

UCCE News & Views

Spring 2025

A RESPECTFUL WORKPLACE FOR EVERYONE

The workplace can be a socially challenging environment at times. If you ever feel bullied or fear retaliation for speaking up, do not hesitate to reach out to your Union. Harassment can come from management, co-workers, vendors, subcontractors, and customers, and no one should have to tolerate it.

Every employee has the right to work in a respectful, harassment-free environment. This includes fundamental rights such as taking washrooms breaks when needed, receiving your required breaks, and feeling comfortable approaching the Union for support.

Creating a positive workplace also means showing compassion and empathy towards your co-workers. We should support each other rather than add to one another's stress and hardships, whether financial or otherwise. We are stronger when we stand united rather than divided.

Your Union is here for you! If you have concerns, do not hesitate to call, email, or attend UCCE meetings. Remember, we are stronger together.



UPCOMING BARGAINING - STAY CONNECTED!

With the current Collective Agreement expiring at the end of November this year, your Union is starting to prepare for negotiations and will be looking for the input of the members across all lines of business throughout the company. Over the next few months, we will be forming a Negotiations Committee, as well as a survey for members to complete. The survey will assist the Union by providing the feedback of our members and giving a clear direction of what matters most to the membership. The survey will be done entirely online, so it is important to make sure that you have registered your email with the Union Office. If you have been receiving emails (newsletters, meeting notices, etc.) from the Union, you are already registered and nothing more is required. If you have not been receiving emails or have opted out of receiving emails from the Union and would like to receive future communications, please email itadmin@ucce.info with your First and Last Name, Employee Number, Location Number, and Preferred Non-COOP Email Address.

UNDERSTANDING SENIORITY

Seniority for all employees in the bargaining unit is determined by the

this issue

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BEING

WORK RECORD ENTRIES

DID YOU KNOW?

length of continuous service with the employer. It grants preferences in areas such as transfers, placements, vacations, and other working conditions outlined in the Collective Agreement. Full details of Seniority can be found in **Article 12 of the Collective Agreement.**

We have received inquiries from members who believe that having the most seniority within their department gives them the authority to direct their co-workers. This is a misunderstanding. Seniority does not grant the right to give instructions nor directions to peers. The responsibility of providing directions falls to supervisors and backup supervisors when scheduled in that role.

To clarify, regardless of seniority, all Clerks are equal in their roles and responsibilities and do not have the authority to direct each other. For further clarification please give us a call at the Union Office.

PROTECT YOURSELF: ALWAYS VERIFY CUSTOMER ID

We cannot stress enough the importance of verifying the date of birth on government issued identification when selling tobacco products, lottery tickets, liquor, and cannabis. The Alberta Gaming, Liquor and Cannabis (AGLC) and Alberta

Did you know...

😊 A strong, diverse workplace promotes creativity, brings unique perspective, and drives success.

😊 Vacation requests must be turned in on or before March 1st. Round 2 vacation requests must be turned in on or before April 15th. By March 31st, the Department Manager shall post a completed vacation schedule in a location where all Employees of the department can view it. Please reach out to us ASAP should the vacation schedule not be posted in your department.

😊 When the Supervisor and the Department Manager cannot be on vacation at the same time, the Supervisor is permitted to choose vacation week(s) first before the Department Manager. While selecting your vacation during round 1 and round 2, your Manager cannot deny you as a Supervisor because it is the same time as your Department Manager's vacation. Refer to Article 20.06 of the CA. Call the Union Office if you have questions or clarifications.

😊 It is important to keep a copy of your Scheduling Agreement (availability form) as well as any Medical Documents that the company is requiring from you. We need to have something to refer to in case there are any issues.

Don't give away your free time. Make it clear that every extra minute you stay costs the company. Time is money, value yours.

Continuation of Protect Yourself: Always Verify Customer ID

Health Services (AHS) have imposed personal fines on members who fail to follow these regulations.

It is deeply concerning to see members, especially those working in Gas Bars, facing government fines and additional discipline from their employer due to ID verification failure. Both AGLC and AHS conduct compliance checks using mystery shoppers at Food Centres, Gas Bars, Liquor Stores, and Cannabis to ensure adherence to their regulations. Members caught in violation can face personal fines up to \$3,000 for a first offense and up to \$50,000 for subsequent offenses as stated in the Tobacco Act. For someone at minimum wage, a personal fine along with a potential suspension, is a significant financial burden.

Our goal is to raise awareness, never let yourself be rushed, stressed, or pressured by long line ups. Take the time necessary to properly verify ID using all tools COOP has provided. If you are ever unsure, seek support from your Supervisor or Manager. Your diligence protects you, your job, and your customers.

PROTECT YOUR TIME, SAFETY, AND WELL-BEING

We understand the frustration regarding reduced hours and increased workloads. However, department staffing budgets

fall under Management's Rights, and while we cannot demand increased hours, we can remind you of an important fact, you are responsible for the work of one person because you are only being paid for one person's wage.

Do not sacrifice your breaks or donate your time. Not only is it a Collective Agreement violation, there is also no incentive for the employer to reassess what a reasonable workload looks like. Overworking yourself can lead to mistakes, safety risks, and even disciplinary actions. Rushing through tasks not only impacts your well-being but also your job security and personal finances.

We recognize that these are challenging times, but your health and safety must come first. Stay mindful of your limits, take your breaks, and avoid unnecessary stress. Above all, maintain professionalism and support your coworkers.

WORK RECORD ENTRIES

Work Record entries serve as a workplace journal, documenting daily occurrences, both positive and negative. While they are often associated with mistakes, they should also highlight successes such as customer compliments or a job well done, as well

as neutral entries like training completion in YETI, coaching, or information sharing.

Negative entries including attendance and performance issues, may also be recorded. However, when a performance issue is noted in a Work Record, it is not considered disciplinary action. Instead, it serves as a warning and an opportunity for improvement.

If you are asked to initial a Work Record entry, remember that your initials do not indicate agreement, only that the information was reviewed with you. You should also include the date and, if necessary, add comments relevant to the entry. Since you are asked to initial entries, there should be no surprises or no entries of which you are unaware. If you wish, you may request to review your work record at any time.



ANNOUNCEMENT

Join us for our upcoming General Meeting on **Tuesday, March 11, 2025, from 6:00-7:00pm at the UCCE Office.**

We look forward to seeing you there

