

## **CEIU National Mental Health Committee** **Terms of Reference**

This Committee, established by the National Executive, is composed of at least three members from the National Executive representing the three departments (EDSC, IRB, IRCC) and its meetings need a simple majority;

- To elect two (2) Co-chairs for the Committee for a three-year term at the first committee meeting, after each CEIU Convention, once the committee members have been confirmed;
- The co-chairs would chair the meetings in alternance. Every member of the committee is encouraged to participate actively in every aspect of the committee.
- To establish mechanisms and provide various forms of communication to, from and with members – especially members sitting on health & safety committees (policy + workplace) – and to ensure the timely distribution of information to CEIU members in particular through the mental health section on CEIU website;
- To ensure that CEIU members sitting on health & safety committees represent the issues related to mental health at these committee meetings, and in particular, by the establishment of a prevention plan in their workplace and that these be reflected in meeting minutes;
- To develop a strategy to ensure that the three departments (EDSC, IRCC, IRB) adhere to the recommendations from the Federal Mental Health Technical Committee;
- To share amongst CEIU members best practices put in place from the three departments;
- To report to the National Executive following its meeting and to advise and make recommendations to the National President, the National Executive Vice-President and the National Executive on all matters related to mental health.

N.B.: This Committee is governed by the PSAC Privacy & Confidentiality Policies in all of its communications, actions, and reports.