

**LETTER OF UNDERSTANDING**

**BETWEEN**

**THE CITY OF REGINA**

**AND**

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

RECEIVED  
JUN 08 2012

**RE: HOURS OF WORK – TEN HOUR SHIFT  
SEWER AND DRAINAGE OPERATION BRANCH**

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The City of Regina and Regina, Outside City Workers' Union CUPE Local #21 agree that the following terms and conditions shall be applicable to the employees of the Sewer and Drainage Operations Branch (Water and Sewer Services Department) of the City Operations Division.

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.

**HOURS OF WORK**

**Permanent and Casual Employees**

Permanent and Casual employees will be scheduled to work four (4) consecutive - ten (10) hour shifts:

Four (4) days on and three (3) days off. (Monday to Sunday).

The total hours worked in one week will be forty (40) hours.

**Note:** The hours of work may be subject to change and notice will be provided.

Permanent and Casual employees will be scheduled to work (4) consecutive – ten (10) hour shifts. The employer may vary either hours of work or working days but will provide seven (7) days notice of intent to change.

## **OVERTIME**

### **Permanent Employees**

A permanent employee can work up to ten (10) hours per day and up to forty (40) hours each 7 day period at straight time. Hours worked in excess of these thresholds shall be paid at the rate of two (2) times the hourly rate of pay for each hour so worked.

### **Casual Employees**

A casual employee can work up to ten (10) hours per day and up to forty (40) hours each 7 day period at straight time. Hours worked in excess of these thresholds shall be paid at the rate of one and one half (1½) times the hourly rate of pay for each hour so worked.

## **STATUTORY HOLIDAYS**

### **Permanent Employees**

A permanent employee required to work on a statutory holiday, shall be paid in addition to their regular salary for that day, two (2) times his/her regular rate of pay for each hour or part of an hour required to work on the statutory holiday.

If a statutory holiday falls on a permanent employee's scheduled day of work and he/she is not required to work, he/she will be paid his/her regular wage for that day.

If a statutory holiday falls on a permanent employee's day off, he/she will receive eight (8) hours pay at straight time for the statutory holiday and the number of hours the employee is required to work in the 7 day period will be reduced by eight (8) hours. If the number of hours worked in the 7 day period is not reduced for each statutory holiday that falls on a permanent employees day off, overtime is applicable for hours worked in excess of thirty-two (32) hours when one statutory holiday occurs in that one week period;

### **Casual Employees**

A casual employee required to work on a statutory holiday shall be paid statutory holiday pay as per Labour Standards and one and one half (1½) times the regular rate of pay for each hour or part of an hour required to work on the statutory holiday.


A casual employee not required to work on a statutory holiday, shall receive statutory holiday pay in accordance with Labour Standards. His/her maximum working hours will be reduced by eight (8) hours in the one (1) week period the statutory holiday occurs. In the event an employee's hours are not reduced in the one (1) week period, overtime provisions will be applied for all hours worked in excess of thirty-two (32) hours in that one (1) week period.

## **TERM OF AGREEMENT**

This letter of understanding becomes effective June 11/12 and shall remain in force and effect until either party serves the other with thirty (30) calendar days written notice to terminate the provisions contained herein.

Signed this 17<sup>th</sup> day of May 2012.

  
On Behalf of the City of Regina

  
On Behalf of the Regina Outside  
City Workers, CUPE Local 21