


## Flexible Work Schedule Agreement

The Union and Employer agree to the implementation of a Flexible Work Schedule for the Vancity Member Services Centre and Visa Centre at 369 Terminal, Vancouver and Central City Tower, Surrey, as per Article 15.4 Flexible Work Schedules in the Collective Agreement.

1. Full Time employees may work the following flexible schedules:
  - a) a compressed work week consisting of 4 shifts of 9.25 hours each equal to 35 hours paid weekly.
  - b) a nine-day fortnight work week consisting of 8.25 hours and 1 shift of 8.5 hours each equal to 70 hours paid bi-weekly.
2. Part Time employees may work a compressed work week, consisting of 2 shifts of 9.5 hours each equal to 18 hours paid weekly.
3. If the Employer chooses to offer Flexible Schedules, it will be made available through the established shift bid process. The selection of a flexible work week is voluntary and determined by seniority. The least senior employee may not decline the remaining available schedule.
4. Employees who work a flexible schedule will receive the same net benefits as those who work a regular schedule, including:
  - a) Full Time employees accumulate care day credits the equivalent of one day for each month worked. Eligible Part Time employees accumulate care day credits at one care day per 154 hours worked, as per Article 20.1;
  - b) Employees who work flexible work weeks will be scheduled for their normal length of shift when they work a statutory holiday, and in accordance with Article 17.1 (d) and 17.2 Premium for Work on Statutory Holiday.
  - c) Any other benefits related to working Part Time or Full Time hours.
5. As the meal periods and rest periods laid out in Article 15 are reflective of a regular work week, employees who work a flexible schedule will receive an allotment of paid rest periods for each day worked, as follows:
  - a) Part Time employees working a compressed work week will be scheduled for an additional 15 minutes paid rest period on each shift;
  - b) Full Time employees working a compressed work week will be scheduled for an additional 30 minutes paid rest period on one shift per week; which will net an average of 7.5 additional minutes paid rest period each day worked;


- c) Full Time employees working a fortnight work week will be scheduled for an additional 30 minutes rest period on their 8.5 hour shift bi-weekly.
  - d) The additional rest periods will be scheduled in a reasonable manner based on Vancity's business needs, and will not be adjusted or altered based on care days, vacation days, leaves or other work absences.
6. As per Article 15.4 (f) a Flexible Work Week Schedule can be amended or cancelled by Vancity by providing two weeks' advance notice prior to the posting of the new schedule.
  7. As identified in Article 15.4 of the Collective Agreement, the Employer recognizes that the implementation of Flexible Work Schedules requires the agreement of both parties.
  8. The increased break time stipulated in this MOA will be backdated to March 1<sup>st</sup>, 2018, and impacted employees will be paid out on one of the next two pay periods.
  9. This Agreement is on a without prejudice and without precedent basis.



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Signed: Vancity

Date: March 29, 2018



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Signed: BCGEU

Date: Mar. 29/2018

**Memorandum of Agreement: Short-term Work Assignments**

The Union and Employer agree that:


1. Vancity will post all permanent vacancies and all temporary vacancies that are reasonably expected to be 90 or more days, as per Article 14 of the collective agreement.
2. Vancity will not be required to post or interview for temporary vacancies that are less than 90 days. Notwithstanding the use of casual employees laid out in Article 2.4 of the collective agreement, for temporary vacancies of less than 90 days, the Employer will issue an Expression of Interest. Vacancies filled in this manner will be based on the Selection Basis laid out in Article 14.6 of the collective agreement, without conducting a formal interview. Selection decision documentation will be maintained and provided to the Union upon request, and the right to grieve as per Article 14.8 will be retained.
3. If Vancity intends to extend the short term position beyond 90 days, the position will be posted as per Article 14 of the collective agreement. Notwithstanding, a temporary vacancy may be extended to 90 days or more by mutual agreement of the Union and Employer.
4. Unionized employees who move to another location will continue to accrue seniority in their permanent position.
5. Should a Unionized employee be on a temporary assignment during their permanent position's shift bid or vacation scheduling, they will be entitled to take part in the shift bid or vacation scheduling for their permanent position which does not coincide during the time of the temporary assignment. Any effects to shift bid or vacation scheduling outcomes will take place upon the completion of the short term assignment and the Employee's return to their permanent position.
6. Should a unionized Employee take a short-term work assignment within or outside of the bargaining unit, they will be paid in accordance with Article 22 – Salary Policy.
7. As the BCGEU's certification for Vancity includes all Employees on the premises of all unionized branches, CAPS, and MSC/Visa center except those specifically excluded, previously non-union Employees temporarily assigned to unionized locations will become members of the BCGEU for the term of their assignment. They will be covered by all articles of the collective agreement for their term, and will be required to sign union cards and pay union dues.
8. This agreement is in effect upon parties' signatures for a 90 day period, upon which review of continuation or augmentation of the agreement will be determined between BCGEU and Vancity.
9. This agreement is without prejudice and without precedent.

Signed on behalf of:

Vancity

March 29, 2018

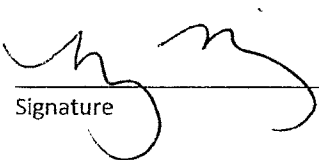
Date

  
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Signature

BCGEU

Mar. 29 / 2018

Date

  
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