

# UCCE NEWS & VIEWS

May/June 2014  
Edition

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## UNIFORM UPDATE

We are getting lots of questions about the new uniform policy. Hopefully this article will answer some of them.

### If wearing an indoor jacket/vest, does the apron go under or over?

The Company requires that aprons are to be worn over the jackets/vests. Jackets worn outside of the store must be worn over the apron. Aprons can be tied at the front or the back. Where employees want to make any alterations to their aprons for any reason, they must first get the approval of their manager prior to the alterations being made. Employees are responsible for any expenses related to the alterations. Aprons with longer strings and three pockets are currently being ordered and should be available in the near future. Service Clerks do not have to wear an apron.



### What types of shoes are required?

Shoes must be 100% black, leather or similar material and be polishable. This includes dress shoes and running shoes. Employees who currently have shoes that are 90% black and complied with the previous policy will be encouraged to polish their shoes in an effort to make them 100% black. Where this is not possible, employees will have until September 30, 2014 to have black shoes.



### Can employees buy their own white collared dress shirt or golf shirts?

Yes, dress shirts with no prints, patterns or logos are o.k. All dress shirts must be tucked in. Golf style shirts do not have to be tucked in. Employees can wear a shirt under their uniform however the sleeves cannot exceed the length of the shirt. T-shirts, turtlenecks and crew-necks must be white or black in colour.

Now that a C employee can work up to 40 hours a week they will receive two replacement shirts every 24 months.

### Can employees purchase their own fleece jackets/vests?

No, the only item they can purchase from a retailer are shirts and pants. These items must match the required specifications of the uniform policy. From April 1 to May 15, 2014, for all employees who purchase an indoor jacket or vest through the uniform program, Calgary Co-op will reimburse the employee \$20.00. Employees who purchased those items previously will also be reimbursed \$20.00.

By Heather Snider

## How Many Breaks Do I Get?

If you are working a shift of 5-7 hours you shall have 2 rest periods. Any shift more than 7 hours worked shall include 2 rest periods and 1 meal period. This shall also apply where a shift



## UNIFORM UPDATE

### How Many Breaks Do I Get?

### Compassionate Leave

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extension results in more than 7 hours worked.

If you are working a shift of 4 or more hours but less than 5 hours you shall receive 1 rest period. You cannot be scheduled a 4 ¼ hour shift.



Always remember that your 15 minute rest periods are paid for by the company so you are not allowed to leave company property. (Article 8 – Hours of Work)

All breaks are to be uninterrupted! If you are interrupted for work reasons, you start your break over again.

By Heather Snider

We want to wish

**Debbie Pearson**

*All the best in your new position! We will miss your laughter and your knowledge. Thank you for your years of dedication.*

From the UCCE  
Executive & Business  
Agent

## Compassionate Leave

In the terrible event of a family member falling ill, you may qualify for Compassionate Leave. (Article 18.9) It is up to 6 weeks, if you are eligible for the EI compassionate care benefit. This leave is available to employees who must be away from work to provide for a spouse, child, parent, stepparent or stepchild who is ill, and who could pass away within 26 weeks.

By David Pilz

## Bereavement Leave

In the unfortunate event of a death in the family, some members have been inquiring regarding the time off at these difficult times. The bereavement leave (Article 18) is a description of these times off, they are:

- For the death of a spouse, child, stepchild, parent or step-parent, employees shall have seven (7) consecutive calendar days bereavement leave.
- Three (3) consecutive Calendar days leave for death of legal guardian, brother, sister, mother-in-law, father-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, grandchild, grandparent, or spouse's grandparents.
- Bereavement leave must be started within seven (7) days of the death. When it starts within that 7 day period is up to the employee.
- While on bereavement leave only scheduled shifts will be paid
- An employee may request 1 day unpaid leave to attend a funeral of a friend or family member, not listed above.
- Management may approve additional unpaid leave when there is extenuating circumstances (i.e. if travel is needed).
- If you are on vacation or lieu time, when you need bereavement leave, your vacation day(s) or lieu time shall be reinstated.

It is always a tough and difficult time for everyone. Hopefully you are a little more informed and this will help ease the stress a little bit.

By David Pilz



### Newsletter Committee:

Heather Snider, Chair

### Committee Members:

Debbie Pearson

David Pilz

Myrna Pollock

Paul Nichols

We need your input. Please send your news, announcements, letters, questions, happy thoughts, concerns or complaints to the Newsletter Committee C/O the U.C.C.E. Office through the Inter-office mail

OR

Fax — (403)299-6710

OR



[reception@ucce.info](mailto:reception@ucce.info)

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us on



### General Meeting

May 13, 2014

7:00 p.m.

at the

**Union Office**

420—35th Ave. N.E.

See you there.



### Dear Rosie



Dear Rosie,

I only have enough money in my vacation bank to cover 3½ weeks of vacation but the contract says I'm entitled to 4 weeks. Can I still take all 4 weeks?

From a Travelling Gnome

Dear Gnome,

Yes, you can take all 4 weeks however only what you have money in the vacation bank for will be paid. On the flip side of that, if you don't want unpaid vacation, you can't be forced to take it.

Rosie

Any questions you may have for Rosie send to her at: [rosie@ucce.info](mailto:rosie@ucce.info)



### Quick Quips

- ☉ Meet & Greet Gift Card Winner are:

\$500.00 - Chris - #9 Meat

\$100.00 - Adrift - #4 CS

\$100.00 - Shannon - #8 Bakery

\$100.00 - John - #14 Produce

- ☉ Congratulations and thank you for attending the AGM.

