



Region 6 Virtual Educational December 11 & 12, 2021

October 21, 2021

To: Region 6 Local Executive Committee Members

RE: Region 6 Virtual Educational

Stewards 2: Facing the Employer, Building Member Involvement

**December 11, 2021: 09:00 am to 12:00 pm and 1:00 pm to 4:30 pm
&
December 12, 2021: 09:00 am to 1:00 pm**

Course Description

Prerequisite: Stewards 1

This revised follow-up to Stewards 1 focuses on investigating and writing a grievance, facing management, and involving members in worksite action. Participants will use their own collective agreements to identify grievances. They will become immersed in an evolving case study in order to interview a grievor, write up a grievance, face the employer at a step 1 and make a presentation on safety issues to the union side of the Joint Health and Safety Committee. They will examine the elements of effective mobilization and develop a campaign strategy for a local. Participants should bring their collective agreements.

Attached is the registration package for the upcoming Region 6 Stewards 2 course being held virtually via Zoom.

Attendance Form and Human Rights Accommodation Requests are to be submitted to Cathy Guppy at the North Bay Regional Office by November 12, 2021 by 4:30pm.



APPLICATIONS

Completed application forms must include the signed recommendation of a Local Executive Officer and be received by the North Bay Regional Office no later than November 12, 2021 by 4:30pm.



APPLICATION APPROVAL: MODIFIED PROCESS

Please be advised members applying to attend OPSEU/SEFPO education programs or conferences normally require a signature from a member of the LEC to approve the application. **Please make sure your LEC is aware you are applying and they approve. We may ask for this approval through email if there are an abundance of applications. We understand through lockdown that signatures are not always possible.**



SELECTION PROCESS – EDUCATION POLICY SECTION 7 (POLICY MANUAL)

The selection process will be in accordance with the Education Policy – Section 7 of the Policy Manual. All Local Presidents have an OPSEU/SEFPO Policy Manual. Please contact your Local President to review this policy. Applicants will be notified after November 17, 2021 of their acceptance for the educational.



CANCELLATIONS

Notification by a member to cancel course attendance should be received by both the local president and the regional office no later than 48 hours before commencement of the regional school. When a member does not attend and the Regional office has not been notified 48 hours prior to the school's commencement, **the member will be assessed a \$50.00 penalty.** Extenuating circumstances will be taken into consideration.



FAMILY/ATTENDANT CARE

Family/Attendant Care will be reimbursed as per OPSEU/SEFPO policy as outlined on the back of the expense claim. Such allowance is not intended to reimburse the claimant for dependant/family expenses they would have normally incurred as a result of employment except where the absence exceeds the normal work day or week.

Family/dependent care will be reimbursed at the rate of \$15.00 per hour. If you have any questions, please check the OPSEU/SEFPO Policy Manual.



LOST WAGES/TIME OFF

Per past practice, lost wages will be paid for those members who are scheduled to work Saturday, December 11 and/or Sunday, December 12. Any claim for lost wages must be substantiated by proof from your employer.

APPLICATIONS MUST BE SENT BY EMAIL BY:

Friday, November 12, 2021 by 4:30pm.

**OPSEU/SEFPO Regional Office
Telephone: 1-844-765-1417 Ext. 5602
Email: cguppy@opseu.org**



ATTENDANCE FORM
REGION 6 VIRTUAL EDUCATIONAL
Stewards 2 December 11 & 12, 2021

<p><u>PERSONAL INFORMATION</u></p> <p>LEC Position: _____</p> <p>Application Due November 12, 2021 by 4:30pm</p>	<p>Local: _____ Union # _____</p> <p>Name: _____ Last _____ First _____</p> <p>Home Address: _____ Street _____ City _____ Postal Code _____</p> <p>Phone Numbers: _____ Home _____ Work _____ Cell _____</p> <p>Personal Mail: _____ Home _____</p>
<p><u>TIME OFF</u> (CHECK THOSE THAT APPLY) Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><input type="checkbox"/> December 11, 2021 From: _____ to _____</p> <p><input type="checkbox"/> December 12, 2021 From: _____ to _____</p> <p><input type="checkbox"/> Other (night shift pre or post event) From: _____ to _____</p> <p>Example: <input checked="" type="checkbox"/> December 25, 2021 From: 8:30am to 4:30pm</p>	<p align="center">★ <u>TO BE COMPLETED IF REQUESTING TIME-OFF (email)</u> ★</p> <p><u>Name of Employer Contact:</u> _____</p> <p><u>Title:</u> _____</p> <p><u>Employer:</u> _____</p> <p><u>Address:</u> _____ _____ _____</p> <p align="center">★ <u>Employer email: (mandatory)</u> ★</p> <p>_____</p>
<p>ACCOMMODATION</p>	<p><u>Only</u> If Required, please complete the Human Rights Accommodation Form</p>

PREREQUISITE STEWARDS 1

Local Executive Officer Signature or attach an approval email with the attendance from

Position

Please complete and send by **November 12, 2021 by 4:30pm**
ONLY BY EMAIL to Cathy Guppy at cguppy@opseu.org

APPLICATION DUE November 12, 2021.