



We Own It

2017 Review Template for Locals without a current Essential and Emergency Service Agreement

Your local has not had an Essential and Emergency Service Agreement (EESA) negotiated in the last five years. Therefore, you will need to do a complete review of all of your OPS worksites to determine what services and the number of employees that you believe are appropriate to include in an EESA, in the event of a strike. A separate form must be completed for each worksite.

1. General information

OPSEU Local number: _____

Address of worksite: _____

Ministry: _____

Division/Branch Name: _____

2. Contact information

Contact person's name: _____

Position in Local: _____

Home phone: _____

Work phone: _____

Cell: _____

Secure e-mail: _____

3. Identifying the essential tasks and positions

Answer the follow questions for each specific service that is considered an essential or emergency service. Make extra copies of these pages as required.

- (a) Check one: Essential [] Emergency []
- (b) If you believe that this service should be designated as “emergency”, what would trigger the request for an employee to come to work?
- (c) Provide a brief description of the service.
- (d) If you believe that this service should be designated as “essential”, what are the components of the job that make it essential?
- (e) Provide a brief description of the service.

- (f) List the position titles required to perform the service. Remember that the goal is to identify minimum numbers for essential or emergency workers.

Position	Normal # employees	# of proposed essential workers	# of proposed emergency workers
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- (g) Details or conditions related to the essential / emergency services to be provided (e.g. limited tasks to be performed).

- (h) Are there any seasonal staff doing the essential or emergency jobs?
Yes [] No []

- (i) If yes, please identify the duration of the current seasonal work period.

4. Please describe any other significant information about the service or program that OPSEU should be aware of when negotiating the EESA? (e.g. shift schedules)