

# UCCE News & Views

September-October 2022

## The Canadian Workplace

Canadian Employers are very fortunate to be able to offer a diverse and interesting group of employees. Canada is known for its incredible diverse population and ability to offer different perspectives, cultures and knowledge from a wide variety of different ethnicities. There is much to gain having a diverse, multi-cultural workplace. It offers different points of views, life experiences. This is the core of the Canadian workplace.

If we value each other's differences and life experiences, we will have a more dynamic and inspired workplace. It also requires us to embrace the unique opinions we share as a united group.

### Did you know...

😊 It has been proven having a strong diverse group in the workplace allows for more creativity, interesting perspective and success.



## EVERY CHILD MATTERS

Between 1893 and 1996, across Canada there were over 134 Residential Schools, with 25 in Alberta. The Indian Residential School system took away the identity of the indigenous students. Children were deliberately separated from their homes and cultures.

**Every child matters, is an expression of the belief that all children are important, including the ones left behind at residential schools and adults who are still healing from the trauma they endured.**

UCCE asks members to recognize and remember all those affected and to participate in wearing an orange shirt Friday Sept 30 to observe **National Day for Truth and Reconciliation**. We all hope for a healthy and progressive future that provides positive contributions to all families and communities. This can be accomplished when individuals and organizations stand against racism, bullying and discrimination.

## this issue

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## PRIDE

Your Union is committed to ensuring that all members experience an inclusive and equality focused work environment. In this spirit, the Union continues to be committed to the prevention of discrimination and harassment towards our members in the workplace.

UCCE stands proud with our LGBTQ+ members in celebration of the diversity that enriches our membership.



## Coming to Work while Sick

We would like to create awareness for all employees that coming in to work while sick can have negative repercussions on your health as well as the health of your co-workers. Whether it is a cold, flu or Covid, please stay home to minimize the risk of sharing your virus with others. We know many dedicated employees are concerned about the operation of the business but we need to make each other the priority. Expectations of going into work while sick and not letting down your team is now an outdated concept. Spreading a virus to co-workers can put them or their loved ones in jeopardy, and may also affect them financially as well. The Pandemic has taught us many lessons and behaviors have changed to reflect that.

The Union fought hard for sick time benefits for both Full Time and Part Time Employees. We need to be considerate for the well-being of Casuals who do not have paid sick time should they become ill. Using your sick time and staying at home when sick will help keep your co-workers safe from any virus or illness. It is your choice to stay home or attend work, however give thought as to how to avoid unintended consequences that this may have on others.

## WORK RECORD ENTRIES

Work record entries are considered a diary of what occurred in the workplace. This should represent positive, negative and neutral entries. Many Employees think that entries are mostly negative because work record entries often occur when there is a mistake made in the workplace. Work record entries should include positive feedbacks such as customer compliments or for a job well done. Any training and information sharing can also be entered in work records. Negative entries such as attendance (lates) and work performance issues can be reflected here as well.

Any performance issues addressed in the work record is not discipline. This is considered coaching and information to avoid discipline. Always remember to write the date when asked to initial the entry. Writing your initials on the work record entry **does not mean that you agree with the comment.** It means that the topic or issue was reviewed and discussed with you. There should not be any notations in your work record that you are unaware of.

Keep in mind that Employees are allowed to write in and include comments that you feel are appropriate pertaining to the issue that was discussed with you. You have the right to review your work record. See your Manager or Centre Management team to review if you wish.

## CELLPHONE USAGE

Using your cellphone while at work is not allowed. Cellphones can be used in the workplace as a timepiece or for immediate customer service such as finding products for them. You are not allowed to take any calls unless it is an emergency but this must be approved by your Manager or Supervisor. Any phone or social media usage can be done on breaks. Employees have received discipline for texting or using their cellphone while on shift. Earbuds are also not permitted during work.

## DID YOU KNOW...

☺ The Union has a new Constitution! This was long overdue and was passed by the membership at the UCCE AGM in September. Thanks to all who came out!

☺ **Attn Cashiers!** Never use your own Coop membership number or the Coop number of friends or family if a customer does not have one. This is a violation of the theft policy and can lead to termination.

☺ You should never change a price on **ANYTHING** whether the product is for yourself or for a customer. Changing

a price needs Manager's approval.

☺ A and B Employees shall not have their guaranteed hours scheduled in more than five (5) days in a row in any combination of weeks. **Article 9.12**



If you are not receiving UCCE Communications, send us an Email with your Name & Employee # using your personal email to [itadmin@ucce.info](mailto:itadmin@ucce.info)

Recording Secretary Racquel Cadiang, on behalf of the U.C.C.E. Officers would like to extend our gratitude to Jason Brooks and Allison Sorvisto for their contributions on this month's Newsletter Edition.