

**LETTER OF UNDERSTANDING**

**BETWEEN**

**THE CITY OF REGINA**

**AND**

**REGINA OUTSIDE CITY WORKERS', LOCAL 21**

**RE: Hours of Work – Operational Service Centre – Permanent Employees**

The City of Regina and CUPE Local #21 agree that the following Terms and Conditions shall be applicable to the Permanent Operational Service Representatives employed in the Operational Services Centre.

Nothing in this Letter of Understanding shall be construed as altering the existing rights and/or obligations of either party under the provisions of The Collective Bargaining Agreement except as specified.

**1.0 Hours of Work**

Employee would work on the following basis:

1.1 Twelve (12) hour shift rotational shifts

1.1.1 Three day shifts on, followed by three days off, three days shifts on, followed by three days off, followed by three night shifts on, and followed by three days off. One shift during a six week cycle shall work only two shifts. Hours of work being 7:00am to 7:00pm and 8:00am to 8:00 pm for the day shifts and 7:00pm to 7:00am for the night shifts.

1.1.2 A complete cycle occurs in six weeks. The employee will work twenty (20) shifts times twelve (12) hours each which equals forty (40) hours per week on average in a six week period.

**2.0 Holidays**

2.1 If the statutory holiday falls on an employee's day off, the employee will receive eight hours pay for the holiday, and the cycle of hours will be reduced by eight hours for each occurrence.

Example: 232 hours regular pay  
8 hours @ 2x

8 hours regular pay for Stat holiday  
Total hours payable = 256 hours

2.2 If the statutory holiday falls on an employee's scheduled day of work, and he is required to work, he shall be paid, in addition to his regular wage or salary for that day, two times his regular rate of pay for each hour or part of an hour.

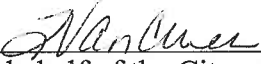
**3.0 Overtime**


Overtime is payable when the hours worked exceeds the employee's regularly scheduled hours (i.e. 12 hour shift), or 240 hours or 200 hours, whichever applies, in the normal cycle (or as reduced by a holiday in 2.1 above).

**4.0 Term of Agreement**

This Letter of Understanding becomes effective upon date of signing, and will remain in force and in effect until either party serves the other with thirty (30) calendar days written notice to terminate the provisions as contained herein.

Signed this 14 day of May, 2014.

  
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On behalf of the City of Regina

  
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On behalf of the Regina Outside City Workers'  
Union – Local 21 CUPE