

Policy on Collective and Individual Agreements or Contracts with Staff or Third Parties

Approved November 30, 2016

YUFA members and representatives are from time to time empowered to negotiate with CUPE 1281 or with other parties, entities or contractors with whom YUFA has a business or contractual relationship. Typically such representatives would include elected officers like the president and the VP Internal, or members of the YUFA (“employer”) negotiating team in collective bargaining with employees, or others. Given the volume of resources involved in such negotiations, and in some cases the potential for conflict of interest, it is important that such representatives exercise appropriate accountability to the YUFA Executive and the YUFA membership. In particular, the following practices and policies shall be observed:

- (1) The YUFA Executive shall be aware of who is conducting such negotiations on behalf of the organization and have the opportunity to appoint and oversee such representatives where applicable. In collective bargaining with employees there shall be an official team the constitution of which shall be established by a vote of Executive, and subject to alteration by a subsequent vote.
- (2) Where Collective agreements or individual contracts or agreements with employees that are governed by the CUPE 1281 collective agreement are involved they shall be approved and supervised by Executive and, where applicable, relevant officers such as the Treasurer shall be consulted at the relevant stages of the negotiations. Agreements with employees that are not governed by the collective agreement shall be subject to the same requirements. New or revised mandates from Executive should be obtained during the process of negotiations as applicable.
- (3) In cases where current or future agreements, entitlements or liabilities may be implicated the representatives involved in the negotiations should normally seek legal advice.
- (4) Routine dealings with contractors and consultants need not be supervised closely by Executive, especially where the costs are modest, or where they involve regular relationships, as with lawyers, actuaries, benefits consultants, web designers, etc. Nevertheless, initial appointments of providers with prospective fees over \$3500 shall be approved by Executive. Such consultations or services shall normally be discussed with the President and/or Treasurer, or brought to Executive, when cost increases become significant.