

UCCE News & Views

March-April

CALL-IN SICK

Did you know that you **DO NOT NEED** to find a replacement for either when you call-in sick or went home sick?

It is your Manager's responsibility to find replacement to cover your shift. Calling-in sick must be done at least **one (1) hour** prior the start of your shift. Call the Centre and speak to a Duty Manager or you may also leave a message with another employee but make sure to call back and speak directly to a Manager.



IF PAYING A CASHIER A LIVING WAGE WILL MAKE PRICES GO UP. WHY DOESN'T REPLACING CASHIERS WITH SELF CHECKOUTS MAKE PRICES GO DOWN?

ANNOUNCEMENT SPECIAL GENERAL MEETING

MARCH 22, 2022, 7pm

At the UNION OFFICE

Agenda Constitutional Change,
Approval of the Budget & General
Discussion
420 35 Ave NE

this issue

BACK-UPS BEWARE

VACATION TIME

COFFEE AND LUNCH BREAKS

UCCE VISITING YOUR CENTRE

BACK-UPS BEWARE!

Remember a time when there used to be more Front End Supervisors... Now there is usually only two Supervisors and a whole lot of "Back-Ups". There are seven days in a week with seven openings and seven closings. That is **fourteen shifts** a week required to fill a schedule. This is enough shifts for three Supervisors even before vacations, sick time or LOA's. The intent of having "back-ups" was for the purpose of filling in when Supervisor was on vacation or unavailable for a short term basis. **It was never intended to be used instead of posting a permanent position which it has now become.**

Remember that there is **NO** Classification called "Back-Up Supervisor" so it is **NOT** a title that should be used to describe your job classification (ie. Emails and Nametags).

The role of Back-ups are limited in scope and do not include the full duties of a Supervisor. They should never have full access to the work records of fellow employees.

So why are there only two actual Supervisors and rarely see a posting while Back-ups are all waiting for an actual position that never seems to come up?

There is a little incentive for the Employer to post a position when they can fill the shifts with temporary and transitory staff that they have little obligation to. They do not need to guarantee them any hours and they will never advance through the Supervisor pay scales and achieve Level 3 which makes them cheaper. Also they often work without sick time or benefits etc. if they are "C" Employees.

Finally, you need to be aware that the added responsibility is not without consequence. We have had excellent cashiers that have signed up to be Back-Ups and have lived to regret it. They have forgotten to lock something up or put something away and have been subject to discipline for the error. They have never have discipline as a cashier but being held to standard of a Supervisor, (even if it is something done only very occasionally) has resulted in suspensions. So the little financial compensation that was made has now become a financial loss by loss of shift(s). Progressive discipline can and does lead to termination.

So that is some food for thought for members to be aware of so they can consider the pros and cons of accepting this role.

VACATION TIME

Wondering if your vacation request was approved?

By March 31st, your Manager shall post a completed vacation schedule in a location where all Employees of the department can view.

By April 30th, the Manager should have posted the final vacation schedule and should remain posted for the entire year. These vacation request can be granted up to three (3) weeks on the basis of Seniority. Any request after April 30th will be first come first serve basis. The Employer is not obligated to schedule the fourth to seventh weeks of vacation in conjunction with the initial choice.

Remember approved vacation is only applicable in the Classification/Centre/ Location in which it was approved. So if you transfer make sure that your vacation approval will be honored at your new location. The actual vacation process can be found in the **Collective Agreement Article 20.14, 20.16-17 & 20.19-20**. Any questions, please call the Union Office.



It is easy to skip a break, one here and one there. The Collective Agreement has rules concerning coffee and lunch breaks? These can be found on **ARTICLE 8, HOURS OF WORK**.

Paid rest periods shall be twenty (20) **Uninterrupted Minutes**. This time is comprised of fifteen (15) minutes rest periods and a total of five (5) minutes for employees to get to and from their workstation at the start and end of their breaks. Rest periods for all employees shall not start earlier than one and one half hours after the commencement of work and not later than one and one half hours after the shift. Unpaid meal shall be thirty (30) **Uninterrupted Minutes** and shall be scheduled as near mid-shift as reasonably possible.

Uninterrupted Breaks means that an employee shall not be working during rest periods. For example, a Gas Bar Clerk who was on break and called by a Manager to help a customer out at the pump. Make sure that you head back and restart your break whether its is twenty or half an hour lunch. If a Manager asks you to work through your meal or rest periods, you maybe compensated at the applicable overtime rate for the entire rest period. Overtime must be authorized and schedule must be initialled off by a Manager.

COFFEE AND LUNCH BREAKS

Managers are not to schedule Employees to work through rest and lunch breaks. Refer to **ARTICLE 8.19 of the Collective Agreement**.

It is necessary to take your break whether it is assigned to you or you are in a department that doesn't have a scheduled breaks. The KRONOS deducts each minute you are late or leave early, or worked past your shift to complete a task/job. Missed breaks and these few minutes adds up and before you know it, you are working without being paid.

As a Union, we encourage everyone to take their **BREAKS AND GO HOME AT THE END OF THEIR SHIFTS**. Be sure you are getting paid for what you work! Everybody deserves it!

UCCE VISITING YOUR CENTRE

UCCE is your Union that represents you and your interests and enforced the Collective Agreement is upheld.

If you see a Union Executive in your location, it maybe because we have been requested to provide representation in an investigation initiated by the Employer. We are there to make sure that you are being treated fairly, the facts are correct and that you get to respond to any accusation or allegations against you.

The Union does not discipline or terminate. We are there to protect your rights. Next time you see us, know that we are there to support our Members!

Don't hesitate to say hello or ask us any questions you may have.

EMPLOYEE and FAMILY ASSISTANCE PROGRAM

HOTLINE
1.800.663.1142
www.homewoodhuman solutions.com



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We need your input. Please send your News, Questions, and Suggestions, to the Union Office
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