COLLECTIVE AGREEMENT

Between

THE UNIVERSITY OF WESTERN ONTARIO

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PREAMBLE

.01 Whereas it is the desire of both parties to this Agreement:

- to show each to the other a spirit of mutual trust and understanding and to willingly cooperate with each other in the fullest sense,

- to maintain and improve the existing harmonious relations and settled conditions of employment,

- to promote the morale, wellbeing and security of all members in the bargaining unit,

- to encourage efficiency in operation, and

- to secure prompt and equitable disposition of grievances arising out of the administration of this Agreement.

.02 Where the singular is used in this agreement, it shall be considered as if the plural has been used where the context or the party or parties hereto so require.

(c) Part Time Employee:

Employed by the Hospitality Services Department persons regularly employed for not more than twenty-four (24) hours per week.

Clarity Note: Those in a work study bursary program are not employees of Hospitality Services Department and are not included in the bargaining unit.

.04 An employee shall be considered a probationary employee until they have completed 600 hours of work in any of the classifications found in Appendix A, after which the employee’s name shall be placed on the seniority list mentioned in Article 11 Tc 0.0e(s)9. 7 (n)16.2 (ed)5.3

Article 27 – Holidays, except .01, .03, .09,.10
Article 28 – Jury or Witness Duty Pay
Article 29 – Leave of Absence
Article 30 – Sick Leave
Article 33 – Staff Benefits, except Employee Assistance Plan
Article 36 – Christmas Designated Days

05. Whenever the total number of members employed in the classification of Chef, Assistant Chef or Supervisor is permanently reduced the employer will fully discuss the rationale for the change with the Union.

ARTICLE 3 – DISCRIMINATION AND HARASSMENT

.01 The Employer and the Union are committed to a working and learning environment that allows for full and free participation of all members of the institutional community. Discriminatitr Tc 0Tj-r22 (m38v.3
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.14 An Employee who is disciplined as the result of any investigation into alleged Harassment or Discrimination shall have the right to grieve such discipline under Article 15 – Grievance Procedure.

ARTICLE 4 – STRIKE OR LOCK-OUT

.01 The Union agrees that there will be no strike and the Employer agrees that there will be no lockout during the term of this agreement.

.02 Members have the right to decline to perform the normal duties of

.03 The Employer agrees to recognize fourteen (14) stewards and the Lead Steward for the purpose of assisting members in presenting grievances to the Employer as set forth in this Agreement. These stewards, who will be elected or appointed from amongst the members in the bargaining unit, will each represent a segment of the bargaining unit.

.04 It is understood and agreed that a steward has their regular duties as an employee to perform and that if it is necessary to investigate a grievance or attend a grievance hearing during working hours, the steward will not leave their work without first obtaining the permission of their Supervisor which shall not be unreasonably withheld. The steward shall report again to their Supervisor at the time of their return to work.

.05 The Union shall notify the Employer in writing of the names of the stewards, and elected officers of the Union and the effective dates of their elections or appointments.

.06 Terms of Reference for Union-Management Relations Committee

(a) The Union-Management Relations Committee will serve to:

- administer the terms of the Agreement between CUPE Local 2692 and the University
- address matters outside the Agreement which are of mutual concern.

(b) Membership will consist of:

For the University

Director, Human Resources (Staff Relations) or designate
Associate Vice-President, Housing & Ancillary Services
Director, Hospitality Services
Associate Director - Hospitality Services, Campus Eateries & Catering
Associate Director - Hospitality Services, Residence Dining

Executive Committee Members For the Union

President

.08 The Lead Steward of the Local or their designate will be allowed eight (8) hours per week to perform union business during working hours. This will cover such areas as looking after complaints and grievances, attending to the safety duties of their stewards etc. This should be scheduled in advance with their Supervisor, whenever possible and always recorded daily.

.09 The President and Lead Stec -0.018 Tw 1 0 Td 0.0a05[T)-3.B16.1 (e)-3

.03 All performance records that may be used for disciplinary purposes will be considered void after a period of two years has lapsed, provided no further disciplinary action of any nature occurs during that period.

.04 The Employer will provide the Union, upon request with the work schedules, time sheets and daily on-call sheets for all bargaining unit employees.

ARTICLE 8 – UNION SECURITY

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ARTICLE 9 – MEETINGS

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of any disability provided the employee returns to work, in either a full or partial capacity. Whether or not the employee returns to work, accrued Seniority and Service shall be maintained after twenty-four (24) months of disability.

.06 Notwithstanding 11.05, Seniority and Service shall continue to accrue, and deemed to have accrued, during the course of any parental or pregnancy leave, apprenticeship leave, suspensions, union leave, bereavement leave, compassionate leave, jury duty, publ

(d) All persons displaced in the above process will be informed in writing (the posted schedule). The seniority list will be posted on the union bulletin board and/or on the staff website.

(e) Members under the above process who intend to replace another must indicate their intention to do so in writing within two working days after being informed of their impending layoff. The letter of intention must state the name and job classification of the member to be replaced.sthe thi

.03 On the death of employee member, an amount equal to 20 regular shifts in addition to any salary that may pertain to the month of the death, will be paid to the employee’s estate in accordance with the University’s Administrative Policies.

.04 Whenever possible, payment of overtime worked shall be paid as soon as possible but in any case

(d) If there is no employee applicant with the skill, ability and schedules, work weeks shall commence on Sunday and terminate on Saturdays.

.02 During any work day of 7 hours or more, two ten (l0) minute rest periods will be permitted.

.03 It is hereby expressly understood that the provisions of this Article

ARTICLE 15 – GRIEVANCE PROCEDURE

.01 A grievance is defined as an alleged violation of the specific terms of this Agreement. It is agreed that only one grievance concerning an alleged violation will be recognized.

.02 A group grievance may be initiated should more than one member be grieving the same alleged violation. All members affected may sign the grievance but only two grievors may be present at each step of the grievance process. Any agreement under the Grievance Procedure would be applied to all affected members who signed the grievance.

.03 It is the mutual desire of the parties hereto that problems experienced by members shall be addressed as quickly as possible, and it is understood that a member has no grievance until they have given the Unit Manager the first opportunity to address the problem. Following this, should a member wish to discuss the problem with their Steward, they will request the Unit Manager to arrange a meeting between the member and their Steward. Such meeting will take place within three (3) working days. If a written grievance is filed with the Assistant Director, it must be filed within seven days after the circumstances giving rise to the grievance have occurred and shall proceed in the following manner and sequence.

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been violated shall be set out in the grievance. The Assistant Director will deliver their decision in writing within three working days of the hearing to the grievor and the Lead Steward.

Step No. 2

Within three (3) working days of the Assistant Director’s decision under Step No. l, the grievance may be submitted to the Director,

request in writing addressed to the other party. Grievances shall be

ARTICLE 17 – TERMINATION NOTICE

.01 Should the employer terminate a member for redundancy reasons or for cause, other than in extreme cases such as willful misconduct, disobedience or willful neglect of duty, the member will be entitled to a combination of termination notice, and severance pay in accordance with the following schedule:

Period of Employment	Termination Notice	Severance Pay
Under 3 months’ service	None	None
3 months to less than 2 years’ service	Two weeks or 80 hours	None
2 years to less than 5 years' service	Five Weeks or 200 hours	None
5 years or more	One week or 40 hours for each year or 2080 hours of service to a maximum of eight weeks or 320 hours.	One week for each year of service to a maximum of 26 weeks

.02 In extreme cases such as willful misconduct, disobedience or willful neglect of duty, the member will be interviewed and may be suspended from work, with or without pay, the case considered, and then employment may be terminated without prior notice or warning.

ARTICLE 18 – DISCIPLINE, SUSPENSION OR DISCHARGE

.01 In the event that a member is suspended without pay for any reason, the Employer agrees to confirm such suspension in writing to the member and to the Lead Steward of the Union within two (2) working days.

.02 The Union recognizes that it may on occasion be necessary to suspend a member from the work place without a Steward present. If such action is taken the Employer agrees to notify the Union as soon as possible and review this action with the member and the Lead

.02 Subject to .05 below Continuing and Sessional joining the bargaining unit on or after September 1, 1982 earn vacation pay based on the length of continuous service from the date of last hire as set out below:

(a) A member earns vacation at the rate of 6% of salary for each year [illegible]

.07 Sessional employees defined in Article 2, Section .03(b) will not be eligible for vacation time-off as outlined in section .06 above.

* Salary - for the purposes of this Article "salary" will be defined as current earnings.

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those employees who have not satisfied the service requirements in .05 below.

.03 Employees are encouraged to discuss the nature of their ongoing commitment to the University with their Supervisor prior to the initiation of the leave.

.04 Upon return to work, the employee is to return to the same position and salary.

.05 (a) The Employer provides for an unpaid pregnancy leave for employees who have worked for the University for at least 13 weeks of continuous service at the time the leave commences, or as otherwise required by the Employment Standards Act.

(b) The University provides a Supplemental Employment Insurance Benefits (S.E.I.B.) plan for Continuing employees who have worked for the University for at least (1) year as of the probable date of delivery.

.06 A Continuing employee is expected to work for the University for at least six months following the date of their return from their pregnancy leave. Should an employee not satisfy this condition, they will be indebted to the Employer for the sum of the monies paid to them by the Employer during their Pregnancy leave.

.07 Pregnancy leave is a flexible leave for up to seventeen weeks with pay and benefits for Continuing Employees as specified in Section .08 and
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of the employee's salary at the time of the initiation of the leave, not to exceed sixteen weeks, paid by the Employer, provided the employee makes application for and qualifies for S.E.I.B.

(c) A Continuing Employee who qualifies for S.E.I.B. without a waiting period described in clause (a) is entitled, upon commencement of Employment Insurance Benefits, to the difference between 55% of the employee's salary up to the maximum insurable earnings for Employment Insurance and 95% of the employee's salary at the time of the initiation of the leave, not to exceed seventeen weeks, paid by the Employer, provided the employee makes application for and qualifies for S.E.I.B.

(d) In no Case will the Total amount of the S.E.I.B., Employment Insurance gross benefits and any other earnings received by the employee exceed 95% of the employee's salary at the time of the initiation of the leave.

(e) Continuing Employees do not have a right to this payment except for supplementation of Employment Insurance benefits during the unemployment period as specified in this article.

.09 During the period of paid pregnancy leave, the Employer will continue the Continuing Employee on full benefits through regular payroll deductions.

.10 Pregnancy leave may be initiated by that employee at any time within sevelS5s9 (Im)-6.4 (a)A (r)-2.8 (w)-6.4 (i)-3.3 (l)-3.2k2076 Tw 0.076 -1.3 (

.13 Leave in excess of the seventeen-week period, except for medical reasons (see .12 above) may be taken without salary in accordance with the Parental Leave Policy for up to an additional thirty-five (35) weeks and for additional time under Article 29 Leave of Absence.

.14 Vacation entitlement and seniority will continue to accumulate during this leave.

.15 The Employee should make application through their Supervisor for pregnancy leave at least three months in advance of the expected date of delivery (as confirmed by a doctor's certificate).

.16 Sessional and Part Time employees defined in Article 2 will be eligible for Pregnancy Leave in accordance with the provisions of the Employment Standards Act.

ARTICLE 21B – PARENTAL LEAVE

.01 Subject to any requirements for a greater number of weeks by the Employment Standards Act, an employee with thirteen weeks of

ARTICLE 22 – EDUCATIONAL ASSISTANCE

.01 The Educational Assistance plan is established for the purpose of encouraging members to obtain additional education to assist in their career development on their own time and to provide financial assistance to those who do so.

.02 The assistance is available to those members who are on payroll at the beginning and the completion of the course(s) involved. (Course completion date is the last day classes are held or the exam date, whichever is later.)

.03 The course(s) must be related to the present work duties or anticipated career plan for the member within the Employer. A course is defined as a series of academic lectures which culminates in an examination and/or grade being awarded.

(a) For courses taken for credit at The University of Western Ontario, the member will be reimbursed l00% of the equivalent undergraduate tuition fee per course. Tuition fees eligible for payment do not include any supplementary expenses such as books, lab fees or activity fees.

(b) For other courses, reimbursement will be on the basis of the tuition fee and materials fees (except books) of each course to a maximum of the tuition cost of two full undergraduate course in

.05 The Employer may request members to take certain courses of study or seminars which will be advantageous to both the member and to the University itself. In such instances, the Hospitality Services division of the Department of Housing & Ancillary Services will bear the full cost and will grant the employee sufficient time away from normal duties to pursue the course of study.

.06 Provided a member has completed a course for credit at The University of Western Ontario under the Educational Assistance Policy, the tuition fee (excluding activity fee) for all future credit courses at the University of Western Ontario will be paid in advance by the Employer, subject in all cases to all [illegible]

- The student must be under the age of 26 years and enrolled as a full-

ARTICLE 24 – COMPASSIONATE LEAVE

.01 When members require time off because of extra-ordinary or compassionate circumstances (e.g. to attend funerals of friends and non-immediate family, to attend to urgent health needs of their family, to obtain legal counsel) the Employer may give time off to the member provided the member uses accrued vacation or overtime to offset the loss in time or by agreement with the Supervisor makes up the time.

.02 Members will be required to explain the need for such absence and any time off will be limited to those needs which cannot be attended to outside working hours.

.03 An employee may take a Family Medical Leave of absence, without pay, to provide care or support to a seriously ill family member. Such leave shall be taken in accordance with the provisions of the Employment Standards Act, 2000 and arranged with the Unit Manager.

Where an employee requests a leave for the care of sick family members, or for the medical appointment of a family dependent who is unable to travel alone, the employee is eligible to use a floating holiday if eligible, or accrued vacation, or may make mutually agreeable arrangements with the supervisor to make up the time. The employee must make all reasonable efforts to keep such absences from work to a minimum.

ARTICLE 25 – GUARANTEED HOUSING LOAN

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ARTICLE 26 – HEALTH CARE APPOINTMENTS

.01 Whenever possible, members will arrange medical, dental, and Employee Assistance Program appointments at times other than working hours.

.02 When it is not possible to make health care appointments outside working hours, members will arrange their appointments as near as possible to the beginning or end of the work day.

.03 If health care appointments must be made during working hours, the member's immediate supervisor should be notified several days in advance of the appointment if possible.

.04 Appointments for health care will normally be considered leave of absence with pay.

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following the holiday unless any absence is for reason satisfactory to the Employer.

.04 When the President's Day falls on a day which is not normally a

ARTICLE 28 – JURY OR WITNESS DUTY PAY

.01 A member who is subpoenaed for jury or crown witness duty will receive for each day of absence thereof the difference between the member's regular pay computed at the member's base hourly rate and the amount of jury or witness fee received, provided that the member furnishes the Employer with a certificate of service signed by the Clerk of the Court showing the amount of jury or witness fee received.

ARTICLE 29 – LEAVE OF ABSENCE

.01 Subject to the work requirements, the employer may in its discretion, continue to grant leaves of absence without pay to members for legitimate personal reasons.

.02 Vacation is not earned during unpaid leaves of absence longer than 2 weeks.

.03 Subject to the work requirements, the Employer may in its discretion grant a leave of absence with pay for up to two (2) members who are elected or appointed to represent the Union at Divisional and National Conventions of the Canadian Union of Public Employees. The Union agrees to reimburse the Employer for the full cost of wages paid to those members granted leaves under this Section. It is further understood that the total of such leave requests will not exceed twenty (20) working days per member within any twenty-four (24) month period.

.05 Subject to the work requirements, the Employer may in its discretion grant a leave of absence with pay in accordance with the following:-

(a) As a matter of convenience to those persons who are elected to the Executive Committee of the Union, the University agrees to continue payment of wages at the normal rate of pay for the period of time members of the Union Executive Committee are in attendance at regular Union meetings. In consideration of the Employer's action in this regard, the Union agrees to reimburse the Employer for the full cost of the wages paid to members of the Union Executive Committee while in attendance at regular Union meetings upon the receipt of an invoice to be provided to the Treasurer of the Union by the Employer. Nothing in the within clause shall be so interpreted or construed as to require the Employer to pay wages for attendance at regular meetings of the Union held outside the scheduled working hours of a member. If mutually agreeable between the Employer and the member, the member may make up the time.

(b) Further, the University agrees to continue payment of wages at the normal rate of pay for the period of time Stewards are in attendance at regular membership meetings if held during their scheduled working hours and provided the University has received written notification of intent three (3) working days prior to the date of the said meeting. In consideration of the Employer's action in this regard, the Union agrees to reimburse the Employer for the full cost of the wages paid to Stewards while in attendance at regular membership meetings upon the receipt of an invoice to be provided to the Treasurer of the Union by the Employer. Nothing in the within clause shall be so interpreted or construed as to require the Employer to pay wages for attendance at regular membership meetings of the Union held outside the scheduled working hours of a member. If mutually agreeable between the Employer and the member, the member may make up the time.

ARTICLE 30 – SICK LEAVE

.01 Subject to .06 below, members are eligible to receive full salary while absent from work due to illness or injury to a maximum of 15 consecutive weeks, except as described in .01(a) and (b) below.

(a) A member is entitled to the unused portion of the original 15 week

.04 The Employer reserves the right to require medical certification of illness or injury and/or a medical examination by a qualified physician. The Employer may request an additional medical certification of the injury and/or a medical examination by a second qualified physician of the Employer's choice. Any costs associated with the second certification will not be at the member's expense.

(a) In any event, at the beginning of an absence and at regular intervals thereafter (e.g. every two weeks), the member will keep their Supervisor informed of their medical status and tentative return to work date.

(b) At the time of their return to work after each sick leave absence of two weeks or more the member must provide their Supervisor with a physician's note certifying that the member has been in the care of a physician and:

1) that the member is able to return to work on a full time basis without restrictions,

or

2) that the member is able to return to work, with the nature and duration of any work restrictions described.

.05 All WSIB allowances will be received directly by the Employer for the first l5 weeks of sick leave during which time full pay will be given to the member. If the disability continues, WSIB will pay the employee directly.

.06 Vacation is not earned during periods of Long-Term Disability or WSIB benefits beyond the initial sick leave period.

.07 Sessional employees will become eligible for Sick Leave Benefits under this Article in August of each year only if these individuals have returned to work and completed two consecutive weeks of regular scheduled work. Regular scheduled work will include a person on a modified work schedule.

.08 Neither the sick leave benefits nor other components of this Article are available to Sessional employees while on lay-off or during a period for which they would normally be on lay-off.

ARTICLE 31 – CLOTHING

.01 Each member shall be entitled to:

(a) Hospitality Services uniforms shirts when required for replacement (maximum of 3 per year), purchased and supplied by the Employer for a member and laundered by a member; in the years where uniform styles change, the Employer will issue a maximum of 4 per year.

(b) Pants when required for replacement (max uniformaxCi2rm1 ((re)-3 ()

(b) Where non-skid soles are required, the Employer agrees to pay up to $110 annually for the purchase of such shoe and will be paid once a year on or about December 1st.

(c) Sessional as defined in Article 2.03 (b) will be paid up to $50 annually for insoles.

ARTICLE 32 – EMERGENCY CLOSING POLICY

.01 Members will suffer no loss in pay when the University is officially closed for emergency reasons on their regular scheduled day.

.02 In addition to any entitlement under .01 above, members reporting for work when requested under this Article shall receive overtime as defined in Article 14, Section .04

ARTICLE 33 – STAFF BENEFITS

.01 Except as noted below, Employees under this Agreement will be provided with Staff Benefits funded as outlined in Appendix B, and in accordance with the terms in effect at the expiry of the previous contract of the Group Insurance Benefits Contract (Manulife Policy 087220), the Pension Plan for Administrative Staff and the Benefits Booklet as outlined on the Human Resource website.

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- under age 25- and enrolled and in full-time attendance at an accredited educational institution which provides a recognized certificate of accreditation on completion, or
- incapable of self-support due to mental or physical infirmity which began while the Child was covered as the Employee's Dependent.

.02 When a Continuing Employee is on layoff or unpaid leave and the salary is not sufficient to pay the required employee contributions to the benefits programs, the contributions of the employer towards the benefits programs are discontinued. Employees may continue these benefits at full cost to themselves by making appropriate arrangements with the Human Resources Department at the time of layoff or leave.

.03 During periods of Long-Term Disability or WSIB where no salary is being paid by the Employer, all compulsory group insurance and pension benefits in force at the commencement of the sick leave will be continued by the Employer. Employees may continue any voluntary group insurance benefits by making arrangements with the Human Resources Department for payment of those voluntary benefits they wish to continue.

.04 Unless specifically provided for under the Pension Plan for Administrative Staff, Sessional and Part Time Employees will not be covered under this Article. However, Sessional Employees will receive an additional payment of $1.00 per hour for each straight time hour worked in order to cover the benefit differential. This additional payment will not be included for the purpose of computing any premium or overtime payment.

Sessional and Part Time employees may participate in the Pension Plan for Administrative Staff provided they satisfy the eligibility requirements of the Plan.

(a)

in the pension plan and begin contributing to the plan in accordance with the official Pension Plan documents unless the Sessional or Part Time employee informs the University in writing of their irrevocable election to not participate, within 30 days of being enrolled.

(b) **Effective January 1, 2023,** Full-time Employees are required to become a Member of the Plan no later than the first day of any month coinciding with or following the date of employment as a Full-Time Administrative Staff Employee, as a condition of employment.

(c) Contributions to the Pension Plan shall be made for Full-time employees and eligible Sessional and part time employees in accordance with the current official plan documents, namely as follows:

University contributions:

7.5% of Pensionable Earnings if service under 10 years; or

8.0% of Pensionable Earnings if service more than 10 years, but less than 20 years; or

8.5% of Pensionable Earnings if service more than 20 years.

After achieving Normal Retirement Age the following benefits programs for active Continuing employees will cease:

- Long Term Disability
- Basic Life Insurance, Optional Life Insurance, Dependent Life Insurance
- Voluntary Personal Accident Insurance

Employees may elect to convert the amount of life insurance in force as at Normal Retirement Date, up to a maximum of $200,000, to a private policy within 31 days. Premiums for this private policy are 100% paid by the employee. Voluntary Personal Accident Insurance in force may also be converted to a private policy.

.07 Post Retirement Benefits

Continuing Employees who have 10 years of Seniority at their retirement date will be entitled to Extended Health, Dental, Vision Care and Life Insurance Plans in their retirement. The Extended Health, Dental and Vision Care Plans will be the same as is in effect for Retirees as of June 30, 2011. The Life Insurance Plan will be a $15,000 benefit. Out of Country Emergency Travel is provided to retired employees for the first 60 days of each trip and up to a maximum of $200,000 per person per trip.

.08 Effective January 1, 2024, a Health Care Spending Account (HCSA) will be provided for active Continuing employees for the purposes of reimbursement of medical expenses not otherwise covered by the Benefit Plans. Eligible expenses include expenses that qualify for the medical expense tax credit, as defined by the Income Tax Act (Canada) and its Regulations. Each Continuing active employee will be allocated $525 per calendar year (for family coverage) or $300 per calendar year (for single coverage) for their HCSA. Unused funds from the HCSA may be carried forward one calendar year, but not beyond. HCSA allocations remaining unused at the end of the second calendar year will be forfeited.

ARTICLE 34 – CONTRACTING OUT

.01 Should there be "contracting out" of any job covered by the scope of this Agreement in whole or in part during the course of this Agreement, the Employer shall make every effort, consistent with its obligation to operate in an efficient and economical manner, to retain members displaced thereby, by granting such members an opportunity for on-the-job retraining, (as provided for in 04 (i) below if necessary, for available jobs within the bargaining unit and no member will be laid off as an immediate result thereof.)

.02 Ninety (90) days prior to the "contracting out" of any job (in whole or in part) which would result in the lay-off of a member during the course of the agreement, the Employer shall:

(a) provide the union with the economic data related to the "contracting out" and discuss with the union the nature and rationale of the action,

(b) discuss any alternate means of achieving the necessary level of efficiency and economies, and

(c) where possible use attrition to minimize the impact on the employees.

.03 In the event a member is to be laid-off as a direct result of contracting out by the Employer they will receive notice or pay in lieu of notice or combination thereof equivalent to one week for each half year of completed service. This notice would be in addition to that provided in Article 17 - Termination Notice Section .01.

.04 Should a member be placed on a permanent lay off (i.e. leading to termination) the Employer will also provide the following assistance:

(a) if a position is open elsewhere in the bargaining unit at the permanently laid-off member's classification level or lower, the most qualified such member affected, who has the minimum required qualifications, will be offered the position and provided a maximum of four (4) months job-related training.

(b) if a position is open outside the bargaining unit within the Employer, the permanently laid-off member will be given consideration provided the member is qualified to perform duties and responsibilities of that position. Human Resources (Planning and Recruitment) and the hiring Department will be responsible for assessing the qualifications and suitability of the candidate, and

(c) in the event the preceding options are not available, relocation counseling will be provided through Human Resources (Staff Relations) of the University.

ARTICLE 35 - WAGES

.01 The University agrees to pay the wages outlined in Appendix A.

ARTICLE 36 – CHRISTMAS DESIGNATED DAYS

.01 The University will designate between one and three days off during the Christmas period.

.02 Members who are scheduled to work on these designated days will be provided equivalent straight time off for all hours worked.

.03 Members will receive their regular daily scheduled shift for each of designated day unless any absence is for a reason satisfactory to the Employer.

ARTICLE 37 – DURATION

.01 This Agreement covers the period from July 1, 2023 until June 30, 2026 58

In witness whereof, the Parties have executed this Agreement as of the 9th day of June, 2023.

APPENDIX A – SALARY SCHEDULE

Rates Per Hour

Worked Hours required to progress to next level:

1,000 hours for Continuing, Sessional and Part Time Employees

	1	**2**	**3**	**4**	**5**	**6**
	26.59	27.39	28.21	29.06	29.93	30.83
Assistant Chef	19.95	20.55	21.16	21.80	22.45	23.13
Supervisor	21.53	22.18	22.84	23.53	24.23	24.96
Culinary Lead	19.24	19.82	20.41	21.02	21.65	22.30
Cook	18.12	18.66	19.22	19.80	20.39	21.01
Culinary Support	18.12	18.66	19.22	19.80	20.39	21.01

	1	**2**	**3**	**4**	**5**	**6**
	27.59	28.39	29.21	30.06	30.93	31.83

*Note: Upward salary step placement on the new grid as at July 1, 2023 will be based on hours accrued as at May 1, 2023. Hours will reset to zero (0) and commence accruing effective July 1, 2023.

As of July 1, 2024 - Continuing and Part-time						
	1	2	3	4	5	6
Chef	27.39	28.21	29.06	29.93	30.83	31.75
Assistant Chef	20.55	21.16	21.80	22.45	23.13	23.82
Supervisor	22.18	22.84	23.53	24.23	24.96	25.71
Culinary Lead	19.82	20.41	21.02	21.65	22.30	22.97
Cook	18.66	19.22	19.80	20.39	21.01	21.64
Culinary Support	18.66	19.22	19.80	20.39	21.01	21.64

As of July 1, 2024 with $1.00						
	1	2	3	4	5	6
Chef	28.39	29.21	30.06	30.93	31.83	32.75
Assistant Chef	21.55	22.16	22.80	23.45	24.13	24.82
Supervisor	23.18	23.84	24.53	25.23	25.96	26.71
Culinary Lead	20.82	21.41	22.02	22.65	23.30	23.97
Cook	19.66	20.22	20.80	21.39	22.01	22.64
Culinary Support	19.66	20.22	20.80	21.39	22.01	22.64

APPENDIX B –BENEFITS AND PENSION

BENEFITS FOR CONTINUING EMPLOYEE		
PLAN	**EMPLOYER SHARE**	**EMPLOYEE SHARE**
Basic Life Insurance	Full cost of first $25,000 of insurance + additional amounts to rebate for reduced Employer Employment Insurance premiums (currently $25,000 of insurance)	Full cost of insurance in excess of that paid by the employer
Optional Life Insurance	NIL	Full premium according to age and amount of insurance selected
Dependent Life Insurance	NIL	Full premium according to amount of insurance selected
Accidental Death and Dismemberment	NIL	Full premium according to amount of insurance selected

BENEFITS FOR CONTINUING AND SESSIONAL EMPLOYEES		
PLAN	**EMPLOYER SHARE**	**EMPLOYEE SHARE**
Dependent Tuition Scholarship: up to $2,5		

anti-anginal agents	anti

BENEFITS FOR CONTINUNING

APPENDIX C – JOB POSTING

Letter of Understanding
between
The University of Western Ontario
and
Canadian Union of Public Employees, Local 2692

Re: Job Posting

If, when schedules are prepared there is a position of more than 24 **regularly scheduled** hours per week for the duration of the academic term (September to December or January to April) identified, and there is no Sessional member to fill the position, the position will be posted aynithA2.8

APPENDIX D – UNIT MERGER

Letter of Understanding
between
The University of Western Ontario
And
Canadian Union of Public Employees, Local 2692

Re: Department Unit Merger

The Parties agree and understand that the Department is currently divided into three (3) units - Campus Eateries, Residence Dining and Catering.

In the event the Employer partially, or fully merges any of the units, the parties will meet in good faith to discuss any concerns identified by the union.

APPENDIX F – BARGAINING UNIT MEMBERSHIP

Letter of Understanding
between
The University of Western Ontario
and
Canadian Union of Public Employees, Local 2692

Re: Bargaining Unit Membership

The number of positions and employee types is based on Hospitality Services sales, business outcomes and the changing academic priorities of the University. The schedule of hours will be allocated based on the definition of employee types.

APPENDIX G –

APPENDIX H – OVERTIME PROCEDURE FOR CATERING STAFF

Letter of Understanding
Between
The University of Western Ontario
And
Canadian Union of Public Employees, Local 2692

Overtime will be paid in excess of 10 hours per day or 40 hours per week for catering shifts only.

APPENDIX I

Letter of Understanding
Between
The University of Western Ontario
And
Canadian Union of Public Employees, Local 2692

Two grandfathered members, identified in a Letter3 (d)2.2 (in)2.352/<MC (E)8.8

APPENDIX J – UNIFORM COMMITTEE

Letter of Understanding
Between
The University of Western Ontario
And
Canadian Union of Public Employees, Local 2692

The parties agree to form a committee jointly made up of a maximum of three (3) Union and three (3) Hospitality management representatives to review and provide recommendations specific to uniforms to be worn by designated staff within Hospitality Services. The committee will be expected to provide recommendations and options to the Union President and Senior HR advisor or designate before finalizing the recommendations and submitting to the Director of Hospitality Services.

APPENDIX K – OVERTIME

Letter of Understanding
between
The University of Western Ontario
And
Canadian Union of Public Employees, Local 2692

Re: Overtime distribution

1. The Employer will create and maintain a list of Employees that would like to be offered Overtime.
2. Members reserve the right to withdraw from the Overtime list at any time and must do so in writing with an effective withdrawal date stated.
3. Overtime will be offered to the employee type according to seniority, First to Continuing Employees in order of Seniority, then Sessional in order of Seniority.

Separately, the Parties agree that the Overtime procedure for Special events, ie., Football Games, Open Houses, etc. will continue, via sign up sheets.

APPENDIX L – PARTIAL RETIREMENT

Letter of Understanding
between
The University of Western Ontario
And
Canadian Union of Public Employees, Local 2692

Re: Partial Retirement

The Parties recognize this is a limited time opportunity from January 1, 2024 to March 31, 2024 for Active Continuing Employees to indicate in writing their intent to transfer into a Part Time vacancy by December 31, complete a probation and/or trial period. These Employees further agree that they will not pursue, nor accept if offered, any Continuing Full-Time