are extenuating circumstances leading up to the voluntary termination, which are substantiated to the satisfaction of the Employer.

4. The Employer agrees to pay the Employee at the Basic Rate of Pay of the Surgical Processor-Developmental classification for attendance in the Program. Part-Time or Casual Employees attending the Program on a full-time basis will be paid at the Basic Rate of Pay for all hours in attendance, not to exceed a one point zero zero (1.00) FTE.
5. Sponsored participants will be selected for Full-time or Part-time positions in accordance with the Promotion and Transfer Article of the AUPE Collective Agreement. All provisions of the Collective Agreement apply during the term of the Program. Clauses 16.01 and 20.02 shall be amended as follows:
 - 16.01 (a) The probationary period shall begin upon commencement into the Program and shall end following five hundred three point seven five (503.75) regular hours worked following completion of the Program.
 - 20.02 (b) The trial period shall begin upon commencement into the Program and shall end following four hundred and sixty-five (465) regular hours worked following completion of the Program.
6. This Letter of Understanding shall be reviewed annually by the Parties.

If either Party wishes to terminate this Letter of Understanding, they shall provide ninety (90) days notice. The Letter of Understanding will not cease being applied until the current training programs have been completed. If there is a training program planned to commence within the ninety (90) day notice period, this Letter of Understanding will continue to apply to the planned Program.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #25

BETWEEN

ALBERTA HEALTH SERVICES
(former Capital Health)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: CLASSIFICATIONS REFERRED TO LABOUR RELATIONS BOARD

The Parties agree that the classifications identified below will have their wages maintained until such time as the Alberta Labour Relations Board renders a decision as to their placement in the appropriate Bargaining Unit.

Should the Alberta Labour Relations Board determine that any, or all of these classifications are more appropriately represented by a non-General Support Services Bargaining Unit, wage increases to which they may be entitled shall apply retroactively to April 1, 2005, of the applicable Collective Agreement(s).

Should the Alberta Labour Relations Board determine that any, or all of these classifications appropriately remain in the General Support Bargaining Unit, the appropriate wage increases apply as per this Collective Agreement, and Letter of Understanding re: Bill 27, retroactively to April 1, 2005.

The Letter of Understanding re: Bill 27 - Transition of Salary Schedules into the Receiving Agreement, AUPE Local 54, remains in effect for the noted classifications as required.

Classifications affected:

Parkland County	Therapy Assistant	\$15.87 - \$19.24
Community Health	Therapy Assistant	\$15.99 - \$19.38
Community Health(Ft. Saskatchewan)	Therapy Assistant	\$15.99 - \$19.38
Community Health	Speech Language Assistant	\$14.40 - \$18.95
Parkland County	Speech Assistant	\$16.07 - \$19.46
Community Health	Speech Assistant	\$16.07 - \$19.46

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #26

BETWEEN

ALBERTA HEALTH SERVICES
(former Capital Health)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: ADDITIONAL CLASSIFICATIONS REFERRED TO THE LABOUR RELATIONS BOARD

The Parties agree that to amend the Letter of Understanding “Classifications Referred to Labour Relations Board” by adding the following classifications:

Parkland County	Activities Convenor	\$16.07 - \$19.46
Community	Dental Assistant I	\$12.10 - \$15.73
Community	Dental Assistant II	\$15.70 - 20.67
Parkland County	Dental Health Assistant	\$14.87 - \$17.87
Parkland/Morinville	Registered Dental Assistant	\$17.87 - \$21.02

Those Employees who are in the above listed classifications shall be treated under the same terms and conditions set out in the “Classifications Referred to the Labour Relations Board” Letter of Understanding #1.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #27

BETWEEN

ALBERTA HEALTH SERVICES
(former Calgary Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: GRANDFATHERING PROVISIONS FOR PART-TIME EMPLOYEES

Part-time Employees who at the date of ratification, are regularly scheduled less than thirty-one (31) hours as per Article 1.01(i)(4)(ii) and/or who have an FTE of less than zero point four (0.4) will continue to receive all benefits associated with their status as outlined in their applicable collective Agreement prior to the ratification of this Collective Agreement.

At such time that these “positions” become vacant, the provisions of the receiving agreement will come into effect.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #28

BETWEEN

ALBERTA HEALTH SERVICES
(former Calgary Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: MARKET ADJUSTMENT FOR SELECTED CLASSIFICATIONS

The Parties agree as follows:

1. For the following classifications in the former Calgary Health Region, each pay step will be increased by the corresponding Market Adjustment Amount.
2. The Market Adjustment Amount will be effective from April 1, 2008, and will be made before the general increase is applied to the salary grid.
3. This Letter of Understanding expires upon the ratification of a new Collective Agreement coming into effect on or after March 31, 2011.

Market Adjustments

Classification	Amount
Admin Support III	\$0.50
Admin Support IV	\$0.50
Carpenter	\$1.00
Clerk IV	\$1.00
Clerk V	\$1.00
Clerk VI	\$1.00
Electrician	\$1.00
Aide I (Food Service)	\$0.50
Food Service Aide	\$0.50
Food Service Attendant	\$0.50
Mechanic	\$1.00
Medical Transcriptionist	\$2.00
Plumber/Steamfitter	\$1.00

Classification	Amount
Refrigeration Mechanic	\$1.00
Scheduler	\$1.00
Secretary I	\$1.00
Secretary II	\$1.00
Secretary III	\$1.00
Secretary IV	\$1.00
Senior Financial Clerk	\$1.00
Sheet Metal Worker	\$1.00
Stores Attendant	\$1.00
System Coordinator	\$1.00
Unit Clerk	\$0.50
Web Administrator	\$0.50
Welder	\$1.00

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #29

BETWEEN

ALBERTA HEALTH SERVICES
(former Calgary Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: WAGE PROTECTION PROVISIONS APPLICABLE TO EMPLOYEES AS A
DIRECT RESULT OF THE AUPE GSS JOB EVALUATION PROJECT**

Employees “red-circled” on February 1, 2008 as a result of the former Calgary Health Region GSS Job Evaluation Project, and while employed in that position, shall receive their current Basic Rate of Pay as of January 31, 2008 (“the red-circled rate of pay”). This will continue until the Basic Rate of Pay for the reclassified position is equal to, or greater than, the “red-circled” Basic Rate of Pay.

Employees whose rates of pay are “red-circled” and continue to remain “red-circled” during negotiated increases to Basic Rates of Pay, will receive a lump sum payment in lieu of an increase to their Basic Rate of Pay as outlined below:

- (a) Effective October 1, 2010 - A lump sum payment equal to the negotiated annual increase to Basic Rate of Pay based on paid hours during the period April 1, 2010 to September 30, 2010.
- (b) Effective April 1, 2011 - A lump sum payment equal to the negotiated annual increase to Basic Rate of Pay based on paid hours during the period October 1, 2010 to March 31, 2011.

Payment for the above will occur within two (2) full pay periods following the effective dates listed above.

Once red-circling ends, the Employee shall receive the Basic Rate of Pay for the reclassified position.

This Letter of Understanding will remain in force in accordance with the negotiated term of the Collective Agreement.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #30

BETWEEN

ALBERTA HEALTH SERVICES
(former Calgary Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: TERMS AND CONDITIONS APPLICABLE TO EMPLOYEES WORKING A
MODIFIED SEVEN (7) HOUR WORK DAY**

In programs where positions are considered as full-time and the daily hours of work are currently seven (7) hours per day, such positions shall continue to be considered full-time. All Articles and Clauses of the Collective Agreement shall apply except as specifically amended below.

The reference to “day” contained within the body of this Collective Agreement shall be deemed to mean a seven (7) hour day for the purposes of administering this Collective Agreement for Employees who are covered by this Letter of Understanding.

1.01 Hours of Work (Article 23)

(A) Amend Article 23.01(a) read:

The normal hours of work exclusive of meal breaks shall be seventy (70) hours in each fourteen (14) day period averaged over one (1) complete cycle of the shift schedule and the normal work day, or shift shall be seven (7) work hours.

(B) Amend Article 23.05(c) to read:

A paid rest period of fifteen (15) minutes will be permitted during each three point five (3.5) hours scheduled. Where practicable, rest periods will be scheduled at or near the middle of each period, except by mutual agreement of the Employee and the Employer.

1.02 Overtime (Article 25):

Amend Article 25.10(a) and (b) as follows:

(a) Time worked in excess of seven (7) hours per day;

(b) Delete

1.03 Named Holidays (Article 30):

Amend Article 30.03(a)(iv) to read:

- (iv) where applicable, an Employee shall receive compensating time off at his Basic Rate of Pay for all hours worked in excess of seven (7) hours on a Named Holiday.

1.04 Annual Vacation (Article 31)

Amend Article 31.01(a), (b), (c) and (d) to read:

Vacation Entitlement for Full-time Employees

Subject to Clause 35.02(d), during each year of continuous service in the employ of the Employer, a Regular Full-time Employee shall earn entitlement to a vacation with pay. The rate of earning entitlement shall be as follows:

- (a) during each of the first (1st) and second (2nd) years of continuous Full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of one hundred and five (105) hours;
- (b) during each of the third (3rd) to ninth (9th) years of continuous Full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of one hundred and forty (140) hours;
- (c) during each of the tenth (10th) to nineteenth (19th) years of continuous Full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of one hundred and seventy-five (175) hours;
- (d) during the twentieth (20th) and each subsequent year of continuous Full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of two hundred and ten (210) hours.

1.05 Terms, Conditions and Benefits of Employment Applicable to Regular Part-time Employees

- (A) Except as modified in Clause 1.05 in this Letter of Understanding, all provisions of this Collective Agreement and this Letter of Understanding shall apply to Regular Part-time Employees:

- (1) Hours of Work (Article 23)

Replace 23.06(a) and (b) with:

- (a) Hours of work, exclusive of meal breaks, for Regular Part-time Employees shall be less than seventy (70) hours in each period of fourteen (14) calendar days averaged over one (1) complete cycle

of the shift schedule and the normal work day, or shift shall be up to seven (7.0) work hours.

(b) Delete

(2) Replace Article 23.06(d)(i), (ii), (iii), (v) and (vii) with:

(i) Hours of work shall exclude an unpaid meal break of not less than one-half (1/2) hour for shifts worked greater than five (5) hours. If an Employee is recalled to duty during a meal break, compensating time shall be provided later in the shift or paid to the Employee at overtime rates

(ii) Delete

(iii) All Regular Part-time Employees shall be permitted one (1) paid rest period of fifteen (15) minutes during each period of three point five (3.5) scheduled, the time of which shall be scheduled by the Employer. If an Employee is unable to take his paid rest period, or is recalled from his paid rest period, compensating time shall be provided later in his shift or paid to the Employee at an additional one times (1X) his basic rate of pay.

(iv) Delete

(v) Delete

(3) Replace 23.06(f)(ii) and (iii) with:

(ii) the hours worked do not exceed seven (7) hours;

(iii) The hours worked do not exceed seventy (70) hours over a period of fourteen calendar days averaged over one (1) complete cycle of the shift schedule.

(B) Overtime (Article 25)

Replace Article 25.11 with the following:

Regular Part-time Employees shall be paid overtime rates as provided in Article 25.10 for:

(a) any time worked in excess of seven (7) hours during any one (1) day, exclusive of meal periods; and

(b) any time worked when the total of hours worked exceeds seventy (70) in any two (2) week period averaged over one (1) complete cycle of the shift schedule.

(C) Annual Vacation (Article 31)

Replace Article 31.08(a)(i), (ii), (iii) and (iv) with the following:

Regular Part-time Employees shall earn vacation with pay calculated in hours in accordance with the following formula:

Hours worked as a regular Employee as specified in 1.05(A)(1)(a) of this Local agreement, times the applicable percentage outlined below equals the number of hours of paid vacation time to be taken:

- (i) six percent (6%) during the first (1st) and second (2nd) years of continuous employment;
- (ii) eight percent (8%) during each of the third (3rd) to ninth (9th) years of continuous employment;
- (iii) ten percent (10%) during each of the tenth (10th) to nineteenth (19th) years of continuous employment;
- (iv) twelve (12%) percent during the twentieth (20th) and each subsequent year of continuous employment.

(D) Sick Leave (Article 32)

Amend Article 32.03(b) to read:

Regular Part-time Employees shall accumulate sick leave credits on the basis of one and one-half (1 1/2) days per month, prorated on the basis of the regularly scheduled hours worked by a Regular Part-time Employee in relation to the regularly scheduled hours worked by a Regular Employee, up to a maximum accumulation of eight hundred and forty (840) hours. Payment will be made only for the days they are regularly scheduled to work and cannot attend because of illness.

(E) Salary Increments/Recognition of Previous Experience (Article 40)

Replace Article 40.02(b) with the following:

- (b) in the case of a Part-time Employee, salary increments shall be awarded on the completion of one thousand eight hundred and twenty-seven (1,827) regular hours paid

1.06 Terms, Conditions and Benefits of Employment Applicable to Temporary and Casual Employees (Article 36)

Article 36 shall apply except as amended below:

(A) Hours of Work (Article 23)

(1) Replace 36.03(a) and (b) with the following:

(a) The provisions of 1.01(A) of this Letter of Understanding shall apply to Temporary Employees who are employed in a Full-time capacity.

(b) The provisions of 1.05(A)(1) of this Letter of Understanding shall apply to Temporary Employees who are employed in a Part-time capacity.

(2) Amend 36.03(c) by adding the following provision:

(vi) The hours of work for a Casual Employee shall be up to seven (7) hours per day.

(B) Overtime (Article 25)

Replace 36.04(a)(i) with the following:

(a) Temporary or Casual Employees shall be paid overtime rates as provided in Clause 25.10 for:

(i) Time worked in excess of seven (7) hours per day.

(C) Salary Increment

Replace 36.13 with the following:

Temporary and Casual Employees shall be entitled to salary increase as provided in the salary schedule upon the completion of the same number of regular hours of work as a Full-time Employee. As amended by 1.05(A)(1)(a) of this Letter of Understanding.

1.07 The Employer may implement Standard Regular Hours of Work provisions contained in Article 23, by giving affected Employees not less than twenty-eight (28) calendar days written notice

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #31

BETWEEN

ALBERTA HEALTH SERVICES
(former Calgary Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: TERMS AND CONDITIONS APPLICABLE TO EMPLOYEES WORKING A
MODIFIED SEVEN AND ONE-HALF (7 1/2) HOUR WORK DAY**

In programs where positions are considered as full time and the daily hours of work are currently seven and one-half (7 1/2) hours per day, such positions shall continue to be considered full-time. All Articles and Clauses of the Collective Agreement shall apply except as specifically amended below.

The reference to “day” contained within the body of this Collective Agreement shall be deemed to mean a seven and one-half (7 1/2) hour day for the purposes of administering this Collective Agreement for Employees who are covered by this Letter of Understanding.

1.01 Hours of Work (Article 23)

(A) Amend Article 23.01(a)

- i. The normal hours of work shall be seven and one-half (7 ½) work hours.
- ii. Employees will have a day off every third Friday or Monday on a rotational basis. The schedule of days off will be posted. By mutual agreement between the Employee and the Employer the day off may be moved to another day provided the day off falls in the same pay period.
- iii. When the Employee’s day off falls on a Named Holiday, the Employee shall be entitled to a lieu day off to be mutually agreed upon between the Employee and the Employer.

(B) Amend Article 23.05(c) to read:

A paid rest period of fifteen (15) minutes will be permitted during each three point seven five (3.75) hours scheduled. Where practicable, rest periods will be scheduled at or near the middle of each period, except by mutual agreement of the Employee and the Employer.

1.02 Overtime (Article 25):

Amend Article 25.10(a) and (b) as follows:

- (a) Time worked in excess of seven and one-half (7 1/2) hours per day;
- (b) Delete

1.03 Named Holidays (Article 30):

Amend Article 30.03(a)(iv) to read:

- (iv) where applicable, an Employee shall receive compensating time off at his Basic Rate of Pay for all hours worked in excess of seven and one-half (7 1/2) hours on a Named Holiday.

1.04 Annual Vacation (Article 31):

Amend Article 31.01(a), (b), (c) and (d) to read:

Vacation Entitlement for Full-time Employees

Subject to Clause 35.02(d) during each year of continuous service in the employ of the Employer, a Regular Full-time Employee shall earn entitlement to a vacation with pay. The rate of earning entitlement shall be as follows:

- (a) during each of the first (1st) and second (2nd) years of continuous Full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of one hundred and five (105) hours;
- (b) during each of the third (3rd) to ninth (9th) years of continuous Full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of one hundred and forty (140) hours;
- (c) during each of the tenth (10th) to nineteenth (19th) years of continuous Full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of one hundred and seventy-five (175) hours;
- (d) during the twentieth (20th) and each subsequent year of continuous Full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of two hundred and ten (210) hours.

1.05 Terms, Conditions and Benefits of Employment Applicable to Regular Part-time Employees

- (A) Except as modified in Clause 1.05 in this Letter of Understanding, all provisions of this Collective Agreement and this Letter of Understanding shall apply to Regular Part-time Employees:

(1) Hours of Work (Article 23)

Replace Clause 23.06(a) and (b) with the following:

(a) Hours of work, exclusive of meal breaks, for Regular Part-time Employees shall be less than seventy-five (75) hours in each fourteen (14) calendar day period averaged over one (1) complete cycle of the shift schedule and the normal work day, or shift shall be up to seven point five (7.5) work hours.

(b) Delete

(2) Replace Article 23.06(d)(i), (ii), (iii), (v) and (vii) with:

(i) Hours of work shall exclude an unpaid meal break of not less than one-half (1/2) hour for shifts worked greater than five (5) hours. If an Employee is recalled to duty during a meal break, compensating time shall be provided later in the shift or paid to the Employee at overtime rates.

(ii) Delete

(iii) All Regular Part-time Employees shall be permitted one (1) paid rest period of fifteen (15) minutes during each period of three point seven five (3.75) hours scheduled, the time of which shall be scheduled by the Employer. If an Employee is unable to take his paid rest period, or is recalled from his paid rest period, compensating time shall be provided later in his shift or paid to the Employee at an additional one times (1X) his basic rate of pay.

(iv) Delete

(v) Delete

(3) Replace 23.06(f)(ii) and (iii) with:

(ii) The hours worked do not exceed seven point five(7.5) hours;

(iii) The hours worked do not exceed seventy-five (75) hours over a period of fourteen calendar days averaged over one (1) complete cycle of the shift schedule.

(B) Overtime (Article 25)

Replace Article 25.11 with the following:

Regular Part-time Employees shall be paid overtime rates as provided in Article 25.10 for:

- (a) any time worked in excess of seven and one-half (7 1/2) hours during any one (1) day, exclusive of meal periods; and
- (b) any time worked when the total of hours worked exceeds seventy-five (75) in any two (2) week period averaged over one (1) complete cycle of the shift schedule .

(C) Annual Vacation (Article 31)

Replace Article 31.08(a)(i), (ii), (iii) and (iv) with the following:

Regular Part-time Employees shall earn vacation with pay calculated in hours in accordance with the following formula:

Hours worked as a regular Employee as specified in 1.05(A)(1)(a) of this Local agreement, times the applicable percentage outlined below equals the number of hours of paid vacation time to be taken.

- (i) six percent (6%); or
- (ii) eight percent (8%) following five thousand four hundred eighty-one (5481) regular hours of work; or
- (iii) ten percent (10%) following eighteen thousand two hundred and seventy (18,270) regular hours of work; or
- (iv) twelve percent (12%) following thirty six thousand five hundred and forty (36,540) regular hours of work.

(D) Sick Leave (Article 32)

Amend Article 32.03(b) to read:

Regular Part-time Employees shall accumulate sick leave credits on the basis of one and one-half (1 1/2) days per month, prorated on the basis of the regularly scheduled hours worked by a Regular Part-time Employee in relation to the regularly scheduled hours worked by a Regular Employee, up to a maximum accumulation of nine hundred (900) hours. Payment will be made only for the days they are regularly scheduled to work and cannot attend because of illness.

(E) Salary Increments/Recognition of Previous Experience (Article 40)

Replace Article 40.02(b) with the following:

- (b) In the case of a Part-time Employee, salary increments shall be awarded on the completion one thousand eight hundred and twenty-seven (1827) regular hours paid.

1.06 Terms, Conditions and Benefits of Employment Applicable to Temporary and Casual Employees (Article 36):

Article 36 shall apply except as amended below:

(A) Hours of Work (Article 23)

(1) Replace 36.03(a) and (b) with the following:

- (a) The provisions of 1.01(A) of this Letter of Understanding shall apply to Temporary Employees who are employed in a Full-time capacity.
- (b) The provisions of Clauses 1.05(A)(1) of this Letter of Understanding shall apply to Temporary Employees who are employed in a Part-time capacity.

(2) Amend 36.03(c) by adding the following provision:

- (vi) The hours of work for a Casual Employee shall be up to seven and one-half (7 1/2) hours per day.

(B) Overtime (Article 25)

Replace 36.04(a)(i) with the following:

- (a) Temporary or Casual Employees shall be paid overtime rates as provided in Clause 25.10 for:
 - (i) Time worked in excess of seven and one-half (7 1/2) hours per day.

(C) Salary Increment

Replace 36.13 with the following:

Temporary and Casual Employees shall be entitled to salary increase as provided in the salary schedule upon the completion of the same number of regular hours of work as a Full-time Employee. As amended by 1.05(A)(1)(a) of this Letter of Understanding.

1.07 The Employer may implement Standard Regular Hours of Work provisions contained in Article 23, by giving affected Employees not less than twenty-eight (28) calendar days written notice.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #32

BETWEEN

ALBERTA HEALTH SERVICES
(former Calgary Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: TERMS AND CONDITIONS APPLICABLE TO EMPLOYEES WORKING A MODIFIED EIGHT (8) HOUR WORK DAY [EXCLUDING POWER ENGINEERS, POWER PLANT OPERATORS AND MAINTENANCE WORKERS IV'S SCHEDULED TO WORK AN EIGHT (8) HOUR SHIFT IN A POWER PLANT OPERATION]

In programs where positions are considered as full-time and the daily hours of work are currently eight (8) hours per day, such positions shall continue to be considered full-time. All Articles and Clauses of the Collective Agreement shall apply except as specifically amended below.

The reference to "day" contained within the body of this Collective Agreement shall be deemed to mean a eight (8) hour day for the purposes of administering this Collective Agreement for Employees who are covered by this Letter of Understanding.

1.01 Hours of Work (Article 23)

- (a) Amend Article 23.01(a) to read:

The normal hours of work exclusive of meal breaks shall be eighty (80) hours in each fourteen (14) day period averaged over one (1) complete cycle of the shift schedule and the normal work day, or shift shall be eight (8) work hours.

- (b) Amend Article 23.05(c) to read:

A paid rest period of fifteen (15) minutes will be permitted during each four (4) hours scheduled. Where practicable, rest periods will be scheduled at or near the middle of each period, except by mutual agreement of the Employee and the Employer.

1.02 Overtime (Article 25)

Amend Article 25.10(a) and (b) as follows:

- (a) Time worked in excess of eight (8) hours per day;
- (b) Delete

1.03 Named Holidays (Article 30)

Amend Article 30.03(a)(iv) to read:

- (iv) where applicable, an Employee shall receive compensating time off at his Basic Rate of Pay for all hours worked in excess of eight (8) hours on a Named Holiday.

1.04 Annual Vacation (Article 31)

Amend Article 31.01(a), (b), (c) and (d) to read:

Vacation Entitlement for Full-time Employees

Subject to Clause 35.02(d), during each year of continuous service in the employ of the Employer, a Regular Full-time Employee shall earn entitlement to a vacation with pay. The rate of earning entitlement shall be as follows:

- (a) during each of the first (1st) and second (2nd) years of continuous full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of one hundred twenty (120) hours;
- (b) during each of the third (3rd) to ninth (9th) years of continuous full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of one hundred sixty (160) hours;
- (c) during each of the tenth (10th) to nineteenth (19th) years of continuous full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of two hundred (200) hours;
- (d) during the twentieth (20th) and each subsequent year of continuous full-time employment, an Employee shall earn entitlement to vacation calculated on a basis of two hundred forty (240) hours.

1.05 Terms, Conditions and Benefits of Employment Applicable to Regular Part-time Employees

- (A) Except as modified in Clause 1.05 in this Letter of Understanding, all provisions of this Collective Agreement and this Letter of Understanding shall apply to Regular Part-time Employees:

- (1) Hours of Work (Article 23)

Replace 23.06(a) and (b) with:

- (a) Hours of work, exclusive of meal breaks, for Regular Part-time Employees shall be less than eighty (80) hours in each period of fourteen (14) calendar days averaged over one (1) complete cycle

of the shift schedule and the normal work day, or shift shall be up to eight (8) work hours.

(b) Delete

(2) Replace Article 23.06(d)(i), (ii), (iii), (v), and (vii) with:

(a) Hours of work shall exclude an unpaid meal break of not less than one-half (1/2) hour for shifts worked greater than five (5) hours. If an Employee is recalled to duty during a meal break, compensating time shall be provided later in the shift or paid to the Employee at overtime rates

(b) Delete

(c) All Regular Part-time Employees shall be permitted one (1) paid rest period of fifteen (15) minutes during each period of four (4) hours scheduled, the time of which shall be scheduled by the Employer. If an Employee is unable to take his paid rest period, or is recalled from his paid rest period, compensating time shall be provided later in his shift or paid to the Employee at an additional one times (1X) his Basic Rate of Pay.

(d) Delete

(e) Delete

(3) Replace 23.06(f)(ii) and (iii) with:

(a) the hours worked do not exceed eight (8) hours

(b) The hours worked do not exceed eighty (80) hours over a period of fourteen (14) calendar days averaged over one (1) complete cycle of the shift schedule.

(B) Overtime (Article 25)

(1) Replace Article 25.11 with the following:

Regular Part-time Employees shall be paid overtime rates as provided in Article 25.10 for:

(a) any time worked in excess of eight (8) hours during any one (1) day, exclusive of meal periods; and

(b) any time worked when the total of hours worked exceeds eighty (80) in any two (2) week period averaged over one (1) complete cycle of the shift schedule.

(C) Annual Vacation (Article 31)

Replace Article 31.08(a)(i), (ii), (iii) and (iv) with the following:

- (a) Regular Part-time Employees shall earn vacation with pay calculated in hours in accordance with the following formula:
- (i) Hours worked as a regular Employee as specified in 1.05(A)(1)(a) of this Local agreement, times the applicable percentage outlined below equals the number of hours of paid vacation time to be taken:
- six percent (6%) during the first (1st) and second (2nd) years of continuous employment;
 - eight percent (8%) during each of the third (3rd) to ninth (9th) years of continuous employment;
 - ten percent (10%) during each of the tenth (10th) to nineteenth (19th) years of continuous employment;
 - twelve (12%) percent during the twentieth (20th) and each subsequent year of continuous employment.

(D) Sick Leave (Article 32)

Amend Article 32.03(b) to read:

Regular Part-time Employees shall accumulate sick leave credits on the basis of one and one-half (1 1/2) days per month, prorated on the basis of the regularly scheduled hours worked by a Regular Part-time Employee in relation to the regularly scheduled hours worked by a Regular Employee, up to a maximum accumulation of nine hundred sixty (960) hours. Payment will be made only for the days they are regularly scheduled to work and cannot attend because of illness.

(E) Salary Increments/Recognition of Previous Experience (Article 40)

Replace Article 40.02(b) with the following:

in the case of a Part-time Employee, Salary increments shall be awarded on the completion of two thousand, eighty-eight (2088) regular hours paid.

1.06 Terms, Conditions and Benefits of Employment Applicable to Temporary and Casual Employees (Article 36):

Article 36 shall apply except as amended below:

(A) Hours of Work (Article 23)

(a) Replace 36.03(a) and (b) with the following:

(i) The provisions of 1.01(A) of this Letter of Understanding shall apply to Temporary Employees who are employed in a Full-time capacity.

(ii) The provisions of 1.05(A) (1) of this Letter of Understanding shall apply to Temporary Employees who are employed in a Part-time capacity.

(b) Amend 36.03(c) by adding the following provision:

(vi) The hours of work for a Casual Employee shall be up to eight (8) hours per day.

(B) Overtime (Article 25)

Replace 36.04(a)(i) with the following:

(a) Temporary or Casual Employees shall be paid overtime rates as provided in Clause 25.10 for:

(i) Time worked in excess of eight (8) hours per day.

(C) Salary Increment

Replace 36.13 with the following:

Temporary and Casual Employees shall be entitled to salary increase as provided in the salary schedule upon the completion of the same number of regular hours of work as a Full-time Employee. As amended by 1.05(A)(1)(a) of this Letter of Understanding.

1.07 The Employer may implement Standard Regular Hours of Work provisions contained in Article 23, by giving affected Employees not less than twenty-eight (28) calendar days written notice.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #33

BETWEEN

ALBERTA HEALTH SERVICES
(former Calgary Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: FLEX TIME AGREEMENT

1. Purpose

To meet the operational issues of the organization and provide Members of the AUPE, Local 095 the flexibility to utilize the most efficient means in providing service to their Department/Service/Program.

2. Application

(a) Participation in this Letter of Understanding is only applicable where the Employer determines operational feasibility.

(b) The Parties agree that Regular and Temporary Employees shall have an opportunity to participate in flex time accrual in accordance with Article 20.06.

All Employees interested in participating in flex time accrual shall indicate their consent in writing.

A list of Employees participating in flex time accrual shall be forwarded to AUPE within sixty (60) days of signing the Agreement.

The names of newly hired Employees participating in flex time accrual shall be forwarded forthwith to AUPE.

3. Process

Accrual of Flex Time

All flex time accrued shall be accrued at straight time up to nine point seven five (9.75) hours per day. Flex time accrual shall be authorized by the Employer and must be operationally feasible. In the event that flex time arises due to unforeseeable circumstances in which it is impossible to obtain prior authorization, the employer shall not unreasonably deny such request for flex time accrual.

Flex time shall be taken as time off in lieu at straight time. The scheduling of time off in lieu is subject to mutual agreement between the Employer and the Employee.

Maximum Work Day

Nine point seven-five (9.75) hours per day shall be used as the maximum hours worked prior to overtime being paid. Employees working in excess of seven point seven five (7.75) hours per day may accrue flex time up to a maximum of two (2) hours per day. All hours worked in excess of nine point seven five (9.75) hours per day shall be paid at the appropriate rate of overtime exclusive of meal periods, if taken.

Maximum Bank of Flex Time

A Regular or Temporary Full-time Employee's maximum flex time bank will not exceed thirty eight point seven-five (38.75) hours. For Regular and Temporary Part-time Employees the maximum flex time bank will be prorated based on the regular hours of work. Once the maximum hours have been reached, all additional hours worked shall be paid at the applicable overtime rates as per Articles 21.01(a) (c), 21.04, 21.05, 21.07 and 35.02 (a) (b).

Unless mutual agreement between the Employee and the Employer is reached as to when accumulated flex time will be taken as time off in lieu by March 15 such liability of the Employer will be paid out on the pay period that includes March 31.

Shift and Weekend Differential

In instances where a Regular or Temporary Full-time/Part-time Employee is specifically directed by management to work hours beyond their regular scheduled shift, shift and weekend differential shall apply as per Articles 25.01, 25.02 and 35.03 in the Collective Agreement.

4. Mandatory Overtime

In instances where a Regular or Temporary Full-time is specifically directed by management to work hours in excess of seven point seven five (7.75) hours per day or is directed by management to work on scheduled days of rest, overtime rates specified in Article 21.01 shall be applicable.

In instances where a Regular Part-time Employee is specifically directed by management to work hours in excess of seven point seven five (7.75) hours per day or in excess of seventy –seven point five (77.50) hours in any two (2) week period, overtime rates specified in Article 35.02 (a) (b) shall be applicable.

5. Termination of Participation by an Employee and /or the Employer

An Employee who wishes to terminate participation in this flex time arrangement shall give the Employer thirty (30) days written notice of the intent to opt out. In the event the Employer wishes to terminate the participation of an Employee or a group of Employees

due to operational requirements, the Employer shall give the Union and affected Employee(s) thirty (30) days written notice of such termination of participation.

Upon the issuance of such notice, the Employer and Employee will then meet to determine when hours remaining in the flex time bank will be used. In the event that mutual agreement cannot be reached with respect to such usage, all banked flex hours shall be paid out at straight time at the end of the notice period.

In the event that an Employee, participating in this Letter of Understanding, terminates his employment with Alberta Health Services banked flex hours shall be paid out at straight time, upon termination.

5. Term of Agreement

Either Party may terminate this Letter of Understanding, by providing to the other Party thirty (30) days notice in writing of such intent.

AUPE FLEX TIME PROCESS

1. Each Employee participating in flex time must complete a weekly time sheet indicating all hours worked to be accumulated for the flex time purposes.
2. On a weekly basis forms must be handed into the Manager for time sheet completion.
3. The timekeeper will code the time sheets with the appropriate flex time code for any time absent where flex time is being taken in lieu of flex time earned.
4. The Manager will adjust the carry over totals for flex time as arrangements are made for each Employee participating in flex time.
5. When an Employee accumulates flex time hours within the flex time periods eligible for shift differentials and/or weekend premiums, the eligible hours should be indicated on the time sheet to ensure the employee receives the appropriate premium pay.

Example A

An Employee working 9.75 hours (13:00 to 23:15 on a Friday), shall be coded 7.75 hours regular, 7.75 hours shift differential, 7.75 hours weekend differential and 2 hours flex time banked at straight time.

Example B

If the Employee is mandated to work the additional 2 hours as overtime, he/she shall be coded 7.75 hours regular, 9.75 hours shift differential, 8.25 hours weekend differential and 2 hours overtime (2X).

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #34

BETWEEN

ALBERTA HEALTH SERVICES
(former Calgary Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: BOOT ALLOWANCE FOR EMPLOYEES AT THE ALBERTA MENTAL HEALTH
CLARESHOLM CARE CENTRE**

Employees in the Claresholm Care Centre who are required by the Employer to wear safety approved footwear shall receive an annual allowance to a maximum of one hundred and twenty dollars (\$120.00) per year. Such allowance will be paid on the production of a receipt.

This Letter of Understanding will expire on December 31, 2010.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #35

BETWEEN

ALBERTA HEALTH SERVICES
(former Calgary Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: CLEANING ALLOWANCE FOR EMPLOYEES IN CALGARY URBAN
COMMUNITY**

Receptionists in Community Health Centres who are required to clean the clinic areas as part of their regular job duties, will be paid three dollars and fifty cents (\$3.50) per month cleaning/clothing allowance. These amounts will be paid once annually at the end of pay period twenty-four (24).

This Letter of Understanding will expire on December 31, 2010.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #36

BETWEEN

ALBERTA HEALTH SERVICES
(former Calgary Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: THE INCLUSION OF LORNE MCGEE TO THE BARGAINING UNIT

Lorne McGee will be included in the AUPE Bargaining Unit, Local 095 as of December 12, 1991. The terms and conditions of Lorne's employment will be covered by the Collective Agreement, however, Lorne's rate of pay will remain as his current annual salary and Lorne will continue to receive the benefits and vacation entitlement he previously received, until such time as any applicable benefit in the Collective Agreement exceeds that benefit that Lorne is receiving, then the greater benefit shall apply. Lorne will have Union dues deducted from his salary at the normal rate from the date of his inclusion. Lorne will receive any future pay increases identical to those received by the classification of Maintenance Worker II (translated into percentage terms).

Lorne's position (Resident Caretaker) will not be included in the classifications in the Collective Agreement. When Lorne retires, or otherwise leaves this position, the position will be reviewed and classified appropriately.

This agreement replaces the agreement signed on December 5, 1991, and applies only to Lorne McGee and the Parties agree this letter will set no precedent for the resolution of any other differences or dispute.

This Letter of Understanding shall expire December 31, 2010.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #37

BETWEEN

ALBERTA HEALTH SERVICES
(former East Central Health – sites to be determined)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: MAINTENANCE PREMIUM PAY

The Parties agree as follows:

1. Certain Employees in the Maintenance Department are assigned additional responsibilities as in-scope supervisors for more than one (1) department. A maintenance Employee who is assigned these additional responsibilities shall be paid a premium of seventy cents (\$.70) per hour. This premium shall not form part of the Employee's Basic Rate of Pay.
2. The premium shall not be paid when an Employee is:
 - (a) on a leave of absence which is in excess of thirty (30) calendar days; or
 - (b) absent while in receipt of disability insurance or Workers' Compensation benefits which is in excess of forty-four (44) calendar days.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #38

BETWEEN

ALBERTA HEALTH SERVICES
(former Peace Country Health)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: TEMPORARY MARKET SUPPLEMENT FOR HOUSEKEEPING WORKERS,
FOOD SERVICES WORKERS, AND LAUNDRY WORKERS**

WHEREAS the Parties acknowledge that pressing recruitment and retention issues have arisen for Housekeeping Workers, Food Services Workers and Laundry Workers and the Employer wishes to maintain a market-competitive compensation position with other Employers in the local market;

THEREFORE, the Parties agree as follows:

1. The Employer will provide a temporary market supplement of two dollars (\$2.00) per hour ("Supplementary Hourly Allowance") to Employees employed as Housekeeping Workers, Food Services Workers and Laundry Workers (Affected Employees) with the Employer, effective April 1, 2006.
2. The Supplementary Hourly Allowance will apply to all paid hours (exclusive of lieu hours) up to a maximum of two thousand twenty-two point seven five (2,022.75) hours in a calendar year.
3. This Supplementary Hourly Allowance is taxable income. However, this Supplementary Hourly Allowance is not part of insurable income for benefit purposes.
4. Subject to Pension Plan guidelines, the Supplementary Hourly Allowance shall be considered pensionable earnings.

5. This Letter of Understanding shall be in effect for the life of this agreement, unless the Parties reach agreement to extend or amend the provisions of the Letter of Understanding.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #39

BETWEEN

ALBERTA HEALTH SERVICES
(former Peace Country Health & Palliser)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: ADDITIONAL CERTIFICATIONS FOR TRADESPERSONS

1. Tradespersons who are certified in more than one (1) trade shall be paid at the Basic Rate of Pay for the trade in which it is anticipated the majority of hours are to be worked. Where the Employer determines that there is value to the Employer for the additional certification(s) held by the tradesperson, and the following criteria are met:
 - (a) both certifications are a requirement for the work being performed;
 - (b) the Employee maintains current certification in both of the applicable trades; and
 - (c) the Employee has completed nine hundred and six point seven five (906.75) hours of work at job rate in their current classification;the Employee shall be eligible for a premium of one dollar (\$1.00) per hour for all hours worked.
2. When a tradesperson is receiving the premium as outlined in clause 1(a) above, the provisions of Article 21.01 shall not apply.
3. This Letter of Understanding shall only apply to tradespersons employed in the following classifications in the former Peace Country Health/Palliser:
 - Mechanic/Welder
 - Electronics Technician III
 - Electrician
 - Plumber/Steamfitter
 - Instrument Mechanic
 - Power Engineer (3rd Class)
 - Power Engineer (2nd Class)

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #40

BETWEEN

ALBERTA HEALTH SERVICES
(former Peace Country Health and Former AADAC)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: NORTHERN LIVING ALLOWANCE

WHEREAS the Parties acknowledge that pressing recruitment and retention issues have arisen within the Region, and the Employer wishes to maintain a market-competitive compensation position with other Employers in the local market;

AND WHEREAS the Parties want to assist in the immediate recruitment and retention of staff for Peace Country Health;

THEREFORE, the Parties agree as follows:

1. The Employer will provide a Northern Allowance to a maximum of two hundred and fifty dollars (\$250.00) per month, effective April 1, 2006, to those Employees covered by this Collective Agreement who are not receiving the Temporary Market Supplement. This Northern Allowance will be pro-rated based on hours paid (exclusive of lieu hours). This includes all Employees in a full-time, part-time, temporary or casual capacity.
2. Part-time and Casual staff will be paid one dollar and fifty cents (\$1.50) per hour up to a maximum of one hundred and twenty-five dollars (\$125.00) per pay period.
3. This Northern Allowance does not apply to those Employees on unpaid leave of absence, short-term disability or Worker's Compensation.
4. This Northern Allowance is taxable income. However, this Northern Allowance is not part of insurable income for benefit purposes.
5. This Letter of Understanding shall be in effect for the life of this Collective Agreement, unless the Parties reach agreement to extend or amend the provisions of the Letter of Understanding.
6. The Letter of Understanding shall be in effect for employees employed in programs in the former entity of AADAC who work at locations between 55 and 57 degrees north latitude effective January 1, 2010.

6. This LOU shall apply to all Employees covered by the Collective Agreement, except for those Employees in the following classifications:

- Food Service Workers
- Housekeeping Workers
- Laundry Workers I, II, III

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #41

BETWEEN

ALBERTA HEALTH SERVICES
(former Peace Country Health)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: MARKET SUPPLEMENT FOR MAINTENANCE, TRADES AND POWER
ENGINEER POSITIONS**

The Parties agree as follows:

1. This is a Letter of Understanding to the Collective Agreement between the Parties effective April 1, 2008.
2. The Employer wishes to provide a temporary market supplement in the form of an hourly allowance ("Supplementary Hourly Allowance") to employees employed as Maintenance, Trades or Power Engineering personnel in the boundaries of the former Peace Country Health.
3. The Supplementary Hourly Allowance will be calculated at six dollars (\$6.00) per hour. The Allowance will be based on all paid hours (exclusive of overtime and call-back hours) up to a maximum of two thousand twenty-two point seven five (2,022.75) hours in a year and paid on each pay cheque. Periods during which an Employee is on unpaid leave of absence will not be subject to the Supplementary Hourly Allowance.
4. This Supplementary Hourly Allowance shall be in addition to the two hundred and fifty dollars (\$250.00) per month Northern Allowance currently being paid to all Employees of the former Peace Country Health.
5. Subject to Pension Plan guidelines, the Supplementary Hourly Allowance shall be considered pensionable earnings.
6. This Letter of Understanding shall be in effect from date of ratification until March 31, 2011, unless the Parties reach agreement to extend or amend the provisions of the Letter of Understanding.
7. This Letter of Understanding can be terminated with sixty (60) days notice from either Party.

8. This Letter of Understanding shall only apply to the following classifications:

- Maintenance Worker I
- Maintenance Worker II
- Maintenance Worker III
- Maintenance Worker IV
- Electronics Tech I
- Electronics Tech II
- Electronics Tech III
- Painter
- Mechanic/Welder
- Millwright
- Carpenter
- Refrigeration and Air Conditioning Mechanic
- Electrician
- Plumber/Steamfitter
- Instrument Mechanic
- Power Engineer (4th Class)
- Power Engineer (3rd Class)
- Power Engineer (2nd Class)

9. In the event that the rate of pay for the above-noted classifications are increased beyond the rates contained in the former Multi-Employer/AUPE (GSS) Collective Agreement, the Supplementary Hourly Allowance shall be reduced by the corresponding dollar amount of such increase.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #42

BETWEEN

ALBERTA HEALTH SERVICES
(former AADAC)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: NORTHERN ALLOWANCE PAY

1. An Employee who is required to be employed at a location north of the 57th parallel of north latitude in the province of Alberta shall, for each month worked, be paid in addition to his regular salary, an allowance of five hundred and twenty-five dollars (\$525.00) per month.
2. For partial months of employment an Employee eligible for Northern Allowance pursuant to 1 above shall receive payment in accordance with the following formula:

<u>Monthly Northern Allowance</u>	X	number of days worked
21.75		at straight time rates.
3. An Employee not residing in the northern areas specified in (1) above who is on travel status or is in receipt of any subsistence allowance will not be eligible for Northern Allowance Pay.
4. An Employee who otherwise qualifies for the allowance shall continue receiving the allowance for any period of approved leave with pay. However, the allowance shall not be paid to an Employee for any period he is on leave without pay.
5. This Letter of Understanding shall expire on March 31, 2011

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #43

BETWEEN

ALBERTA HEALTH SERVICES
(former AADAC)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: SUPPLEMENT ONE – FLEXIBLE WORK SCHEDULE

1. This supplement outlines the terms and conditions of employment to be observed when an Employee is authorized to commence on a flexible work week schedule.
2. An Employee who works thirty-six point two five (36.25) hours, five consecutive seven point two five (7.25) days per week may request in writing, the approval of the Employer to commence on a flexible work schedule. The request may be approved by the Employer if:
 - (i) Services will not be adversely affected;
 - (ii) Operational difficulties will not occur; or
 - (iii) The workloads and demands on other staff will not increase.
3. (a) An Employee who is approved to work a flexible work schedule may subject to operational requirements, adjust his start times, lunch periods, and end times on a daily basis during the following periods of time:
 - 7:30 a.m. to 9:00 a.m.
 - 11:30 a.m. to 1:30 p.m.
 - 3:30 p.m. to 5:30 p.m.
- (b) An Employee will be actively at work during the following core periods of time of each day of work:
 - 9:00 a.m. to 11:30 a.m.
 - 1:30 p.m. to 3:30 p.m.
- (c) An Employee will be granted a minimum unpaid lunch break of thirty minutes during the flexible period from 11:30 a.m. to 1:30 p.m.
4. (a) An Employee shall schedule his hours of work during the week that will ensure thirty-six point two five (36.25) hours of work has been completed.

- (b) An Employee who has not completed thirty-six point two five (36.25) hours of work in a week shall be given the option of covering the shortfall with banked overtime or deducted for the time owing.
 - (c) An Employee shall receive overtime pay in accordance with Article 26 for time worked in excess of thirty-six point two five (36.25) hours in a work week.
 - (d) An Employee's terms and conditions pursuant to the Collective Agreement will not be pro-rated with this schedule and his leave entitlements will be deducted as if the Employee was working a normal work week.
5. The Employer shall give the Employee thirty (30) calendar days notice to commence on a normal work schedule
6. An Employee may revert to a normal workweek upon giving the Employer one (1) week of advanced written notice.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #44

BETWEEN

ALBERTA HEALTH SERVICES
(former AADAC)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: COMPRESSED WORK WEEK

The Parties agree as follows:

Whereas the Parties are entering into a Letter of Agreement to clarify the application of the terms and conditions of the Collective Agreement with respect to an Employee who works a compressed work week system of work.

1. (a) A full-time permanent Employee shall be eligible and will receive overtime in accordance with Article 25 when the Employee is authorized to work overtime in excess of regular full-time daily hours or on a regularly scheduled day of rest.
- (b) A part-time permanent Employee shall be eligible and will receive overtime in accordance with Article 25 when the Employee is authorized to work overtime in excess of regular full-time hours or in excess of the equivalent of thirty-six point two five (36.25) hours (or other weekly hours of work as may be assigned by the Employer) scheduled on a weekly, monthly or annual basis.
- (c) A casual Employee shall be eligible and will receive overtime in accordance with Article 25 when the Employee is authorized to work overtime in excess of regular full-time daily hours or in excess of the equivalent of thirty-six point two five (36.25) hours (or other weekly hours of work as may be assigned by the Employer) scheduled on a weekly, monthly or annual basis.
2. (a) A full-time permanent Employee shall earn and take Vacation Leave in accordance with Article 31.
- (b) A part-time permanent Employee shall, in accordance with Article 31, earn a portion of the Vacation Leave entitlement based on the Employee's regular hours of work and the Employee shall take vacation leave in accordance with Article 31.
3. (a) A full-time permanent Employee shall earn and take Casual Illness leave in accordance with Articles 35 and 35B(former AADAC Collective Agreement) and Article 32 upon transition to the sick leave provisions contained in Article 32 of the Receiving Agreement.

- (b) A part-time permanent Employee shall, in accordance with Article 32, earn a portion of the Casual Illness leave entitlement based on the Employee's regular hours of work and the Employee shall take casual illness leave in accordance with Article 35 and 35B, and Article 32 upon transition to the sick leave provisions contained in Article 32 of the Receiving Agreement.
- 4.
 - (a) A full-time permanent Employee shall earn and take General Illness leave in accordance with Articles 35A and 35B. Article 32 shall apply upon transition to the sick leave provisions contained in Article 32 of the Receiving Agreement.
 - (b) A part-time permanent Employee shall, in accordance with Article 2, earn a portion of the General Illness leave entitlement based on the Employee's regular hours of work and the Employee shall take General Illness leave in accordance with Articles 35A and 35B. Article 32 shall apply upon transition to the sick leave provisions contained in Article 32 of the Receiving Agreement
 - (c) Despite Articles 35A and 35B, a full or part-time permanent Employee shall provide a medical certificate for a General Illness leave absence that exceeds three (3) consecutive shifts. Upon transition to Article 32 of the Collective Agreement, Employees shall provide proof of illness in accordance with Article 32.
- 5.
 - (a) A full-time permanent Employee shall earn and take Special Leave in accordance with Article 39 of the former AADAC Collective Agreement (Article 35 effective January 1, 2011).
 - (b) A part-time permanent Employee shall, earn a portion of the Special Leave entitlement based on the Employee's regular hours of work and the Employee shall take Special Leave in accordance with Article 39 of the AADAC Collective Agreement (Article 35 effective January 1, 2011).
- 6.
 - (a) A full-time permanent Employee shall earn and take Worker's Compensation supplement in accordance with Article 33.
 - (b) A part-time Employee shall, earn Worker 's Compensation supplement, in accordance with Article 33.
- 7.
 - (a) A full or part-time permanent Employee who is scheduled to work regular full-time daily hours on a paid holiday shall, in lieu of his regular salary, receive one point five (1.5) for all hours worked up to regular full-time daily hours, two time (2x) for hours worked thereafter, and bank seven point two five (7.25) hours (or applicable normal daily hours as may be assigned by the Employer) as time off in lieu or the pro-rated equivalent in the case of a part-time permanent Employee.
 - (b) When a paid holiday falls on a full-time permanent Employee's work day and the Employee is not required to work, the Employee shall be granted seven point two five (7 .25) hours off with pay (or applicable normal daily hours of work as may be assigned by the Employer). The remainder of time needed to cover the

Employee's regular full-time daily hours will be covered, at the option of the Employee, with either banked time off in lieu, vacation leave or a leave of absence without pay.

- (c) When a paid holiday falls on a full-time permanent Employee's day of rest, the Employee shall be granted the day as a day of rest and seven point two five (7.25) hours will be banked as time off in lieu (or applicable normal daily hours of work as may be assigned by the Employer)
 - (d) When a paid holiday falls on a part-time permanent Employee's work day and the Employee is not required to work, the Employee shall be granted time off with pay equivalent to the Employee's regular daily hours for that day. The remainder of time needed to cover the Employee's regular daily hours will be covered, at the option of the Employee, with either banked time off in lieu, vacation leave or a leave of absence without pay.
 - (e) When a paid holiday falls on a permanent part-time Employee's day of rest, the Employee shall be granted the day as a day of rest and the Employee's pro-rated paid leave entitlement will be banked as time off in lieu.
8. A full or part-time permanent Employee who is required to attend as a participant at a training event on his normal day of work, that is shorter in duration than the regularly scheduled hours of work for that day has the option of working the remaining scheduled hours of work on that day or covering the shortfall with banked time off in lieu, vacation leave or a leave of absence without pay.
9. The Employer may terminate a compressed work day system of work by providing thirty (30) calendar days written notice to an affected Employee(s).
10. This Letter of Agreement shall form part of the Collective Agreement.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #45

BETWEEN

ALBERTA HEALTH SERVICES
(former AADAC)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: EMPLOYMENT INSURANCE PREMIUM REDUCTION

The Parties agree as follows:

Whereas the Parties are entering into a Letter of Agreement to comply with the terms and conditions of the Employment Insurance Premium Reduction program. Therefore:

1. Despite Sub-clause 35A.05(a), of the former AADAC Collective Agreement an Employee is eligible to receive sick leave benefits, in accordance with the Collective Agreement, if the sick leave absence is due to an injury while in the employ of any other Employer, and he will be eligible for sick leave benefits for any subsequent absence caused by that injury.

2. This Letter of Agreement does not form part of the Collective Agreement, and will continue in effect until such date when Employees are transitioned to Article 32 of the Receiving Agreement.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #46

BETWEEN

ALBERTA HEALTH SERVICES
(Former Palliser Health Region and Chinook Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: 12 HOURS REST BETWEEN CHANGES IN SHIFTS

Notwithstanding Clause 23.03(a) of the Collective Agreement, Employees working in Programs in the former Palliser Health Region and the Chinook Region, where there are staggered start and end times shall be provided at least twelve (12) hours rest between changes in shifts, except in the case of overtime or as otherwise mutually agreed.

Failure to provide at least twelve (12) hours rest between shift changes for Employees working in Programs that have staggered start and end times, shall result in payment at the overtime rates for any hours worked during such normal rest period.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #47

BETWEEN

**ALBERTA HEALTH SERVICES
(former Chinook)**

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: EXTENDED WORK DAY, AND POWER ENGINEERS – CHINOOK REGIONAL
HOSPITAL (42 Hour Work Week)**

Where the parties to this Agreement agree to implement a system employing an extended work day and resultant compressed work week, they shall evidence such agreement by signing a document indicating such agreement applies.

Either party may, by giving one (1) months notice in writing to the other party, terminate this arrangement.

The Employer and the Union acknowledge and confirm that, with the exception of those amendments hereinafter specifically detailed, when the extended work day is implemented, all other articles of this Collective Agreement shall remain in force and effect as between the parties.

The normally scheduled working hours of an employee on the compressed work week shall not exceed twelve (12) in a day. The provisions of this article are intended to establish a basis for the computation of overtime.

Power Engineers – Chinook Regional Hospital

1. Three (3) fifteen (15) minute rest periods will be provided during each full shift of twelve (12) hours.
2. The Employer shall determine when overtime is necessary and for what period of time it is required. All authorized time worked in excess of twelve (12) hours per day shall be paid at two times (2x) the employee's basic rate of pay.
3. An employee required by the Employer to work on their scheduled day(s) off shall be paid at two times (2x) their basic rate of pay, unless they are given at least ten (10) calendar days notice of a change in the shift schedule. If, in the above circumstances the employee is called to work without prior notification, the provisions of Article 19.02 of the Collective Agreement shall apply, but only where such application would result in a greater dollar payment than would be the case in applying the first sentence of this clause.

4. **Sick Time**

After an employee has completed their probationary period they shall be allowed a credit for sick leave computed from the day of employment at the rate of twelve (12) hours for Power Engineers, for each full month of employment up to a maximum of nine hundred and sixty (960) hours, provided that the employee has not been entitled to apply sick credits prior to the completion of their probationary period.

When an employee has accrued the maximum sick leave credit of nine hundred and sixty (960) hours they shall no longer accrue sick leave credits until such time as their total accumulation is reduced below the maximum. At that time they shall recommence accumulating sick leave credits.

5. **Named Holidays**

Regular full-time employees shall be entitled to a day off with pay for eight (8) hours on or for the named holidays in Article 25.01 of the Collective Agreement, plus, all general holidays proclaimed to be a statutory holiday by any of the following levels of governmental authority: the Province of Alberta; the Government of Canada.

6. **Floating Stat**

Each regular full-time employee will be granted an additional eight (8) hour day off with pay between January 1st and December 31st at a time mutually agreed upon between the Employer and the employee. An employee is only entitled to such Holiday if they are in the employ of the Employer on April 1st of each year in which the Holiday is to be provided. Where mutually agreed between the Employer and the regular full-time employee, the regular full-time employee may receive such holiday at a time outside the above time frame.

7. **Annual Vacation**

- (a) During the first (1st) to second (2nd) years of employment, a full-time employee earns and can use one hundred and twenty six (126) hours of vacation per year;
- (b) During the third (3rd) to ninth (9th) years of employment, a full-time employee earns and can use one hundred and sixty eight (168) hours of vacation per year;
- (c) During the tenth (10th) to nineteenth (19th) years of employment, a full-time employee earns and can use two hundred and ten (210) hours of vacation per year;
- (d) During the twentieth (20th) and subsequent years of employment, a full-time employee earns and can use two hundred and fifty two (252) hours of vacation per year;
- (e) Vacation pay shall be at the employee's basic rate of pay.

An employee leaving the service of the Employer at any time before the employee has exhausted their vacation credit shall receive payment of salary in lieu of such earned vacation.

8. **Bereavement**

An employee shall be granted up to four (4) extended work days bereavement within a seven (7) calendar day period leave without loss of salary, in the event of the death of the relatives listed in Clause 35.03 (a) (i) of the Collective Agreement. In the event of the death of a relative listed in clause 35.03 (a) (ii), the Employee shall be granted up to two (2) extended work days bereavement leave.

The Employer may grant additional leave without pay to a bereaved employee.

9. **Workers' Compensation**

An employee who is incapacitated and unable to work as a result of an accident sustained while on duty in the service of the Employer within the meaning of the Workers' Compensation Act shall continue to receive their basic rate of pay provided they assign over to the Employer, on proper forms, the monies due to them from the Workers' Compensation Board for the time lost due to the accident. A deduction of not less than one point two (1.2) hours shall be charged against sick leave credits for each day an employee is off work due to an accident within the meaning of the Workers' Compensation Act. An employee shall only receive their basic rate of pay to the extent that sick leave credits can be deducted from the employee's sick leave bank.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #48

BETWEEN

ALBERTA HEALTH SERVICES
(Former Northern Lights Health Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: PRECEPTOR PAY

1. An Employee assigned by the Employer to act as a Preceptor for students in a post-secondary education or training program shall receive an additional sixty-five cents (\$0.65) per hour. The Employer will give consideration to those employees who express interest in this program.
2. "Preceptor" shall mean an Employee who is assigned by the Employer to supervise, educate and evaluate students in a post-secondary training program.
3. This Letter of Understanding shall expire effective March 30, 2011

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #49

BETWEEN

ALBERTA HEALTH SERVICES
(former Palliser Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: LONG SERVICE INCREMENTS

Both parties agree to the following:

In recognition of Palliser Health Region dedicated and long serving employees within the general support services, the Employer shall pay to all employees the following:

- (a) After 10,000 hours of continuous service, employees will receive 0.10¢ to basic rate of pay.
- (b) After 15,000 hours of continuous service, employees will receive 0.20¢ to basic rate of pay.
- (c) After 20,000 hours of continuous service, employees will receive 0.30¢ to basic rate of pay.
- (d) After 25,000 hours of continuous service, employees will receive 0.40¢ to basic rate of pay.
- (e) After 30,000 hours of continuous service, employees will receive 0.50¢ to basic rate of pay.

All monies described above are not part of the wage grid; they are an addition to the employee's current basic rate of pay and are considered pensionable earnings.

This Letter of Understanding shall expire on the date of transition to the Receiving Agreement pay schedule or March 31, 2011 whichever occurs first.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #50

BETWEEN

**ALBERTA HEALTH SERVICES
(former Palliser - Oyen)**

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: CLERK III, UNIT CLERK/SERVICE WORKER POSITION

Whereas, the Employer wishes to create a single position combining the job duties of two (2) classifications – Clerk III, Unit Clerk and Service Worker:

The salary for this position will be determined based on the salary rates of the two classifications and pro-rated to the estimated hours required to perform the tasks required by each classification. Adjustments to the salary would be made if the estimated hours were to be altered on a regular basis for a period exceeding three (3) months.

The position will be considered as one position for all benefit applications.

This Letter of Understanding shall expire upon the completion of a classification review or on March 31, 2011, whichever is sooner.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #51

BETWEEN

ALBERTA HEALTH SERVICES
(former Palliser Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: EXTENDED HOURS OF WORK POWER ENGINEERS

Replace Clause 24.02(c) and (e) with:

- (a) Normal hours of work, exclusive of meal periods, for regular full-time Power Engineers shall be one hundred sixty-eight (168) hours in a twenty-eight (28) calendar day period averaged over a period of not more than eight (8) weeks.
- (b) Normal hours of work for regular part-time Power Engineers shall be up to one hundred sixty-eight (168) hours in a twenty-eight (28) calendar day period averaged over a period of not more than eight (8) weeks.
- (c) Clause 24.02(q) shall be amended by adding:

Regular full-time Power Engineer employees regularly scheduled to work a twelve (12) hour shift are to be working one hundred sixty-eight (168) hours in a four (4) week rotation. The additional eight (8) hours worked over and above the regular eight (8) hour shift rotation of one hundred and sixty (160) hours for the same period will be handled with two (2) options:

- (i) A straight pay out for the additional eight (8) hours worked at their basic rate of pay.
 - (ii) Bank time for the additional eight (8) hours worked to be used as time off in lieu at straight time.
- (n) During each year of continuous service in the employ of the Employer, a regular full-time employee shall earn entitlement to a vacation with pay. The rate of earning entitlement shall be as follows:
- (i) During the first (1st) and second (2nd) years of such employment a full-time Power Engineer earns a vacation time of one hundred and twenty (120) hours;
 - (ii) During the third (3rd) to ninth (9th) years of such employment a full-time Power Engineer earns a vacation time of one hundred and sixty (160) hours;

- (iii) During the tenth (10th) to nineteenth (19th) years of such employment a full-time Power Engineer earns a vacation time of two hundred (200) hours; and
- (iv) During the twentieth (20th) and subsequent years of such employment a full-time Power Engineer earns a vacation time of two hundred and forty (240) hours.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #52

BETWEEN

ALBERTA HEALTH SERVICES
(former Palliser)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: RED-CIRCLING OF FORMER COMMUNITY HEALTH SERVICES STAFF
ASSOCIATION AND COMMUNITY MENTAL HEALTH EMPLOYEES –
VACATION ENTITLEMENT**

An Employee who is earning more vacation than specified in Article 24.01(a), 24.07 or 37.07 shall continue to earn at the higher rate until such time as she moves to the next step in the vacation entitlement.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #53

BETWEEN

ALBERTA HEALTH SERVICES
(former Palliser Region)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: RETIRING ALLOWANCE

The Parties agree that this is an initiative to promote better succession planning by providing Employees with incentive to provide greater notice of intention to retire.

1. Employees are eligible to receive the Retiring Allowance once.
2. A regular or temporary Employee, who provides the Employer a minimum of six (6) calendar month's written notice of retirement and who meets two (2) of the three (3) conditions below is eligible to receive a payment of five hundred (\$500) dollars:
 - (a) The Employee must be a minimum of fifty (50) years of age as of the Employee's retirement date.
 - (b) The Employee has a minimum of twenty-five (25) years of continuous (date of actual retirement minus last date of employment is equal to or greater than 25 years) service with the Employer as of the Employee's retirement date.
 - (c) The Employee has at least eighty (80) points (which is a combination of the Employee's age and years of pensionable service with the Local Authority Pension Plan as of the Employee's retirement date.
3. An employee must remain actively employed (i.e. not on leave of absence, sick leave, or in receipt of STD, LTD, or WCB) during the notice period to be eligible to receive payment.
4. Payment of the five hundred dollars (\$500) will occur following the first regular pay day following the employee's retirement.

5. This Letter of Understanding will expire on Date of Ratification or March 31, 2011, whichever comes sooner.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING #54

BETWEEN

ALBERTA HEALTH SERVICES
(former Palliser)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: RETENTION & RECRUITMENT INITIATIVES

WHEREAS the parties agree that:

- It is anticipated that over the next five years, large numbers of senior Employees will retire. Succession planning must address the loss in numbers, as well as the loss of experience.
- Recruitment is a critical factor in addressing retention and workload concerns of current employees.
- Recruitment approaches must balance the need for new Employees, while respecting current Employees.
- It is desirable to recruit and retain both experienced Employees and Employees entering the workforce

In recognition of these factors, the parties agree to undertake a project to assist in recruitment and retention called the Benefit-Eligible Casual Employee Pilot Project.

1. Purpose

The purpose of the Benefit-Eligible Casual Employee (BECE) Pilot Project is to:

- Retain existing casual Employees;
- Provide flexible options for Employees; and
- Enhance recruitment opportunities.

2. Definition

A BECE is a casual employee with a guaranteed specified Full Time Equivalent (FTE) of no less than 0.4 FTE and with no specified hours per shifts or shifts per shift cycle. The provisions of Article 28: Health Benefits and Article 29: Pension Plan shall apply to BECE.

3. Implementation

- (a) An Employer shall post a BECE within the applicable department. The posting shall indicate the specified guaranteed FTE that shall be no less than 0.4 FTE.
- (b) An Employee may request to become a BECE should a BECE position become available. Once requested, the Employer may create an informational posting in accordance with 3(a).
- (c) The Union shall be informed of all BECE positions prior to implementation.

4. Scheduling of BECE Shifts

- (a) The Employee will provide the Employer with her shift availability and shift choices, which exceed their guaranteed Full Time Equivalent (FTE), over a four (4) week period.
- (b) The Employer shall confirm assigned shifts with the Employee with as much notice as reasonably possible. The Employee shall be assigned shifts only in accordance with the availability provided by the Employee.
- (c) The Employer will not require an Employee to work shifts that provide less than 12 hours off between Shifts.

5. Termination

- (a) The Employee may revert to casual status or terminate her position by providing the Employer with fourteen (14) days written notice; or
- (b) The Employer may terminate a position by providing the Employee with fourteen (14) days written notice of their intention to terminate a position in which case the Employee shall revert to their former status.

6. Provisions of the Collective Agreement To Apply

The provisions of the following Articles shall apply to this Letter of Understanding: Articles 1,2, 3, 5, 6, 7, 8, 9, 10, 11, 13,14, 15, 22, 29, 33, 34, 36.08, 38 and 40.

The Employer shall conduct an evaluation of the project twelve (12) months from the creation of the first BECE.

This Letter of Understanding will be effective the date of ratification and will expire March 31, 2011.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

Classifications Transferring Into Receiving Agreement

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	
	Client Companion	Receiving Agreement New Class	Client Companion	April 1/10	13.89	14.58							
		Calgary	Client Companion		13.89	14.58							
	Driver I	Receiving Agreement	Driver I	April 1/10	18.71	20.90							
AUPE		Alberta Cancer Board	Driver (delete – vacant)		18.90	21.09							
AUPE		Calgary	Driver I		18.72	20.90							
CUPE		Palliser	Driver		18.14	20.05							
CUPE		Chinook	Driver		18.36	20.32							
CUPE		Northern Lights	Driver		19.03	21.04							
	Surgical Processor	Receiving Agreement	Surgical Processor	April 1/10	19.63	20.32	20.95	21.66	22.38				
AUPE		MER	Surgical Processor		19.64	20.36	21.01	21.67	22.37				
G5		Alberta Cancer Board	Surgical Processor		19.64	20.32	20.96	21.66	22.39				
CUPE		Palliser	Surgical Processor		18.28	19.94	19.54	20.15	20.81				
CUPE		Chinook	Surgical Processor		19.61	20.29	20.91	21.53	22.19				
CUPE		Northern Lights	Surgical Processor		20.03	20.75	21.40	22.07	22.79				
	Laboratory Assistant I	Receiving Agreement	Laboratory Assistant I	April 1/10	19.77	20.56	21.38	22.24	23.12	23.72			
G3		ACB	Laboratory Assistant I		19.77	20.56	21.38	22.24	23.12	23.72			
		ACB	Vivarium Assistant		20.97	22.83							
		Calgary	Lab Assistant I		20.03	20.67	21.32	22.01	22.74	23.46	24.21	24.98	
	Laboratory Assistant II	Receiving Agreement	Laboratory Assistant II	April 1/10	20.77	21.61	22.49	23.40	24.34	24.98			
		ACB	Lab Assistant II		20.77	21.61	22.49	23.40	24.34	24.98			
G5		Calgary	Lab Assistant II		21.23	21.91	22.55	23.23	23.94	24.67	25.42		
	Working Leader - CSS	Receiving Agreement	Working Leader - CSS	April 1/10	22.90	23.47	24.06	24.66	25.18				
4.6		MER	Senior Surgical Processor		20.76	21.63	22.52	23.39	24.29	25.13			
G5		ACB	Senior Aide Surgical Processor		22.90	23.46	24.06	24.66	25.18				
		Calgary	Surgical Processor Working Supervisor		21.35	23.79	24.51	25.23	26.00	26.78			
CUPE		Palliser	Surgical Processor Working Leader		19.48	20.14	20.73	21.36	22.01				
CUPE		Palliser	Surgical Processor Sr. Leader		20.24	21.08	21.93	22.79	23.73	24.54			
CUPE		Chinook	Surgical Processor		20.65	21.50	22.32	23.14	24.00				

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Team Leader	Receiving Agreement	Team Leader - Lab	April 1/10	23.18	24.10	25.06	26.07	27.11	27.82		
G7	Lab	ACB	Senior Lab Assistant		23.18	24.10	25.06	26.07	27.11	27.82		
	Protective Services Officer II	Receiving Agreement	Protective Services Officer II	April 1/10	27.90	28.82	29.83	30.87	31.95			
		MER	Securities Officer I (deleted)		21.45	22.89	24.32	25.76	27.17	28.61		
CEP		Northern Lights	Security Officer		28.05	29.16	30.33	31.53	32.80			
	Food Service I	Receiving Agreement	Food Service I	April 1/10	15.33	16.72						
FS1		Calgary	Cashier		15.31	16.71						
G1		ACB	Aide I - Dietary		15.31	16.71						
CUPE		Palliser	Food Service Worker		16.38	17.86						
CEP		Northern Lights	Food Services Worker		17.66	18.21	19.12					
CEP		Northern Lights	Cooks Assistant									
	Food Service II	Receiving Agreement	Food Service II	April 1/10	16.76	18.30						
		Calgary	Institutional Service Worker II		18.90	20.79						
	Cooks Assistant	Receiving Agreement	Cooks Assistant	April 1/10	16.76	18.30						
FS3		Calgary	Cooks Assistant		16.75	18.28						
FS3		Calgary	Aide 3 (delete - vacant)									
		MER	Cooks Assistant		17.16	18.74						
CUPE		Palliser	Cooks Assistant		16.33	17.86						
CUPE		Chinook	Cooks Assistant		17.03	18.64						
	Cook I	Receiving Agreement	Cook I	April 1/10	19.65	21.62						
FS4		Calgary	Cook I		18.90	20.79						
		MER - Peace	Sr. Food Service Worker		18.94	20.27						
G4		ACB	Cook I		19.46	21.74						
		MER	Cook I		19.99	22.08						
CUPE		Palliser	Cook I		19.41	21.44						
CUPE		Chinook	Cook I		20.27	22.39						
CEP		Northern Lights	Cook I		20.78	22.94						
	Cook II	Receiving Agreement	Cook II	April 1/10	22.26	24.81						
FS5		Calgary	Cook II		21.40	23.86						
2.5		MER	Cook II		20.99	23.16						
2.6		MER	Cook III		22.01	24.30						
T6		ACB	Senior Cook		21.78	23.91						
CUPE		Palliser	Cook II		20.37	22.50						
CUPE		Palliser	Cook III		21.38	23.59						

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
CUPE		Chinook	Cook II		21.26	23.49						
CEP		Northern Lights	Cook II		22.45	24.79						
	Working Leader Food Services	Receiving Agreement New Class	Working Leader – Food Services	April 1/10	19.62	21.86						
		Calgary	Working Leader (delete - vacant)		21.47	23.97						
		MER	Working Leader – Food Services		19.43	21.40						
	Kitchen Coordinator - Community	Receiving Agreement New Class	Kitchen Coordinator – Community	April 1/10	23.56	24.91						
		Calgary	Kitchen Coordinator – Community		23.56	24.91						
	Environmental I	Receiving Agreement	Environmental I	April 1/10	15.33	16.72						
H1		Calgary	Aide I (Housekeeping)		15.31	16.71						
G1		ACB	Aide I (Housekeeping)		15.31	16.71						
CUPE		Chinook	Housekeeping Aide		15.82	17.21						
	Environmental II	Receiving Agreement	Environmental II	April 1/10	16.76	18.30						
H2		Calgary	Cleaning Porter		16.75	18.28						
H2		Calgary	Aide II (Rural Housekeeping)		16.75	18.28						
G3		ACB	Housekeeping Attendant		16.76	18.28						
		MER	Housekeeping Worker		15.72	17.20	18.74					
CUPE		Chinook	Housekeeping Attendant		17.03	18.64						
CEP		Northern Lights	Housekeeping Worker		17.66	18.21	19.12					
		Working Leader Environmental	Receiving Agreement		Working Leader - Environmental	April 1/10	19.62	21.86				
	Calgary		Senior Leader	21.47	23.97							
	ACB		Working Supervisor	20.97	22.83							
3.5	MER		Working Leader	19.43	21.40							
3.5	MER		Working Supervisor	19.43	21.40							
C3	MER (CUPE Fac)		Senior Leader	20.38	21.70							
CUPE	Palliser		Working Leader (Cleaning Group)	18.50	20.40							
CUPE	Palliser		Working Leader (Cleaning Group)	19.41	21.44							
CUPE	Chinook		Working Leader (Cleaning Group)	19.30	21.28							

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
CUPE		Chinook	Working Leader (Cleaning Group)		20.27	22.39						
CEP		Northern Lights	Working Leader (Cleaning Group)		19.78	21.82						
CEP		Northern Lights	Working Leader (Cleaning Group)		20.78	22.94						
	Laundry I	Receiving Agreement	Laundry	April 1/10	14.74	16.07						
		MER	Laundry Worker I		15.72	17.20						
CUPE		Chinook	Laundry Worker I		15.82	17.21						
CEP		Northern Lights	Laundry Worker I		17.16	17.66						
	Laundry II	Receiving Agreement New Classification	Laundry II	April 1/10	16.76	18.30						
		Calgary	Laundry Worker II		16.75	18.28						
		MER	Laundry Worker II		17.16	18.74						
CUPE		Chinook	Laundry Worker II		17.03	18.64						
	Sewing Operator	Receiving Agreement New Classification	Sewing Operator	April 1/10	17.16	18.74						
		MER	Sewing Operator		17.16	18.74						
CUPE		Chinook	Sewing Operator		17.03	18.64						
	Laundry Supervisor	Receiving Agreement New Classification	Laundry Supervisor	April 1/10	18.45	20.53						
		MER	Laundry Worker III		18.22	19.90						
CUPE		Palliser	Laundry Worker III		17.35	18.96						
	Working Leader Laundry	Receiving Agreement (New Classification)	Working Leader Laundry	April 1/10	19.62	21.86						
		Calgary	Working Supervisor		21.47	23.97						
	Service Worker I	Receiving Agreement	Service Worker I	April 1/10	17.07	18.62						
G1		Calgary	Service Aide		16.24	17.73						
G1		Calgary	Aide I (G1)		16.24	17.73						
G2		Calgary	Aide II (G2)		17.07	18.62						
CUPE		Palliser	Service Worker		16.38	17.86						
CUPE		Chinook	Service Aide		15.82	17.21						
CUPE		Chinook	Service Attendant		17.03	18.64						
CEP		Northern Lights	Service Worker		16.18	17.71	19.31					

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Support Services Worker	Receiving Agreement (New Classification)	Support Services Worker	April 1/10	15.72	17.20	18.74					
		MER (Barrhead/Keir)	Support Services Worker		15.72	17.20	18.74					
	Service Worker II	Receiving Agreement	Service Worker II	April 1/10	17.80	19.41						
G3		Calgary	Aide III (G3)		17.80	19.41						
G3		Calgary	Service Attendant		17.80	19.41						
		Calgary	Service Attendant II		18.92	20.58						
		ACB	Service Attendant		17.96	19.58						
	Working Leader (Porters)	Receiving Agreement New Classification	Working Leader (Porters)	April 1/10	19.99	22.05						
		MER (CUPE GSS Facilities)	Working Leader (Porters)		19.99	22.05						
	Parking Attendant	Receiving Agreement new Classification	Parking Attendant	April 1/10	15.92	17.60						
		MER (HA 5)	Parking Attendant		15.92	17.60						
	Clerk I	Receiving Agreement	Clerk I	April 1/10	16.61	17.27	17.98	18.69	19.44	20.21		
1.1		MER	Clerk Junior		16.34	17.87						
		MER Mistahia	Admin Support Worker 1		14.62	15.25	15.93	16.63	17.40	18.32	19.01	
AUPE		MER	Clerk I		17.39	19.20						
1.2		MER	Typist 1		17.39	19.20						
CUPE		Palliser	Clerk I		16.55	18.30						
CUPE		Chinook	Clerk I		16.76	18.54						
CEP		Northern Lights	File Clerk		18.46	19.13	19.77	20.86	21.12			
CEP		Northern Lights	Clerk I		18.46	19.13	19.77	20.86	21.12			
	Clerk II	Receiving Agreement	Clerk II	April 1/10	17.78	18.48	19.22	19.98	20.78	21.61		
C1		Calgary	Receptionist II (delete - vacant)									
AUPE		MER	Clerk II		18.26	20.19						
1.3		MER	Typist 11		18.26	20.19						
F1		MER (Community Support))	Program Assistant I		18.08	18.65	19.22	19.82	20.41	21.04		
G1		MER (HA5)	Office Assistant		17.39	18.29	19.22	20.19	21.21			
B1		MER East Central	Program Assistant I		18.08	18.65	19.22	19.82	20.41	21.04		
B1		MER Aspen	Program Assistant I		18.08	18.65	19.22	19.82	20.41	21.04		
A1		MER Aspen	Admin Support Worker II		16.36	16.92	17.42	18.00	18.55	19.15	19.74	20.40
C1		MER Peace AMHB	Admin Support Worker II		16.36	16.92	17.42	18.00	18.55	19.15	19.74	20.40

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
C1		MER Peace Mistahia	Admin Support Worker II		15.93	16.63	17.40	18.22	19.01	19.87	20.74	
C2		ACB	Clerk I		17.78	18.48	19.22	19.98	20.78	21.61		
CUPE		Palliser	Clerk II		17.39	19.23						
CUPE		Chinook	Clerk II		17.63	19.47						
CEP		Northern Lights	Health Records Clerk		20.69	21.21	21.70	22.22	22.71			
CEP		Northern Lights	Telecom Operator		20.69	21.21	21.70	22.22	22.71			
CEP		Northern Lights	Secretary I		20.69	21.21	21.70	22.22	22.71			
AUPE		AADAC	Admin Assistant I		16.81	17.32	17.95	18.58	19.21	19.90	20.60	21.39
		Volunteer Coordinator	Receiving Agreement New Classification		Volunteer Coordinator	April 1/10	19.89	20.29	20.65	21.02	21.40	21.84
	MER (Peace)		Volunteer Coordinator	19.89	20.29		20.65	21.02	21.40	21.84		
	Clerk III	Receiving Agreement	Clerk III	April 1/10	19.64	20.42	21.24	22.08	22.96	23.88		
C3		Calgary	Admin Support 111		20.54	22.14	23.78					
C3		Calgary	Community Care Office Assist		19.96	21.57	23.19					
C 3		Calgary	Clerk III		19.96	21.57	23.19					
1.4		MER	Clerk III		20.29	22.27						
1.4		MER	Admitting Officer		20.29	22.27						
1.4		MER	Typist III		20.29	22.27						
F1		MER (Comm)	Program Assistant II		18.99	19.58	20.16	20.75	21.39	22.03		
B1		MER (East Central)	Program Assistant II		18.99	19.58	20.16	20.75	21.39	22.03		
B1		MER DTHR (AMHB)	Admin Support Worker III		18.00	18.56	19.16	19.75	20.40	21.12	21.78	22.51
A1		MER Aspen	Admin Support Worker III		18.00	18.56	19.16	19.75	20.40	21.12	21.78	22.51
A1		MER Peace	Admin Support Worker III		18.00	18.56	19.16	19.75	20.40	21.12	21.78	22.51
A1		MER East Central	Admin Support Worker III		18.00	18.56	19.16	19.75	20.40	21.12	21.78	22.51
		MER Peace (Mistahia)	Admin Support Worker III		18.22	19.01	19.87	20.74	21.67	22.69	23.66	
AUPE		ACB	Booking Clerk (delete - vacant)									
		ACB	Clerk II		19.64	20.42	21.24	22.08	22.96	23.88		
		Palliser	Typist III		19.32	21.21						
CUPE		Palliser	Admitting Officer		19.32	21.21						
CUPE		Palliser	Administrative Support III		19.32	21.21						
CUPE		Chinook	Clerk III		19.57	21.48						
CUPE	Chinook	Admitting Officer	19.57	21.48								
CUPE	Northern Lights	Patient Registration Clerk	21.54	22.19	22.68	23.22	23.85					
CEP	Northern Lights	Clerk Typist	21.54	22.19	22.68	23.22	23.85					

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Switchboard Operator	Receiving Agreement	Switchboard Operator	April 1/10	19.64	20.42	21.24	22.08	22.96	23.88		
		Calgary	Switchboard Operator		21.06	22.67	24.32					
1.3		MER	Switchboard Operator		18.26	20.19						
		ACB	Switchboard Operator		19.64	20.42	21.24	22.08	22.96	23.88		
CUPE		Chinook	Switchboard Operator		17.63	19.47						
CEP		Northern Lights	Switchboard Operator		20.69	21.21	21.70	22.22	22.71			
	Data Coordinator	Receiving Agreement new Classification	Data Coordinator	April 1/10	19.53	20.85	22.21	23.56	24.91			
		Calgary	Data Coordinator		19.53	20.85	22.21	23.56	24.91			
		MER (Aspen)	Data Entry Coordinator		22.07	24.29						
CUPE		Palliser	Data Entry Operator		19.32	21.21						
	Clerk IV	Receiving Agreement	Clerk IV	April 1/10	21.76	22.63	23.53	24.47	25.44	26.46		
C4		Calgary	Scheduler Assistant		21.06	22.67	24.32					
C2		Calgary	Program Assistant I (delete - vacant)									
C4		Calgary	Clerk IV		22.22	23.82	25.48					
		Calgary	Senior Financial Clerk		23.37	25.59	27.79					
AUPE		MER	Clerk IV		21.22	23.32						
1.7		MER	Accounting Clerk		22.25	24.47						
H		MER David Thompson	Staffing Services Clerks		17.50	18.97	20.43	21.89	23.35			
G1		MER (HA5)	Community Care Office Assistant		19.32	20.30	21.22	22.25	23.30			
		MER - Aspen	Admin Support Worker IV		19.75	20.40	21.12	21.78	22.51	23.30	24.07	24.87
		MER - Peace	Admin Support Worker IV		19.75	20.40	21.12	21.78	22.51	23.30	24.07	24.87
		MER Peace (Mistahia)	Admin Support Worker IV		19.87	20.74	21.67	22.69	23.66	24.76	25.87	
C4		ACB	Clerk III		21.76	22.63	23.53	24.47	25.44	26.46		
		ACB	Booking Clerk III		21.76	22.63	23.53	24.47	25.44	26.46		
CUPE		Palliser	Clerk IV		20.21	22.20						
CUPE		Palliser	Payroll Clerk I		21.89	24.31						
CUPE		Chinook	Clerk IV		20.48	22.49						
CEP	Northern Lights	Staffing Clerk	22.50	23.43	24.33	25.26	26.22					
	Unit Clerk	Receiving Agreement	Unit Clerk	April 1/10	21.76	22.63	23.53	24.47	25.44	26.46		
C4		Calgary	Unit Clerk		21.63	23.24	24.91					
C4		MER	Unit Clerk (Clerk III)		20.29	22.27						
C4		ACB	Unit Clerk		21.76	22.63	23.53	24.47	25.44	26.46		

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
E1		MER Red Deer	Unit Secretary		17.35	19.28	20.12	21.21				
CUPE		Palliser	Unit Clerk		19.32	21.21						
CUPE		Chinook	Unit Clerk		17.63	19.47						
CEP		Northern Lights	Unit Clerk		20.69	21.21	21.70	22.22	22.71			
	Graphic Designer			April 1/10								
		Calgary	Multi Media Producer		23.66	26.11						
	Clerk V	Receiving Agreement	Clerk V	April 1/10	23.76	24.71	25.69	26.71	27.78	28.89		
C5		Calgary	Scheduler		23.44	25.63	27.83					
C5		Calgary	Clerk V		23.44	25.63	27.83					
H		MER (Other)	Staff Services Scheduler		21.25	22.68	24.09	25.52	26.92	28.34		
		MER – Peace AMHB	Admin support Worker V		21.48	22.22	22.96	23.72	24.53	25.34	26.21	27.16
C5		ACB	Clerk IV		23.76	24.71	25.69	26.71	27.78	28.89		
		ACB	Booking Clerk IV		23.76	24.71	25.69	26.71	27.78	28.89		
		ACB	Accounting Clerk		23.76	24.71	25.69	26.71	27.78	28.89		
		ACB	Clinical Program Clerk		23.76	24.71	25.69	26.71	27.78	28.89		
		ACB	Scheduling Clerk		23.76	24.71	25.69	26.71	27.78	28.89		
CUPE		Palliser	Payroll Clerk II		24.36	27.04						
CEP		Northern Lights	Staffing Clerk II		24.30	25.69	27.12	28.51	29.93			
		Medical Transcriptionist	Receiving Agreement		Medical Transcriptionist	April 1/10	23.76	24.71	25.69	26.71	27.78	28.89
C4	Calgary		Medical Transcriptionist	23.37	24.98		26.64					
1.6	MER		Medical Transcriptions	21.22	23.32		24.47					
C5	ACB		Transcriptionist	23.76	24.71		25.69	26.71	27.78	28.89		
CUPE	Palliser		Medical Transcript	21.19	23.30							
CUPE	Chinook		Medical Transcriptionist (non-qualified)	18.43	19.19		20.09					
CUPE	Chinook		Medical Transcriptionist (Qualified)	21.46	23.60							
CEP	Northern Lights		Transcriptionist	24.30	25.69		27.12	28.51	29.93			
	Clerk VI	Receiving Agreement	Clerk VI	April 1/10	25.86	26.89	27.97	29.10	30.26	31.48		
C6		Calgary	Clerk VI		24.34	27.41	30.45					
		ACB	Program Assistant		25.86	26.89	27.97	29.10	30.26	31.48		
		ACB	Administrative Supervisor		25.86	26.89	27.97	29.10	30.26	31.48		

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	
	Secretary I	Receiving Agreement	Secretary I	April 1/10	21.76	22.63	23.53	24.47	25.44	26.46			
C3		Calgary	Secretary I		21.12	22.72	24.35						
C4		Calgary	Secretary II		22.22	23.82	25.48						
A1		MER- AMHB	Secretary I		19.01	22.09							
A1		MER- RDRH	Secretary I		17.35	19.28	20.12	21.21					
1.3		MER	Secretary I		18.26	20.19							
B1		MER – Aspen	Secretary		18.08	18.65	19.22	19.82	20.41	21.04			
B1		MER – Peace	Secretary I		18.08	18.65	19.22	19.82	20.41	21.04			
1.4		MER	Secretary II Main		20.29	22.27							
		MER - AMHB	Secretary II		20.06	23.16							
E1		MER - RDRH	Secretary II		18.15	20.19	20.99	22.21					
		ACB	Administrative Assistant III		21.76	22.63	23.53	24.47	25.44	26.46			
CUPE		Palliser	Secretary I		17.39	19.23							
CUPE		Palliser	Secretary II		19.32	21.21							
CUPE		Chinook	Secretary I		17.63	19.47							
CUPE		Chinook	Secretary II		19.57	21.48							
CEP		Northern Lights	Secretary II		21.54	22.19	22.68	23.22	23.85				
CEP		Northern Lights	Clerk II		21.54	22.19	22.68	23.22	23.85				
CEP		Northern Lights	Secretary		22.50	23.43	24.33	25.26	26.22				
CEP		Northern Lights	Secretary III	22.50	23.43	24.33	25.26	26.22					
CEP	Northern Lights	Clerk III	22.50	23.43	24.33	25.26	26.22						
AUPE	AADAC	Admin Assistant II	19.48	20.19	20.89	21.64	22.45	23.30	24.16				
	Secretary II	Receiving Agreement	Secretary II	April 1/10	23.76	24.71	25.69	26.71	27.78	28.89			
C5		Calgary	Secretary III		23.44	25.63	27.83						
1.5		MER	Secretary III Main		21.22	23.32							
		ACB	Administrative Assistant IV		23.76	24.71	25.69	26.71	27.78	28.89			
CUPE		Palliser	Secretary III		20.21	22.20							
CUPE		Palliser	Admin Support IV		20.21	22.20							
CUPE		Chinook	Secretary III		20.48	22.49							
CEP		Northern Lights	Administrative Assistant		24.30	25.69	27.12	28.51	29.93				
AUPE		AADAC	Administrative Assistant III		20.19	20.89	21.64	22.45	23.30	24.16	25.02		
AUPE		AADAC	Administrative Assistant IV	22.13	22.91	23.78	24.61	25.53	26.49	27.44			

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Pharmacy Assistant	Receiving Agreement	Pharmacy Assistant	April 1/10	17.36	17.99	18.65	19.27	19.93			
G4		Calgary	Pharmacy Assistant		18.36	19.99						
4.2		MER	Pharmacy Assistant		16.83	17.72	18.28	18.88	19.45	19.92		
G3		ACB	Senior Aide Pharmacy		17.96	19.58						
CUPE		Palliser	Pharmacy Assistant		18.28	18.94	19.54	20.15	20.81			
CUPE		Chinook	Pharmacy Assistant		17.36	18.20	18.74	19.31	19.86			
	Stores I	Receiving Agreement	Stores I	April 1/10	18.71	20.90						
MS1		Calgary	Stores Attendant		18.95	20.57						
5.3		MER	Stores Attendant		19.03	21.06						
G4		ACB	Stores Attendant		18.90	21.09						
CUPE		Palliser	Stores Attendant		18.14	20.05						
CUPE		Chinook	Stores Attendant		18.36	20.32						
CEP		Northern Lights	Stores Attendant		19.03	21.04						
	Stores II	Receiving Agreement	Stores II	April 1/10	20.82	22.90						
		MER (Peace)	Working Leader		19.99	22.05						
		Calgary	Senior Stores Attendant		20.07	22.00						
		ACB	Materials Coordinator		21.02	23.12						
CUPE		Palliser	Sr. Stores Attendant		20.00	22.09						
CUPE		Chinook	Sr. Stores Attendant		20.27	22.39						
CEP		Northern Lights	Sr. Stores Attendant		20.00	23.17						
SU6	Purchasing Assistant	Receiving Agreement	Purchasing Assistant	April 1/10	23.67	26.42						
CUPE		Palliser	Purchasing Assistant		23.11	25.51						
CUPE		Chinook	Purchasing Assistant		23.39	25.84						
	Stores Specialist	New Receiving Agreement Classification	Stores Specialist (PiO)	April 1/10	24.01	26.37						
		ACB	Stores Supervisor		24.01	26.37						
SU7	Buyer	Receiving Agreement	Buyer	April 1/10	30.96	34.24						
AUPE		MER	Buyer (MER-Peace)		27.11	30.12						
		Calgary	Buyer		29.27	32.33	35.33					
CUPE		Palliser	Purchasing Agent		28.70	31.62						
	Therapy Aide	Receiving Agreement	Therapy Aide	15.61	17.63	18.14	18.65	19.16	19.67			
T1		Calgary	Therapy Aide		15.72	16.56	17.09	17.63	18.18	18.60		
T1A		Calgary	Therapy Aide (with course)		16.18	17.02	17.57	18.09	18.65	19.19		
4.1		MER	Therapy Aide (without course)		16.19	17.05	17.60	18.15	18.72	19.17		

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
			main body)									
4.3		MER	Therapy Aide (with course main body)		16.68	17.20	17.92	18.49	19.17	19.74		
AUPE		MER- Aspen	Therapy Aide (without course Aspen)		15.61	16.44	16.97	17.46	18.05	18.47	18.99	
AUPE		MER - Aspen	Therapy Aide (w course Aspen)		15.61	16.44	16.97	17.46	18.05	18.47	18.99	19.58
		MER - Aspen	Early Intervention Program Aide (with course)		15.61	16.44	16.97	17.46	18.05	18.47	18.99	19.58
		MER – Aspen	Early Intervention Program Aide (without course)		15.61	16.44	16.97	17.46	18.05	18.47	18.99	
AUPE		MER	Therapy Aide (Barrhead & Keir)		16.98	17.56	18.10	18.67	19.23	19.81		
AUPE		MER – Peace	Speech Language Aide (without course)		15.61	16.44	16.97	17.46	18.05	18.47	18.99	
		MER - Peace	Rehab Aid (without course)		15.61	16.44	16.97	17.46	18.05	18.47	18.99	
CUPE		Palliser	Therapy Aide		16.03	16.87	17.42	17.97	18.51	18.97		
CUPE		Chinook	Therapy Aide		15.93	16.76	17.33	17.84	18.43			
CEP		Northern Lights	Therapy Aide (w/o course)		16.52	17.38	17.92	18.49	19.08	19.54		
CEP		Northern Lights	Therapy Aide (w/o course)		17.00	17.55	18.28	18.82	19.54	20.13		
		Receiving Agreement	Technical Attendant		20.82	22.93						
G5		ACB	Rehab Assistant		20.97	22.83						
	Technical Attendant	MER	Rehabilitation Assistant	April 1/10	20.34	21.21	22.05	22.92	23.79	24.62		
		MER	Early Childhood Development Assistant		20.34	21.21	22.05	22.92	23.79	24.62		
CUPE		Chinook	Therapy Assistant		20.50	21.36	22.23	23.09	24.05			
CEP		Northern Lights	Therapy Assistant		21.23	22.12	23.01	23.91	24.91	25.76		
		New Classification in Receiving Agreement	Activities Convenor		19.31	20.13	20.96	21.77	22.61	23.37		
T3	Activities Convenor	Calgary	Activities Convenor	April 1/10	19.30	20.13	20.94	21.76	22.61	23.36		
C4		MER - DTHR	Activities Convenor		19.31	20.13	20.96	21.77	22.61	23.37		
C4		MER – East Central	Activities Convenor		19.31	20.13	20.96	21.77	22.61	23.37		
CUPE		Palliser	Activities Convenor		20.24	21.08	21.93	22.79	23.73	24.54		

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Web Administrator	Receiving Agreement New Classification	Web Administrator	April 1/10	22.87	25.05	27.26					
		Calgary	Web Administrator		22.87	25.05	27.26					
	Systems Coordinator	Receiving Agreement New Classification	Systems Coordinator	April 1/10	23.44	25.63	27.83					
		Calgary	Systems Coordinator		23.44	25.63	27.83					
T12	Graphic Designer	Receiving Agreement	Graphic Designer	April 1/10	21.89	22.90	23.82	26.21	27.44	28.78		
		Calgary	Multi Media Producer		23.66	26.11						
AUPE		AADAC	Graphic Designer	Jan 1/10	24.11	25.11	26.18	27.22	28.36	29.71	31.08	32.47
	Maintenance Worker I	Receiving Agreement	Maintenance Worker I	April 1/10	19.91	21.68						
M1		Calgary	Maintenance Worker I		19.91	21.67						
AU6.1		MER	Maintenance Worker I		18.38	20.36						
AUPE		ACB	Maintenance Worker I (delete - vacant)									
CUPE		Palliser	Maintenance Worker I		16.73	18.50						
CUPE		Chinook	Maintenance Worker I		16.95	18.74						
CEP		Northern Lights	Maintenance Worker I		18.74	20.74						
	Maintenance Worker II	Receiving Agreement	Maintenance Worker II	April 1/10	22.53	24.60						
M2		Calgary	Maintenance Worker II		22.53	24.60						
6.2		MER	Maintenance Worker II		21.34	23.56						
CUPE		Palliser	Maintenance Worker II		19.39	21.42						
CUPE		Chinook	Maintenance Worker II		19.65	21.70						
CUPE		Chinook	Maintenance Worker II (with 5 th class Power Engineer cert)		20.75	22.81						
CEP		Northern Lights	Maintenance Worker II		21.74	24.01						
	Maintenance Worker III	Receiving Agreement	Maintenance Worker III	April 1/10	26.06	28.41						
M3		Calgary	Maintenance Worker III		26.06	28.41						
6.3		MER	Maintenance Worker III		25.77	28.28						
		MER (AMHB)	Utility Worker III		26.10	28.70						
		ACB	Maintenance Worker III		25.64	27.93						
CUPE		Palliser	Maintenance Worker III		23.43	25.72						
CUPE		Chinook	Maintenance Worker III		23.74	26.07						
CEP		Northern Lights	Maintenance Worker III		25.96	28.50						

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Nurseryman	Receiving Agreement	Nurseryman	April 1/10	26.53	29.04						
H		MER	Horticulture Specialist (DT)		25.77	28.28						
A6		MER(AMHB	Gardener (AMHB)		22.68	25.26						
AUPE		ACB	Gardener I (delete - vacant)									
CUPE		Palliser	Head Gardener		25.66	28.19						
	Maintenance Worker IV	Receiving Agreement	Maintenance Worker IV	April 1/10	27.70	30.20						
M4		Calgary	Maintenance Worker IV		27.69	30.20						
		MER	Maintenance Worker IV		28.22	31.00						
CUPE		Palliser	Maintenance Worker IV		25.66	28.19						
CUPE		Chinook	Maintenance Worker IV		25.99	28.56						
	Power Engineer 4 th Class	Receiving Agreement	Power Engineer 4 th Class	April 1/10	29.07	31.49						
E1		Calgary	4 th Class Engineer		29.07	31.50						
8.1		MER	Power Engineer 4 th Class		26.24	28.80						
CUPE		Palliser	Power Engineer 4 th Class		23.43	25.72						
CUPE		Chinook	Power Engineer 4 th Class		26.25	28.61						
	Draftsperson	Receiving Agreement	Draftsperson	April 1/10	28.70	31.47						
H		MER (DTHR)	Facilities Drawing Technician		24.51	26.94						
CUPE		Palliser	Draftsperson		24.51	26.95						
	Locksmith	Receiving Agreement	Locksmith	April 1/10	28.72	31.96						
		Calgary	Locksmith		29.51	32.38						
	Painter	Receiving Agreement	Painter	April 1/10	29.51	32.38						
7.2		MER	Painter		29.41	31.93						
CUPE		Palliser	Painter		27.76	30.15						
		ACB	Painter		32.26	34.86						
CUPE		Chinook	Painter		28.12	30.52						
	Mechanic	Receiving Agreement New Classification	Mechanic	April 1/10	30.66	33.54						
		Calgary	Mechanic		30.66	33.54						
	Welder	Receiving Agreement New Classification	Welder	April 1/10	33.54	36.40						
		Calgary	Welder		33.54	36.40						
		Chinook	Welder		30.67	33.31						
M17	Mechanic/ Welder	Receiving Agreement	Mechanic/Welder	April 1/10	35.86	38.72						
CUPE		Palliser	Mechanic/Welder		29.18	31.79						

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Carpenter	Receiving Agreement	Carpenter	April 1/10	30.95	33.66						
TR1		Calgary	Carpenter		30.66	33.54						
7.5		MER	Carpenter		30.92	33.69						
		ACB	Carpenter		34.05	36.79						
CUPE		Palliser	Carpenter		29.18	31.79						
CUPE		Chinook	Carpenter		30.67	33.31						
	Power Engineer 3 rd Class	Receiving Agreement	Power Engineer 3 rd Class	April 1/10	31/46	34.09						
E2		Calgary	3 rd Class Engineer		31.04	34.10						
AUPE		MER	Power Engineer 3 rd Class		29.13	31.99						
CUPE		Palliser	Power Engineer 3 rd Class		31.51	34.09						
CUPE		Chinook	Power Engineer 3 rd Class		29.57	32.20						
	Instrumentation Technician I	Receiving Agreement New Classification	Instrument Tech	April 1/10	33.61	36.68						
		Calgary	Instrument Tech I (Mechanic)		32.38	35.25						
	Sheet Metal Worker	Receiving Agreement New Classification	Sheet Metal Worker	April 1/10	33.54	36.40						
		Calgary	Sheet Metal Worker		33.54	36.40						
	Mechanical Services Technician	Receiving Agreement New Classification	Mechanical Service Technician	April 1/10	32.38	35.25						
		Calgary	Mechanical Service Technician		32.38	35.25						
	Instrument Tech II	Receiving Agreement New Classification	Instrument Tech II	April 1/10	34.69	37.56						
		Calgary	Instrument Tech II		34.69	37.56						
	Millwright	Receiving Agreement New Classification	Millwright	April 1/10	34.69	37.56						
CUPE		Palliser	Millwright		27.77	30.27						
		Chinook	Millwright		30.67	33.31						
M07	Instrument Tech I (Mechanic)	Receiving Agreement	Instrument Tech I (Mechanic)	April 1/10	32.38	35.25						
CUPE		Chinook	Instrument Mechanic		30.67	33.31						
M07	Sheet Metal Worker	Receiving Agreement	Sheet Metal Worker	April 1/10	33.54	36.40						
CUPE		Palliser	Sheet Metal Worker		30.58	33.35						
CUPE		Chinook	Sheet Metal Worker		30.67	33.31						

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Electronics Technologist I	Receiving Agreement	Electronics Technologist I	April 1/10	34.81	37.51						
TR5		Calgary	Electronic Tech II		34.69	37.56						
CUPE		Palliser	Electronics Tech I		25.31	27.51						
	Electrician	Receiving Agreement	Electrician	April 1/10	35.86	38.72						
AUPE		Calgary	Electrician		35.86	38.72						
7.7		MER	Electrician		33.61	36.68						
		ACB	Electrician		35.86	38.72						
CUPE		Palliser	Electrician		30.58	33.35						
CUPE		Chinook	Electrician		30.67	33.31						
		Machinist Technician	Receiving Agreement New Classification		Machinist Technician	April 1/10	35.86	38.72				
	ACB		Machinist Technician	35.86	38.72							
	Electronics Technologist II	Receiving Agreement	Electronics Technologist II	April 1/10	35.86	38.72						
AUPE		Calgary	Electronic Tech III (delete - vacant)		36.39	40.10						
		ACB	Electronics Technician		35.86	38.72						
CUPE		Palliser	Electronics Tech II		27.76	30.15						
	Instrument Tech III	Receiving Agreement New Classification	Instrument Tech II	April 1/10	36.39	40.10						
		Calgary	Instrument Tech II		36.39	40.10						
	Plumber/ Steamfitter	Receiving Agreement	Plumber/Steamfitter	April 1/10	35.86	38.72						
TR5		Calgary	Plumber/Steamfitter		35.86	38.72						
7.7		MER	Plumber/Steamfitter		33.61	36.68						
		ACB	Plumber/Steamfitter		35.86	38.72						
CUPE		Palliser	Plumber/Steamfitter		30.58	33.35						
CUPE		Chinook	Plumber/Steamfitter		30.67	33.31						
	Refrigeration Mechanic	Receiving Agreement	Refrigeration Mechanic	April 1/10	35.86	38.72						
TR5		Calgary	Refrigeration Mechanic		35.86	38.72						
7.6		MER	Refrigeration and Air Conditioning Mechanic		32.10	34.97						
CUPE		Palliser	Refrigeration & Air Conditioning		29.18	31.79						
CUPE		Chinook	Refrigeration & Air Conditioning		30.67	33.31						

Pay Grade	Classification	Location	Title	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	
	Power Engineer 2 nd Class	Receiving Agreement	Power Engineer 2 nd Class	April 1/10	36.42	39.59							
AUPE		Calgary	2 nd Class Engineer (delete - vacant)										
AUPE		MER	Power Engineer 2nd Class (delete - vacant)										
CUPE		Palliser	Power Engineer 2 nd Class		32.90	35.83							
CUPE		Palliser	Chief Engineer		37.91	40.37							
	Maintenance Planner	Receiving Agreement	Maintenance Planner	April 1/10	36.74	39.69							
Aa6		MER AMHB	Maintenance Planner		34.76	38.58							
	Power Plant Coordinator	Receiving Agreement	Power Plant Coordinator	April 1/10	38.49	42.42							
		Calgary	Plant Operator		41.06	45.16							

Note:

- Classifications have been assigned to a Classification in the Receiving Agreement based on a preliminary review of the job duties to the job profile of the Receiving Agreement classifications, and/or by matching rates of pay. These classification allocations may be subject to change following a more complete review of the positions
- * Calgary Temp Market Adjustment

Temporary Holding Classifications - Local Conditions

FORMER CHINOOK HEALTH REGION

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Food Services Group		Food Services Attendant	April 1/10	17.03	18.64						
	CUPE	Food Services Aide		15.82	17.21						
	CUPE	Food Services Cashier		16.61	18.38						
Cleaning Group		Laundry Worker II	April 1/10	17.03	18.64						
		Sewing Operator		17.03	18.64						
		Laundry Worker III		18.09	19.78						
		Working Leader		19.30	21.28						
		Senior Leader		20.27	22.39						
Clerical Group		Receptionist	April 1/10	16.76	18.54						
		Typist I		16.76	18.54						
		Typist II		17.63	19.47						
		Typist III		19.57	21.48						
		Data Entry Operator		19.57	21.48						
		Medical Library Assistant		19.57	21.48						
		Senior Switchboard Operator		20.48	22.49						
		Administrative Support III		17.63	19.47						
		Administrative Support		19.57	21.48						
Material & Supply Management Group		Waste Attendant	April 1/10	17.03	18.74						
		Printing Services Operator		20.27	22.39						
		Porter		17.03	18.64						
Medical Support Group		Ophthalmic Technician	April 1/10	17.92	18.60	19.30	19.96	20.65			
		Audio Technician		15.49	16.07	16.67	17.24	17.84			
		Volunteer Coordinator		20.50	21.36	22.23	23.09	24.05			
		Community Health Representative		23.08	23.85	24.61	25.44	26.29	27.15		
Engineering, Maintenance & Journeyman Trades		Power Engineer 5th Class	April 1/10	21.69	23.88						
		Facility Operator		22.80	24.98						
		Commercial Water Treatment Technician		25.99	28.56						
		Mechanic		30.67	33.31						

FORMER PALLISER HEALTH REGION

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Clerical	1.1	Clerk Junior	April 1/10	15.56	17.03						
	1.4	Data Entry Operator									
	1.4	Typist III									
	1.6	Accounting Clerk		21.19	23.30						
	1.6	Communications Assistant		21.19	23.30						
		Clerk III		19.32	21.21						
Food & Nutrition Services	2.6	Cook III	April 1/10	21.38	23.59						
	2.6	Baker		21.38	23.59						
Cleaning Group	3.2	Sewing Operator	April 1/10	16.33	17.86						
	3.3	Laundry Worker III									
	3.4	Working Leader		18.50	20.40						
	3.5	Senior Leader		19.41	21.44						
		Housekeeping Worker		16.38	17.86						
Medical Support Group	4.4	Pathology Assistant	April 1/10	20.24	21.08	21.93	22.79	23.73	24.54		
	4.4	OR Technician		20.24	21.08	21.93	22.79	23.73	24.54		
	4.4	Intake Worker		20.24	21.08	21.93	22.79	23.73	24.54		
	4.4	Volunteer Coordinator		20.24	21.08	21.93	22.79	23.73	24.54		
	4.5	Home Support Coordinator		21.44	22.47	23.55	24.67	25.85	27.09		
		Therapy Assistant		20.24	21.08	21.93	22.79	23.73	24.54		
		Audio Technician		20.24	21.08	21.93	22.79	23.73	24.54		
Tech Support Group	5.1	Computer Operator	April 1/10	20.00	22.09						
	5.2	Technical Analyst I		22.38	25.72	26.31	26.54				
	5.3	Technical Analyst II		27.42	28.32	29.22	30.13				
	5.4	Applications Analyst		34.97	36.12	37.28	38.41				
	5.4	Regional Network Technician		34.97	36.12	37.28	38.41				
	5.4	Info Security Analyst		34.97	36.12	37.28	38.41				
	5.4	Team Leader Service Desk		34.97	36.12	37.28	38.41				
	5.4	Database Technician		34.97	36.12	37.28	38.41				
	5.5	Clinical Applications Analyst II		38.79	40.07	41.34	42.62				
	5.6	Database Coordinator		44.23	46.24	48.30	50.26				
	5.6	Applications Coordinator		44.23	46.24	48.30	50.26				
	5.6	Regional Network Coordinator		44.23	46.24	48.30	50.26				
Materials and Supply Group	6.3	Printing Assistant	April 1/10	17.24	19.07						
	6.5	Printing Services Operator		20.00	22.09						
	6.2	Porter		16.82	18.40						

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Power Engineer Group	8.4	Chief Engineer	April 1/10								
Cleaning Group		Laundry Worker	April 1/10	16.38	17.86						
Trades	9.5	Millwright	April 1/10	27.77	30.27						
	9.7	Electronics Tech III		30.58	33.35						
	9.7	Instrument Mechanic		30.58	33.35						
	9.7	Sheet Metal Worker		30.58	33.35						
	9.7	Carpenter II		30.58	33.35						

FORMER CALGARY HEALTH REGION

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Food & Nutrition Services	FS1	Food Service Attendant Food Service Aide Aide I	April 1/10	15.90	17.28						
	FS2	Aide II		16.10	17.56						
	FS3	Food Service Worker Institutional Service Worker I		16.75	18.28						
Technical	T2	Recreation Aide	April 1/10	18.75	19.55	20.32	21.11	21.86			
	T5	Therapy Assistant Occupational Therapy Woodworker Surgical Processor		20.33	21.22	22.05	22.92	23.79	24.61		
	T6	Sr. Surgical Processor Surgical Processor Working Supervisor		21.35	23.79	24.51	25.23	26.00	26.78		
Clerical	C1	Clerk I	April 1/10	18.09	19.61	21.17					
	C2	Receptionist III Clerk II		18.98	20.57	22.17					
	C4	Admin Support IV (delete – vacant)									
	C6	Secretary IV		24.34	27.41	30.45					
	MSI	Porter		17.80	19.41						
Financial Services	F1	Financial Clerk	April 1/10	18.08	19.60	21.11					
	F3	Buyer Assistant (delete -vacant)		23.67	26.42						
	F4	Financial Accountant		26.66	29.39	32.14					
	F5	Financial Analyst		29.27	32.33	35.33					

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	F6	Sr Financial Analyst		35.35	39.07	42.78					
		Purchasing Assistant - Banff		22.22	24.43	26.64					
Security	SC1	Security Officers	April 1/10	25.08	26.94	28.83	30.69				
Trades	TR1	Painter	April 1/10	29.51	32.38						
	TR5	Millwright		34.69	37.56						

FORMER NORTHERN LIGHTS HEALTH REGION

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Admin Support		LRC Clerk	April 1/10	21.54	22.19	22.68	23.22	23.85			
		Finance Clerk		24.30	25.69	27.12	28.51	29.93			
		Payroll Clerk		24.30	25.69	27.12	28.51	29.93			
		Accounting Clerk		24.30	25.69	27.12	28.51	29.93			
		Finance Associate I		26.54	28.08	29.66	31.17	32.73			
		Finance Associate II		27.96	29.57	31.22	32.82	34.47			
Cleaning Group		Working Leader	April 1/10	19.78	21.82						
		Senior Leader		20.78	22.94						
		Laundry Worker II		17.66	18.74						
Security Group		Security Officers	April 1/10	28.05	29.16	30.33	31.53	32.80			
		Security Supervisors		41.10	42.41	43.72	45.03	46.39			
Food Services Group		Cook's Assistant	April 1/10	17.46	19.12						

SALARY SCHEDULE – FORMER AADAC

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Secretarial		Administrative Officer I	Jan 1/10	24.61	25.63	26.69	27.82	29.05	30.39	31.79	
General Services		Accountant I	Jan 1/10	24.61	25.63	26.69	27.82	29.05	30.39	31.79	
	AUPE	Admin Assistant V		24.16	25.02	25.91	26.87	27.88	28.93	29.90	
Medical Support Group	AUPE	Addictions Counsellor I	Jan 1/10	26.34	27.28	28.39	29.68	30.92	32.27	33.72	
Administrative and Program Services	AUPE	Writer/Editor	Jan 1/10	27.22	28.36	29.71	31.08	32.47	34.02	25.55	

SALARY SCHEDULE – FORMER ALBERTA CANCER BOARD

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Trades	ACB	Machinist	April 1/10								
General Service	GSS01C	Aide I – Radiopharm	April 1/10	16.40	17.89						
	GSS01D	Aide I - Radiobiology									
	GSS03A	Porter		17.96	19.58						
	GSS02A	Dietary Aide II		16.08	17.57						
	GSS03D	Dietary Attendant		16.76	18.28						
	TEC03B	Radiology Assistant		21.02	23.15						
	ACB	Maintenance Worker II		25.16	27.44						

MAIN SALARY SCHEDULE – FORMER MULTI EMPLOYER
(Affecting Former David Thompson Health Region, East Central Health Aspen Regional Health and Peace Country)

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Clerical	1.2	Receptionist	April 1/10	17.39	19.20						
Food Services	2.1	Food Service Worker	April 1/10	15.72	17.20	18.74					
	2.2	Food Service Cashier		16.72	18.48						
Medical Support	4.7	Therapy Assistant	April 1/10	20.84	21.74	22.59	23.46	24.43	25.26		
	4.5	Laboratory Assistant		20.77	21.61	22.49	23.39	24.34	24.98		
Materials and Supply Management	5.4	Senior Stores Attendant	April 1/10	20.99	23.17						
	5.1	Service Worker		16.19	17.72	19.30					
	5.2	Porter		17.66	19.30						
	5.3	Driver		19.03	21.06						
	5.5	Purchasing Assistant		24.26	26.80						
Trades	7.1	Electronics Tech I	April 1/10	27.83	30.26						
	7.3	Electronics Tech II		30.52	33.13						
	7.4	Mechanic/Welder		30.54	33.32						
	7.4	Millwright		30.54	33.32						
	7.7	Electronics Tech III		33.61	36.68						
	7.7	Plumber		33.61	36.68						
	7.7	Instrument Mechanic		33.61	36.68						

**FORMER DAVID THOMPSON HEALTH REGION
SUPPLEMENTARY SALARY SCHEDULE**

From Previous Alberta Mental Health Board - Alberta Hospital Ponoka Collective Agreement

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Clerical		PC Support	April 1/10	25.54	26.43	27.33	28.31	29.30			
		Media Producer	April 1/10	26.63	27.56	28.53	29.54	30.57	31.69	32.82	33.86
Food Services		Food Services Stockkeeper (delete – vacant)	April 1/10								
Cleaning		Garment Worker I (delete – vacant)	April 1/10								
Maintenance		Operations Tech	April 1/10	28.81	31.62						
		Working Supervisor – Maintenance – (delete – vacant)	April 1/10								

From Previous Alberta Mental Health Board - Clinics Collective Agreement

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Materials and Supply Management		Print Services Operator	April 1/10	20.99	23.17						

From Previous Multi-Employer/CUPE (GSS) Facility Collective Agreement - at Wetaskiwin Hospital and Care Centre

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Materials and Supply Management		Printing Assistant	April 1/10	18.09	20.00						
		Press Operator (delete – vacant)	April 1/10								
Medical Support		Speech Assistant (delete – vacant)	April 1/10								
Others		Accounting Technician	April 1/10	23.54	25.11	26.52	27.94	29.35	31.35		
		Financial Analyst	April 1/10	31.94	33.55	34.99	36.40	37.83	39.92		
		Applications Support I	April 1/10	25.73	26.62	27.55					
		Applications Support II	April 1/10	28.31	29.31	30.33					

From Previous Health Authority 5/HSAA Community

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
		Securities Officer I	April 1/10	21.45	22.89	24.32	25.76	27.17	28.61		

From Previous Multi-Employer Community Support

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Clerical	F1	Clerk Receptionist	April 1/10	15.68	16.17	18.80					

**FORMER EAST CENTRAL HEALTH
SUPPLEMENTARY SALARY SCHEDULE**

From Previous Alberta Mental Health Board - Clinics Collective Agreement

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Clerical		Admin Support Worker IV (delete vacant)	April 1/10								
		Admin Support Worker V (delete – vacant)	April 1/10								

From Previous Multi-Employer/AUPE (Community Support) Collective Agreement

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Medical Support		Health Promotion Programmer	April 1/10	22.63	23.36	24.11	24.93	25.75	26.60		

**FORMER ASPEN REGIONAL HEALTH
SUPPLEMENTARY SALARY SCHEDULE**

From Previous Multi-Employer/AUPE (Community) Support Collective Agreement

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Clerical		Clerk/Receptionist	April 1/10	15.67	16.15	16.65	17.18	17.72	18.25		
Medical Support		Speech Assistant (Delete – vacant)	April 1/10	20.34	21.21	22.05	22.92	23.79	24.62		
		Therapy Attendant		19.31	20.13	20.96	21.77	22.61	23.37		

From Previous Multi-Employer/AUPE (GSS) Facility Collective Agreement

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Materials and Supply Management		Print Services Operator	April 1/10	20.99	23.17						

**FORMER PEACE COUNTRY HEALTH
SUPPLEMENTARY SALARY SCHEDULE**

From Previous Multi-Employer/AUPE (GSS) Facility Collective Agreement - Addendum #1 - Local Conditions Applicable to Peace Country Health - Queen Elizabeth II Hospital

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Clerical		Computer Operator	April 1/10	20.59	22.73						

From Previous Alberta Mental Health Board Clinics

Group	Pay Grade	Classification	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Medical Support	4	Therapy Assistant	April 1/10	20.03	20.84	21.68	22.52	23.35			

Note: Classifications assigned to the “Temporary Holding Classifications – Local Conditions are being reviewed , and decisions relating to placement into the Main Salary Schedule will be made as the reviews are complete

APPENDIX A

Bargaining Units

This Collective Agreement applies to the following: (the names that appear below in no way alter or affect the application, jurisdiction, description or legal name that appears in the Alberta Labour Relations Board certificate during bargaining units)

- Local 54
- Local 56
- Local 57
- Local 95