

## Index

### ABSENTEEISM

See ATTENDANCE

### ACCREDITATION

See CERTIFICATION;  
CONSTRUCTION  
INDUSTRY

### ADOPTION LEAVE

See MATERNITY, ADOPTION  
AND PARENTAL LEAVE

### AGE

See DISCRIMINATION

### ALCOHOL AND DRUG TESTING

See also DISCIPLINE AND DIS-  
CHARGE

Arbitration cases, § 32:4, § 32:5

Collective agreement, § 32:11

Discipline and dismissal, § 32:3,  
§ 32:12

Drafting check-list, § 32:13

Human rights legislation, § 32:3

Policies, § 13:10

Pre-employment testing, § 32:6

Reasonable cause testing, § 32:8

Return to work, § 32:9

Rule-making power, § 32:11

Sample clauses, § 32:1

### ANCILLARY DOCUMENTS

See also COLLECTIVE AGREE-  
MENT

Generally, § 39:1 to § 39:4

Benefit plans, § 30:9

### APPRENTICES

Generally, § 17:5

### ARBITRATION

See also REMEDIES

### ARBITRATION—Cont'd

Access to, § 9:6, § 36:3

Arbitrator, appointment of  
generally, § 36:11

ad hoc appointments, § 36:12

agreed list, § 36:13

standing board, § 36:14

Clause

generally, § 36:2

access to, § 36:3

adequacy of, § 36:3

requirement of, § 36:3

Collective agreement, enforcement,  
§ 36:3

Compulsory, § 36:3

Drafting check-list, § 36:17

Expedited procedures, § 36:1,  
§ 36:16

First agreement, § 8:21, § 8:22

Procedure, § 36:3, § 36:7, § 36:11

Sample clauses, § 36:1

Status during bargaining, § 9:6

Statutory expedited access

generally, § 36:16

collective agreement time-limits,  
§ 36:16

procedure, § 36:16

provincial variations, § 36:16

### ARBITRATION BOARDS

Judicial review

see JUDICIAL REVIEW

Powers, § 36:15

Selection, § 36:11

### ASSIGNMENT OF WORK

See WORK ASSIGNMENT

### ATTENDANCE

Absence, § 29:4

**ATTENDANCE—Cont'd**

- Attendance plans, § 29:7
- Canada Labour Code, § 29:7
- Child care, § 29:5
- Drafting check-list, § 29:8
- Human rights, § 29:7
- Illness, § 29:5
- Incarceration, § 29:5
- Reasonable excuse, § 29:5
- Sample clauses, § 29:1
- Tardiness, § 29:3

**BARGAINING**

- See NEGOTIATION

**BARGAINING UNIT**

- Accretion, § 12:13
- All-employee unit, § 12:6
- Bargaining unit work
  - see WORK ASSIGNMENT
- Certificate, § 12:12
- Contracting out of, § 12:6
  - see also CONTRACTING OUT
- Definition, § 12:3
- Employees excluded
  - generally, § 12:6 to § 12:12
  - confidential capacity, § 12:10
  - managerial, § 12:7
  - office and clerical, § 12:11
  - supervisors and foremen, § 12:8
  - temporary, casual or part-time, § 12:9
- Employees included, § 12:6
- Geographical boundaries, § 12:4
- Multiple locations, § 12:5
- Successorship, § 12:14
- Voluntary recognition, § 12:15

**BATNA**

- See BEST ALTERNATIVE TO A NEGOTIATED AGREEMENT

**BEHAVIOURAL THEORY**

- Generally, § 4:1 to § 4:5, § 6:14

**BENEFITS**

- See also HOLIDAYS AND HOLIDAY PAY; ILLNESS AND DISABILITY; INSURANCE AND WELFARE PLANS; OVERTIME; PENSION PLANS; PREGNANCY; SEVERANCE PAY; VACATION
- See BEREAVEMENT LEAVE; CALL-IN PAY; COST OF LIVING ALLOWANCE; EMPLOYMENT STANDARDS LEGISLATION

**BEREAVEMENT LEAVE**

- See also LEAVE OF ABSENCE
- Generally, § 20:1, § 20:7

**BEST ALTERNATIVE TO A NEGOTIATED AGREEMENT**

- Generally, § 4:13, § 6:49, § 6:62

**BOARD OF ARBITRATION**

- See ARBITRATION BOARDS

**BOYCOTTS**

- See PICKETING

**BUMPING**

- See LAY-OFF; SENIORITY

**BUSINESS**

- Closure, § 9:35 to § 9:41
- Sale, lease or transfer, § 9:40, § 12:14
- Transfer, § 9:35 to § 9:41

**CALL-IN PAY**

- Generally, § 16:7, § 16:8

**CANADA PENSION PLAN**

- Generally, § 1:6, § 28:3, § 30:11

**CANADIAN CHARTER OF RIGHTS AND FREEDOMS**

- Generally, § 5:1
- Application and enforcement, § 9:29 to § 9:34, § 14:14, § 30:4, § 36:4

**CERTIFICATION**

Generally, § 4:12, § 38:2

**CHANGE IN METHOD OF OPERATIONS**

See also **JOB CLASSIFICATIONS AND DESCRIPTIONS; WORK ASSIGNMENT**

Management rights  
see **MANAGEMENT RIGHTS**

Technological change  
see **TECHNOLOGICAL CHANGE**

**CHECK-OFF**

See **DUES**

**CLASSIFICATION**

See **JOB CLASSIFICATIONS AND DESCRIPTIONS**

**CLEAN-UP TIME**

Generally, § 16:10

**CLOSURE OR TRANSFER OF BUSINESS**

Generally, § 9:35 to § 9:41

**CLOTHING, TOOLS AND EQUIPMENT**

Cleaning and maintenance, § 33:4  
Drafting check-list, § 33:7  
Loss and abuse of, § 33:5  
Provision of, § 33:3  
Sample clauses, § 33:1  
Storage, § 33:6

**COLLECTIVE AGREEMENT**

Administration, § 4:14  
Amendments, § 39:2, § 39:3  
Automatic renewal, § 9:4, § 38:3  
Avoidance, contracting out, § 26:3  
Bridging, statutory provisions, § 9:4  
Bridging and automatic renewal, § 9:4, § 38:5  
Company rules, § 32:11  
Discipline clause, § 13:9  
Drafting, § 10:1 to § 10:9

**COLLECTIVE AGREEMENT****—Cont'd**

Duration, § 3:15, § 38:2

Enforcement

see **ENFORCEMENT OF COLLECTIVE AGREEMENTS**

Form and content

amendments

see **LETTER OF UNDERSTANDING**

ancillary documents

see **ANCILLARY DOCUMENTS**

company rules, § 32:11

pension, insurance and welfare plans

see **INSURANCE AND WELFARE PLANS; PENSION PLANS**

supplementary agreements

see **LETTER OF UNDERSTANDING**

Freezes during bargaining, § 9:5

Grievance arbitration

see **ARBITRATION**

Individual contracts of employment

see **EMPLOYMENT CONTRACT**

Letters of understanding

see **LETTER OF UNDERSTANDING**

Mid-contract change, § 38:2, § 39:2

Negotiation

see **NEGOTIATION**

Objectives, § 11:1

Operation of provisions during freeze

see **FREEZES**

Purpose, § 11:1

Ratification, § 6:64, § 9:3, § 39:2

Recognition clause, § 9:4, § 12:1 to § 12:16

Renewal, § 9:4

Technological change

see **TECHNOLOGICAL CHANGE**

**COLLECTIVE AGREEMENT**

—Cont'd

- Termination
  - generally, § 9:2 to § 9:7, § 38:2, § 38:6
  - drafting check-list, § 38:8
  - impact of, § 38:7
  - notice of, § 38:4
- Term of operation, § 38:2
  - sample clauses, § 38:1
  - wage re-opener clause, § 38:2
- Union security
  - generally, § 15:2
  - clause enforcement, § 15:2, § 15:3
  - drafting check-list, § 15:5
  - religious exemption, § 15:4
  - sample clauses, § 15:1
  - statutory clauses, § 15:2, § 15:3
- Validity, § 9:3

**COLLECTIVE BARGAINING**

- Bargaining team, § 5:13 to § 5:16
- Check-lists, § 5:18
  - management, § 5:18
  - union, § 5:18
- Costing of proposals, § 7:1 to § 7:14
- Database, § 5:17
- Duties
  - fair representation, § 2:19
  - good faith, § 8:1 to § 8:24
- Employment law, § 1:1 to § 1:32
- Essential prerequisites for, § 6:2
- Impasse, § 9:2 to § 9:7
- Industry bargaining, § 9:8
- Legislation, § 1:31
  - purpose of, § 1:5 to § 1:31
- Legislative responsibility, § 1:5 to § 1:31
  - constitutional basis, § 1:5 to § 1:31
  - provincial involvement, § 1:5 to § 1:31
- Local bargaining, § 9:8

**COLLECTIVE BARGAINING**

—Cont'd

- Management issues, § 5:8
- Models for, § 2:14 to § 2:17
- National bargaining, § 9:8
- Negotiation
  - see NEGOTIATION
- Objectives of, § 5:1
- Phases of, § 6:3 to § 6:7
- Preparation for
  - generally, § 5:1 to § 5:18
  - bargaining team, § 5:13
  - check-lists, § 5:18
  - database, § 5:17
  - external data, § 5:4
  - input from stakeholders, § 5:6
  - internal information, § 5:5
  - opponents, § 5:3
  - strategy, § 5:10 to § 5:12
  - value of preparation, § 5:2
- Tactics, § 9:1 to § 9:49
- Union issues, § 5:9

**COMMUNICATIONS WITH EMPLOYEES**

- Generally, § 9:42, § 9:43
- Union communications and buttons, § 9:43

**COMPANY RULES**

- See also MANAGEMENT RIGHTS
- Generally, § 13:5

**COMPASSIONATE CARE LEAVE**

- Generally, § 20:5

**COMPULSORY OVERTIME**

- See also DISCIPLINE AND DISCHARGE; OVERTIME
- Generally, § 16:11

**COMPULSORY RETIREMENT**

- Generally, § 13:15, § 14:6

**CONCILIATION**

- See MEDIATION

**CONSTRUCTION INDUSTRY**

- Bargaining structure, § 3:5
- Employers' organizations
  - generally, § 3:5, § 3:6
  - accreditation or registration, § 3:5
    - Alberta, § 3:5
    - British Columbia, § 3:6
    - Canada Labour Code, § 3:6
    - Ontario, § 3:6
    - other provinces, § 3:6
- Union security, § 15:2
  - clauses to ensure, § 15:2

**CONTRACTING OUT**

- See also MANAGEMENT RIGHTS; WORK ASSIGNMENT
- Generally, § 9:39, § 12:6, § 13:14, § 26:1 to § 26:10
- Defined, § 26:3
- Drafting check-list, § 26:10
- Economic considerations, § 26:6
- Notice of, § 26:5
- Prohibition against, § 26:4
- Sample clauses, § 26:1
- Transfer of work, § 26:7

**CONTRACT LAW**

- Generally, § 1:4

**CORPORATE ORGANIZATIONS**

- Generally, § 3:2

**COSTING OF PROPOSALS**

- Generally, § 7:1 to § 7:14

**COST OF LIVING ALLOWANCE**

- Generally, § 37:1, § 37:3

**COURTS**

- Judicial review
  - see JUDICIAL REVIEW
- Jurisdiction in regulation of labour disputes, § 9:21
- Jurisdiction where claim based on collective agreement, § 36:4 to 36:5

**DAMAGES**

- See also REMEDIES
- Generally, § 8:18
- Against individual employees, § 9:19, § 9:20, § 9:30
- Failure to bargain, § 8:18
- Union liability, § 9:19, § 9:20

**DELAY**

- See TIME-LIMITS

**DEMOTION**

- See DISCIPLINE AND DISCHARGE; PROMOTION, DEMOTION AND TRANSFER

**DEPARTMENT**

- Lay-off within, § 23:12

**DEPENDENT CONTRACTORS**

- Generally, § 17:7
- Contractors and employers, § 17:8
- Dependent versus independent, § 17:7, § 17:8
- Employees, distinction, § 17:8
- Sample clauses, § 17:1
- Status, § 17:8

**DISABLED PERSONS**

- See HUMAN RIGHTS; ILLNESS AND DISABILITY

**DISCHARGE**

- See DISCIPLINE AND DISCHARGE; TERMINATION

**DISCIPLINE AND DISCHARGE**

- Generally, § 13:9
- Absence of just cause provision, § 13:9
- Alcohol and drug abuse, § 32:3
- Company rules, § 13:5
- Grounds for
  - absence from work, § 13:9, § 29:4
  - failure to notify employer, § 13:9, § 29:4

**DISCIPLINE AND DISCHARGE**

—Cont'd

- Grounds for—Cont'd
  - absence from work, § 13:9,  
§ 29:4—Cont'd
  - illness or disability  
see ILLNESS AND DIS-  
ABILITY
  - incarceration, § 29:5
  - abuse of leave of absence, § 13:9
  - alcoholism, § 13:9
  - assault, § 13:9
  - carelessness, § 13:9
  - conflict of interest, § 13:9
  - criminal convictions, § 13:9
  - disability  
see ILLNESS AND DISABIL-  
ITY
  - failure to get along with fellow  
workers, § 13:9
  - falsification of records, § 13:9
  - fighting or threatening, § 13:9
  - illness  
see ILLNESS AND DISABIL-  
ITY
  - insolent behaviour or obscene  
language, § 13:9
  - insubordination, § 13:9
  - lateness, § 13:9
  - leaving work without permission,  
§ 13:9
  - refusal to obey instructions,  
§ 13:9
  - unlawful strike, § 9:23
  - work performance, § 13:9
- Warning, § 13:9

**DISCRIMINATION**

- Age
  - mandatory retirement, § 14:6
- Drafting check-list, § 14:23
- Grounds, § 14:5
- Harassment, § 14:1, § 14:21
- Illness or disability, § 1:16, § 14:13
- Marital status, § 14:15

**DISCRIMINATION—Cont'd**

- Nepotism, § 14:15
- Non-discrimination clauses, § 14:1,  
§ 14:2
- Political beliefs, § 1:8 to § 1:20,  
§ 14:17
- Race, § 14:1, § 14:2
- Religion, § 14:12
- Retirement, § 14:6
- Sex, § 14:7
  - equal pay for equal work, § 1:17,  
§ 14:8
  - work assignment, § 14:9, § 14:10
- Sexual harassment, § 1:14, § 14:20
- Sexual orientation, § 1:8 to § 1:20,  
§ 14:14
- Union activities or membership,  
§ 14:18

**DISPUTES**

- See LOCK-OUT; STRIKE

**DISTRIBUTIVE BARGAINING**

- See POSITIONAL BARGAINING

**DRUG AND ALCOHOL POLICIES**

- See ALCOHOL AND DRUG  
TESTING

**DRUG TESTING**

- See ALCOHOL AND DRUG  
TESTING

**DUES**

- Generally, § 15:1, § 15:4, § 15:6
- Check-off, § 15:1, § 15:6
- Deduction of
  - generally, § 15:1
  - contribution to charity, § 15:4
  - religious exemption, § 15:4
  - requirement, § 15:6
- Drafting check-list, § 15:7

**DUTY OF FAIR**

**REPRESENTATION**

- Generally, § 2:19, § 36:9
- Grievances  
see GRIEVANCE

**DUTY TO BARGAIN**

- Generally, § 8:2
- Anti-union animus, § 8:8
- Bargaining order, § 8:17
- Business relocation and, § 8:23
- Change in position, § 8:7
- Communication with employees, § 8:4, § 8:5
- Compensation for breach of, § 8:18
- Disclosure, § 8:9
  - purpose of, § 8:9
  - solicited, § 8:11
  - unsolicited, § 8:12
- Explanation of positions, § 8:5
- Failure to meet at all, § 8:3
- First agreements, § 8:21
- Good faith and reasonable efforts, § 8:1 to § 8:3, § 8:22
- Hard versus surface bargaining, § 8:13
- History, § 8:1
- Illegal clauses, § 8:6
- Impasse, § 8:15
- Inflammatory proposals, § 8:7
- Misrepresentation, § 8:10
- Negotiators with authority and time, § 8:3
- Plant closure, § 8:18, § 8:23
- Rational discussion, § 8:5
- Reasonable efforts, § 8:2, § 8:3
- Recognize union, § 8:4
- Remedies, § 8:16
- Strike or lock-out, § 8:15
- United States, § 8:1

**EDUCATION AND EXPERIENCE**

- See JOB POSTING; PROMOTION, DEMOTION AND TRANSFER; SKILL AND ABILITY

**EDUCATION AND TRAINING LEAVE**

- Generally, § 20:1, § 20:9

**EMERGENCIES**

- Generally, § 16:7

**EMPLOYEE**

- Communications with, § 9:42, § 9:43
- Damages against, § 9:19, § 9:20, § 9:30
- Defined, § 12:6, § 26:3
  - independent contractor distinguished, § 12:6, § 17:7, § 17:8, § 26:3
- Discharge during strike or lock-out, § 9:34
- Employment status, § 9:28, § 9:34
- Office and clerical, § 17:10
- Probationary
  - see PROBATIONARY EMPLOYEE
- Reasons for selecting job, § 6:53
- Temporary, casual and part-time, § 17:4

**EMPLOYEE ORGANIZATIONS**

- Generally, § 2:13

**EMPLOYER GRIEVANCE**

- Generally, § 36:3

**EMPLOYER PROPERTY RIGHTS**

- Generally, § 9:32

**EMPLOYERS**

- Generally, § 3:1 to § 3:16
- Change of, bargaining rights on, § 9:40, § 26:8
- Freedom of speech
  - see FREEDOM OF SPEECH

**EMPLOYMENT**

- Changing terms of, § 9:2 to § 9:7

**EMPLOYMENT BENEFITS**

- Generally, § 1:6, § 30:11

**EMPLOYMENT CONTRACT**

- Generally, § 1:4

**EMPLOYMENT LAW**

- Generally, § 1:4
- History, § 1:4
- Overview, § 1:5 to § 1:31

**EMPLOYMENT STANDARDS**

**LEGISLATION**

- Generally, § 1:7, § 18:3, § 20:3
- Compassionate care leave, § 20:5
- Family medical leave, § 20:5
- Group termination, § 23:9
- Hours of work and rest, § 16:3
- Lay-off, § 23:8
- Maternity and parental leave, § 14:7, § 14:11, § 20:3
- Minimum wage, § 21:3
- Overtime, § 1:7
- Pay equity, § 1:17
- Severance pay, § 23:8, § 23:11
- Statutory holiday pay, § 18:3
- Vacations and vacation pay, § 19:3

**EMPLOYMENT STATUS**

- See EMPLOYEE

**ENFORCEMENT OF COLLECTIVE AGREEMENTS**

- Arbitration, § 36:1 to § 36:3, § 36:11 to § 36:16
- Civil action, § 36:3, § 36:4 tort, § 36:4
- Injunctions, § 9:18, § 9:21, § 36:4
- Original jurisdiction of labour board, § 9:19
- Prosecutions, § 9:22

**EQUAL PAY FOR EQUAL WORK**

- Generally, § 1:17, § 14:8

**ESSENTIAL SERVICES**

- Generally, § 9:50

**EXPEDITED ARBITRATION**

- Generally, § 36:1, § 36:16

**EXPULSION FROM UNION**

- Generally, § 9:46 to § 9:48, § 15:3

**FAMILY LEAVE**

- Generally, § 20:1, § 20:5, § 20:9

**FINES**

- Generally, § 9:49, § 15:3

**FIRST OFFER**

- Making, § 6:9, § 6:11
- Responding, § 6:10

**FOREMEN**

- See SUPERVISORS

**FREEDOM OF SPEECH**

- Generally, § 9:42, § 9:43
- Employers, § 9:42, § 9:43 restrictions on, § 8:4, § 9:42, § 9:43

**FREEZES**

- Generally, § 9:5
- After notice of desire to bargain, § 9:5

**GOOD FAITH**

- See also MANAGEMENT RIGHTS; REASONABLENESS
- Contracting out, § 26:4
- Duty to bargain, § 8:1 to § 8:3, § 8:22
- Probationary discharge, § 17:3 scope of arbitral review, § 17:3
- Reorganization of workplace, § 13:8, § 17:11

**GRIEVANCE**

- Carriage of, § 36:8
- Continuing grievance, § 36:7
- Employee grievance, § 36:8
- Employer grievance, § 36:3
- Fair representation, § 2:19, § 36:9
- Group grievance, § 36:3
- Legislated requirement, § 36:3
- Policy grievance, § 36:3
- Procedure see GRIEVANCE PROCEDURE
- Sample clauses, § 36:1



**GRIEVANCE—Cont'd**

- Settlement of grievance, § 36:3, § 36:10
- Time-limits, § 36:3, § 36:7
- Unfair representation, § 36:9
- Union control of, § 36:8
- Withdrawal of grievance, § 36:10

**GRIEVANCE ARBITRATION**

- See ARBITRATION

**GRIEVANCE PROCEDURE**

- Communications privileged, § 36:3
- Delay, § 36:7
- Failure to reply, § 36:7
- Sample clauses, § 36:1
- Settlement, withdrawal or abandonment of grievance, § 36:10
- Submission to arbitration, § 36:1, § 36:3
- Time-limits
  - see TIME-LIMITS
- Union control of, § 36:8

**HARASSMENT**

- See also DISCRIMINATION
- Generally, § 14:21

**HEALTH AND SAFETY**

- See SAFETY

**HEALTH PLANS**

- See INSURANCE AND WELFARE PLANS

**HIRING**

- Generally, § 1:9

**HOLIDAYS AND HOLIDAY PAY**

- Active employment, § 18:6
- Drafting check-list, § 18:7
- Employment standards, § 18:3
- Holiday pay, § 18:2, § 18:4
- Qualifying days, § 18:6
- Sample clauses, § 18:1
- Statutory holidays, § 18:3
- Work on day of holiday, § 18:5

**HOT CARGO CLAUSES**

- Generally, § 9:15, § 35:8

**HOURS OF WORK**

- See WORKING HOURS AND SHIFTS

**HUMAN RIGHTS**

- Generally, § 1:8 to § 1:20, § 31:7
- Alcohol and drug testing, § 32:3
- Application, § 1:8 to § 1:20, § 14:3, § 14:4
- Arbitration process and, § 1:20
- Bona fide occupational requirement, § 1:11, § 30:3, § 31:3, § 31:4, § 31:7
- Discrimination, § 1:8 to § 1:20
- Duty to accommodate, § 1:10, § 1:20, § 30:1, § 30:3
- Employers and, § 1:12, § 14:3
- Hiring, § 1:9
- Illness and disability, § 1:16, § 29:7, § 30:3
- Medical examinations
  - see MEDICAL EXAMINATIONS
- Non-discrimination clause, § 14:2
- Pay equity, § 1:17
- Scheduling of work, § 1:15
- Sexual harassment, § 1:14, § 14:20
- Sexual orientation, § 14:14
- Trade unions and, § 1:12, § 14:3

**ILLEGAL STRIKE**

- See STRIKE

**ILLNESS AND DISABILITY**

- See also HUMAN RIGHTS
- Generally, § 1:16, § 14:13, § 30:2
- Ability to do job, § 30:3, § 30:12
- Absence from work, § 29:6, § 30:7
- Alcoholism, § 32:3
- Benefits
  - generally, § 27:5, § 27:8, § 30:8
  - Canada Pension Plan, § 30:11

**ILLNESS AND DISABILITY**

—Cont'd

- Benefits—Cont'd
  - employment benefits, § 30:11
  - see also INSURANCE AND WELFARE PLANS; WORKERS' COMPENSATION
- Burden of proof, § 30:6, § 30:12
  - qualifying for benefits, § 30:8
  - return to work, § 30:13
- Charter, § 30:4
- Deemed termination clause, § 30:15
- Dismissal, § 30:12, § 30:15
- Drafting check-list, § 30:16
- Duty to accommodate, § 30:3
- Employer response, § 30:12
  - alternatives to termination generally, § 30:12
  - absenteeism, § 30:12
  - employee assistance programs, § 30:14
  - inability to work properly, § 30:12
- discipline
  - generally, § 30:12
  - absenteeism, § 30:12
  - application of discipline procedures, § 30:12
  - inability to work properly, § 30:12
- Employment standards, § 30:5
- Human rights
  - see HUMAN RIGHTS
- Loss of seniority, § 30:15
- Medical examination
  - see MEDICAL EXAMINATIONS
- Modified work and rehabilitation, § 30:14
- Notification of employer, § 29:6, § 30:7
- Proof of illness or disability, § 30:6
- Proof of recovery, § 30:13
- Reasonable accommodation, § 30:3

**ILLNESS AND DISABILITY**

—Cont'd

- Rehabilitative potential, § 30:14
  - Return to work, § 30:13, § 31:6
  - Sample clauses, § 30:1
  - Severance pay, § 23:11
  - Sick leave, § 29:6, § 30:3
    - see also LEAVE OF ABSENCE
  - Union's obligation, § 30:3
- IMPROPER WORK ASSIGNMENT**
- See WORK ASSIGNMENT
- INCARCERATION**
- Explanation for absence from work, § 29:5
- INCOMPETENCE**
- See DISCIPLINE AND DISCHARGE
- INDEPENDENT CONTRACTORS**
- See CONTRACTING OUT
- INJUNCTIONS**
- See REMEDIES
- INNOCENT ABSENTEEISM**
- Generally, § 30:12
- INSUBORDINATION**
- See DISCIPLINE AND DISCHARGE
- INSURANCE AND WELFARE PLANS**
- Generally, § 27:2, § 30:1
  - Claims, § 27:5
  - Common benefits, § 27:3
  - Disability benefits, § 30:9
  - Drafting check-list, § 27:12
  - Eligibility, § 27:10
  - Entitlement to benefits
    - generally, § 27:6 to § 27:9
    - discharge, § 27:9
    - illness or disability, § 27:8
    - lay-off, § 27:6
    - leave of absence, § 27:6

**INSURANCE AND WELFARE****PLANS—Cont'd**

Entitlement to benefits—Cont'd  
suspension, § 27:6

Insurance, § 27:3

Life insurance, § 27:3

Long-term disability benefits,  
§ 27:5, § 30:9

Medical and other benefits, § 27:3

Payment of premiums, § 27:3

Retirees, § 27:11

Sample clauses, § 27:1

Short-term disability benefits,  
§ 30:9

Strike or lock-out, § 27:7

Third party provider, § 27:4

**INTEGRATIVE BARGAINING**

See MUTUAL GAINS BARGAINING

**INTEREST**

See also REMEDIES

Generally, § 8:19

**INTER-PARTY BARGAINING**

Generally, § 6:8 to § 6:13

**JAIL**

See INCARCERATION

**JOB CLASSIFICATIONS AND DESCRIPTIONS**

See also MANAGEMENT RIGHTS

Creation or revision, § 17:11

Drafting check-list, § 17:12

Office and clerical, § 17:10

Pay levels, § 21:4

Reclassification, § 17:2

Sample clauses, § 17:1

**JOB DESCRIPTIONS**

See JOB CLASSIFICATIONS AND DESCRIPTIONS; JOB POSTING; WORK ASSIGNMENT

**JOB POSTING**

See also PROMOTION, DEMOTION AND TRANSFER; SKILL AND ABILITY; WORK ASSIGNMENT

Generally, § 24:5

Criteria

generally, § 24:6

aptitude, § 24:6

disciplinary record, § 24:6

qualifications, § 24:6

seniority, § 24:6, § 24:7

Drafting check-list, § 24:8

Fair and reasonable, § 24:5

Inability to perform job, § 24:5

Management discretion, § 24:5

Posting procedure, § 24:5

**JUDICIAL REVIEW**

Generally, § 9:48, § 36:5

**JURISDICTION**

Courts, § 36:4 to 36:5

Damages

see REMEDIES

Exceeding jurisdiction

see JUDICIAL REVIEW

**JURY AND WITNESS DUTY**

Generally, § 20:1, § 20:6

**LABOUR BOARDS**

Courts, specialization and expertise compared, § 9:21

Judicial review

see JUDICIAL REVIEW

Labour disputes, § 9:19, § 9:33

Orders, § 8:16 to § 8:20

Powers and duties, § 8:16 to § 8:20

collective bargaining, reluctance to interfere, § 8:16

remedies

see REMEDIES

unsafe work complaints, § 34:3

**LABOUR MOVEMENTS**

Generally, § 2:1 to § 2:20

**LABOUR MOVEMENTS—Cont'd**

Canada versus United States, § 2:8

**LABOUR RELATIONS**

**LEGISLATION**

Generally, § 1:31

Arbitration required, § 36:3

after expiration of agreement and  
before strike date, § 9:6

Strikes and lock-outs, § 9:9 to

§ 9:28, § 35:2 to § 35:7

defined, § 9:15, § 9:16

prohibited, § 35:1 to § 35:7

**LAY-OFF**

Bumping, § 23:14

Business shut-down, § 23:6

Defined, § 23:3

Drafting check-list, § 23:22

Employment standards, § 23:8

Group termination, § 23:9

Notice, § 23:7, § 23:10

Order of, § 23:12

Permanent, § 23:5

Recall, § 23:15

see also RECALL

Reduction of hours, § 23:3

Sample clauses, § 23:1

Seniority, § 23:12, § 23:13

see also SENIORITY

Severance pay, § 23:11

Skill and ability, § 23:13

Strike distinguished, § 9:15

Temporary, § 23:4, § 23:8

Termination of operations, § 23:6

**LEAD HAND**

Generally, § 17:9

**LEAVE OF ABSENCE**

See also ILLNESS AND DISABIL-  
ITY

Generally, § 20:2

Adoption leave

see MATERNITY, ADOPTION  
AND PARENTAL LEAVE

Bereavement leave, § 20:7

**LEAVE OF ABSENCE—Cont'd**

Compassionate care leave, § 20:5

Drafting check-list, § 20:10

Employment standards, § 20:3

Family medical leave, § 20:5

Incarceration

see INCARCERATION

Jury and witness leave, § 20:6

Lay-off distinguished, § 23:3

Management rights, § 13:3

Maternity, adoption and parental  
leave, § 14:7, § 14:11, § 20:4,  
§ 20:8

Medical leave, § 30:1, § 30:2

Military leave, § 20:1

Other leaves of absence, § 20:9

**LEGISLATION**

See also EMPLOYMENT STAN-  
DARDS LEGISLATION;  
LABOUR RELATIONS  
LEGISLATION

Generally, § 1:5 to § 1:31

**LETTER OF UNDERSTANDING**

Enforceability, § 39:3

Purpose, § 39:2

Ratification, § 39:2

Sample form, § 39:1

**LOCK-OUT**

Generally, § 9:16 to § 9:25, § 35:4

Defined, § 9:16, § 35:4

Discharge of employees during,  
§ 9:34

Effect on union-management rela-  
tionship, § 4:15

Employer's motivation, § 9:16

Essential services, § 9:50

Jurisdictional comparison, § 9:25

Legal, § 9:24

Return to work following, § 41:1,  
§ 41:2

Unlawful, § 9:25

board remedies, § 9:25

grievance and arbitration, § 9:25

**LOCUS STANDI**

See **PARTIES AND PARTICIPANTS**

**LUNCH BREAKS**

See also **WORKING HOURS AND SHIFTS**

Generally, § 16:1, § 16:9

**MANAGEMENT**

Authoritarian, § 4:23

Collective bargaining team, § 3:8

Communications, § 3:10

Compensation objectives, § 3:12, § 3:13

Goals, § 3:11, § 3:12

Human resources department, § 3:7

Intra-organizational bargaining, § 3:9

Relationship with union

generally, § 2:16, § 4:23

accommodation, § 4:19

actual bargaining experiences, § 4:10

antecedent determinants, § 4:6 to § 4:10

attitude, § 4:11 to § 4:15

collusion, § 4:21

conflict, § 4:17

containment-aggression, § 4:18

co-operation, § 4:20

external factors, § 4:9

functional consequences, § 4:22

ideology, § 4:8

new bargaining unit, § 4:12

ongoing relations, § 4:13

personalities, § 4:7

strike or lock-out, § 4:15

**MANAGEMENT RIGHTS**

Generally, § 3:14

Arbitrariness and discrimination, § 13:3

Clauses, § 13:1

Company rules, § 13:5

Compulsory retirement, § 13:15

**MANAGEMENT RIGHTS****—Cont'd**

Contracting out, § 13:14

Discipline or discharge, § 13:9

Discontinuance of business, § 13:13

Drafting check-list, § 13:16

Drug and alcohol policies, § 13:10

Fairness, § 13:1, § 13:3

Job content, create and abolish jobs, § 13:6

Job posting, § 24:5

Lay-off and recall, § 13:8

Location of business, § 13:12

Power to discipline, § 13:4

Purpose, § 13:2

Restrictions on, § 13:3

Revision of job content, § 13:6

Schedules, § 13:7

Technological change, § 13:2, § 13:11

Transfer, § 13:8

**MANDATORY RETIREMENT**

Generally, § 13:15, § 14:6

**MATERNITY, ADOPTION AND PARENTAL LEAVE**

Adoption leave, § 20:4, § 20:8

Employment standards, § 20:4

Maternity leave, § 14:7, § 14:11, § 20:4, § 20:8

Parental leave, § 20:8

Sample clauses, § 20:1

**MEDIATION**

Generally, § 6:63

**MEDICAL CERTIFICATE**

Generally, § 31:5, § 31:6

Proof of recovery, § 31:6

**MEDICAL EXAMINATIONS**

Annual, § 31:4

Bona fide occupational requirement, § 31:4

Drafting check-list, § 31:9

**MEDICAL EXAMINATIONS**

—Cont'd

- Following illness or disability, § 31:5
- Human rights, § 31:4, § 31:7
- Medical fitness, § 31:4
- Pre-employment, § 31:3
- Release of medical information, § 31:8
- Return to work, § 31:6
- Sample clauses, § 31:1

**MEDICAL PLANS**

- See INSURANCE AND WELFARE PLANS

**MEMBERSHIP**

- Collective agreement clauses, § 15:1
- Complaints, duty to exhaust internal review procedures, § 9:48
  - remedies, § 9:47, § 9:48
- Democracy, § 2:11
- Discipline, § 9:45 to § 9:49, § 41:2
- Dues
  - see DUES
- Expulsion, § 9:47, § 9:48
- Fines, § 9:49
- Participation, § 2:11, § 2:17
- Religious objections, dues to charity, § 15:4
- Solidarity, § 9:45 to § 9:49

**MEMORANDUM OF AGREEMENT**

- See COLLECTIVE AGREEMENT

**MILITARY LEAVE**

- Generally, § 20:1

**MIXED BARGAINING**

- Generally, § 6:62

**MONEY AND ECONOMIC ISSUES**

- Generally, § 6:53

**MUTUAL GAINS BARGAINING**

- Generally, § 1:2, § 6:33, § 6:34 to § 6:62
- Agenda, § 6:38
- Best alternative to a negotiated agreement, § 6:49, § 6:62
- Breakdown in trust, § 6:45
- Dealing with anger, § 6:46
- Final agreement, § 6:60
- Identification of issues, § 6:35
- Interests, § 6:42
- Irrationality, § 6:44
- Meetings, § 6:38
- Method, § 6:36, § 6:41
- Mutual gains versus positional bargaining, § 1:2, § 6:14
- Negotiation ju-jitsu, § 6:51
- Objective criteria, § 6:48
- Opening statement, § 6:39
- Options, § 6:47
- Overview, § 1:2, § 6:36
- Personalities, § 6:43
- Positional bargaining compared, § 1:2
- Pre-negotiation meeting, § 6:37
- Preparation for, § 6:35
- Problems, § 6:61
- Strategies, § 6:34 to § 6:61
- Taming hard bargainer, § 6:52
- Worst alternative to a negotiated agreement, § 6:50

**NATIONAL FOOTBALL LEAGUE**

- Generally, § 6:32

**NATIONAL HOCKEY LEAGUE**

- Generally, § 1:2, § 6:2, § 6:32, § 6:63

**NEGOTIATION**

- Common mistakes, § 6:8 to § 6:13
- Creating value in, § 6:12
- Effectiveness of, § 6:2
- First offer
  - see FIRST OFFER

**NEGOTIATION—Cont'd**

- Inter-party bargaining, § 6:8 to § 6:13
- Investigative, § 6:13
- Major types of bargaining, § 6:14
- Money and economic issues, of, § 6:53
- Mutual gains bargaining
  - see MUTUAL GAINS BARGAINING
- Personalities, § 6:7
- Phases of, § 6:3 to § 6:7
- Positional bargaining
  - see POSITIONAL BARGAINING
- Proposals, § 6:18
- Types, § 6:14

**NEGOTIATORS**

- Experience and personality, § 6:7
- Professional, § 6:1
- Relationship between, § 6:2

**NOTICE**

- Absence, § 30:7
- Alteration of hours, § 16:6
- Call-in pay, § 16:8
- Company rules, § 13:5
- Contracting out, § 26:5
- Lay-off, § 23:7, § 23:10
- Overtime, § 16:11
- Recall, § 23:20
- Technological change, § 25:5
- Termination of collective agreement, § 38:4
- Warnings
  - see DISCIPLINE AND DISCHARGE

**OFF-DUTY CONDUCT**

- See COMPANY RULES; DISCIPLINE AND DISCHARGE

**OFFER**

- Acceptance, § 9:3
- Extinguishment by strike or lock-out, § 9:3

**OFFICE AND CLERICAL EMPLOYEES**

- See BARGAINING UNIT; EMPLOYEE

**ORGANIZATION OF WORKPLACE**

- See JOB CLASSIFICATIONS AND DESCRIPTIONS; MANAGEMENT RIGHTS; WORK ASSIGNMENT

**OVERTIME**

- See also MANAGEMENT RIGHTS; WORKING HOURS AND SHIFTS
- Generally, § 16:1, § 16:11
- Time off in lieu, § 16:1

**OWNER-OPERATORS**

- Sample clauses, § 17:1

**PAID BREAKS**

- Generally, § 16:9

**PARTIES AND PARTICIPANTS**

- Bringing grievance, § 36:8

**PART-TIME EMPLOYEE**

- See TEMPORARY, CASUAL AND PART-TIME EMPLOYEES

**PATTERN BARGAINING**

- Generally, § 9:10

**PAY EQUITY**

- Generally, § 1:17, § 14:8

**PENSION PLANS**

- Administrator and pension committee, § 28:6
- Contributions during temporary absence, § 28:10
- Drafting check-list, § 28:14
- Incorporated into agreement, § 28:8
- Multi-employer plans, § 28:4
- Payment to plan, § 28:9
- Plan documents, § 28:7
- Sample clauses, § 28:1
- Striking employees, § 28:10

**PENSION PLANS—Cont'd**

- Termination, § 28:11
- Types of plans, § 28:3
- Union plans, § 28:5
- Wind-up, § 28:12

**PERSONAL LEAVE OF ABSENCE**

- Generally, § 20:1, § 20:9

**PICKETING**

- Generally, § 9:29 to § 9:34
- Ally, § 9:31
- Charter rights, private disputes not covered, § 9:29 to § 9:34
- Common law regulation, § 9:29 to § 9:34
- Communicating information versus persuading, § 9:29 to § 9:34
- Control by criminal contempt, § 9:33
- General meaning, § 9:29 to § 9:34
- Illegal, § 9:30
- Property rights and, § 9:32
- Remedies, § 9:30, § 9:33
- Secondary, § 9:31
  - ally versus common site, § 9:31
- Security and, § 9:32

**PICKET LINES**

- Generally, § 9:29 to § 9:34, § 35:7
- Refusal to cross, § 9:18, § 35:7

**PLANT CLOSURE**

- See CLOSURE OR TRANSFER OF BUSINESS

**POLICY GRIEVANCE**

- Generally, § 36:3

**POLITICAL PROTEST DAYS**

- Generally, § 9:18

**POSITIONAL BARGAINING**

- Generally, § 1:2, § 6:14, § 6:15 to § 6:33
- Avoiding breakdown, § 6:32
- Mythical fixed pie, § 6:26

**POSITIONAL BARGAINING**

**—Cont'd**

- Non-rational escalation of commitment, § 6:27
- Over-confidence, § 6:28
- Overlooking the perspective of the other party, § 6:29
- Overly narrow focus on information relevant to the negotiation, § 6:31
- Overweighting vivid information, § 6:30
- Self-serving interpretations, § 6:25
- Strategies, § 6:19 to § 6:32
- Substantive bias, § 6:24

**POSTING**

- See JOB POSTING

**PREGNANCY**

- Leave, § 14:9, § 20:1, § 20:4, § 20:8

**PREMIUMS**

- See OVERTIME; SHIFT PREMIUM

**PRIVACY**

- Drug testing, § 32:1 to § 32:13
- Medical examinations, § 31:4 to § 31:6, § 31:8

**PROBATIONARY EMPLOYEE**

- Generally, § 17:3
- Right to grieve, § 36:3
- Seniority and, § 22:1

**PRODUCTION STANDARDS**

- See JOB CLASSIFICATIONS AND DESCRIPTIONS; MANAGEMENT RIGHTS

**PROMOTION, DEMOTION AND TRANSFER**

- Generally, § 13:8, § 13:9

**PROPERTY RIGHTS**

- Generally, § 9:32



**PROPOSAL VOTE**

Generally, § 9:44

**PROVINCES**

Employment, jurisdiction in field of, § 1:5 to § 1:31

**PUBLIC SECTOR**

General labour legislation, § 3:3  
 Management goals, § 3:3  
 Public sector versus private sector, § 3:3  
 Quasi-public sector, § 3:4

**RACE**

See DISCRIMINATION

**RAND FORMULA**

Generally, § 2:9, § 9:46, § 15:2

**RATIFICATION**

Generally, § 6:64, § 9:3, § 39:2

**REASONABLE****ACCOMMODATION**

Generally, § 1:10, § 1:20, § 30:1, § 30:3

**REASONABLENESS**

See also GOOD FAITH  
 Company rules, § 13:5  
 Demotion, § 13:9  
 Discipline, § 13:9  
 Employee belief, safety, § 34:3  
 Health evaluation, § 31:4, § 31:6

**RECALL**

See also LAY-OFF; SENIORITY  
 Generally, § 23:15  
 Drafting check-list, § 23:22  
 Notice of recall, § 23:20  
 Order of, § 23:16  
 Position and qualifications, § 23:18  
 Refusal or failure to respond, § 23:21  
 Rights, § 23:20  
 Same or different position, § 23:19  
 Seniority, § 23:17  
 Skill and ability, § 23:16, § 23:19

**RECALL—Cont'd**

Striking employees, § 9:17, § 9:28

**RECOGNITION CLAUSE**

See COLLECTIVE AGREEMENT

**REDUCTION OF HOURS**

See LAY-OFF

**REHABILITATION**

Generally, § 30:14

**REINSTATEMENT**

See also REMEDIES  
 Generally, § 8:20

**RELATED BUSINESSES**

See EMPLOYERS

**RELATED EMPLOYERS**

See EMPLOYERS

**RELIGION**

See also DISCRIMINATION  
 Exemptions, § 15:4  
 Leave of absence, religious, § 20:1  
 Union membership, objection to, § 15:4

**REMEDIES**

See also CANADIAN CHARTER OF RIGHTS AND FREEDOMS  
 Generally, § 8:16, § 9:33  
 Court, § 9:21  
 Damages  
   see DAMAGES  
 First agreement arbitration, § 8:21, § 8:22  
 Grievance arbitration, § 9:6, § 9:20  
 Imposed collective agreement, § 8:21, § 8:22  
 Injunctions, § 9:21, § 9:30, § 9:33  
 Interim relief, § 9:21  
 Judicial deference to board's expertise, § 9:21  
 Labour board, § 8:16, § 9:19, § 9:30  
   consent to prosecute, § 9:21

**REMEDIES—Cont'd**

- Plant shut-downs, § 9:35 to § 9:41
- Prosecution, § 9:22
- Reinstatement, § 9:25
  - contracting out, § 9:26 to § 9:28
  - discharge or suspension, § 9:23
  - lay-off, § 13:8
    - bumping, § 13:8
  - promotion, § 13:8
  - refusal to obey unlawful order, § 13:9
  - unfair bargaining, § 8:16 to § 8:24
  - union security
    - dismissal of employee, § 9:47
- Union members
  - see MEMBERSHIP

**REORGANIZATION OF  
WORKPLACE**

- Generally, § 17:11, § 24:4

**REPLACEMENT LABOUR**

- Generally, § 9:26 to § 9:28

**REST BREAKS**

- Generally, § 16:9

**RETIREMENT**

- Compulsory, § 13:15, § 14:6

**RETURN TO WORK  
AGREEMENT**

- Generally, § 41:1 to § 41:3

**RIGHT TO WORK**

- Generally, § 15:2

**RULES**

- See COMPANY RULES

**SABOTAGE**

- See DISCIPLINE AND DIS-  
CHARGE

**SAFETY**

- Generally, § 34:2
- Drafting check-list, § 34:7
- Employers' obligations, § 1:23

**SAFETY—Cont'd**

- Equipment and clothing, § 33:1,  
§ 34:1
- Health and safety committee,  
§ 34:1, § 34:4, § 34:5
- Incentives, § 34:6
- Internal procedures, § 1:27
- Legislation, § 1:21 to § 1:30, § 34:3
  - enforcement of, § 1:25
- Refusing unsafe work, § 1:26,  
§ 34:3, § 35:9
- Responsibility for, § 34:5
- Sample clauses, § 34:1
- Standards, § 1:22
- Workers' obligations, § 1:24
- Workplace hazards, § 1:29

**SALE OF BUSINESS**

- Generally, § 9:40, § 26:8, § 26:9
- Contracting in and out, § 26:8
- Seniority and, § 22:6
- Subcontracting, § 9:39, § 9:40,  
§ 26:8
- Successorship policies, § 26:9

**SCHEDULES**

- See MANAGEMENT RIGHTS;  
PROMOTION, DEMOTION  
AND TRANSFER;  
REASONABLENESS;  
WORKING HOURS AND  
SHIFTS

**SENIORITY**

- Acquisition, § 22:3
- Applications
  - lay-off
    - see LAY-OFF
  - movement into bargaining unit,  
§ 22:10
  - promotion, demotion and transfer
    - see PROMOTION, DEMO-  
TION AND TRANSFER
  - recall
    - see RECALL
- Calculation of, § 22:3
- Drafting check-list, § 22:12

**SENIORITY—Cont'd**

- Geographical limitations, § 22:8
- Loss of, § 22:5
- Plant-wide, § 22:7
- Sale, transfer or merger, § 22:6
- Sample clauses, § 22:1
- Seniority date, § 22:3
- Seniority list, § 22:11
- Skill and ability, § 22:7
- Super seniority, § 22:9
- Termination of seniority, § 22:5
- Transfer, § 22:10
- Union officials, § 22:9
- Work interruptions, § 22:4

**SETTLEMENT**

- Memorandum of, § 40:1 to § 40:3

**SEVERANCE PAY**

- Generally, § 23:11

**SEX DISCRIMINATION**

- See DISCRIMINATION

**SEXUAL HARASSMENT**

- Generally, § 1:14, § 14:20

**SEXUAL ORIENTATION**

- Generally, § 1:8 to § 1:20, § 14:14

**SHIFT PREMIUM**

- Generally, § 21:5

**SHIFTS**

- See WORKING HOURS AND SHIFTS

**SHOP STEWARDS**

- Generally, § 15:8

**SICK LEAVE**

- See ILLNESS AND DISABILITY; INSURANCE AND WELFARE PLANS

**SKILL AND ABILITY**

- Classification and pay level, § 21:4
- Lay-off, § 23:13
- Non-disciplinary demotion, § 13:8
- Recall, § 23:16, § 23:19

**SKILL AND ABILITY—Cont'd**

- Seniority, § 22:7

**SLEEPING ON JOB**

- See DISCIPLINE AND DISCHARGE

**SOCIAL BENEFIT PROGRAMS**

- Generally, § 1:6

**STANDING**

- See PARTIES AND PARTICIPANTS

**STATUTORY FREEZES**

- See FREEZES

**STATUTORY HOLIDAYS**

- See HOLIDAYS AND HOLIDAY PAY

**STRIKE**

- Cooling-off period, provincial variations, § 9:17
- Decline in, § 9:14
- Defined
  - generally, § 9:15, § 35:3
  - common understanding and activity, § 9:15
  - element of purpose, § 9:15
  - hot cargo clauses compared, § 9:15, § 35:8
  - objective and subjective elements, § 9:15
  - refusal to do work, § 9:15
- Discharge of employees during, § 9:34
- Effect on union-management relationship, § 4:15
- Essential services, § 9:50
- Illegal
  - generally, § 9:18, § 35:5
  - board remedies, § 9:19
  - court action, § 9:20
  - damages, § 9:19, § 9:20, § 35:3
  - discharge of employees involved, § 9:23
  - discipline, § 9:23

**STRIKE—Cont'd**

Illegal—Cont'd

- employee liability, § 9:19, § 9:20
- grievance and arbitration remedies, § 9:20, § 35:3
- labour board determination, § 9:19
- remedies, § 35:5
- union liability, § 9:19, § 9:20
- Legal, conciliation as precondition, § 9:17
- Legalizing, § 9:17
- No strike or lock-out clauses, § 35:1 to § 35:3
- Provincial variations, § 9:17
  - resolution techniques, § 9:17
  - secret ballots, § 9:17
- Recall of striking employees, § 9:17, § 9:28
- Refusal to cross picket line, § 9:18, § 35:7
- Replacement workers, § 9:26 to § 9:28
- Return to work following, § 41:1, § 41:2
- Right to employment, § 9:17, § 9:28
- Right to strike
  - generally, § 9:17, § 35:3
  - common law, § 9:17
  - guarantees, § 9:17
  - restrictions
    - timeliness, § 9:17
    - voting requirements, § 9:17
- Security during, § 9:27
- Status of striking employees, § 9:17, § 9:28, § 9:34
- Strike-breakers, statutory prohibitions, § 9:26 to § 9:28
- Types of, § 9:9
- Voting
  - see VOTING

**SUBCONTRACTING**

- See CONTRACTING OUT

**SUBMISSION TO ARBITRATION**

- See GRIEVANCE PROCEDURE

**SUCCESSORS**

- See also CONSTRUCTION INDUSTRY
- Generally, § 26:8

**SUPER SENIORITY**

- Union officials, § 15:8, § 22:9

**SUPERVISORS**

- Generally, § 17:9
- Excluded by recognition clause, § 17:9
- Promotion out of unit, § 22:10
- Return to unit, § 22:10

**SUSPENSION**

- See DISCIPLINE AND DISCHARGE

**TECHNOLOGICAL CHANGE**

- See also JOB CLASSIFICATIONS AND DESCRIPTIONS; MANAGEMENT RIGHTS
- Generally, § 9:41, § 13:11, § 25:1 to § 25:9
- Defined, § 25:3
- Drafting check-list, § 25:9
- Legislated standards, § 9:41, § 25:4
- Notice of, § 25:5
- Preventing, § 25:6
- Remedies, § 25:8
- Rights of employees, § 25:7
- Sample clauses, § 25:1

**TEMPORARY, CASUAL AND PART-TIME EMPLOYEES**

- Generally, § 17:4
- Vacation entitlement, § 19:3
- Wage structure, § 21:6

**TEMPORARY ABSENCE PROGRAM**

- See LEAVE OF ABSENCE

**TEMPORARY ASSIGNMENTS**

- Generally, § 7:6, § 21:7

**TERMINATION**

See also DISCIPLINE AND DISCHARGE

Generally, § 37:1, § 37:5

Discrimination and, § 1:18

Illness and disability

see ILLNESS AND DISABILITY

Initiated by union, § 9:46, § 9:47, § 15:3

Probationary employees, § 17:3

Reasonable notice, § 37:5

**TIME-LIMITS**

Generally, § 36:7

Continuing grievance, § 36:7

Mandatory or directory, § 36:7

Relief against non-compliance, § 36:7

Waiver of, § 36:7

**TOOLS**

See CLOTHING, TOOLS AND EQUIPMENT

**TRADE UNION**

See UNION

**TRANSFER**

See PROMOTION, DEMOTION AND TRANSFER

**TRANSFER OF BUSINESS**

See CLOSURE OR TRANSFER OF BUSINESS

**TRANSFER OF WORK**

See CONTRACTING OUT

**UNDUE HARDSHIP**

See REASONABLE ACCOMMODATION

**UNFAIR LABOUR PRACTICES**

Generally, § 9:8, § 9:35 to § 9:41

Bona fide purpose, § 9:36 to § 9:39

branch closing, § 9:37

closure, § 9:38

**UNFAIR LABOUR PRACTICES****—Cont'd**

Bona fide purpose, § 9:36 to § 9:39

**—Cont'd**

existing business plan, § 9:37, § 9:38

relocation, § 9:37, § 9:38

Communications with employees, § 9:42, § 9:43

Continuation of strikers' employment, § 9:28

Duty to bargain

see DUTY TO BARGAIN

Employer property rights

see EMPLOYER PROPERTY RIGHTS

Interference with union

see UNION

Rehiring strikers after strike, § 9:28

Remedies

see REMEDIES

Replacement labour, § 9:26 to § 9:28

Unilateral changes to conditions of employment, § 9:2 to § 9:7

**UNFAIR REPRESENTATION**

Generally, § 36:9

**UNIFORM ALLOWANCE**

See CLOTHING, TOOLS AND EQUIPMENT

**UNION**

Generally, § 2:2

Affiliation of, § 2:4

A.F.L. and C.I.O., § 2:3 to § 2:13

Alberta Teachers' Association ATA, § 1:2

Alternative unions, § 2:13

Business, § 15:1, § 15:10

Canadian Labour Congress, § 2:3 to § 2:13

Canadian labour federations, § 2:5

Canadian Labour Union, growth of, § 2:3 to § 2:13

**UNION—Cont'd**

- Centrale des Syndicats  
Dmocratiques, § 2:3 to § 2:13
- Chemical Energy Paper Workers  
Union, § 1:2
- Christian Labour Association of  
Canada, § 2:13
- Committees, § 15:8
- Communications and buttons,  
§ 9:43
- Confederation des Syndicats  
Nationaux, § 2:3 to § 2:13
- Control of grievance, § 2:11, § 36:8
- Corruption, § 2:12, § 4:21
- Democracy, § 2:11
- Discipline, § 9:45 to § 9:49, § 41:2
- Dues  
see DUES
- Duties  
check-off regulation, § 15:6  
fair representation of all employ-  
ees, § 2:19, § 36:9  
non-discrimination, § 14:3
- Expulsion from, § 9:46 to § 9:48,  
§ 15:3
- Federation des Travailleurs du  
Quebec, § 2:3 to § 2:13
- Fines, § 9:49, § 15:3
- Goals, § 2:18, § 2:19
- Grievance  
see GRIEVANCE
- Health Services and Support Facili-  
ties Subsector Bargaining  
Association, § 5:1
- Input for collective bargaining,  
§ 5:7
- International unions, § 2:6
- Leave for union activities, § 15:1,  
§ 15:13, § 20:1
- Liability for unlawful strike, § 9:19,  
§ 9:20
- Literature, § 15:1, § 15:15
- Local, § 2:9
- Meetings, § 15:10

**UNION—Cont'd**

- Membership  
see MEMBERSHIP
- National unions, § 2:7
- Office space, § 15:1, § 15:17
- Officials  
generally, § 15:8, § 22:9  
rights and responsibilities  
representatives, § 15:1  
sample clauses, § 15:1  
super seniority, § 15:8, § 22:9
- Politics, § 2:10
- Raids, § 4:9
- Recognition, § 8:4
- Relationship with management,  
§ 2:16  
accommodation, § 4:19  
attitudinal relationship  
generally, § 4:1 to § 4:5  
legitimacy, § 4:2  
prevailing attitude of friendli-  
ness or hostility, § 4:4  
prevailing attitude of  
individualism or  
co-operation, § 4:5  
trust, § 4:3  
collusion, § 4:21  
conflict, § 4:17  
containment-aggression, § 4:18  
co-operation, § 4:20  
external factors, § 4:9  
functional consequences, § 4:22  
ideology, § 4:8  
newly certified union, § 4:12  
ongoing relations, § 4:13  
personalities, § 4:7  
strike, § 4:11 to § 4:15
- Representation during grievance  
procedure, § 36:9
- Revocation of membership, § 9:47
- Security  
generally, § 9:46, § 15:2 to  
§ 15:4  
check-off, § 9:46, § 15:6  
closed shop, § 15:2

**UNION—Cont'd**

## Security—Cont'd

closed shop versus agency shop,  
§ 15:2

finances for picket line crossers,  
§ 9:49

legal limits, § 15:3

dismissal of employee, § 15:3

maintenance of membership  
clause, § 15:2

religious exemptions  
see RELIGION

Shop stewards, § 15:8

Solidarity, § 9:45 to § 9:49

Strikes and lock-outs

see STRIKE; LOCK-OUT

Supplying employees, § 15:1,  
§ 15:19

United Auto Workers UAW, § 1:2

**UNION DUES**

See DUES

**UNION-MANAGEMENT  
RELATIONS**

Improving, § 4:23

**UNION MEMBERSHIP**

See MEMBERSHIP

**UNLAWFUL STRIKE**

See LOCK-OUT; STRIKE

**VACANCY**

See also JOB POSTING

Generally, § 24:2

Changing jobs, § 24:4

Job posting, § 24:5

New jobs, § 24:3

Restructuring, § 24:4

Sample clauses, § 24:1

Standard in filling, § 24:6

**VACATION**

Generally, § 19:2

Accrued vacation, § 19:5

Computation of vacation and vaca-  
tion pay, § 19:4

**VACATION—Cont'd**

Drafting check-list, § 19:6

Employment standards, § 19:3

Sample clauses, § 19:1

**VOLUNTARY OVERTIME**

See OVERTIME

**VOTING**

Final offer, § 9:44

Strike

generally, § 9:17

pre-condition, § 9:17

supervised by board, § 9:17

who is eligible, § 9:17

**WAGES**

Generally, § 21:2

Acting pay, § 21:7

Adjustments, § 21:3

Alteration of wages, § 21:8

see also JOB CLASSIFICA-  
TIONS AND DESCRIP-  
TIONS

Call-in pay, § 16:7

Change in job function, § 21:8

Drafting check-list, § 21:11

Equal pay for equal work

see PAY EQUITY

Management rights, § 13:1, § 13:3

Minimum wage, § 21:3

Overtime pay

see OVERTIME

Part-time employees, § 21:6

Pay levels by classification, § 21:4

Performance of work outside clas-  
sification, § 21:4

see also JOB CLASSIFICA-  
TIONS AND DESCRIP-  
TIONS

Rates for new and revised clas-  
sifications, § 17:11

Roll-backs, § 21:9

Shift differentials, § 21:5

Skill, § 21:4

Temporary assignments, § 21:7

**WAGES—Cont'd**

Temporary employees, § 21:6

**WATNA**

See WORST ALTERNATIVE TO A NEGOTIATED AGREEMENT

**WELFARE PLANS**

See INSURANCE AND WELFARE PLANS

**WORK ASSIGNMENT**

See also JOB CLASSIFICATIONS AND DESCRIPTIONS; MANAGEMENT RIGHTS; PROMOTION, DEMOTION AND TRANSFER; VACANCY

Generally, § 17:6, § 17:11

**WORKERS' COMPENSATION**

Generally, § 1:30, § 30:1, § 30:10

**WORKING HOURS AND SHIFTS**

See also OVERTIME

Generally, § 16:2

Call-in pay, § 16:8

**WORKING HOURS AND SHIFTS**

—Cont'd

Clean-up time, § 16:10

Emergencies, § 16:7

Employment standards, § 16:3

Flexible work week, § 16:1

Paid breaks, § 16:9

Reduction of hours, § 16:6

Rest period, § 16:9

Sample clauses, § 16:1

Shifts, § 16:6

Standard hours, § 16:4

Standard work week, § 16:5

Transfer between shifts, § 16:6

**WORK PERFORMANCE**

See DISCIPLINE AND DISCHARGE

**WORKPLACE GOVERNANCE**

Generally, § 15:1

**WORST ALTERNATIVE TO A NEGOTIATED AGREEMENT**

Generally, § 6:9, § 6:41, § 6:50

**ZONE OF POSSIBLE AGREEMENT**

Generally, § 6:8 to § 6:13