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File: 2112-935-3

September 20, 2019

TO: ALL PSAC MEMBERS AT THE ROYAL CANADIAN MINT

RE: RATIFICATION OF TENTATIVE AGREEMENT

A tentative agreement was finalized on July 12, 2019 on behalf of the PSAC members at the Royal Canadian Mint. The tentative agreement if ratified by the membership will have an expiry date of December 31, 2021.

Unless otherwise specified, the proposed changes would become effective upon ratification. Current collective agreement articles or clauses not listed here would be renewed without change.

ECONOMIC INCREASES

The tentative agreement provides 4 (four) years of economic increases as follows:

Effective January 1, 2018 – 2.0% across all pay bands

Effective January 1, 2019 – 2.0% across all pay bands

Effective January 1, 2020 – 1.5% across all pay bands

Effective January 1, 2021 – 1.5% across all pay bands

The new proposed wage grid can be found at the end of this package.

OTHER HIGHLIGHTS

Effective upon Ratification

- 80 hours of Domestic Violence leave per year.
- Annual leave increased to 3 weeks upon hire, five week trigger date reduced from 18 to 16 years
- All shift premiums increased from 1.70 to 2.00.
- Increased special leave accrual for 12 hour shift workers.
- Increased paid time and steady day shift for both local union presidents.
- Language for 10 hour shifts for night workers
- Increased Call Back allowance
- Increased standby pay
- Vacation request submission deadline moved from April 15 to April 1 and approval/denial deadline move from May 15 to May 1
- Hazmat team annual allowance doubled from 300.00 to 600.00

The remainder of the ratification kit provides a complete listing of all the substantive changes to the collective agreement as a result of the tentative agreement including the new wage grid. Current collective agreement articles or clauses not listed would be renewed without change.

Your Bargaining Team comprising of:

Andrew Ellsworth
Jeff Tessier
Kelly Votto
John Hickey Jr.
Laneydi Martinez Alfonso, PSAC Research Officer
Tom Milne, PSAC Negotiator

unanimously recommends the acceptance of the tentative agreement.

If a majority of those voting ratify this tentative agreement, then your bargaining team will sign a new collective agreement with the Royal Canadian Mint. If a majority of those voting reject this tentative agreement, we will proceed to conciliation and strike mobilization.

In solidarity,

A handwritten signature in black ink, appearing to read "M. Hladun". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Marianne Hladun
Regional Executive Vice-President
PSAC - Prairies

- cc. National Board of Directors
Thomas Linner, Regional Political Communications Officer Prairies:
Negotiations Section
Amarkai Laryea, Coordinator, Representation and Legal Services Branch
Elisabeth Woods, Regional Coordinator NCR
Lisa Garnier, Regional Coordinator Prairies
Clint Wirth, Regional Representative Winnipeg
Nairra Tariq, Regional Representative Ottawa
Fraser McDonald, Supervisor, Membership Administration
Chantal Fréchette, Administrative Assistant to the Membership Administration
Supervisor
Dale Robinson, Strike Mobilization Project Officer
Kelly Greig, Member Information Advisor
Ratification Kit Binder

OTHER CHANGES

Effective upon Ratification

Article 7 - Recognition

7.01 The Mint recognizes the Alliance as the sole bargaining agent for all its employees ~~in the National Capital Region and the Winnipeg Region~~, save and except those identified in the certificates issued by the Canada Industrial Relations Board on October 30th, 2017.

Article 8 – Union Representatives

Winnipeg Plant —

- Production..... ~~4~~ 2 (~~one~~two)
(Die Production)
- Technical Services..... ~~2~~ 1 (~~two~~one)
(Die Production, Machine Shop)
- Administration Services.....1 (one)
- Quality Systems.....1 (one)
- Plating Area1 (one)

Article 9 – Time Off for Union Executives

President of the Local

9.10 The local President of the Ottawa Mint local will be permitted to spend twenty fourty (24) hours per week with pay to conduct union business. Permission from the Director or authorized representative shall be obtained to extend this time limit. The President of both the Ottawa and Winnipeg Mint locals shall be scheduled to work the day shift unless otherwise agreed by the parties to this agreement.

The local President of the Winnipeg Mint local will be permitted to spend ten fifteen (15) hours per week with pay to conduct union business.

However, The President may delegate another member of the Local Executive for the hours mentioned above provided that the Manager of such delegate is advised of this replacement as soon as possible, and in any event no later than 10:00 a.m. on the day of this replacement.

Article 16 Vacation Leave

Accumulation of Vacation Leave

16.01 An employee who has earned at least ten (10) days' pay for each calendar month shall earn vacation leave as follows:

- (a) ~~five-sixths (5/6) of a day per month until the month in which the anniversary of his first year of continuous employment occurs (maximum two (2) weeks);~~
- (b) one and one quarter (1-1/4) days per month **until the month in which the anniversary of the employee's eighth (8th) year of continuous service occurs** ~~commencing with the month in which his first (1st) anniversary of continuous employment occurs (maximum three (3) weeks);~~
- (c) one and two-thirds (1-2/3) days per month commencing with the month in which his **the employee's** eighth (8th) anniversary of continuous employment occurs (maximum four (4) weeks);
- (d) two and one-twelfth (2-1/12) days per month commencing with the month in which his **the employee's** ~~eighteenth~~ **sixteenth (16th)** anniversary of continuous employment occurs (maximum five (5) weeks);
- (e) two and one-half (2-1/2) days per month commencing with the month in which his **the employee's** twenty-fifth (25th) anniversary of continuous employment occurs (maximum six (6) weeks).

16.08 (a) An employee who intends to take vacation leave during the months of June, July, August or September shall apply in writing for the period of vacation leave requested by ~~the 15th of~~ April 1st of that year;

- (c) The Employer shall inform the employees in writing no later than ~~15th of~~ May 1st if the period of vacation leave requested has been denied. The reason for the denial of the leave shall also be provided in writing by ~~the 15th of~~ 1st May.

Article 18 – Special Leave

Add new:

- 18.03 (e) In the event of the death of an employee's aunt, uncle, niece, nephew, or great grandparent, the employee shall be entitled to bereavement leave up to one (1) day to attend the funeral or participate in events or ceremonies related to the death.

Article 19 – Sick Leave

19.03 Unless otherwise informed by the Employer, a statement signed by the employee stating that due to an illness or injury he was unable to perform his duties shall, when delivered to the Employer, be considered as meeting the requirements of Clause 19.02 (a):

- (a) if the period of leave requested does not exceed three (3) days; and,
- (b) if in the current leave year the employee has not been granted more than seven (7) days sick leave wholly on the basis of statements signed by him;
- (c) There shall be no charge against an employee's sick leave credits if he has been on duty at least two (2) hours into the second half of his shift and is unable to continue to perform his duties because of an emergency illness;
- d) There shall be a charge of one-half (1/2) day only against an employee's sick leave credit if he has been on duty at least two (2) hours into the first half of his shift and is unable to continue to perform his duties because of an emergency illness.

An "emergency illness" in accordance with 19.03(c) and (d) does not require attendance at an emergency medical facility for treatment.

The Employer may request that an employee produce a medical certificate in accordance with the terms of articles 19.02, 19.03 and 19.04.

Article 20 – Other types of Leave

Amend to read:

20.04 Maternity Leave Without Pay

(a) An employee who becomes pregnant shall, upon request, be granted maternity leave without pay for a period beginning before, on or after the termination date of pregnancy and ending not later than ~~seventeen~~ **eighteen (187)** weeks after the termination date of pregnancy.

(b) Notwithstanding paragraph (a) :

(i) where the employee has not yet proceeded on maternity leave without pay and her new-born child is hospitalized,

or

(ii) where the employee has proceeded on maternity leave without pay and then returns to work for all or part of the period during which her new-born child is hospitalized,

the period of maternity leave without pay defined in paragraph (a) may be extended beyond the date falling ~~seventeen~~ **eighteen (187)** weeks after the date of termination of pregnancy by a period equal to that portion of the period of the child's hospitalization during which the employee was not on maternity leave, to a maximum of ~~seventeen~~ **eighteen (187)** weeks.

(c) The extension described in paragraph (b) shall end not later than one hundred and four (104) weeks after the termination date of pregnancy.

(d) The Employer may require an employee to submit a medical certificate certifying pregnancy.

(e) An employee who has not commenced maternity leave without pay may elect to :

(i) use earned vacation and compensatory leave credits up to and beyond the date that her pregnancy terminates;

(ii) use her sick leave credits up to and beyond the date that her pregnancy terminates, subject to the provisions set out in Article 19, Sick leave with Pay. For purposes of this subparagraph, the terms « illness » or « injury » used in Article 19 shall include medical disability related to pregnancy.

- (f) An employee shall inform the Employer in writing of her plans for taking leave with and without pay to cover her absence from work due to the pregnancy at least four (4) weeks in advance of the initial date of continuous leave of absence during which termination of pregnancy is expected to occur unless there is a valid reason why the notice cannot be given.
- (g) Leave granted under this clause shall be counted for the calculation of « continuous employment » for the purpose of calculating severance pay and « service » for the purpose of calculating vacation leave. Time spent on such leave shall be counted for pay increment purposes.

Maternity Allowance

20.05 (a) An employee who has been granted maternity leave without pay shall be paid a maternity allowance in accordance with the terms of the Supplementary Unemployment Benefit (SUB) Plan described in paragraph (c) to (i), provided that she :

- (i) has completed six (6) months of continuous employment before the commencement of her maternity leave without pay;
- (ii) provides the Employer with proof that she has applied for and is in receipt of pregnancy benefits pursuant to ~~Section 22~~ of the *Employment Insurance Act* or **Quebec Parental Insurance Plan (QPIP)** in respect of insurable employment with the Employer,

and,

- (iii) has signed an agreement with the Employer stating that :
 - (A) she will return to work on the expiry date of her maternity leave without pay unless the return to work date is modified by the approval of another form of leave;
 - (B) following her return to work, as described in section (A), she will work for a period equal to the period she was in receipt of the maternity allowance;
 - (C) should she fail to return to work in accordance with section (A), or should she return to work but fail to work for the total period specified in section (B), for reasons other than death, lay-off, early termination due to lack of work or discontinuance of a function of a specified period of employment that would have been sufficient to meet the obligations specified in section (B), or having become

disabled as defined in the *Public Service Superannuation Act*, she will be indebted to the Employer for an amount determined as follows :

(allowance received) X (remaining period to be worked following her return to work

[total period to be worked as specified in (B)]

however, an employee whose specified period of employment expired and who is rehired by the same Employer within a period of five days or less is not indebted for the amount if her new period of employment is sufficient to meet the obligations specified in section (B).

- (b) For the purpose of sections (a)(iii)(B), and (C), periods of leave with pay shall count as time worked. Periods of leave without pay during the employee's return to work will not be counted as time worked but shall interrupt the period referred to in section (a)(iii)(B), without activating the recovery provisions described in section (a)(iii)(C).
- (c) Maternity allowance payments made in accordance with the SUB Plan will consist of the following :
 - (i) where an employee is subject to a waiting period of ~~two (2) weeks~~ before receiving Employment Insurance pregnancy benefits, ninety-three (93%) of her weekly rate of pay for each week of the waiting period, less any other monies earned during this period,and
 - (ii) for each week that the employee receives a pregnancy benefit pursuant to ~~Section 22 of the *Employment Insurance Act*~~ **QPIP**, the difference between the gross weekly amount of the Employment Insurance/**QPIP** pregnancy benefit she is eligible to receive and ninety-three (93%) of her weekly rate of pay less any other monies earned during this period which may result in a decrease in Employment Insurance/**QPIP** benefits to which she would have been eligible if no extra monies had been earned during this period.
- (d) At the employee's request, the payment referred to in subparagraph 20.05(c) (i) will be estimated and advanced to the employee. Adjustments will be made once the employee provides proof of receipt of Employment Insurance/**QPIP** pregnancy benefits.
- (e) The maternity allowance to which an employee is entitled is limited to that provided in paragraph (c) and an employee will not be reimbursed for

any amount that she may be required to repay pursuant to the *Employment Insurance Act/QPIP*.

- (f) The weekly rate of pay referred to in paragraph (c) shall be :
 - (i) for a full-time employee, the employee's rate of pay on the day immediately preceding the commencement of maternity leave without pay,
 - (ii) for an employee who has been employed on a part-time or on a combined full-time and part-time basis during the six (6) month period preceding the commencement of maternity leave, the rate obtained by multiplying the weekly rate of pay in subparagraph (i) by the fraction obtained by dividing the employee's straight time earnings by the straight time earnings the employee would have earned working full-time during such period.
- (g) The weekly rate of pay referred to in paragraph (f) shall be the rate to which the employee is entitled for her substantive level to which she is appointed.
- (h) Notwithstanding paragraph (g), and subject to subparagraph (f)(ii), if on the day immediately preceding the commencement of maternity leave without pay an employee has been on an acting assignment for at least four (4) months, the weekly rate shall be the rate she was being paid on that day.
- (i) Where an employee becomes eligible for a pay increment or pay revision while in receipt of the maternity allowance, the allowance shall be adjusted accordingly.
- (j) Maternity allowance payments made under the SUB Plan will neither reduce nor increase an employee's deferred remuneration or severance pay.

Special Maternity Allowance for Totally Disabled Employees

20.06 (a) An employee who :

- (i) fails to satisfy the eligibility requirement specified in subparagraph 20.05(a)(ii) solely because a concurrent entitlement to benefits under the Disability Insurance (DI) Plan, the Long Term Disability (LTD) Insurance portion of the Public Service Management Insurance Plan (PSMIP) or the *Government Employees Compensation Act* prevents her from receiving Employment Insurance pregnancy benefits,

and,

- (ii) has satisfied all of the other eligibility criteria specified in paragraph 20.05(a), other than those specified in sections (A) and (B) of subparagraph 20.05(a)(iii),

shall be paid, in respect of each week of maternity allowance not received for the reason described in subparagraph (i), the difference between ninety-three percent (93%) of her weekly rate of pay and the gross amount of her weekly disability benefit under the DI Plan, the LTD Plan or via the *Government Employees Compensation Act*.

- (b) An employee shall be paid an allowance under this clause and under clause 20.05 for a combined period of no more than the number of weeks during which she would have been eligible for ~~pregnancy~~ **maternity** benefits pursuant to ~~Section 22 of the *Employment Insurance Act* or QPIP~~ had she not been disqualified from Employment Insurance pregnancy benefits for the reasons described in subparagraph (a)(i).

Parental Leave Without Pay

20.08 (a) Where an employee has or will have the actual care and custody of a new-born child (including the new-born child of a common-law spouse), the employee shall, upon request, be granted parental leave without pay for ~~a single period of up to thirty-seven (37) consecutive weeks in the fifty-two (52) week period beginning on the day on which the child is born or the day on which the child comes into the employee's care~~ **either:**

- i. **a single period of up to thirty-seven (37) consecutive weeks in the fifty-two (52) week period beginning on the day on which the child is born or the day on which the child comes into the employee's care (standard option),**

or

- ii. **a single period of up to sixty-three (63) consecutive weeks in the seventy-eight (78) week period beginning on the day on which the child is born or the day on which the child comes into the employee's care (extended option).**

(b) Where an employee commences legal proceedings under the laws of a province to adopt a child or obtains an order under the laws of a province for the adoption of a child, the employee shall, upon request, be granted parental leave without pay ~~for a single period of up to thirty-seven (37) consecutive weeks in the fifty-two (52) week period beginning on the day on which the child comes into the employee's care~~ **either:**

- i. **a single period of up to thirty-seven (37) consecutive weeks in the fifty-two week (52) period beginning on the day on which the child comes into the employee's care (standard option),**

or

ii. a single period of up to sixty-three (63) consecutive weeks in the seventy-eight (78) week period beginning on the day on which the child comes into the employee's care (extended option).

(c) Notwithstanding paragraphs (a) and (b):

(i) where the employee's child is hospitalized within the period defined in the above paragraphs, and the employee has not yet proceeded on parental leave without pay,

or

(ii) where the employee has proceeded on parental leave without pay and then returns to work for all or part of the period during which his or her child is hospitalized,

the period of parental leave without pay specified in the original leave request may be extended by a period equal to that portion of the period of the child's hospitalization during which the employee was not on parental leave. However, the extension shall end not later than one hundred and four (104) weeks after the day on which the child comes into the employee's care.

(d) An employee who intends to request parental leave without pay shall notify the Employer at least four (4) weeks in advance of the expected date of the birth of the employee's child (including the child of a common-law spouse), or the date the child is expected to come into the employee's care pursuant to paragraphs (a) and (b).

(e) The Employer may :

(i) defer the commencement of parental leave without pay at the request of the employee;

(ii) grant the employee parental leave without pay with less than four (4) weeks' notice;

(iii) require an employee to submit a birth certificate or proof of adoption of the child.

~~(f) Parental leave without pay taken by a couple employed at the Royal Canadian Mint shall not exceed a total of thirty seven (37) weeks for both individuals combined.~~

~~(g f) Leave granted under this clause shall count for the calculation of « continuous employment » for the purpose of calculating severance pay and « service » for~~

the purpose of calculating vacation leave. Time spent on such leave shall count for pay increment purposes.

- (hg) At the request of an employee and with the agreement of the Employer, the leave referred to in sub-clauses (a) and (b) may be taken in two or more periods.

20.09 Parental Allowance

Parental allowance is payable under two options where the employee is receiving benefits under the Employment Insurance Act, either:

- Option 1: standard parental benefits, 20.09 paragraphs (c) to (k); or
- Option 2: extended parental benefits, 20.09 paragraphs (l) to (t).

Once an employee commences the standard or extended parental benefits, as elected, and the weekly benefit top-up allowance is set, the decision is irrevocable and shall not be changed should the employee return to work at an earlier date than that originally scheduled.

Where the employee is receiving benefits under the Québec Parental Insurance Plan (QPIP), Parental allowance is payable only under Option 1: standard parental benefits.

Parental Allowance Administration

- (a) An employee who has been granted parental leave without pay, shall be paid a parental allowance in accordance with the terms of the Supplemental Unemployment Benefit (SUB) Plan described in paragraphs (c) to **(k)** or (i) to **(t)**, providing he or she :

- (i) has completed six (6) months of continuous employment before the commencement of parental leave without pay,
- (ii) provides the Employer with proof that he or she has applied for and is in receipt of parental benefits pursuant to ~~Section 23 of the *Employment Insurance Act*~~ in respect of insurable employment with the Employer,

and

- (iii) has signed an agreement with the Employer stating that :
 - (A) the employee will return to work on the expiry date of his/her parental leave without pay, unless the return to work date is modified by the approval of another form of leave;

(B) following his or her return to work, as described in section (A), the employee will work for a period equal to the period the employee was in receipt of the **standard** parental allowance, in addition to the period of time referred to in section 20.05 (a)(iii)(B), if applicable; **Where the employee has elected the extended parental allowance, following his or her return to work, as described in section (A), the employee will work for a period equal to sixty percent (60%) of the period the employee was in receipt of the extended parental allowance in addition to the period of time referred to in section 20.05(a)(iii)(B), if applicable.**

(C) should he or she fail to return to work in accordance with section (A) or should he or she return to work but fail to work the total period specified in section (B), for reasons other than death, lay-off, early termination due to lack of work or discontinuance of a function of a specified period of employment that would have been sufficient to meet the obligations specified in section (B), or having become disabled as defined in the *Public Service Superannuation Act*, he or she will be indebted to the Employer for an amount determined as follows :

(allowance received) X (remaining period to be worked following her/his return to work)

[total period to be worked as specified in (B)]

however, an employee whose specified period of employment expired and who is rehired by the same Employer within a period of five days or less is not indebted for the amount if her new period of employment is sufficient to meet the obligations specified in section (B).

(b) For the purpose of sections (a)(iii)(B), and (C), periods of leave with pay shall count as time worked. Periods of leave without pay during the employee's return to work will not be counted as time worked but shall interrupt the period referred to in section (a)(iii)(B), without activating the recovery provisions described in section (a)(iii)(C).

Option 1 – Standard Parental Allowance

(c) Parental Allowance payments made in accordance with the SUB Plan will consist of the following:

- (i) where an employee **on parental leave without pay as described in 20.08 (a)(i) or (b)(i)**, has elected to receive **Standard Employment Insurance parental benefits** and is subject to a waiting period of ~~two (2) weeks~~ before receiving Employment Insurance parental benefits, ninety-three (93%) of his/her weekly rate of pay for ~~each week~~ of the waiting period, less any other monies earned during this period;
- (ii) other than as provided in subparagraph (iii) below, for each week in respect of which the employee receives parental benefits pursuant to ~~Section 23 of the *Employment Insurance Act* or the *Quebec Parental Insurance Plan (QPIP)*~~, the difference between the gross weekly amount of the **parental, adoption or paternity benefits under the *Employment Insurance Act* or *QPIP*** ~~parental benefits~~ he or she is eligible to receive and ninety-three (93%) of his or her weekly rate of pay less any other monies earned during this period which may result in a decrease in Employment Insurance **or QPIP** benefits to which he or she would have been eligible if no extra monies had been earned during this period;
- (iii) **where an employee has received the full eighteen (18) weeks of maternity benefit and the full thirty-two (32) weeks of parental benefit or has divided the full thirty-two (32) weeks of parental benefits with another employee in receipt of the full five (5) weeks paternity under the Québec Parental Insurance Plan for the same child and either employee thereafter remains on parental leave without pay, that employee is eligible to receive a further parental allowance for a period of up to two (2) weeks, equal to ninety-three per cent (93%) of their weekly rate of pay for each week, less any other monies earned during this period;**
- (iv) **where an employee has divided the full thirty-seven (37) weeks of adoption benefits with another employee under the Québec Parental Insurance Plan for the same child and either employee thereafter remains on parental leave without pay, that employee is eligible to receive a further parental allowance for a period of up to two (2) weeks, equal to ninety-three per cent (93%) of their weekly rate of pay for each week, less any other monies earned during this period;**
- (v) **where an employee has received the full thirty-five (35) weeks of parental benefit under Employment Insurance and thereafter remains on parental leave without pay, she/he is eligible to receive a further parental allowance for a period of**

one (1) week equal to ninety-three per cent (93%) of his or her weekly rate of pay for that week, less any other monies earned during this period, unless said employee has already received the one (1) week of allowance contained in ~~19.04(c)(iii) for the same child;~~

and

- (vi) where an employee has divided the full thirty-five (35) weeks of parental benefits with another employee in receipt of five (5) weeks of shared parental benefits under the *Employment Insurance Act* for the same child and either employee thereafter remains on parental leave without pay, that employee is eligible to receive a further parental allowance for a period of one (1) week, equal to ninety-three per cent (93%) of their weekly rate of pay for that week, less any other monies earned during this period, unless said employee has already received the one (1) week of allowance contained in **20.09(c)(v) for the same child.****
- (vii) where the employee becomes entitled to an extension of parental benefits pursuant to Subsection ~~23 42(7)~~ of the *Employment Insurance Act*, the parental allowance payable under the SUB Plan described in subparagraph (ii) will be extended by the number of weeks of extended benefits which the employee receives under Subsection ~~23 42(7)~~ of the EI Act.**
- (d) At the employee's request, the payment referred to in subparagraph 20.09 (c) (i) will be estimated and advanced to the employee. Adjustments will be made once the employee provides proof of receipt of EI parental benefits.
- (e) The parental allowance to which an employee is entitled is limited to that provided in paragraph (c) and an employee will not be reimbursed for any amount that he or she is required to repay pursuant to the *Employment Insurance Act* **or QPIP.**
- (f) The weekly rate of pay referred to in paragraph (c) shall be :

 - (i) for a full-time employee, the employee's weekly rate of pay on the day immediately preceding the commencement of maternity or parental leave without pay;
 - (ii) for an employee who has been employed on a part-time or on a combined full time and part-time basis during the six (6) month

period preceding the commencement of maternity or parental leave without pay, the rate obtained by multiplying rate of pay in subparagraph (i) by the fraction obtained by dividing the employee's straight time earnings by the straight time earnings the employee would have earned working full time during such period.

- (g) The weekly rate of pay referred to in paragraph (f) shall be the rate to which the employee is entitled for the substantive level to which she or he is appointed.
- (h) Notwithstanding paragraph (g), and subject to subparagraph (f)(ii), if on the day immediately preceding the commencement of parental leave without pay an employee is performing an acting assignment for at least four (4) months, the weekly rate shall be the rate the employee was being paid on that day.
- (i) Where an employee becomes eligible for a pay increment or pay revision while in receipt of parental allowance, the allowance shall be adjusted accordingly.
- (j) Parental allowance payments made under the SUB Plan will neither reduce nor increase an employee's deferred remuneration or severance pay.
- (k) **The maximum combined, shared, maternity and standard parental allowances payable shall not exceed fifty-seven (57) weeks for each combined maternity and parental leave without pay.**

Option 2 – Extended Parental Allowance

- (l) **Parental Allowance payments made in accordance with the SUB Plan will consist of the following:**
 - (i) **where an employee on parental leave without pay as described in 20.08(a)(ii) or (b)(ii), has elected to receive Extended Employment Insurance parental benefits and is subject to a waiting period before receiving Employment Insurance parental benefits, fifty-five decimal eight per cent (55.8%) of his or her weekly rate of pay for the waiting period, less any other monies earned during this period;**
 - (ii) **for each week the employee receives parental benefits under the *Employment Insurance Act*, he or she is eligible to receive the difference between fifty-five decimal eight per cent (55.8%) of his or her weekly rate and the parental benefit, less any other monies earned during this period which may result in a decrease in his or her parental benefits to which he or she would have been eligible if no extra monies had been earned during this period;**

- (iii)** where an employee has received the full sixty-one (61) weeks of parental benefits under the *Employment Insurance Act* and thereafter remains on parental leave without pay, he or she is eligible to receive a further parental allowance for a period of one (1) week, equal to fifty-five decimal eight per cent (55.8%) of his or her weekly rate of pay for that week, less any other monies earned during this period,
- (iv)** where an employee has divided the full sixty-one (61) weeks of extended parental benefits with another employee in receipt of eight (8) weeks of shared extended parental benefits under the *Employment Insurance Act* for the same child and either employee thereafter remains on parental leave without pay, that employee is eligible to receive a further parental allowance for a period of one (1) week, equal to fifty-five decimal eight per cent (55.8%) of their weekly rate of pay for that week, less any other monies earned during this period.
- m) At the employee's request, the payment referred to in subparagraph 20.09(l)(i) will be estimated and advanced to the employee. Adjustments will be made once the employee provides proof of receipt of Employment Insurance.
- n) The parental allowance to which an employee is entitled is limited to that provided in paragraph (l) and an employee will not be reimbursed for any amount that he or she is required to repay pursuant to the *Employment Insurance Act*.
- o) The weekly rate of pay referred to in paragraph (l) shall be:
- (i) for a full-time employee, the employee's weekly rate of pay on the day immediately preceding the commencement of parental leave without pay;
 - (ii) for an employee who has been employed on a part-time or on a combined full-time and part-time basis during the six (6) month period preceding the commencement of parental leave without pay, the rate obtained by multiplying the weekly rate of pay in subparagraph (i) by the fraction obtained by dividing the employee's straight time earnings by the straight time earnings the employee would have earned working full-time during such period.
- p) The weekly rate of pay referred to in paragraph (o) shall be the rate to which the employee is entitled for the substantive level to which he or she is appointed.
- q) Notwithstanding paragraph (p), and subject to subparagraph (o)(ii), if on the day immediately preceding the commencement of parental leave without pay an employee is performing an acting assignment for at least

four (4) months, the weekly rate shall be the rate the employee was being paid on that day.

- r) Where an employee becomes eligible for a pay increment or pay revision while in receipt of parental allowance, the allowance shall be adjusted accordingly.**
- s) Parental allowance payments made under the SUB Plan will neither reduce nor increase an employee's deferred remuneration or severance pay.**
- t) The maximum combined, shared, maternity and extended parental allowances payable shall not exceed eighty-six (86) weeks for each combined maternity and parental leave without pay.**

Special Parental Allowance for Totally Disabled Employees

20.10 (a) An employee who :

- (i) fails to satisfy the eligibility requirement specified in subparagraph 20.09(a)(ii) solely because a concurrent entitlement to benefits under the Disability Insurance (DI) Plan, the Long term Disability (LTD) Insurance portion of the Public Service Management Insurance Plan (PSMIP) or via the *Government Employees Compensation Act* prevents the employee from receiving Employment Insurance parental benefits,

and

- (ii) has satisfied all of the other eligibility criteria specified in paragraph 20.09(a), other than those specified in sections (A) and (B) of subparagraph 20.09(a)(iii),

shall be paid, in respect of each week of benefits under the parental allowance not received for the reason described in subparagraph (i), the difference between ninety-three percent (93%) of the employee's rate of pay and the gross amount of his or her weekly disability benefit under the DI Plan, the LTD Plan or via the *Government Employees Compensation Act*.

- (b) An employee shall be paid an allowance under this clause and under clause 20.09 for a combined period of no more than the number of weeks during which the employee would have been eligible for parental benefits pursuant to ~~Section 23~~ of the *Employment Insurance Act*, had the employee not been disqualified from Employment Insurance parental benefits for the reasons described in subparagraph (a)(i).

NEW - 20.17 Domestic Violence Leave

For the purposes of this article, domestic violence is considered to be any form of abuse or neglect that an employee or an employee's child experiences from someone with whom the employee has or had an intimate relationship.

- a) The parties recognize that employees may be subject to domestic violence in their personal life that could have a significant impact on their work life.
- b) Upon request, an employee who is subject to domestic violence or who is the parent of a dependent child who is subject to domestic violence from someone with whom the employee has or had an intimate relationship shall be granted domestic violence leave in order to enable the employee, in respect of such violence:
 - i. To seek medical attention for themselves or their dependent child in respect of a physical or psychological injury or disability;
 - ii. To obtain services from an organization which provides services for individuals who are subject to domestic violence;
 - iii. To obtain psychological or other professional counselling;
 - iv. To relocate temporarily or permanently; or
 - v. To seek legal or law enforcement assistance or to prepare for or participate in any civil or criminal legal proceeding.
- c) The total domestic violence leave with pay which may be granted under this article shall not exceed eighty (80) hours in a fiscal year.
- d) The Employer may, in writing and no later than fifteen (15) days after an employee's return to work, request the employee to provide documentation to support the reasons for the leave.
- e) Notwithstanding clauses 20.17 (b) and (c), an employee is not entitled to domestic violence leave if the employee is charged with an offence related to that act or if it is probable, considering the circumstances, that the employee committed that act.

ARTICLE 22 – HOURS OF WORK AND OVERTIME - GENERAL

MODIFY 22.06:

The Employer shall set up a master weekly shift work schedule and post it ten (10) working days in advance. This schedule will cover the normal shift requirements for the work area. An employees who are is required to work a shift that they were not scheduled to work and which deviates from the employee's established shift pattern, shall be paid at time and one-half (1-1/2) for all unscheduled hours worked. ~~unless his shift change was because of death, sickness or accident of~~

~~another employee, in which case he shall be paid at time and one-half (1-1/2) for the first day of his unscheduled shift only and no further penalty will be paid by the Mint for any day beyond the first day that the employee works on the unscheduled shift.~~

Article 26 – Call-Back Pay

Amend to read:

26.02 When an employee reports to work overtime for which he has been scheduled or recalled under the conditions described in Clause 26.01 and is required to use transportation, he shall be paid to a maximum of ~~twelve dollars (\$12.00)~~ **fifteen dollars (\$15.00)** each way. The employee who is scheduled and agrees to work overtime on his day of rest shall not be entitled to reimbursement for transportation expenses under this Clause.

Article 30 – Shift Premium

30.01 (a) An employee working on shifts, of which half or more of the hours are regularly scheduled between 4:00 p.m. and 8:00 a.m., will receive a shift premium of ~~one dollar and seventy~~ **two dollars (\$2.00)** per hour for all hours worked. Shift premium will also be paid for regular hours worked prior to 6:00 a.m. or after 6:00 p.m., in which case employees working the shift would receive the premium for all hours worked after 6:00pm up to 8:00am.

(c) Employees who work overtime during the hours outlined in (a) above will be paid in addition to their overtime remuneration, a shift premium of ~~and seventy-five cents~~ **two dollars (\$2.00)** per hour.

Article 32 – Safety and Health

HAZMAT

32.09 An employee who completes the required training and becomes certified in emergency response shall receive a yearly pro-rated allowance of ~~three~~ **six** hundred dollars (~~\$300.00~~) **(\$600.00)**. To be eligible for the allowance, the employee must maintain such certification and be designated as an HAZMAT member by the Employer.

Article 39 Service

MODIFY 39.08:

39.08 (a) Filling of Vacancies

In filling the vacant and newly created positions as per the provisions of Clauses 39.06 and 39.07 hereof, the Employer shall evaluate the applicants according to the following determining factors:

(i) For hourly rated positions:

1. Knowledge;
2. Skills & Ability;
3. Seniority;

(ii) For salaried ~~rated~~ positions:

1. Knowledge;
2. Skills & Ability;
3. Previous Experience

These factors and their evaluation shall be directly related to the duties of the positions to be filled. These three factors shall be equally weighted. ~~An overall pass mark of 60% will be required in all promotional competitions. However,~~ The successful candidate must receive at least 5 60% for each of the factors of knowledge and skills & ability. Where two or more employees qualify and obtain the same total points, seniority will become the determining factor.

- (b) When two (2) or more employees start on the same day, the order of their appointment will be based on the order of scores in the competition. If the employees' scores are tied, service order will be determined by the drawing of lots supervised by the local union president. When two (2) or more employees start on the same day in a different job, the order of their appointment will be determined by the drawing of lots.

Trial Period ~~on Promotion~~

39.12 Every employee who has been promoted or changed position as a result of a ~~promotional~~ competition will undergo a trial period of five hundred and twenty (520) worked hours during which the Employer may assess his capability to perform the duties of the ~~higher~~ new position. In the event that the Employer decides that the employee is not suitable for the new position, he will be reverted to a position at a salary not less than the one he occupied before the change ~~promotion~~. An employee who has been rejected during his trial period following a promotion or change in position shall have the right to grieve the rejection.

Appointment outside the Bargaining Unit

Amend 39.15

- (a) An Employee who has been offered an appointment, at the Royal Canadian Mint, in a position outside the Bargaining Unit, will have his/her unionized position protected for a period of up to sixty-five (65) working days, during which the Employer may return the employee ~~him~~ to the position he/she occupied before this ~~promotion~~ appointment.
- (b) Notwithstanding paragraph (a), an Employee who has been offered a term appointment to replace an employee in a position outside the Bargaining Unit at the Royal Canadian Mint who is on
- i. maternity leave
 - ii. parental leave
 - iii. paternity leave
 - iv. sick leave or
 - v. injury on duty leave
- will have his/her unionized position protected for the duration of said term up to a maximum of 18 months.
- (c) The unionized position referred to in (a) may be filled on a temporary basis in accordance with clause 31.05 (c).
- (d) The unionized position referred to in (b) may be filled on a temporary basis in accordance with Appendix C.

ARTICLE 48 - STUDENTS

MODIFY 48.02:

Notwithstanding 48.01, the ~~Boutique and Tours in Ottawa~~ Employer may have up to ~~two (2)~~ four (4) students on staff year-round in its Ottawa Head Office location. More specifically up to two in Boutique and Tours and up to two in either Procurement, Finance or I.T.

ARTICLE 52 - HARASSMENT, VIOLENCE AND DISCRIMINATION AT THE WORKPLACE

The parties to this Agreement recognize that all employees should be treated fairly at the workplace, in an environment free of harassment, violence, and discrimination. The

parties agree that any behavior which denies the dignity and respect of an individual is unacceptable and will not be tolerated. ~~by the Employer.~~

**APPENDIX B
LETTER OF UNDERSTANDING**

PRESTIGE SET SILVER DOLLAR PROOF SET

It is understood that a Mint ~~Prestige Set~~ Silver Dollar Proof Set will be given to each employee member of the bargaining unit in December of each year covered by this Agreement.

**APPENDIX C
LETTER OF UNDERSTANDING
TERM APPOINTMENTS**

The Royal Canadian Mint and the Public Service Alliance of Canada agree that the terms and conditions outlined herein will take precedence over any terms and conditions which may deal with such matters in the RCM/PSAC collective agreement.

1. This Letter of Understanding will cover employees and positions which are affected as a result of the following:
 - a) an employee being granted an authorized leave of absence for the purposes of deferred leave, leave with income averaging, maternity leave, parental leave and education leave;
 - b) an employee on sick leave, compassionate care leave or injury on duty leave for a period of 3-months or more;
 - c) an employee on a training assignment greater than three weeks;
 - d) an employee on modified duties for a specific period based on a return to work plan;
 - e) a temporary backlog for a specific project with a specific deadline.
 - f) A requirement the Plating ~~Plant~~ or Production areas (Wpg), or Ottawa (Production, Refinery or Engraving and die Production) to address temporary operational needs.

- g) An employee appointed to backfill a Term appointed under this Appendix
- 2. The Mint will obtain agreement in writing from the Union who will consult with the Alliance, prior to creating a term position under this Appendix when electing to fill a vacancy as a result of the following:
 - a) for a temporary backlog for a specified project with a specific deadline
 - b) for a term in the Plating area (Wpg) which exceeds 12 consecutive months
 - c) for a term in the Production area (Wpg) or Ottawa (Production, Refinery or Engraving and Die Production) which exceeds 6 consecutive months

The Mint will not use successive term appointments to avoid the creation of permanent positions.

- 3. Full-time employees currently working in the Region where the vacancy occurs will be given first consideration for term appointments as per the provisions of Article 31.05 of the collective agreement. Notwithstanding the provisions of Article 31.05 c), a full-time employee chosen from the Mint to fill a term appointment will be appointed to the position on an acting basis for the duration of the term subject to the employee's ability to perform the duties of the position satisfactorily. In the event that more than one full-time applicant is qualified, the Employer will fill the term appointment in accordance with articles 39.06 to 39.12. At the end of the acting appointment, employees will revert to their former classification and retain all seniority accumulated both prior to and during the acting appointment.
- 4. In the event that the Employer is unable to select a suitable candidate from the full-time employees for a term appointment, a term employee may be hired from outside the Mint. The duration of the term appointment will be for the full period of the term. However, the Mint reserves the right to terminate the appointment at any time for whatever reasons by giving two (2) weeks advance notice. In the event that a term employee is hired to fill a position vacated by the full-time employee who has accepted an acting appointment to another position as per paragraph 2 of this Letter of Understanding, the employee's term of employment will end the day prior to the day the full-time employee is scheduled to revert to the substantive classification.
- 5. Term employees who are not permanent employees of the Mint appointed to a term position of 6 months or more will be subject to the provisions of the collective agreement except for Articles 15.01, 21 and 39.

Term employees who are not permanent employees of the Mint appointed to a term position of less than 6 months will be subject to the provisions of the collective agreement except for Article 15.01, Article 21, Article 16 (Vacation Leave); Article 18 (Special Leave, except bereavement leave. Term employees will be entitled to two

(2) days' bereavement leave with pay where a member of the employee's immediate family dies); Article 19 (Sick Leave); Article 39 (Service), Clause 43.06 to 43.12 and Clause 20.01 (Court Leave). In lieu of vacation and other benefits, the term employee under this paragraph shall be paid 6% of the total pay compensation received during the period of employment.

6. Term employees may apply to vacancies in accordance with clauses 39.11 to 39.15 inclusive.
7. In accordance with the provisions of article 39, full-time permanent employees will be given priority above the term employees for all vacant or newly created full-time positions.

Appendix G

Re: Part-time Employees – Customer Service Centre, Tours and Boutique Ottawa, Winnipeg & Vancouver

4. The Employer will not hire more than
 - Ten (10) part-time employees in Ottawa
 - Two (2) part-time employees in Winnipeg
 - ~~— Five (5) part-time employees in Vancouver~~at any given time.

Benefits

16. Part-time employees shall be entitled to all of the conditions of the collective agreement except the provisions of Article 16 (*Vacation Leave*);¹ Article 18 (*Special Leave, except bereavement leave*);² *Part-time employees will be entitled to two (2) days' bereavement leave with pay where a member of his immediate family dies*);¹ Article 19 (*Sick Leave*), Article 22.05 (*work schedule*), Article 24 (*Hours of Work*);¹ Article 39 (*Service*), Clause 43.06 to 43.12 and Clause 20.01 (*Court Leave*). In lieu of vacation and other benefits, the part-time employee shall be paid 10% of the total pay compensation received. Part-time employees will be entitled to the following health/benefit insurance plans:

- (i) Public Service Superannuation Plan in accordance with the Public Service Superannuation Act;
- (ii) Death Benefit in accordance with the Public Service Superannuation Act.

~~18.~~ The hourly rate of pay of part-time employees under this Memorandum of Agreement shall be the same as the applicable full-time rate. ~~is the following:~~

~~Effective January 1st, 2011: 90% of the applicable full-time rate
Effective January 1st, 2012: 95% of the applicable full-time rate
Effective January 1st, 2013: 100% of the applicable full-time rate~~

DELETE APPENDIX H (Part-time Employees – Winnipeg Plant)

APPENDIX I – Plating Plant – Winnipeg

7) Add:

Clause 18.01 shall be replaced by the following:

Special Leave Credits

An employee shall earn special leave credits up to a maximum of twenty-five (25) days at the following rates:

- (a) Five (5) hours for each calendar month in which he received pay for at least eighty (80) hours; or**
- (b) Two and a half (2.5) hours for each calendar month in which he received pay for less than eighty (80) hours.**

As credits are used, they may continue to be earned up to the maximum.

8) An employee who works on a regularly scheduled shift between the hours of 6:~~30~~**30** p.m. and 6:~~30~~**30** a.m. shall be paid a shift premium of ~~two one dollars and seventy cents~~ (**\$2.00**) per hour for all hours worked.

APPENDIX K – delete trial period language

A) The following terms and conditions will apply to the parties and the employees of the above-mentioned areas, ~~for a period of 18 months following implementation:~~

6) **ADD**

Clause 18.01 shall be replaced by the following:

Special Leave Credits

An employee shall earn special leave credits up to a maximum of twenty-five (25) days at the following rates:

(a) Five (5) hours for each calendar month in which he received pay for at least eighty (80) hours; or

(b) Two and a half (2.5) hours for each calendar month in which he received pay for less than eighty (80) hours.

As credits are used, they may continue to be earned up to the maximum.

- 7) An employee who works on a regularly scheduled shift between the hours of 7:00 p.m. and 7:00 a.m. shall be paid a **shift premium of two dollars (\$2.00) per hour for all hours worked.**

NEW APPENDIX N

10-hour evening shifts

Whereas the parties wish to detail the terms and conditions of employees in the Concast, Burnishing, Shaving, Production (Winnipeg), Production and Refinery (Ottawa) and Rolling Room areas (hereinafter “employees”);

The following terms and conditions will apply to the parties:

- 1) Where specified in this Appendix such terms and conditions shall take precedence over any other term or condition of employment in the collective agreement between the PSAC and the RCM (hereinafter “Collective Agreement)
- 2) The parties agree that during the evenings 10-hr week, employees will have three consecutive days of rest contrary to clause 22.02 (normal work week) of the Collective Agreement.
- 3) The evening shift shall be scheduled as follows:

EVENINGS (40 hours)						
M	T	W	T	F	S	S

Evening 10 hours	Evening 10 hours	Evening 10 hours	Evening 10 hours	Off	Off	Off
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- 4) It is understood that the hours worked/scheduled in accordance with paragraph 3 above are “regularly scheduled hours of work” for the purposes of the Overtime provisions in the Collective Agreement.
- 5) Employees shall be entitled to a rest period with pay of twenty (20) minutes duration commencing on or about the mid-point of the first half of the shift, and they shall be entitled to a rest period with pay of twenty (20) minutes duration commencing on or about the mid-point of the second half of the shift. An employee may absent himself from his work station during such rest periods, but for each such rest period shall not be absent with pay from his work station for more than the allowed time, nor shall an employee fail to resume performance of his duties assigned to him by the Mint within twenty (20) minutes of the time a given rest period commences. The time of commencement of such rest periods shall be determined by the Manager of the area to which the employee is assigned.
- 6) "Overtime" means work performed by an employee in excess or outside their regularly scheduled hours of work.

An employee assigned on 10-hr evenings shall be compensated for overtime worked on a regularly scheduled work day or on his first, second or subsequent day of rest as follows:

- (i) Evening 10-hr shift: for the first two (2) hours of overtime immediately following his scheduled hours of work on Monday to Thursday, time and one-half and for all hours worked thereafter, double time;
 - (ii) Evening 10-hr shift: for the first eight (8) hours of overtime work on his first day of rest, time and one-half.
 - (iii) Evening 10-hr shift: for any overtime worked on his second or subsequent day of rest, double time provided the days of rest are consecutive or interrupted by a designated paid holiday.
6. An employee scheduled on the 10-hr shift who is required to work a minimum of two (2) hours overtime following his scheduled 10 hours of work and where it is not practical for him to enjoy his usual mealtime before commencing such work shall be granted one-half (1/2) hour with pay in order that he may take a meal break in the Mint cafeteria. Under such conditions he shall be reimbursed his expenses for

one (1) meal in the amount of twelve dollars (\$12.00), except where free meals are provided. However, this Clause shall not apply to an employee who is in travel status which entitles him to claim expenses for lodging and/or meals.

7. The Employer reserves the right to initiate or discontinue the application of this Appendix, in consultation with the Union Local, for some or all employees in any of the above-mentioned areas based on operational requirements upon providing ten (10) working days' notice.

**NEW
APPENDIX XX**

**Memorandum Of Agreement
Between
Royal Canadian Mint (RCM)
And
Public Service Alliance Of Canada**

RE: 2020-2021 BONUS STRUCTURE

In response to the PSAC's proposal regarding bonus structure, the RCM proposes the following:

**Appendix A
B) Bonus Structure**

The bonus structure in Appendix A of the 2014-2017 collective agreement will be maintained, except that the parties agree to form a Joint Management-Union Committee to develop and recommend changes to the Health & Safety KPIs within the People component.

The current 1% bonus eligibility for the People KPI will remain the same, however, through the Joint Committee the parties will determine whether the Lost Time Injury Severity and Lost Time Injury Frequency indices (Ottawa, Winnipeg) should be replaced by up to four new jointly developed Health & Safety KPIs.

The terms of reference for the Joint Management-Union Committee are as follows:

- The Employer and the Union will each name six representatives to the Joint Management-Union Committee.
- The mandate of the Joint Committee shall be to develop a unanimous recommendation to the parties regarding up to four new Health & Safety KPIs, and a unanimous recommendation to the Employer regarding an appropriate initial pass/fail trigger for each new KPI for the 2020 bonus year.
- The Committee will meet on at most four occasions between the date of ratification of the collective agreement by both parties and November 30, 2019 to fulfil its

- mandate. The Employer will grant leave with pay to the Committee members appointed by the Union, for the time required to participate in Committee meetings.
- If the Committee makes a unanimous recommendation regarding new Health & Safety KPIs and the initial pass/fail trigger for the new KPIs, the parties will sign a separate Memorandum of Agreement incorporating the new KPIs into the collective agreement, effective January 1, 2020. The Memorandum will form part of the newly ratified collective agreement, pursuant to article 45.
 - If the Committee is unable by November 30, 2019 to make a unanimous recommendation regarding new Health & Safety KPIs and an appropriate initial pass/fail trigger for those KPIs, the Health & Safety KPIs in the 2014-2017 collective agreement shall remain in effect.

This Appendix will be deleted at the expiry of the 2018-2021 Collective Agreement.

Memorandum of Agreement

At its sole discretion, the Employer may provide a lump sum in lieu of paying the cost of laundering pursuant to article 36.01. More specifically:

- a. \$70 annually for Permanent Full-Time employees;
 - b. \$50 annually for Permanent Part-Time employees
- \$25 for up to a 6 5-month term for Students

Administrative Changes

Update Schedule of Rates to reflect revised job classifications:

Old	New
<ul style="list-style-type: none"> - Coordinator – Mint Office (OTT), level 6 - Lead Inventory Control Clerk (WPG), level 7 - Production Scheduling Clerk (OTT), level 8 - Senior Operator – Hydromet (OTT), level 10 - Business Functional Specialist (OTT,) level 12 - Senior Refiner, Foundry (OTT), level 11 - ICC (WPG), level 5 - LeadHand Power Engineer (WPG), level 12 - Clerk – Canadian Coin Distribution and Administration (WPG), level 6 	<ul style="list-style-type: none"> - Coordinator – Mint Office & Refinery (OTT), level 11 - Lead Hand – Inventory Control Clerk (WPG), level 8 - Production Scheduler (OTT), level 9 - Senior Operator – Hydromet (OTT), level 11 - IT Analyst (OTT), level 13 - Senior Refiner (OTT), Level 12 - Inventory Control Clerk (WPG), Level 6 - Lead Hand Power Engineer (WPG), Level 13 - Canadian Coin Distribution Coordinator, (WPG) level 7

Modify Schedule of Rates to reflect updated job titles:

Old	New
<ul style="list-style-type: none"> - Engraver (OTT), level 12 - Lead-hand Electrician (WPG), level 13 - Lead-hand coin Finishing (WPG), level 9 - Industrial Mechanic (WG), level 11 - Lead-hand – Coining (WPG), level 10 - Manufacturing Clerk (WPG), level 5 - Lead-hand – Die Production (WPG), level 11 - Lead-hand Roll and Wrap (WPG), level 10 - Plating Operator (WPG), level 8 - Power Engineer 4th class (WPG), level 10 - Electrician (WPG), level 11 - Drafting Technologist (OTT), Level 13 - Lead Drafting Technologist (OTT), Level 14 - Machinist/Mechanic (OTT), Level 11 	<ul style="list-style-type: none"> - 3D Artist – Engraver (OTT), level 12 - Lead Hand - Electrician (WPG), level 13 - Lead Hand – Coin Finishing (WPG), level 9 - Industrial Mechanic (WPG), level 12 - Lead Hand - Manufacturing (WPG), level 10 - Clerk, Manufacturing (WPG), level 5 - Lead Hand – Die Production (WPG), level 11 - Lead Hand – Roll & Wrap (WPG), level 10 - Operator – Plating (WPG), level 8 - Power Engineer (WPG), level 11 - Industrial Electrician/Instrumentation Technician (WPG), level 11 - Cad Designer (OTT), Level 13 - Lead Cad Designer (OTT), Level 14

<ul style="list-style-type: none"> - Helper (OTT), Level 1 	<ul style="list-style-type: none"> - Machinist/CNC Programmer/Mechanic (OTT), Level 11 - Shipper/Packager, (OTT) , Level 1
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Update Schedule of Rates to remove abolished job titles:

Remove

- Retail Sales Representative (VAN), level 3
- Master Tooling & Die ICC (OTT), level 6
- Lead Hand – Inventory Control Clerk (OTT), level 10
- Lead Operator – Coining (OTT), level 10
- Preventive Maintenance Person (OTT), level 10
- Shipping & Tracking Coordinator (OTT), level 10
- Production Scheduler (OTT), level 11
- Accountant (WPG), level 11
- Engineering Associate (OTT), level 11
- NPI Administrator (OTT), level 11
- Facility Coordinator (OTT), level 12
- Lead Refiner Foundry (OTT), level 12
- Business Functional Specialist – Continuous Improvement (OTT), level 12
- Systems Programmer (OTT), level 13
- Senior Buyer (OTT), level 13
- Senior Buyer (OTT), level 14
- Systems Analyst (WPG), level 15
- Clerk – Canadian Coin Distribution and Administration (WPG), level 6
- Tooling Coordinator (OTT), level 9
- Coordinator, B2B Programs (OTT), level 11 [abolished]
- Supply Chain Specialist (OTT), level 11 [abolished]
- Facilities Draftsperson (OTT), level 11
- Senior Coordinator, Bullion & Refinery Vault Services (OTT), level 13
- Senior Sales Coordinator, Refinery & Storage Solutions (OTT), level 12 [abolished]

Update Schedule of Rates to reflect the creation of new job titles:

Add

- Lead Hand – Boutique (OTT), level 7
- Lead Hand – Boutique (WPG), level 7
- Lead Hand – CSC (OTT), level 9
- Administrative Coordinator – Shipping & Receiving (OTT), level 12
- Administrative Coordinator – Ottawa Production Operations (OTT), level 10
- Administrative Coordinator, Inventory & Planning (WPG), level 10
- Refiner, Foundry (Evening) (OTT), level 10
- Procurement Specialist (OTT), level 10
- ERP Coordinator (WPG), level 11
- Production Scheduler, Refinery (OTT), level 11
- Sales Coordinator, FBL (OTT), level 11
- Coordinator, Compliance Back Office (OTT), level 11
- Sales Coordinator, Numismatics (OTT), level 11
- Coordinator, Boutique (OTT), level 11
- Senior Operations Coordinator, Engraving (OTT), level 12
- Compliance Coordinator (OTT), level 12
- Coordinator, Bullion & Refinery Services (OTT), level 12
- Sales Coordinator, Bullion (OTT), level 12
- Senior Coordinator, NPI (OTT), level 12
- Senior Coordinator, Packaging & Shipping (OTT), level 12
- Senior Coordinator, Production (OTT), level 12
- Senior Desktop Technician (OTT), level 12
- Master Scheduler (OTT), level 13
- Engineering Trial Facilitator (OTT), level 13
- Senior Coordinator, Finance (OTT), level 13
- Senior Supply Chain Specialist (OTT), level 13

- Analyst, Information Technology (OTT), level 14
- Facility Coordinator and Draftsperson (OTT), level 12
- Chemist, Plating (WPG), level 14
- Senior Category Specialist (OTT), level 14
- Senior IT Category Specialist (OTT), level 14
- Senior Infrastructure Analyst (WPG), level 15
- Set-up Operator - Coin Finishing, (WPG) Level 6
- Senior Sales Coordinator, Bullion & Numismatics, (OTT) Level 13

Other required changes:

- Apprentice Industrial Mechanic (Winnipeg) is a 4 year program therefore the wage table needs to include the 4 year column.

APPENDIX A

SCHEDULE OF RATES

A) On-Scale Wage Increases:

January 1, 2018 Wages to be increased by 2.0%
January 1, 2019 Wages to be increased by 2.0%
January 1, 2020 Wages to be increased by 1.5%
January 1, 2021 Wages to be increased by 1.5%

LEVEL 15

Salaried Employees (37-1/2 hr. work week)

Senior Infrastructure Analyst (OTT)
Senior Infrastructure Analyst (WPG)
Systems Analyst (OTT)
Assay Chemist (OTT)

2018	84,838.48	89,826.61	94,816.92	99,809.39
2019	86,535.25	91,623.14	96,713.25	101,805.57
2020	87,833.28	92,997.49	98,163.95	103,332.66
2021	89,150.78	94,392.45	99,636.41	104,882.65

LEVEL 14

Hourly Employees (40 hr. work week)

Senior Engraver (OTT)

2018	45.48
2019	46.38
2020	47.08
2021	47.79

Salaried Employees

Analyst, Information Technology (OTT)
Chemist, Plating (WPG)
Infrastructure Analyst (OTT)
Lead Cad Designer (OTT)
Lead-hand – Trial Coordinator (WPG)
R&D Engraving Technologist (OTT)

R&D Laboratory Specialist (OTT)
 Senior Category Specialist (OTT)
 Senior IT Category Specialist (OTT)

2018	80,372.54	85,100.65	89,826.61	94,555.82
2019	81,979.99	86,802.66	91,623.14	96,446.93
2020	83,209.69	88,104.70	92,997.49	97,893.64
2021	84,457.84	89,426.27	94,392.45	99,362.04

LEVEL 13

Hourly Employees

Engineering Trial Facilitator (OTT)
 Master Scheduler (OTT)
 Lead Electrician (OTT)
 Lead-Hand - Electrician (WPG)
 Lead-hand – HVAC and Mechanical Maintenance (OTT)
 Lead Machinist — Tooling, Mechanical Maintenance (OTT)
 Lead-hand Machinist (WPG)
 Lead-hand Mechanical Maintenance (WPG)
 Lead-Hand – Power Engineer (WPG)
 Senior CMMS Coordinator (OTT)

2018	43.05
2019	43.91
2020	44.57
2021	45.24

Salaried Employees

Analyst/Programmer (OTT)
 IT Analyst (OTT)
 Cad Designer (OTT)
 Network Administrator (OTT)
 Senior Coordinator, Finance (OTT)
 Senior Supply Chain Specialist (OTT)
 Senior Sales Coordinator, Bullion & Numismatics (OTT)

2018	76,083.94	80,557.49	85,038.64	89,513.27
2019	77,605.62	82,168.64	86,739.42	91,303.54

2020	78,769.71	83,401.17	88,040.51	92,673.09
2021	79,951.25	84,652.19	89,361.12	94,063.19

LEVEL 12

Hourly Employees

Administrative Coordinator – Shipping & Receiving (OTT)
 CMMS Coordinator (WPG)
 Coordinator, Bullion & Refinery Services (OTT)
 CNC Programmer, Engraving & Die Production (OTT)
 3D Artist- Engraver (OTT)
 Engineering Technologist (WPG)
 Industrial Mechanic (WPG)
 R&D Engineering Technician (OTT)
 Production Scheduler, Refinery (OTT)
 Senior assay technician (OTT)
 Quality Assurance Technical Analyst (OTT)
 Senior Coordinator, Packaging & Shipping (OTT)
 Senior Coordinator, Production (OTT)
 Senior Refiner- Gold & Silver Elect. (OTT)
 Senior Refiner (OTT)

2018	38.89
2019	39.67
2020	40.27
2021	40.87

Salaried Employees

Coordinator Treasury (OTT)
 Compliance Coordinator (OTT)
 Facility Coordinator and Draftsperson (OTT)
 Graphics Designer (OTT)
 Network Specialist (OTT)
 Network Specialist (WPG)
 R & D Graphic Technologist (OTT)
 Sales Coordinator, Bullion (OTT)
 Senior Coordinator, NPI (OTT)
 Senior Desktop Technician (OTT)
 Senior Operations Coordinator, Engraving (OTT)
 Technical Services Coordinator (WPG)
 Website Specialist (OTT)

2018	68,763.31	72,808.21	76,855.29	80,896.91
2019	70,138.58	74,264.38	78,392.39	82,514.85
2020	71,190.66	75,378.34	79,568.28	83,752.58
2021	72,258.51	76,509.02	80,761.80	85,008.86

LEVEL 11

Hourly Employees

Coordinator - Mint Office & Refinery (O)
 Electrician (OTT)
 Engraving Technician (OTT) ERP Coordinator (OTT)
 Industrial Electrician / Instrumentation Technician (WPG)
 Lead-hand - Die Production (OTT)
 Lead Hand - Die Production (WPG)
 Lead-hand Plating (WPG)
 Industrial Mechanic (OTT)
 Machinist/CNC Programmer/Mechanic (OTT)
 Machinist/Mechanic (WPG)
 Maintenance Planner (OTT)
 Medals Coordinator (OTT)
 Power Engineer (WPG)
 Quality Assurance lab Technologist (OTT)
 Senior Assayer (OTT)
 Senior Operator – Hydromet (OTT)
 Senior Quality Assurance Technician (WPG)

2018	35.36
2019	36.06
2020	36.61
2021	37.15

Salaried Employees

Client Support Coordinator (OTT)
 Coordinator, Compliance Back Office (OTT)
 Coordinator, Boutique (OTT)
 Draftsperson (WPG)
 Refinery ERP Coordinator (OTT)
 ERP Coordinator (WPG)
 Training Coordinator (OTT)
 Sales Coordinator, FBL (OTT)
 Sales Coordinator, Numismatics (OTT)

2018	62,509.94	66,188.19	69,864.29	73,542.55
2019	63,760.13	67,511.95	71,261.57	75,013.40
2020	64,716.54	68,524.63	72,330.50	76,138.60
2021	65,687.28	69,552.50	73,415.45	77,280.68

LEVEL 10

Hourly Employees

Administrative Coordinator – Ottawa Production Operations (OTT)
 Administrative Coordinator, Inventory & Planning (WPG)
 Assay Technician (OTT)
 Lead Coining & Blank preparation (OTT)
 Lead - Inventory Control Clerk (O)
 Lead Hand – Manufacturing (WPG)
 Lead-hand – Blanking (WPG)
 Lead Hand – Roll and Wrap (WPG)
 Lead-hand – Packaging & Shipping (OTT)
 Lead Operator — Rolling/Blanking (OTT)
 Lead-hand – Annealing (WPG)
 Quality Assurance Tooling Technician (OTT)
 Refiner, Foundry (Evening) (OTT)
 Senior Cycle Counter (OTT)

2018	32.58
2019	33.24
2020	33.73
2021	34.24

Salaried Employees

Procurement Specialist (OTT)
 Microcomputer support technician (WPG)
 Microcomputer support technician (OTT)
 Buyer (OTT)
 Coordinator- Customer Orders & Plan. (OTT)

2018	57,602.31	60,990.10	64,374.63	67,763.51
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2019	58,754.35	62,209.91	65,662.12	69,118.78
2020	59,635.67	63,143.06	66,647.05	70,155.56
2021	60,530.20	64,090.20	67,646.76	71,207.89

LEVEL 9

Hourly Employees

CMMS Coordinator (OTT)
 Die Production Operator (OTT)
 Die Production Operator (WPG)
 Engineering Trial Helper (O)
 Inventory Control Coordinator – Refinery (OTT)
 Lead Hand - Coin Finishing (WPG)
 Lead Operator — Assay (OTT)
 Lead Operator – Continuous Casting (OTT)
 Lead Hand – CSC (OTT)
 Production Scheduler (OTT)
 Refiner — Foundry (OTT)
 Refinery Operations Coordinator (O)
 Senior Operator – Medals (OTT)

2018	31.06
2019	31.68
2020	32.16
2021	32.64

Salaried Employees

Accountant (OTT)
 Junior Cost Accountant (OTT)
 IT Administrator (OTT)

2018	54,922.74	58,147.34	61,381.75	64,609.62
2019	56,021.19	59,310.29	62,609.39	65,901.81
2020	56,861.51	60,199.95	63,548.53	66,890.33
2021	57,714.43	61,102.94	64,501.76	67,893.69

LEVEL 8

Hourly Employees

Cycle Counter/Auditor (OTT)
 Lead Hand- Inventory Control Clerk (WPG)

Mechanical Maintenance Clerk (WPG)
Operator - Plating (WPG)
Refiner - Electrolysis (OTT)
Set-up Operator – Blanking and Rimming (WPG)
Set-up Operator - Coining (WPG)
Set-up Operator - Coining (OTT)
Storeperson (WPG)

2018	29.58
2019	30.17
2020	30.62
2021	31.08

Salaried Employees

Coordinator - Engraving (O)

2018	61,564.52
2019	62,795.81
2020	63,737.74
2021	64,693.81

LEVEL 7

Hourly Employees

Assayer (OTT)
Lead Hand – Boutique (OTT)
Lead Hand – Boutique (WPG)
Packaging and Returns Coordinator (OTT)
Senior Operator - Burnishing (O)
Senior Operator (O)
Set-up Operator - Packaging (WPG)
Senior Weight Checker (OTT)
Shipping & Tracking Coordinator (OTT)
Waste Water/Refinery Operator (O)

2018	28.05
2019	28.61
2020	29.04
2021	29.47

Salaried Employees

Canadian Coin Distribution Coordinator (WPG)

2018	58,339.91
2019	59,506.71
2020	60,399.31
2021	61,305.30

LEVEL 6

Hourly Employees

Coordinator, Material Handling (OTT)
Inventory Control Clerk- Vault/Rolling Room (OTT)
Inventory Control Clerk- Mint Office (OTT)
Inventory Control Clerk (WPG)
Operator — Production (OTT)
Operator — Production (WPG)
Operator – Refinery (OTT)
Vault Operator/Clerk, Refinery (OTT)
Waste Water Operator (OTT)
Set-up Operator - Coin Finishing (WPG)

2018	26.87
2019	27.41
2020	27.82
2021	28.24

Salaried Employees

Customer Services Representative (OTT)
Financial Clerk (OTT)

2018	55,888.82
2019	57,006.60
2020	57,861.69
2021	58,729.62

LEVEL 5

Hourly Employees

Clerk, Manufacturing (WPG)

2018	25.64
2019	26.16
2020	26.55
2021	26.95

Salaried Employees

2018	53,326.76
2019	54,393.30
2020	55,209.20
2021	56,037.34

LEVEL 4

Hourly Employees

2018	23.83
2019	24.30
2020	24.67
2021	25.04

Salaried Employees

Coordinating Mail Clerk (OTT)

Tour Guide (OTT)

Tour Guide (WPG - Appendix G)

2018	49,586.47
2019	50,578.20
2020	51,336.88
2021	52,106.93

LEVEL 3

Hourly Employees

Maintenance Inventory Control Clerk (OTT)
Material Handler- Assay (OTT)

2018	22.28
2019	22.73
2020	23.07
2021	23.41

Salaried Employees

2018	46,328.15
2019	47,254.71
2020	47,963.53
2021	48,682.98

LEVEL 2

Hourly Employees

Helper (WPG)

2018	21.21
2019	21.64
2020	21.96
2021	22.29

Salaried Employees

2018	44,127.28
2019	45,009.83
2020	45,684.97
2021	46,370.25

LEVEL 1

Hourly Employees

Shipper/Packager (OTT)

2018	20.36
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2019	20.76
2020	21.07
2021	21.39

Salaried Employees

2018	42,348.36
2019	43,195.33
2020	43,843.60
2021	44,501.25

Entry-level for Part-time, Temporary Employees (as described in Appendices G, H and I) and Summer Students:

Part-time / Temporary Employees / Summer Students	2018	19.05
	2019	19.43
	2020	19.72
	2021	20.02

* entry-level rate will apply until the completion of 180 worked days

COOPERATIVE PROGRAM — STUDENT (37-1/2 hr. work week)

	1 st Year	2 nd Year	3 rd Year	4 th Year
2018	36,096.21	38,878.03	41,654.43	44,427.54
2019	36,818.13	39,655.60	42,487.52	45,316.09
2020	37,370.41	40,250.43	43,124.84	45,995.83
2021	37,930.96	40,854.19	43,771.71	46,685.77

APPRENTICESHIP PROGRAM

Hourly Employees

		<u>1st year</u>	<u>2nd year</u>	<u>3rd year</u>	<u>4th year</u>	<u>5th year</u>
Apprentice Industrial Mechanic (Winnipeg)	2018	23.34	29.18	35.01		
	2019	23.81	29.76	35.71		
	2020	24.17	30.21	36.25		
	2021	24.53	30.66	36.79		
Apprentice Industrial Mechanic (Ottawa)	2018	19.55	24.43	29.33		
	2019	19.94	24.92	29.92		
	2020	20.24	25.30	30.37		
	2021	20.54	25.68	30.82		
Apprentice Machinist (Winnipeg)	2018	19.45	22.98	26.51	31.81	
	2019	19.84	23.44	27.04	32.45	
	2020	20.14	23.79	27.45	32.93	
	2021	20.44	24.14	27.86	33.43	
Apprentice Electrician (Winnipeg)	2018	19.45	22.98	26.51	31.81	
	2019	19.84	23.44	27.04	32.45	
	2020	20.14	23.79	27.45	32.93	
	2021	20.44	24.14	27.86	33.43	
Apprentice Electrician (Ottawa)	2018	17.68	21.20	24.75	28.29	31.81
	2019	18.03	21.63	25.25	28.85	32.45
	2020	18.30	21.95	25.62	29.28	32.93
	2021	18.58	22.28	26.01	29.72	33.43
Apprentice Engraver (Ottawa)	2018	19.45	23.34	27.23	31.11	35.01
	2019	19.84	23.80	27.78	31.74	35.71
	2020	20.14	24.16	28.19	32.21	36.25
	2021	20.44	24.52	28.61	32.70	36.79
Apprentice Machinist/Mechanic	2018	17.68	21.20	24.75	28.29	31.81
	2019	18.03	21.63	25.25	28.85	32.45
	2020	18.30	21.95	25.62	29.28	32.93
	2021	18.58	22.28	26.01	29.72	33.43

Apprentice Assayer (Ottawa)	2018	21.03	25.22	
	2019	21.45	25.72	
	2020	21.77	26.11	
	2021	22.10	26.50	
Apprentice Assayer Technician (Ottawa)	2018	19.50	24.43	29.33
	2019	19.89	24.92	29.92
	2020	20.18	25.30	30.37
	2021	20.49	25.68	30.82
Apprentice CNC Programmer (Ottawa)	2018	23.34	29.17	35.00
	2019	23.80	29.75	35.70
	2020	24.16	30.20	36.24
	2021	24.52	30.65	36.78