

**OPPA CIVILIAN COLLECTIVE AGREEMENT**



**CIVILIAN COLLECTIVE AGREEMENT**

By and Between:

His Majesty The King In Right of the Province of Ontario  
(hereinafter called the “Employer”)  
Of The First Part

and

Ontario Provincial Police Association, Incorporated  
(hereinafter called the “Association”)  
Of The Second Part

**January 1, 2023 to December 31, 2026**

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## **PART A – FULL-TIME REGULAR EMPLOYEES**

### **ARTICLE 1 RECOGNITION**

1.01 The Employer recognizes the Association as the exclusive bargaining agent with respect to matters pursuant to the *Public Service of Ontario Act, 2006* and *Ontario Provincial Police Collective Bargaining Act, 2006* or matters arising under this Collective Agreement for all civilian employees who are under the supervision of the Commissioner of the Ontario Provincial Police, including but not limited to employees at the OPP Headquarters and OPP Academy, or the Chief Firearms Officer for Ontario and Instructors at the Ontario Police College.

It is agreed that there will be no intimidation, discrimination, or coercion exercised or practiced by either of the parties to this Collective Agreement or their representatives because employees are, or are not, members of the Association, or because such employees exercise a right under this Collective Agreement.

### **MANAGEMENT RIGHTS**

1.01.01 It is the exclusive function of the Employer to manage, which function, without limiting the generality of the foregoing, includes the right to determine employment, appointment, complement, organization, work methods and procedures, kinds and location of equipment, discipline and termination of employment, assignment, classification, merit system, training and development, appraisal and the principles and standards governing promotion, demotion, transfer, lay-off and reappointment.

The exercise of management rights shall neither be exercised in a discriminatory manner pursuant to Article 2.01 nor be inconsistent with the provisions of the Collective Agreement, and the applicable provisions of the *Ontario Provincial Police Collective Bargaining Act, 2006* the *Public Service of Ontario Act, 2006* and the Management Board of Cabinet and Public Service Commission Directives and Guidelines.

### **DEFINITIONS**

1.02 The term "employees" whenever herein used shall mean only those employees within the bargaining unit as described above.

1.03 The term "Association" whenever herein used shall mean the Ontario Provincial Police Association.

1.04 The term "Commissioner" whenever herein used shall mean Commissioner of the Ontario Provincial Police or designee.

- 1.05 Wherever applicable in this Collective Agreement, the singular shall include the plural.
- 1.06 Wherever the feminine pronoun is used in this Collective Agreement, it includes the masculine pronoun and vice versa, where the context so requires.
- 1.07 The term "OPP" whenever herein used shall mean the Ontario Provincial Police.
- 1.08 The term "Deputy Minister" whenever herein used shall mean the Deputy Minister, Community Safety, or designee.
- 1.09 The term "Assistant Deputy Minister" whenever herein used shall mean the Assistant Deputy Minister, Public Safety Division, or designee.
- 1.10 The term "Ministry" whenever herein used shall mean the OPP, Ontario Police College and the Chief Firearms Office within the Ministry of Community Safety and Correctional Services.
- 1.11 The term "CTB" whenever herein used shall mean the compensating time bank.
- 1.12 The term "RPT" herein used shall mean a Regular Part-Time employee appointed to the Regular service.
- 1.13 The term "regular employee" herein used shall mean a public servant appointed under section 32 of the *Public Service of Ontario Act, 2006* other than for a fixed term.
- 1.14 The term "regular service" herein used shall mean the part of the public service composed of regular employees.
- 1.15 The term "fixed-term employee" herein used shall mean a public servant appointed under Part III of the *Public Service of Ontario Act, 2006* for a fixed-term.
- 1.16 The term "fixed-term service" herein used shall mean the part of the public service composed of fixed-term employees.

## **ARTICLE 2 NO DISCRIMINATION / WORKPLACE HARASSMENT**

2.01 There shall be no discrimination or harassment by reason of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status, or, disability as defined in section 10(1) of the *Ontario Human Rights Code*.

For the purposes of this Article, harassment means engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome.

2.02 The parties are committed to a workplace free from workplace harassment including bullying, by other employees, supervisors, managers, any other person working or providing services to the Employer in the workplace, clients or the public, in accordance with the law. Workplace harassment is engaging in a course of vexatious comment or conduct against an employee in the workplace that is known or ought reasonably to be known to be unwelcome.

2.03 The Association and the Employer jointly recognize and affirm the right of employees to work in an environment that is respectful and free from harassment.

2.04 All complaints regarding workplace harassment or discrimination shall be eligible to be processed as grievances under this Collective Agreement.

2.05 Grievances under Article 2.04 shall be limited solely to instances which occur at the workplace involving the Employer's employees. Grievances shall not include alleged discrimination or harassment by a member of the public or individual not employed by the Employer, unless the Employer was reasonably aware that such harassment/discrimination was occurring in the workplace.

2.06 Following the filing of a workplace harassment/discrimination grievance, the Employer, where practical, will consult with and seek the consent of the Association and grievor prior to any decision, if any, to remove the grievor from the work location of the alleged harasser.

2.07 Where the alleged harasser is the person who would usually deal with any steps in the grievance procedure, the grievance shall be heard by an alternative designee.

2.08 The normal exercise of managerial rights including the day-to-day assignment of tasks, attendance management, training, performance management or discipline does not constitute harassment, provided that

the employer does not exercise those rights in an oppressive or tyrannical manner.

### **ARTICLE 3 THE ONTARIO PROVINCIAL POLICE NEGOTIATING AND ARBITRATION BOARD**

- 3.01 Negotiations for the amendment or renewal of matters pursuant to the *Public Service of Ontario Act, 2006* and *Ontario Provincial Police Collective Bargaining Act, 2006* or matters arising under this Collective Agreement shall continue to be pursuant to the provisions of *Ontario Provincial Police Collective Bargaining Act*. Any such matters not resolved by negotiation may be submitted to the Arbitration Board, selected pursuant to the *Ontario Provincial Police Collective Bargaining Act, 2006*.
- 3.02 The decision of the Arbitration Board on all matters referred to it, under this Article shall be final and binding upon the parties hereto.

### **ARTICLE 4 GRIEVANCE PROCEDURE**

#### **DEFINITIONS**

- 4.00 (a) "Employee Representative" means a person selected by the Board of Directors of the Association, nominated to act on behalf of that person in respect to a grievance.
- (b) "Grievance" means a dispute between the parties, made in writing, concerning a working condition or term of employment which is applicable to employees covered by this Collective Agreement and which is set out in the Collective Agreement (i.e. any difference arising from the interpretation, application, administration, or alleged violation of the Collective Agreement), the Regulations under the *Public Service of Ontario Act, 2006*, the *Police Services Act*, the *Ontario Human Rights Code*, or Management Board of Cabinet or Public Service Commission Directives and Guidelines, or in other employment-related statutes, despite any conflict between those statutes and the terms of the Collective Agreement.
- (c) "Grievor" means an employee, who has a grievance. Probationary employees cannot grieve their dismissal or release of employment.
- 4.01 (a) The Employer and the Association acknowledge the importance of resolving differences arising from the interpretation, application,

administration or alleged violation of this agreement (hereafter referred to as “grievances”), at an early stage, and, wherever possible, at the local level, in order to foster a harmonious and productive working environment. In this respect, the parties recognize the importance of informal means of resolving employee complaints at the lowest level possible before they become formal grievances under this Article and that nothing in this Article is intended to discourage the ordinary local workplace resolution of employee complaints outside of this grievance procedure.

- (b) The parties further acknowledge the importance of full disclosure of issues and open discussion throughout the process to facilitate mutually acceptable resolutions and agree to fully disclose, at the earliest stage of the grievance procedure, all information on which they rely in support of or in response to a complaint or grievance, including disclosure of any facts relied upon by the Employer in a decision that is subject to a complaint or grievance.

#### **SINGLE MEDIATOR/ARBITRATOR**

- 4.02 The parties agree that any disputes proceeding to mediation/arbitration shall be adjudicated by a single mediator/arbitrator who is jointly appointed and agreed to by the parties.

#### **PROCEDURE**

- 4.03 Questions arising between the OPP and the OPP Association concerning interpretations of the Collective Agreement will be initially referred to the designated representative of the OPP and the President/CEO of the OPP Association or their designee, who will attempt to resolve such questions. If the representatives are unable to satisfactorily resolve the matter, it may be dealt with as an individual employee grievance pursuant to the provisions of this Article.
- 4.04 A grievor may present a grievance personally or may be represented or assisted by an employee representative.
- 4.05
  - (a) An employee who has a complaint shall first discuss the complaint with their supervisor within fifteen (15) days of first becoming aware of the complaint.
  - (b) When the complaint cannot be resolved by the employee's supervisor within ten (10) days of the discussion, the complaint shall be discussed with the Detachment Commander or the Section Manager, as applicable.

- (c) Failing resolution under (b) herein, and within ten (10) further days, the employee may file a grievance in writing through the Association to their Regional/ Bureau Commander or Branch Director (as applicable) with a copy to their Detachment Commander or Section Manager (as applicable).
- (d) The Regional/Bureau Commander or Branch Director (as applicable) shall hold a meeting with the Association within fifteen (15) days of receipt of the grievance and shall give their decision in writing, with a copy to the Detachment Commander or Section Manager (as applicable), within ten (10) days of the meeting.
- (e) The written grievance shall specify the section or sections of this Collective Agreement, Regulation under the Public Service of Ontario Act, 2006, the Ontario Human Rights Code, or Management Board of Cabinet or Public Service Commission Directives and Guidelines that is alleged to have been violated or misapplied.
- (f) If the Association is not satisfied with the reply of the individual specified in (d) above, the Association may forward the grievance to the Commissioner, Assistant Deputy Minister or their designee within twenty-eight (28) days of the date of reply in (d) above. The Commissioner, Assistant Deputy Minister or their designee shall give the Association the decision in writing within twenty (20) days of receipt of the grievance.
- (g) If the matter is still unresolved, the grievance may be forwarded to mediation/arbitration in accordance with this Article.
- (h) In the case of civilian dismissal, articles 4.05 (a) to (d) do not apply. The Association may commence the grievance process by filing a grievance directly with the Commissioner or Assistant Deputy Minister or their designee in accordance with article 4.05 (f).

**TIME LIMITS**

- 4.06
- (a) In this Article, days shall include all days exclusive of Saturdays, Sundays and statutory holidays.
  - (b) At any stage of the grievance procedure, the time limits imposed upon either party may be extended by mutual agreement.

- (c) Notwithstanding (b), an arbitrator has the jurisdiction to extend the timelines specified in the collective agreement at all stages of the grievance and arbitration processes, where the arbitrator is satisfied that there are reasonable grounds for the extension and that the opposite party will not be substantially prejudiced by the extension.

4.07

- (a) The provisions of this Article shall apply to a grievance concerning the interpretation, application, administration or alleged violation of this Collective Agreement, including whether or not the matter may be entertained by the mediator/arbitrator hereunder.
- (b) If the Association is not satisfied with the decision given pursuant to the provisions of Article 4.05, or if the Association does not receive a decision within the specified time limit, the Association may apply for a mediation/arbitration date in writing to the mediator/arbitrator within fifteen (15) days:
  - (i) of the date the decision was received or
  - (ii) of the date the time limit expired as the case may be, for a hearing of the grievance.
- (c) Mediation/arbitration shall be conducted as soon as practicable by an agreed upon Mediator/Arbitrator.
  - (i) The mediator/arbitrator shall not be authorized to alter, modify or amend any part of the terms of this Collective Agreement.
  - (ii) The decision of the mediator/arbitrator in respect of the hearing shall be communicated in writing within sixty (60) days of the conclusion of the hearing to the Association representative and the employer representative.
  - (iii) The determination of a grievance by the mediator/arbitrator pursuant to the terms of this Collective Agreement is final.

4.08

Each party shall pay one-half (1/2) the fees and expenses of the mediator/arbitrator.

Except as foresaid, each party shall bear all expenses incurred by it whether of witnesses, the attendance of witnesses and representatives, exhibits, or otherwise.

## **POLICY GRIEVANCE**

- 4.09 Where any difference between the Employer and the Association arises from the interpretation, application, administration or alleged contravention of this Collective Agreement, the Association shall be entitled to file a policy grievance with the Commissioner, Assistant Deputy Minister or their designee provided it does so within thirty (30) days following the occurrence or origination of the circumstance giving rise to the grievance. The grievance shall be signed by one of the signing officers of the Association.
- 4.10 The Commissioner, Assistant Deputy Minister or their designee shall give the Association a decision in writing within sixty (60) days of receipt of the policy grievance. If the matter is still unresolved, the policy grievance may be forwarded to mediation/arbitration in accordance with this Article.

## **ARTICLE 5 PAY ADMINISTRATION**

- 5.01 Promotion occurs when the incumbent of a position in the Regular service is assigned to another position in a class with a higher maximum salary than the class of their former position.
- 5.02 An employee who is promoted shall receive that rate of pay in the salary range of the new classification which is the next higher to their present rate of pay, except that:
- (a) where such a change results in an increase of less than three percent (3%), they shall receive the next higher salary rate, which amount will be considered as a one-step increase;
  - (b) a promotional increase shall not result in the employee's new salary rate exceeding the maximum of the new salary range except where permitted by salary note.
- 5.03 Where an employee:
- (a) at the maximum rate of a salary range is promoted, a new anniversary date is established based upon the date of promotion;
  - (b) at a rate less than the maximum in the salary range is promoted and receives a promotional increase:
    - (i) greater than a one-step increase, a new anniversary date based on the date of promotion is established;

(ii) of one step or less, the existing anniversary date is retained.

5.04 Where the duties of an employee are changed as a result of reorganization or reassignment of duties and the position is reclassified to a class with a lower maximum salary, an employee who occupies the position when the reclassification is made is entitled to salary progression based on merit to the maximum salary of the higher classification including any revision of the maximum salary of the higher classification that takes effect during the salary cycle in which the reclassification takes place.

5.05 Where a position is reassessed and is reclassified to a class with a lower maximum salary, any employee who occupies the position at the time of the reclassification shall continue to be entitled to salary progression based on merit to the maximum salary of the higher classification, including any revision of the maximum salary of the higher classification that takes effect during the salary cycle in which the reclassification takes place.

5.06 Where, for reasons of health, an employee is assigned to a position in a classification having a lower maximum salary, they shall not receive any salary progression or salary decrease for a period of six (6) months after their assignment, and if at the end of that period, they are unable to accept employment in their former classification, they shall be assigned to a classification consistent with their condition.

5.07 Except as provided above, an employee who is demoted shall be paid at the rate closest to but less than the rate they were receiving at the time of demotion, effective from the date of their demotion.

5.08 It is understood that where an employee is assigned to a position pursuant to Articles 5.06 and 5.07, the provisions of Article 40 (Posting and Filling of Vacancies or New Positions) shall not apply.

## **ARTICLE 6 HOURS OF WORK AND OVERTIME**

### **HOURS OF WORK**

6.01.01 The normal hours of work performed by employees shall be in accordance with Management Board of Cabinet, Compensation Directive as follows:

(a) in Schedule 3, thirty six and one quarter (36 ¼) hours per week or seven and one quarter (7.25) hours a day; and an unpaid meal period of forty five (45) minutes or as mutually agreed between the Supervisor and the employee;

- (b) in Schedule 4, forty (40) hours per week or eight (8) hours per day.

Where an employee has an unpaid meal period, the meal period will be for a minimum of forty five (45) minutes or as mutually agreed between the Supervisor and the employee.

6.01.02 It is understood that other arrangements regarding hours of work may be entered into between the Commissioner or Assistant Deputy Minister (as applicable) and the President of the Association with respect to compressed work week arrangements (CWW).

- (a) The provisions of a compressed work week arrangement are subject to the grievance procedure under Article 4 (Grievance Procedure).
- (b) Any CWW arrangements not established under Article 6.01.02 may be discontinued following consultation between the parties, with three (3) month's written notice by either party.
- (c) On a compressed work week schedule, meal time periods will be pro-rated. On a compressed work week schedule, normal meal periods shall be (1) hour for shifts of (10) hours, (1) hour and fifteen (15) minutes for shifts of (12) twelve hours, or as mutually agreed between the Supervisor and the employee.

6.01.03 Where an employee has a paid meal period, if an employee completes a full working day, in accordance with Article 6.01.01 or any full shift agreed to under Article 6.01.02, and is required to forego their meal time period due to exigencies of service, the employee shall receive additional pay for such period at their straight-time hourly rate of salary.

#### **WORK SCHEDULES**

6.02.01 In work locations requiring a platoon work schedule the following arrangements shall prevail:

- (a) Schedules shall cover a twenty-eight (28) day period and shall be posted no later than 4:00 p.m. fifteen (15) days prior to the beginning of the period for which the schedule is intended.
- (b) Rest days shall be consecutive except in the one (1) shift in a twenty-eight (28) day period where split rest days are required to arrange the platoon schedule.

6.02.02 It is the intention to keep changes in shifts and work schedules to a minimum and, therefore, it is agreed that schedules shall be planned so that employees are not required to change shifts between rest periods while on a platoon schedule or between shift changes while on a general

shift schedule. The Employer agrees to consult with the Association when planning major event strategies requiring provincial mobilization.

Exceptions to the foregoing are permitted under the following conditions:

- (a) circumstances beyond the Employer's control requiring a shift change;
- (b) in a situation of emergency where an unusual or unexpected situation occurs;
- (c) if agreed upon between the employee and Employer;
- (d) the employee has been notified before 4:00 p.m. six (6) days prior to the change, provided such notification changes the employee's entire shift between rest periods.

In all other cases, the employee shall be paid time and one-half (1 ½) for the first eight (8) hours worked on the amended schedule.

6.02.03 Except in circumstances beyond the Employer's control, the Employer shall not schedule the commencement of a shift within eight (8) hours of the completion of the employee's previous shift provided, however, if that employee is required to work before the eight (8) hours have elapsed the employee shall be paid time and one-half (1 ½) of their basic hourly rate for those hours that fall within the eight (8) hour period. It is understood that the term "shift" does not include any period of time in respect of which an employee is entitled to overtime payments in accordance with Article 6.03.

6.02.04 An employee may exchange shifts and/or days off with another employee at the discretion of the Detachment Commander or Section Manager, or Director of the Ontario Police College (as applicable). The request to change days off shall be made in writing by both employees. A change will not be permitted if it results in any additional cost to the Employer.

6.02.05 An employee may be allowed to work for another employee at the discretion of the Detachment Commander, Section Manager or Director of the Ontario Police College (as applicable). This request shall be made in writing by both employees. A change will not be permitted if it results in any additional cost to the Employer. For each hour worked, the employee who works shall receive one hour, which will be assigned to their overtime bank or compensating time bank. The employee who is released from duty shall have their overtime bank or compensating time bank reduced by the number of hours they would have worked on their scheduled shift.

## OVERTIME

- 6.03.01 "Overtime" means an authorized period of work calculated to the nearest half hour and,
- (a) performed on a scheduled working day in addition to the scheduled working period, and consisting of at least one-half ( $\frac{1}{2}$ ) hour more than 7.25 hours, 8 hours or a longer scheduled working period as provided in a Compressed Work Week arrangement (as applicable); or
  - (b) performed on a day that is not a scheduled working day.
- 6.03.02 Overtime shall be earned and credited to the employee's CTB (Compensating Time Bank) at the rate of one and one-half ( $1\frac{1}{2}$ ) times the basic hourly rate of salary.
- 6.03.03 Where an employee has completed their scheduled work period and left the workplace and is subsequently called in to work prior to their next scheduled working period such employee shall earn time and one-half ( $1\frac{1}{2}$ ) of their basic hourly rate for hours worked, with a minimum of four (4) hours ( $1\frac{1}{2}$  times 4 hours) credit to the CTB. For clarity, such premium payment will not be earned or credited for regularly scheduled hours.
- Article 6.03.03 shall not apply where an employee on being called in not more than one (1) hour prior to the employee's scheduled working period, is given equivalent compensating time at the end of that period of work.
- 6.03.04 When an employee is required to perform work under Article 6.03.03 but is not required to physically attend at the workplace, the initial call and subsequent calls during that same four (4) hour period, will be treated as a single call for pay purposes.
- 6.03.05 An employee who is required to work more than two (2) hours of overtime immediately following their scheduled hours of work without notification of the requirement to work such overtime prior to the end of their previously scheduled shift, shall be reimbursed for the cost of one (1) meal to twelve dollars and fifty cents (\$12.50) except where free meals are provided or where the employee is being compensated for meals on some other basis.
- In addition, reasonable time with pay shall be allowed to the employee for the meal break either at or adjacent to their work place.
- 6.03.06 Overtime shall be paid at the rate of two and one-half ( $2\frac{1}{2}$ ) times the hourly rate when an employee is required to report for any period of work

on or during the vacation leave period, with a minimum payment of sixteen (16) hours. In addition, the employee shall be granted a compensating day off. Note: For the purposes of sub section 6.03.06 only, a vacation leave period shall consist of a seven (7) consecutive day period free from duty composed of five (5) vacation days for eight (8) hour schedules, four (4) vacation days for ten (10) hour schedules and three (3) vacation days for twelve (12) hour schedules and regular days off. Any statutory holiday, as outlined in Article 18.01.01 that occurs within the seven (7) consecutive day period may be counted towards the minimum vacation days required as outlined above.

6.03.07 If for operational purposes the employee is required by the Employer to work overtime, an employee shall be entitled to eight (8) consecutive rest hours before commencing their next regular scheduled shift. Such rest hours shall not result in the deduction or forfeiture of any credits to the employee.

#### **ON-CALL DUTY**

6.04.01 “On-Call Duty” means a period of time that is not a regular working period, overtime period, or stand-by period during which an employee is required to respond within a reasonable time to a request for:

- (a) recall to the work place, or
- (b) the performance of other work as required.

6.04.02 It is understood that a return to the work place may not be necessary in all situations.

6.04.03 Should recall to the work place be required, the employee is expected to be able to return to the work place within a reasonable time.

6.04.04 No employee shall be required to be on-call unless such on-call duty was authorized in writing by the supervisor prior to the on-call period, except in circumstances beyond the Employer’s control.

6.04.05 Where on-call is not previously authorized in writing, payment as per Article 6.05.07 shall only be made where the supervisor has expressly advised the employee that they are on-call.

6.04.06 It is understood that there shall be no pyramiding of premium payments and where work is performed as outlined in Articles 6.04.01 (a) or (b), overtime pay shall be substituted for the on-call premium.

6.04.07 Where an employee is required to be on-call, they shall receive one-dollar and forty cents (\$1.40) per hour for all hours that they are required to be on-call.

## **STAND-BY TIME**

- 6.05.01 Stand-by is a period of time during which, in accordance with administrative procedures established by the Commissioner or Assistant Deputy Minister (as applicable), an employee is ordered to remain at their residence or other specified quarters, (as determined by the person authorizing the stand-by) from which the employee shall be ready to proceed to a work location immediately upon receipt of instructions.
- 6.05.02 This Article shall not eliminate or prohibit the existing co-operative practice under which an employee provides advice to their supervisor as to their proposed whereabouts while off duty but there shall be no restriction on the free time of an employee that is not in accordance with this Collective Agreement. It is understood that this practice does not trigger an entitlement to stand-by pay.
- 6.05.03 Where an employee is required to be on stand-by they are entitled to be paid at their hourly rate of salary for one-third (1/3) of their stand-by time, but where such stand-by time is less than the number of hours in the employee's scheduled working day, the employee is entitled to three (3) hours pay at the basic hourly rate.
- 6.05.04 The minimum entitlement of four (4) hours overtime credit pursuant to Article 6.03.03 shall not apply to an employee who was on stand-by when they were required to report for work, and a period of work for which overtime is earned at one and one-half (1-1/2) times the basic hourly rate under Article 6.03.03, is not included in any stand-by period.

## **PROVINCIAL COMMUNICATIONS CENTRE (PCC) COACH PAY**

- 6.05.05 (a) Effective September 1, 2024, a Communications Operator or Lead Communications Operator, working in a Provincial Communications Centre (PCC), who is formally assigned to train a Communications Operator shall receive an entitlement of two percent (2%) of the maximum salary step rate for the period of time during which they are assigned such duties.
- (b) The PCC Coach Pay will be considered as base salary for the purposes of pension contributions and premium calculation (e.g., overtime, statutory holidays, vacation). It is not included in base salary for the purposes of calculating annual increases.

## **ARTICLE 7 WORK ARRANGEMENTS**

### **JOB SHARING**

- 7.01.01 Job sharing can occur where there is agreement between the employees who wish to job share, the Association, and the Employer.

- 7.01.02 It is agreed that job sharing results from two employees sharing a full-time position in the regular service and as such, the position shall continue to be identified as a full-time position in the Regular service.
- 7.01.03 Employees in a job sharing arrangement must share the same classification and level.
- 7.01.04 The sharing of the hours of work shall be determined by the parties to the sharing agreement but in no case, shall one employee work less than fourteen (14) hours per week.
- 7.01.05 (a) Employees in a job sharing arrangement shall be accorded their entitlements under Part A of this Collective Agreement (Full-time Regular Employees). However, where applicable, they shall be pro-rated in accordance with the employee's hours of work.
- (b) Part B of this Collective Agreement (Regular Part-time Employees) shall be used to provide administrative direction for the applicable pro-rating of the working conditions, and Article RPT17 (Regular Part-time Pay and Benefits Administration) for the purposes of calculating a basic hourly rate.
- 7.01.06 In the event that one employee in the job sharing arrangement leaves that arrangement on a permanent basis for any reason the remaining employee would first be offered the opportunity to assume the position on a full-time basis.
- 7.01.07 If the remaining employee declines the full-time opportunity, the position may be posted and advertised as a job sharing vacancy, subject to the provisions of this Collective Agreement.
- 7.01.08 Failing successful filling of the job sharing position, the remaining employee will be required to revert to full-time. The employee will be given one (1) month's advance notice of the date upon which they will be required to resume the full-time position.
- 7.01.09 The Employer undertakes to notify the President of the Association of all job-sharing arrangements.

#### **JOB TRADING**

- 7.02.01 Regular employees who hold full-time or regular part-time positions are eligible to trade jobs, except for those employees who are on notice of layoff pursuant to Article 29 (Surplus Entitlements) of this Collective Agreement.
- 7.02.02 Employees can trade jobs with an employee in the same category or across categories. For clarity, a full-time regular employee can trade jobs

with a regular part-time employee.

- 7.02.03 An employee who wishes to trade jobs with another employee must register with the Human Resources Branch or Human Resources Bureau (as appropriate) and complete the required documentation, which includes the employee portfolio. The employee must also indicate the specific location or locations to which they are willing to relocate.
- 7.02.04 An employee may only trade jobs:
- (a) with another employee in the OPPA Civilian bargaining unit who holds a position in the same classification,
  - and
  - (b) provided they are qualified to perform the normal requirements of the position without training.
- 7.02.05 Notwithstanding seniority, an employee will be considered for job trading prior to other employees registered for job trading if their spouse is also employed in the Ontario Public Service and has relocated to continue such employment at a different headquarters location.
- 7.02.06 If an employee has registered for job trading and they have also offered to be declared surplus pursuant to Article 30 (Voluntary Exit Option) of this Collective Agreement, their rights under that Article will be exercised before any rights under this job trading agreement.
- 7.02.07 Relocation expenses incurred by employees who trade jobs will not be reimbursed by the Employer.
- 7.02.08 In the event more than one (1) employee meets the criteria to trade jobs with another employee, the Employer will choose the best qualified employee for the job to be traded. Where the qualifications and skills of two (2) or more employees are relatively equal, seniority will be the deciding factor, subject to Article 7.02.04 above.
- 7.02.09 Employees cannot trade jobs unless both of their managers approve of the trade.
- 7.02.10 Job trading is voluntary. Provided an employee has not been matched with another employee's job, they may withdraw at any time.
- 7.02.11 A job trade is not final until all four (4) parties to the trade have confirmed their agreement, in writing, i.e., the trading employees and their managers.
- 7.02.12 Should the employment situation or relocation decision of either

employee change after sign-off, the job trade agreement remains binding. For example, if an employee receives surplus notice after a job trade is completed, then they will be subject to the appropriate procedures for redeployment.

## **ARTICLE 8 SHIFT PREMIUM**

8.01 Up to and including June 30, 2019, a shift premium of ninety-eight cents (\$0.98) per hour shall be paid for all hours worked at or after 4:00 p.m. and before 5:00 a.m.

Effective July 1, 2019, a shift premium of one dollar and fifty cents (\$1.50) per hour shall be paid for all hours worked at or after 4:00 p.m. and before 5:00 a.m.

8.02 Shift premium shall be paid only to employees working on a rotating shift or fixed off-shift basis and shall not apply to regular day workers who are required to work overtime.

8.03 Notwithstanding Article 8.02 above, shift premium shall not be paid to an employee who, for mutually agreed upon reasons, works a shift for which the employee would otherwise be entitled to a shift premium.

8.04 Shift premium shall not be considered as part of an employee's basic hourly rate.

## **ARTICLE 9 TIME CREDITS WHILE TRAVELLING**

9.01 Employees shall be credited with all time spent in transit outside of working hours when authorized by the Ministry.

9.02 Travel time will be credited as the hours spent traveling directly from the employee's home or place of employment, and be measured from the time of departure until the employee reaches their destination, and from the assigned time of departure from the destination until they reach their home or place of employment.

9.03 If the means of travel includes sleeping accommodation for the employee, the hours between eleven (11:00) p.m. and the regular starting time of the employee shall not be credited.

9.04 When an employee is required to travel on their regular day off or a holiday listed in Article 18 (Holidays), they shall be credited with a minimum of four (4) hours.

9.05 All traveling time shall be credited to the employee's CTB at the employee's basic hourly rate.

## **ARTICLE 10 NON-PYRAMIDING**

- 10.01 There shall be no duplication or pyramiding of any premium payments or compensating leave provided under this Collective Agreement.

## **ARTICLE 11 COMPENSATING TIME BANK (CTB)**

- 11.01 All overtime hours earned in Article 6 (Overtime), Article 9 (Time Credits While Travelling), and Article 18 (Holidays) will be credited to the employee's CTB.

- 11.02 The granting of compensating leave, chargeable to the employee's CTB may be taken off at a time mutually agreed upon between the employee and Detachment/Unit Commander.

- 11.03 (a) (i) An employee may, at the employee's option, request a lump sum at the rate it was earned for all or any portion of the hours in the employee's Compensating Time Bank on a monthly basis.

Accumulated hours in excess of one hundred (100) remaining in an employee's Compensating Time Bank at December 31 of each year shall be paid out on a lump sum basis at the rate it was earned. The Employer shall pay out all accumulated hours no later than the last pay date of February of the following calendar year.

Failure to make such payments shall not be regarded as a violation of this Collective Agreement where such failure is due to reasons beyond the control of the Employer.

- (ii) Effective January 1, 2017, an employee may, at the employee's option, request a lump sum payment at the rate it was earned for all or any portion of the hours in the employee's Compensating Time Bank on a monthly basis. Accumulated hours in excess of forty (4) remaining in an employee's Compensating Time Bank at December 31 of each year shall be paid out on a lump sum basis at the rate it was earned. The Employer shall pay out all accumulated hours no later than the last pay date of February of the following calendar year.

Failure to make such payments shall not be regarded as a violation of this Collective Agreement where such failure is due to reasons beyond the control of the Employer.

## **ARTICLE 12 SHORT TERM SICKNESS PLAN**

### **ENTITLEMENT**

- 12.01 (a) An employee who is unable to attend to duties due to sickness or injury is entitled to leave-of-absence with pay as follows:

- (i) with regular salary for the first six (6) working days of absence in each calendar year
  - (ii) with seventy-five percent (75%) of regular salary for an additional one hundred and twenty-four (124) working days of absence in each calendar year.
- (b) An employee on a Compressed Work Week arrangement shall be entitled to full pay for:
- (i) the first forty-three and one-half (43 ½) or forty-eight (48) hours (as applicable) of absence due to sickness or injury and
  - (ii) seventy-five percent (75%) for the next 899 or 992 hours (as applicable). The employee may exercise their option under Article 12.08 by deducting one-quarter (1/4) of an accumulated credit for each seven and one quarter (7¼) or eight (8) hours (as applicable) of absence.

12.02 An employee is not entitled to leave-of-absence with pay under Section 12.01 of this Article until after completion of twenty (20) consecutive working days of employment.

12.03 An employee who is on leave-of-absence with pay under this Article that commences in one (1) calendar year and continues into the next calendar year is not entitled to leave-of-absence with pay under Section 12.01 of this Article for more than one hundred and thirty (130) working days in the two (2) calendar years until the employee has completed twenty (20) consecutive working days of employment in the second calendar year.

12.04 An employee who has used leave-of-absence with pay for one hundred and thirty (130) working days in a calendar year must subsequently complete twenty (20) consecutive working days of employment before the employee is entitled to further leave under Section 12.01 of this Article in the next calendar year.

12.05 An employee returning to work from a leave-of-absence under a long term disability plan must complete twenty (20) consecutive working days of employment to qualify for benefits under the Short-Term Sickness Plan.

12.06 For the purposes of this Article, twenty (20) consecutive working days of employment shall not include vacation, leave-of-absence, or any leave-of-absence without pay, but days worked before and after such leave shall be considered consecutive.

For the purposes of this Article, where an employee, due to an accommodation measure or a return to work plan, works on a temporarily modified schedule, twenty (20) consecutive working days shall mean twenty (20) consecutive scheduled days of work for that employee.

Notwithstanding the above, where an employee is unable to work due to sickness or injury, the days worked before and after such absence shall not be considered consecutive.

- 12.07 The pay of an employee under this Article is subject to deductions for insurance coverage and pension contributions and other deductions that would normally be made, as though the employee was receiving regular salary.

#### **USE OF ACCUMULATED CREDITS**

- 12.08 An employee who is on leave-of-absence with pay under Section 12.01(a)(ii) or 12.01(b)(ii) of this Article may, at the employee's option, have one quarter (1/4) of a day deducted from accumulated credits (attendance, vacation, or CTB) for each day of leave to which Section 12.01(a)(ii) or 12.01(b)(ii) applies and receive regular salary for each such day.

- 12.09 An employee who is absent from employment due to sickness or injury beyond the total number of days leave-of-absence with pay provided for in Section 12.01 of this Article shall have their accumulated attendance credits reduced by a number of days equal to the number of days of such absence and is entitled to leave-of absence with pay for each such day.

- 12.10 Article 12.09 does not apply to an employee who qualifies for and elects to receive benefits under a long term disability plan provided by the Employer.

#### **MEDICAL EXAMINATIONS**

- 12.11 (a) If an employee is absent for five (5) consecutive working days due to sickness, no leave with pay shall be allowed unless a certificate of a legally qualified medical practitioner (i.e., physician, dentist who is a member of the Royal College of Dental Surgeons, or nurse practitioner, practicing within the scope of their respective practice) is forwarded to the Commissioner, the Commissioner's designee or the Assistant Deputy Minister (as applicable), certifying that the employee is unable to attend to official duties.

- (b) Notwithstanding (a) above, the Employer may accept a certificate of a psychologist (i.e. a member of the College of Psychologists of Ontario who holds a certificate of registration for a psychologist authorizing autonomous practice, or an individual who has a similar status in another province or territory of Canada).
- (c) Notwithstanding the provisions of Section 12.11(a), the Commissioner or the Assistant Deputy Minister (as applicable) may require an employee to submit the certificate required by Section 12.11(a) for a period of absence of less than five (5) working days. The cost of the certificate requested shall be borne by the Employer.
- (d) Where, for reasons of health, an employee is frequently absent or unable to perform their duties, the Commissioner or the Assistant Deputy Minister (as applicable) may, at the expense of the Employer, require them to submit to a medical examination and to release the resulting medical report to the Employer.

12.12 While on sick leave or Workplace Safety and Insurance leave, it is the employee's responsibility to report to the supervisor, at the earliest opportunity, any change in the employee's medical situation that would permit the employee to return to full duties or to return to work in a limited capacity and/or estimate their return to work date.

#### **IMPLEMENTATION OF THE SHORT TERM SICKNESS PLAN**

12.13 An employee shall retain any attendance credits earned and unused prior to April 1, 1978, for use as specified under Article 12.08, or where the employee is eligible, under Article 31 (Termination Payment) upon termination.

12.14 The Employer will notify the Association when a member has been off for three (3) consecutive months due to illness/injury.

#### **HEALTH INFORMATION, ACCOMODATION AND RETURN TO WORK**

12.15 If an employee becomes mentally or physically disabled and as a result is incapable of performing the essential duties of the position, the Employer shall accommodate the employee's needs in accordance with the *Ontario Human Rights Code*.

12.16 The Association and Employer recognize that workplace accommodation and return to work must be dealt with through a joint and cooperative process. Accommodation and return to work planning will be conducted in a manner that promotes the safe, timely and effective return to work of employees and respects employees' dignity. The goal is to achieve successful return of employees to safe and productive work.

- 12.17 Where a supervisor or other Employer representative intends to meet with an employee for matters related to the development, implementation and administration of an accommodation or return to work plan, the employee shall have the right to be accompanied by and represented by an Association representative. The Employer shall notify the employee of this right.

## **ARTICLE 13 LEAVES OF ABSENCE**

### **LEAVE WITHOUT PAY**

- 13.01 An employee may request a leave of absence without pay and without accumulation of credits. A Deputy Minister shall not unreasonably deny such requests.

### **BEREAVEMENT LEAVE**

- 13.02.01 An employee shall be allowed up to three (3) days leave of absence with pay in the event of the death of their spouse, common-law spouse, same-sex spouse or partner, mother, father, stepmother, stepfather, mother-in-law, father-in-law, son, daughter, son-in-law, daughter-in-law, stepson, step-daughter, brother, sister, stepbrother, stepsister, brother-in-law, sister-in-law, ward, guardian, step-grandparents, step-grandchildren, grandchildren and the grandparents of the employee and spouse. "In-law" and "step" relationships listed in this Article include such relatives of a common-law spouse or same sex spouse or partner.
- 13.02.02 An employee shall be allowed one (1) day leave of absence with pay in the event of the death of their aunt, uncle, niece or nephew.
- 13.02.03 Necessary traveling time may be granted in accordance with Section 13.07.01 in the event of the death of a relative listed in Articles 13.02.01 or 13.02.02.
- 13.02.04 Bereavement leave will not be pro-rated for an employee in a Compressed Work Week arrangement.

### **JURY AND WITNESS LEAVE**

- 13.03 Where an employee is absent by reason of a summons to serve as a juror or subpoena to serve as a witness, the employee shall treat the absence as leave with pay and pay to the Employer any fee that was received as a juror or witness.

### **COURT WITNESS**

- 13.03.02 (a) Where an employee is off work on approved STSP, LTIP, WSIB or pregnancy/parental leave and the Employer is aware that the

employee is unable to attend court for medical reasons, the Employer will take necessary steps to advise the Crown and/or Court.

- (b) Where an employee is off work on approved STSP, LTIP, WSIB or pregnancy/parental leave and the Employer is not aware that the employee is unable to attend court for medical reasons, the employee shall notify the Employer as soon as possible and the Employer will take necessary steps to advise the Crown and/or Court.

#### **MILITARY SERVICE LEAVE**

- 13.04.01 The Commissioner or Assistant Deputy Minister (as applicable) may grant a leave-of-absence for no more than one (1) week with pay and no more than one (1) week without pay in a fiscal year to an employee for the purpose of participating in Canadian Forces Reserve training.
- 13.04.02 An employee granted a leave of absence pursuant to Article 13.04.01 shall accrue credits during such leave.

#### **PREGNANCY LEAVE**

- 13.05.01 The Commissioner or Assistant Deputy Minister (as applicable) shall grant leave of absence without pay to a pregnant employee who has served at least thirteen (13) weeks before the expected birth date including service as a Crown employee, as an employee of a Police force which is amalgamated with the OPP or as an employee of an Ontario First Nations Police Service immediately prior to her appointment to the regular service. The leave of absence shall be in accordance with the provisions of the *Employment Standards Act, 2000*.
- 13.05.02 Notwithstanding Article 12 (Short Term Sickness Plan), Article 17 (Vacations and Vacation Credits), Article 31 (Termination Payment) and Article 46 (Long Term Income Protection), vacation credits, seniority and service continue to accrue during the pregnancy leave.
- 13.05.03 An employee entitled to pregnancy leave under this Article, who provides the Employer with proof that they are in receipt of employment insurance pursuant to the *Employment Insurance Act (Canada)*, shall be paid an allowance in accordance with the Supplementary Employment Benefit Plan.
- 13.05.04.01 In respect of the period of pregnancy leave which begins before January 1, 2020, payments made according to the Supplementary Employment Benefit Plan will consist of the following:
  - (a) for the first two (2) weeks, payments equivalent to ninety- three percent (93%) of the actual weekly rate of pay for her classification, which they were receiving on the last day worked prior to the

commencement of the pregnancy leave, but which shall also include their progression on the wage grid and any negotiated or amended wage rates for their classification as they are implemented,

and

- (b) up to a maximum of fifteen (15) additional weeks, payments equivalent to the difference between the sum of the weekly Employment Insurance benefits the employee is eligible to receive and any other earnings received by the employee, and ninety-three percent (93%) of the actual weekly rate of pay for their classification, which they were receiving on the last day worked prior to the commencement of the pregnancy leave, but which shall also include their progression on the wage grid and any negotiated or amended wage rates for their classification as they are implemented.

13.05.04.02 In respect of the period of pregnancy leave which begins on or after January 1, 2020 payments made according to the Supplementary Employment Benefit Plan will consist of the following:

- (a) for the first one (1) week, payments equivalent to ninety-three percent (93%) of the actual weekly rate of pay for their classification, which they were receiving on the last day worked prior to the commencement of the pregnancy leave, but which shall also include their progression on the wage grid and any negotiated or amended wage rates for their classification as they are implemented,

and

- (b) up to a maximum of fifteen (15) additional weeks, payments equivalent to the difference between the sum of the weekly Employment Insurance benefits the employee is eligible to receive and any other earnings received by the employee, and ninety-three percent (93%) of the actual weekly rate of pay for their classification, which they were receiving on the last day worked prior to the commencement of the pregnancy leave, but which shall also include their progression on the wage grid and any negotiated or amended wage rates for their classification as they are implemented,

and

- (c) on production of proof that payments in accordance with employment insurance pursuant to the *Employment Insurance Act, (Canada)* have terminated, the employee shall be entitled to a further one (1) week of pregnancy leave with payment equivalent to ninety-three percent (93%) of the actual weekly rate of pay for their classification,

which they were receiving on the last day worked prior to the commencement of the pregnancy leave, but which shall also include their progression on the wage grid and any negotiated or amended wage rates for their classification as they are implemented. This further one (1) week of leave must be taken immediately after the date when the *EI* benefits referenced in Article 13.05.04.02 (b) have terminated and prior to returning to the workplace.

(d) where an employee takes parental leave in conjunction with pregnancy leave, Article 13.05.04.02 (c) shall not apply.

- 13.05.05 Where an employee assigned to a vacancy in accordance with Article 16 (Health and Safety) is eligible to receive an allowance under this Article, and the salary rate they were receiving on the last day worked prior to the pregnancy leave is less than the salary rate they were receiving on the last day worked prior to the assignment, the allowance shall be based on the actual weekly rate of pay for their classification which they were receiving on the last day worked prior to the assignment.
- 13.05.06.01 Where the child in respect of whom the employee takes parental leave was born or came into the employee's custody, care and control for the first time before December 3, 2017, an employee on pregnancy leave is entitled, upon application in writing to the Employer received at least two (2) weeks prior to the expiry of the leave, to a leave of absence without pay but with accumulation of credits for not more than thirty-five (35) weeks in accordance with the provisions of parental leave granted under Article 13.06 (Pregnancy Leave).
- 13.05.06.02 Where the child in respect of whom the employee takes parental leave was born or came into the employee's custody, care and control for the first time on or after December 3, 2017, an employee on pregnancy leave is entitled, upon application in writing at least two (2) weeks prior to the expiry of the leave, to a leave of absence without pay but with accumulation of credits for not more than sixty one (61) weeks in accordance with the provisions of parental leave granted under Article 13.06 (Parental Leave).
- 13.05.07 An employee returning from a leave of absence under this Article to the ministry in which they were employed immediately prior to such leave shall be assigned to the position they most recently held if it still exists, or to a comparable position if it does not, and continue to be paid at the step in the salary range that they would have attained had they worked during the leave of absence.
- 13.05.08 An employee who has been assigned in accordance with Article 16 (Health and Safety) and who returns to their former ministry from a leave of absence under this Article, shall be assigned to the position they most recently held prior to the assignment under Article 16 (Health and Safety), if it still exists, or to a comparable position, if it does not, and continue to be paid at the

step in the salary range that they would have attained had they worked during the leave of absence.

- 13.05.09 In accordance with Articles 13.05.04.01(a), 13.05.04.01(b), 13.05.04.02(a) and 13.05.04.02(b) and 13.05.05, the Supplementary Employment Benefit shall be based on the salary the employee was receiving on the last day worked prior to the commencement of the pregnancy leave, including any retroactive salary adjustment to which they may become entitled during the leave.
- 13.05.10.01 Where the pregnancy leave of a person who is not entitled to take parental leave began before January 1, 2018, the pregnancy leave ends on the later of (a) the day that is seventeen (17) weeks after the pregnancy leave began or (b) the day that is six (6) weeks after the birth, still birth or miscarriage of the child unless the employee chooses to end the leave earlier and submits a certificate from a legally qualified medical practitioner.
- 13.05.10.02 Where, the pregnancy leave of a person who is not entitled to take parental leave began on or after January 1, 2018, the pregnancy leave ends on the later of (a) the day that is seventeen (17) weeks after the pregnancy leave began or (b) the day that is twelve (12) weeks after the birth, still birth or miscarriage of the child unless the employee chooses to end the leave earlier and submits a certificate from a legally qualified medical practitioner.
- 13.05.11 Employees shall have no vested right to payments under the Supplementary Employment Benefit Plan with the exception of payments made during a period of unemployment as specified in this Article.
- 13.05.12 Payments in respect of guaranteed annual remuneration, deferred remuneration, or severance pay shall not be reduced or increased by payments received under the Supplementary Employment Benefit Plan.

#### **PARENTAL LEAVE**

- 13.06.01 For the purpose of this Section, "Parent" includes a birth parent, a person with whom a child is placed for adoption, and a person who is in a relationship of some permanence with a parent of a child and who intends to treat the child as their own.
- 13.06.02 The Commissioner or Assistant Deputy Minister (as applicable) shall grant a parental leave of absence without pay to an employee who has served at least thirteen (13) weeks, including service as a Crown employee, as an employee of a Police force which is amalgamated with the OPP or as an employee of an Ontario First Nations Police Service immediately prior to their appointment to the Regular service. The leave of absence shall be in accordance with the provisions of the *Employment Standards Act, 2000*.

Every member eligible for a parental leave of absence must provide written notice to their Supervisor not less than six (6) weeks prior to the anticipated commencement of such leave. This notice period may be waived in extenuating circumstances and does not supersede Section 48 of the *Employment Standards Act, 2000*.

- 13.06.03 Notwithstanding Article 12 (Short Term Sickness Plan), Article 17 (Vacations and Vacation Credits) and Article 31 (Termination Payment), vacation credits, seniority and service continue to accrue during the parental leave.
- 13.06.04.01 Where the child in respect of whom the employee takes parental leave was born or came into the employee's custody, care and control for the first time before December 3, 2017, parental leave may begin,
- (a) no earlier than the day the child is born or comes into the custody, care and control of the parent for the first time; and
  - (b) no later than fifty two (52) weeks after the day the child is born or comes into the custody, care and control of the parent for the first time.
- 13.06.04.02 Where the child in respect of whom the employee takes parental leave was born or came into the employee's custody, care and control for the first time on or after December 3, 2017, parental leave may begin,
- (a) no earlier than the day the child is born or comes into the custody, care and control of the parent for the first time; and
  - (b) no later than seventy-eight (78) weeks after the day the child is born or comes into the custody, care and control of the parent for the first time.
- 13.06.06 The parental leave of an employee who takes pregnancy leave must begin when the pregnancy leave ends unless the child has not yet come into the custody, care and control of a parent for the first time.
- 13.06.06.01 Where the child in respect of whom the employee takes parental leave was born or came into the employee's custody, care and control for the first time before December 3, 2017, parental leave shall end thirty five (35) weeks after it begins for an employee who takes pregnancy leave and thirty seven (37) weeks after it begins for an employee who did not take pregnancy leave, or on an earlier date if the person gives the Employer at least four (4) weeks' written notice of that day.
- 13.06.06.02 Where the child in respect of whom the employee takes parental leave was born or came into the employee's custody, care and control for the first time on or after December 3, 2017, parental leave shall end sixty-one (61) weeks

after it begins for an employee who takes pregnancy leave and sixty-three (63) weeks after it begins for an employee who did not take pregnancy leave, or on an earlier date if the person gives the Employer at least four (4) weeks' written notice of that day.

- 13.06.07 Except for an employee to whom Article 13.05 (Pregnancy Leave) applies, an employee on parental leave is entitled, upon application in writing at least two (2) weeks prior to the expiry of the leave, to a further consecutive leave of absence without pay but with accumulation of credits for not more than six (6) weeks.
- 13.06.08 An employee who is entitled to parental leave and who provides the Employer with proof that they are in receipt of employment insurance benefits pursuant to the *Employment Insurance Act* (Canada) shall be paid an allowance in accordance with the Supplementary Employment Benefit Plan.
- 13.06.09.01 In respect of the period of parental leave which begins before January 1, 2020, payments made according to the Supplementary Employment Benefit Plan will consist of the following:
- (a) where the employee elects to serve the two (2) week waiting period under the *Employment Insurance Act* (Canada) before receiving benefits under that Act, for the first two (2) weeks, payments equivalent to ninety-three percent (93%) of the actual weekly rate of pay for their classification, which they were receiving on the last day worked prior to the commencement of the leave, and
  - (b) up to a maximum of fifteen (15) additional weeks, payments equivalent to the difference between the sum of the weekly Employment Insurance benefits the employee is eligible to receive and any other earnings received by the employee, and ninety-three percent (93%) of the actual weekly rate of pay for their classification, which they were receiving on the last day worked prior to the commencement of the leave.
- 13.06.09.02 In respect of the period of parental leave which begins on or after January 1, 2020 payments made according to the Supplementary Employment Benefit Plan will consist of the following:
- (a) where the employee elects to serve the one (1) week waiting period under the *Employment Insurance Act* (Canada) before receiving benefits under that Act, for the first week (one (1) week), payments equivalent to ninety-three percent (93%) of the actual weekly rate of pay for their classification, which they were receiving on the last day worked prior to the commencement of the leave, and

- (b) up to a maximum of fifteen (15) additional weeks, payments equivalent to the difference between the sum of the weekly Standard Employment Insurance benefits the employee is eligible to receive and any other earnings received by the employee, and ninety-three percent (93%) of the actual weekly rate of pay for their classification, which they were receiving on the last day worked prior to the commencement of the leave.

and

- (c) where the employee served the waiting period in accordance with Article 13.06.09.02(a), and on production of proof that payments in accordance with employment insurance pursuant to the *Employment Insurance Act, (Canada)* have terminated, the employee shall be entitled to a further one (1) week of parental leave with payment equivalent to ninety-three percent (93%) of the actual weekly rate of pay for their classification, which they were receiving on the last day worked prior to the commencement of the parental leave, but which shall also include their progression on the wage grid and any negotiated or amended wage rates for their classification as they are implemented. This further one (1) week of leave must be taken immediately after the date when the *EI* benefits referenced in Article 13.06.09.02(b) have terminated and prior to returning to the workplace.

or

- (d) where an employee served the waiting period in accordance Article 13.05.04.02(a) and on production that proof of payments in accordance with employment insurance pursuant to the *Employment Insurance Act, (Canada)* have terminated, the employee shall be entitled to a further one (1) week of parental leave with payment equivalent to ninety-three percent (93%) of the actual weekly rate of pay for their classification, which they were receiving on the last day worked prior to the commencement of the parental leave, but which shall also include their progression on the wage grid and any negotiated or amended wage rates for their classification as they are implemented. This further one (1) week of leave must be taken immediately after the date when the *EI* benefits referenced in Article 13.06.09.02(b) have terminated and prior to returning to the workplace.

13.06.10 Under Article 13.06.09.01 and 13.06.09.02, the weekly rate of pay will include the employee's progression on the wage grid and any negotiated or amended wage rates for their classification as they are implemented.

13.06.11 An employee returning from a leave of absence under Articles 13.06.01 or 13.06.06 (Parental Leave) to the ministry in which they were employed

immediately prior to such leave, shall be assigned to the position they most recently held, if it still exists, or to a comparable position, if it does not, and continue to be paid at the step in the salary range that they would have attained had they worked during the leave of absence.

13.06.12 Employees shall have no vested right to payments under the Supplementary Employment Benefit Plan with the exception of payments made during a period of unemployment as specified in this Article.

13.06.13 Payments in respect of guaranteed annual remuneration, deferred remuneration, or severance pay shall not be reduced or increased by payments received under the Supplementary Employment Benefit Plan.

#### **SPECIAL/COMPASSIONATE LEAVE**

13.07.01 The Regional or Bureau Commander or Director, OPC (as applicable) may grant leave-of-absence with pay to an employee, for not more than four (4) days in any calendar year, upon any special or compassionate ground. Such leave shall not be dependent upon nor charged against accumulated credits of the employee. And further, leave of absence requests shall not be unreasonably denied.

13.07.02 Any denial of such leave-of-absence request may be appealed to the Provincial Commander, Corporate Services, ADM, Policing Services Division (as applicable) or designee.

13.07.03 Leave-of-absence with pay may be granted for special or compassionate purposes to an employee for a period of

(a) up to six (6) months with the approval of the Commissioner or Assistant Deputy Minister (as applicable),

(b) over six (6) months with the approval of the Lieutenant Governor in Council.

13.07.04 No employee shall be absent from duty on a leave-of-absence provided for in Articles 13.07.03(a) and 13.07.03(b) unless the employee previously obtained the authorization required by this Article.

13.07.05 An application for leave-of-absence under Articles 13.07.01 and 13.07.03 shall be in writing and shall set out the reason for the leave-of-absence.

13.07.06 Special/Compassionate leave will not be pro-rated for an employee in a Compressed Work Week arrangement.

#### **SELF-FUNDED LEAVE**

13.08.01 An employee may apply to the Commissioner or Assistant Deputy Minister

(as applicable) to participate in the self-funded leave plan as permitted under the Income Tax Act (Canada) in order to defer pre-tax salary dollars to fund a leave of absence. The deferral period must be at least one (1) year and not more than four (4) years.

- 13.08.02 The funds being deferred will be held in a trust account with the financial institution the Employer selects, with interest being paid annually. The funds will be paid out to the employee on a monthly or lump sum basis during the leave of absence.
- 13.08.03 During the leave the employee's insured benefits will be continued where the employee continues to pay for their portion.
- 13.08.04 On return from the leave, an employee shall return to the position held immediately prior to going on leave and shall be paid at the step in the salary range that they had attained when the leave commenced. If the position no longer exists the employee shall be assigned to a position at the same class and level.

#### **ARTICLE 14 LEAVE OF ABSENCE FOR ASSOCIATION BUSINESS**

- 14.01.01 Effective April 19, 2022, leave of absence for the purpose of travelling to and attending executive board meetings shall be granted without deduction from credits, as follows:
- a) No member will be granted leave of absence to attend the Association's Spring Board Meeting. For clarity, the Association voluntarily decided to eliminate this meeting.
  - b) The President and Vice-President of each branch (up to twenty Presidents and twenty Vice-Presidents in total) shall be granted up to five (5) days for the purpose of attending the annual OPPA Spring Executive Meeting, formerly known as Presidents' Week, in May. In addition, up to two (2) days' leave of absence may be granted for necessary traveling time.
  - c) Civilian delegates from each branch shall be granted four (4) days for the purpose of attending the Fall Annual General Meeting (AGM). In addition, up to two (2) days' leave of absence may be granted for necessary traveling time.
  - d) Uniform delegates from each branch shall be granted four (4) days for the purpose of attending the Fall Annual General Meeting (AGM). In addition, up to two (2) days' leave of absence may be granted for necessary travelling time.
  - e) For the purposes of the AGM, the total delegates from paragraphs c) and d) will not exceed eighty (80) delegates.

- f) For clarity, time off shall only be granted for the sole purpose of attending the meetings as set out under this article. The delegate's schedule should be altered to balance their schedule in accordance with a standard administrative schedule (i.e. Monday to Friday, eight (8) hours per day) as per current practice for mandatory training. Where there is disagreement on the application of this provision, either party may address the issue with the Regional/Bureau Commander. If it cannot be resolved at this level, final resolution will be taken to the respective Deputy Commissioner or Provincial Commander.
- g) In the event that the meetings conclude prior to the maximum number of days outlined above, members shall not be permitted to use the remaining days intended for meeting attendance and related travel, where applicable, for further leave.

14.01.02 Where a member is required to be on duty on the shift that falls on the day immediately prior or immediately after either association executive board meetings, the member may request additional leave of absence for purpose of rest. Requests for this additional leave shall be subject to operational requirements and will not be unreasonably denied. Where a request for a rest day is granted, the time off shall be deducted from the member's available attendance credits (i.e. Stat Time, Vacation, Overtime).

14.01.03 The OPPA will provide notification to the OPP of the dates of the AGM and the Spring Executive Meeting, and the names of members who will attend each meeting. Notification is to be provided to the OPP at minimum forty-three (43) days in advance of the commencement of the leave period. Notwithstanding the OPPA's notification obligations, any member attending the AGM or Spring Executive Meeting shall also notify their Regional/Bureau Commander of the dates of the leave, at minimum forty-three (43) days in advance of its commencement. Changes may be requested up to six (6) days prior to the date of the meeting, subject to the approval of the Regional/Bureau Commander.

14.02 A leave-of-absence with pay may be granted to employees to assume full-time duties as Executive Officers of the Association. The salaries shall be determined by the Association and paid by the Employer as advised from time to time by the Association. Pension and benefits plans shall be calculated based on the salary for the Executive Officer. The Association shall reimburse the Employer for the salaries, the Employer's share of pension contributions, the premiums for all benefit and insurance plans and the cost of any other employee benefit or premium. All other benefits applicable to the employee so placed on leave shall apply.

14.03 A leave-of-absence with pay shall be granted to seven (7) employees to assume full-time duties as members of the Board of Directors and President of the Association. An additional leave of absence with pay shall be granted for one (1) employee to assume the full time duties of the position of

Chief Administrative Officer of the Association in the event that this position is filled by an employee from a position in the Uniform or Civilian bargaining unit. Their salaries will be determined by the Association in consultation with the Employer and paid by the Government of Ontario as advised from time to time by the Association. Pension and benefits plans shall be calculated based on the salary of the Board of Directors, President, and Chief Administrative Officer, and all other benefits applicable to the employees placed on leave shall apply. The Association will reimburse the Government of Ontario the difference between the salary, pension contributions and premiums for their insurance and benefits plans of the Board of Directors, President and Chief Administrative Officer of the Association and their OPP rank/classification salary, pension contributions and premiums for their insurance and benefit plans.

- 14.04 For clarity, the eight (8) employees identified in the 14.03 shall be a combined total of uniform and civilian members.
- 14.05 (a) Effective April 1, 2017, the Association will reimburse the Government of Ontario for the salaries and the Government's share of the pension contributions for two (2) of the eight (8) paid leave positions listed in 14.03 above. The Association shall identify the selected positions to the Employer before April 1, 2017.
- (b) Effective April 1, 2018, the Association will reimburse the Government of Ontario for the salaries and the Government's share of the pension contributions for two (2) more of the eight (8) paid leave positions listed in 14.03 above. The Association shall identify the selected positions to the Employer before April 1, 2018.

## **ARTICLE 15 WORKPLACE SAFETY AND INSURANCE**

- 15.01 Where an employee is absent by reason of an injury or an occupational disease for which a claim is made under the *Workplace Safety and Insurance Act, 1997*, the employee's salary shall continue to be paid for a period not exceeding thirty (30) days. If an award is not made, any payments made under the foregoing provisions in excess of that to which the employee is entitled under Articles 12.01 and 12.08 (Short Term Sickness Plan) shall be an amount owed by the employee to the Employer and may be repaid by the employee by having a corresponding deduction made from the employee's bank of accumulated attendance credits.
- 15.02 Up to and including August 31, 2019, where an employee is absent by reason or an injury of an occupational disease for which an award is made under the *Workplace Safety and Insurance Act, 1997*, the employee's salary shall continue to be paid without loss of credits for a period not exceeding one (1) year. This period may be continuous or an accumulation of several absences.

Effective September 1, 2019, where an employee is absent by reason of an injury or occupational disease for which an award is made under the *Workplace Safety and Insurance Act, 1997*, the employee's salary shall continue to be paid without loss of credits for the duration of the member's receipt of WSIB benefits.

15.03 Effective November 1, 2016 salary payments under Article 15.02 shall be reduced to the extent necessary to provide that an employee's net earnings equals one hundred percent (100%) of their net earnings prior to the commencement of their absence.

15.04 Up to and including August 31, 2019, where an employee is absent by reason of an injury or an occupational disease for which an award is made under the *Workplace Safety and Insurance Act, 1997*, that is less than the employee's regular salary and where the award continues to apply for longer than the periods set out in Article 15.02 and the employee has accumulated credits, the employee's regular salary may be paid and the difference between the regular salary of the employee and the award shall be converted to its equivalent time and deducted from the employee's accumulated credits.

15.05 Up to and including August 31, 2019, where an employee is absent by reason of an injury or an occupational disease for which an award is made under the *Workplace Safety and Insurance Act, 1997*, that is less than the employee's regular salary and where the award continues to apply for longer than the periods set out in 15.02 the employee may, at the employee's option, elect to receive benefits under the Short Term Sickness Plan as described in Articles 12.01 and 12.08, including the right to use any accumulated credits to supplement the seventy-five percent (75%) benefit to one hundred percent (100%).

## **ARTICLE 16 HEALTH AND SAFETY**

16.01 The Employer shall continue to make reasonable provisions for the safety and health of its employees during the hours of their employment. It is agreed that both the Employer and the Association shall co-operate to the fullest extent possible in the prevention of accidents and in the reasonable promotion of safety and health of all employees.

16.02 The Employer shall provide safety equipment and protective clothing where it requires that such shall be worn by its employees.

16.03 The purchase of safety shoes or boots for on-the-job protection of the purchaser shall be subsidized as per the applicable practice in the ministry.

16.04 VDT workstations shall be equipped with tables or stands for the terminal to permit it to be at a height appropriate to the circumstances of its use

and the seating available for the operator. The chair provided shall have a seat which is adjustable in height, a back rest which is adjustable in height, and a foot rest where necessary to accommodate a particular operator. Where appropriate to the nature of the work, paper stands or work stands shall be provided.

## **ARTICLE 17 VACATIONS AND VACATION CREDITS**

- 17.01 An employee shall earn vacation credits at the following rates:
- (a) One and one-quarter (1-1/4) days per month during the first eight (8) years of continuous service;
  - (b) One and two-thirds (1-2/3) days per month upon completion of eight (8) years of continuous service;
  - (c) Two and one-twelfth (2-1/12) days per month upon completion of fifteen (15) years of continuous service;
  - (d) Two and one-half (2-1/2) days per month upon completion of twenty-four (24) years of continuous service;
  - (e) Two and eleven-twelfths (2-11/12) days per month upon completion of thirty (30) years of continuous service.
- 17.02 An employee is entitled to vacation credits under Article 17.01 in respect of a month or part thereof in which they are at work or on leave with pay.
- 17.03 An employee is not entitled to vacation credits under Article 17.01 in respect of a whole month in which they are absent from duty for any reason other than vacation leave of absence or leave of absence with pay.
- 17.04 An employee shall be credited with their vacation for a calendar year at the commencement of each calendar year.
- 17.05 An employee may accumulate vacation to a maximum of twice their annual accrual but shall be required to reduce their accumulation to a maximum of one (1) year's accrual by December 31st of each year.
- 17.06 Where an employee is unable to reduce the vacation accumulation before the end of the year because of:
- (a) sickness,
  - (b) total disability,
  - (c) an injury resulting in an award under the *Workplace Safety and Insurance Act, 1997*,
  - (d) an extraordinary requirement of the Employer,

and the employee's vacation credits in respect of that vacation are forfeited under Article 17.05, the Commissioner or Deputy Minister shall, at the employee's request, grant a leave of absence with pay to replace the forfeited vacation days.

A request in writing for carry over of excess leave must be made prior to December 31st of each year. Failure to make a request will result in the loss of any excess vacation credits.

- 17.07 On commencing employment an employee shall be credited with pro rata vacation for the balance of the calendar year, but shall not be permitted to take vacation until they have completed six (6) months of continuous service.
- 17.08 An employee with over six (6) months of continuous service may, with the approval of the Commissioner or the Deputy Minister, take vacation to the extent of their vacation entitlement and their vacation credits shall be reduced by any such vacation taken. For this purpose, an employee may include any continuous service as an employee appointed under Part III of the *Public Service of Ontario Act, 2006*, immediately prior to their appointment to the Regular service.
- 17.09 Where an employee leaves the service prior to the completion of six (6) months service as computed in accordance with Article 17.01 (Vacation and Vacation Credits), they are entitled to vacation pay at the rate of four percent (4%) of the salary paid during the period of their employment.
- 17.10 An employee who has completed six (6) or more months of continuous service shall be paid for any earned and unused vacation standing to their credit at the date they cease to be an employee, or at the date they qualify for payments under a long term disability plan provided by the Association and any salary paid for unearned vacation used up to that time shall be recovered by the Employer from any monies owing to that employee.
- 17.11 For the purpose of Article 17.01 and subject to 17.08, an employee's length of "continuous service" will accumulate upon completion of a probationary period of not more than one (1) year and shall commence from the date on which an employee commences a period of unbroken, full-time service (Civilian and Uniform) in:
- (a) the Ontario Public Service;
  - (b) a police force which is amalgamated with the OPP;
  - (c) the Canadian Forces Military Police;
  - (d) the OPP Administered First Nations Police;
  - (e) any other Canadian Police Service;

- (f) Ontario Public Bodies and Commission Public Bodies.
- (g) Effective January 1, 2025, claims for vacation entitlement for previous service will be recognized by the Employer for purposes of vacation entitlement only.
- (h) Within sixty (60) days of January 1, 2025, employees hired prior to January 1, 2025 and who remain employed will have a one (1) time opportunity to submit in writing a claim for previous service for the purposes of vacation entitlement only. The employee shall cooperate with the Employer by providing verification of previous service. These claims shall be reviewed by the Employer and employees shall be provided with the appropriate credit for years of service, for vacation entitlement purposes, commensurate with their years of service on a go-forward basis. For clarity, any change to the vacation entitlement shall become effective on January 1, 2025 and there shall be no retroactivity.

For clarity, vacation entitlement (the amount of annual vacation) is based on “continuous service” in (a), (b), (c), (d), and (e).

Vacation selection (the choosing of when to take vacation) is based on “seniority”. “Seniority” is continuous service in accordance with Article 34.

17.12

An employee who has completed their probationary period shall, upon giving at least two (2) months’ written notice receive, before commencing vacation, an advance against the pay cheques that fall due during the vacation period, based upon the following conditions:

- (a) such an advance shall be provided only where the employee takes at least two (2) consecutive weeks’ vacation;
- (b) such an advance shall be in an amount equal to the employee’s lowest net regular pay cheque in the two (2) month period immediately preceding commencement of their vacation leave, and rounded to the closest ten dollars (\$10) below such net amount;
- (c) where more than two (2) pay cheques are due and payable during the vacation period, in no case will the advance exceed twice the amount set out in (b) above.

Any additional amount due the employee as a result of the application of (b) and (c) above will be paid to the employee in the normal manner.

17.13

For an employee on a Compressed Work Week arrangement, a pro-rated deduction from the employee’s vacation credits will be made for each day of approved vacation leave of absence. The pro-rating will be determined by dividing the hours in the employee’s Compressed Work Week day by 7.25 hours or 8 hours in a day (as applicable).

A partial day's absence will be pro-rated on the same formula.

## **ARTICLE 18 HOLIDAYS**

18.01.01 An employee shall be entitled to the following paid holidays each year:

New Year's Day	Good Friday
Family Day	Victoria Day
Easter Monday	Civic Holiday
Canada Day	Thanksgiving Day
Labour Day	Christmas Day
Remembrance Day	Boxing Day

Any other public holiday as proclaimed by the Governor General or Lieutenant Governor.

18.01.02 Except as provided in Article 18.01.03 when a holiday specified in Article 18.01.01 falls on a Saturday and/or successive Sunday, the next regular working day(s) which are not also a holiday are taken as the holiday(s) in lieu thereof.

18.01.03 Those employees whose work schedules are subject to rotating work weeks which include scheduled weekend work on a regular or recurring basis shall have the Canada Day, Remembrance Day, Christmas Day, Boxing Day and New Year's Day holidays designated as July 1st, November 11th, December 25th, December 26th and January 1st, respectively, and Article 18.01.02 shall have no application to these employees in respect of these holidays.

18.01.04 Where an employee works on a holiday included under Article 18.01.01, they shall be paid at the rate of two (2) times their basic hourly rate for all hours worked with a minimum credit of seven and one-quarter ( $7\frac{1}{4}$ ), eight (8), or the number of regularly scheduled hours, as applicable. At the employee's request, the equivalent number of hours may be credited to the employee's Compensating Time Bank in lieu of payment.

18.01.05 In addition to the compensation provided by Article 18.01.04, an employee who works on a holiday shall receive either seven and one-quarter ( $7\frac{1}{4}$ ) or eight (8) hours pay as applicable at their basic hourly rate or seven and one-quarter ( $7\frac{1}{4}$ ) or eight (8) hours as applicable credited to their CTB.

18.01.06 It is understood that Articles 18.01.04 and 18.01.05 apply to an employee who is authorized to work on the holiday and who actually works on the holiday, and that an employee who, for any reason, does not actually work on the holiday shall not be entitled to the compensation described

herein.

18.01.07 When a holiday included under Article 18.01.01 coincides with an employee's scheduled day off and they do not work on that day, the employee shall be entitled to receive the number of regularly scheduled hours credited to their CTB.

18.01.08 Where an employee on a Compressed Work Week arrangement works on a holiday specified in Article 18.01.01 (Holidays) and opts for compensating leave under Article 18.01.05, they may elect, at that time, to receive, in addition to their entitlement under Article 18.01.05, further leave equal to the difference between the number of hours in the employee's normal work day and their entitlement under Article 18.01.05. Where an employee makes this election, there shall be deducted from the employee's pay for time worked under Article 18.01.04, an amount equal to the number of additional hours of leave granted under this Article.

## **ARTICLE 19 ENTITLEMENT ON DEATH**

19.01.01 Where an employee who has served more than six (6) months dies, there shall be paid to the deceased employee's personal representative or, if there is no personal representative, to such person as the Employer determines, the sum of:

- (a) any regular salary due;
- (b) one-twelfth (1/12) of the deceased employee's annual salary;
- (c) the deceased employee's salary for the period of vacation, leave-of-absence and CTB credits that have accrued; and
- (d) an amount in respect of attendance credits or severance pay computed in the manner and subject to the conditions set out in Article 31, Termination Payments.
- (e) *Benefit Coverage for Dependents of Deceased Employees* - The Health and Welfare and Dental benefit coverage for spouses and eligible dependents of a deceased employee shall continue for one (1) year from the date of death of the employee.

19.02 (a) The surviving spouse or dependents of the deceased employee may be paid up to two thousand dollars (\$2,000) of the above without the prior consent of the Provincial Treasurer.

- (b) Any indebtedness to the Crown on the part of the deceased member, such as overpaid (advance) salary, and overdrawn attendance credits, must be deducted from the above entitlement before

payment is made.

(c) All net payments are subject to income tax.

19.03 Where an employee is killed in the line of duty, the Employer will reimburse the employee's surviving spouse or dependents of a deceased employee for funeral/burial expenses up to a maximum amount of twelve thousand dollars (\$12,000).

19.04 Where an employee is killed in the line of duty, the Employer shall provide pecuniary aid to the employee's spouse.

(a) The objective of the aid is to provide a supplement to eligible governmental, legislated and pension plan payments which an employee's spouse is eligible for from the Workplace Safety and Insurance Board ("WSIB"), the Canada Pension Plan ("CPP") and the Ontario Public Service Pension Plan ("PSPP") on behalf of the spouse and their children.

(b) The supplementary payment shall be equal to the difference between total amount which the employee's spouse is eligible to receive and the after-tax salary being paid to the employee at the date of the employee's death, calculated monthly. The employee's spouse shall co-operate by providing the necessary information required to determine these amounts.

(c) The award shall be adjusted, as required, to reflect the after-tax salary rate that would have been paid to the employee had they remained an employee of the Ontario Provincial Police at the rank or classification they held at the date of their death. The award shall continue until the employee's earliest unreduced pension date or until their spouse remarries or enters into a common-law marriage, whichever date is earlier.

(d) If an employee is killed in the line of duty, the employee's surviving spouse and eligible dependents shall have the option to make elections, which may include access to be covered by the OPPA's insured benefits plan, unless the spouse and eligible dependents are covered for insured benefits as a survivor pension recipient.

Should the surviving spouse and eligible dependents not be entitled to insured benefits coverage as a survivor pension recipient, their entitlement shall continue until the date that would have been the employee's earliest unreduced pension date or until the spouse remarries or enters into a common-law marriage, whichever date is earlier, and until the dependents are no longer defined as eligible dependents under the benefits plans.

## **ARTICLE 20 UNIFORM AND EQUIPMENT**

- 20.01 Uniforms will be issued to employees where the Employer determines that such uniforms are necessary in the performance of their duties.
- 20.02 Uniforms or civilian clothing soiled in performing duties under conditions not normally encountered shall be cleaned at the expense of the Employer on authorization by an employee's supervisor.
- 20.03 Effective January 1, 2025, an annual tool allowance of six hundred dollars (\$600.00) shall be paid to employees who are in positions classified in the following classes, provided that these employees are required to use their own tool kits and further provided that the employees have been continuously employed for at least one (1) year:
- (a) Air Engineer
  - (b) Automotive Service Technician
  - (c) Garage Foreperson
  - (d) Maintenance Mechanic
  - (e) Marine Mechanic
  - (f) Fabricating Mechanic
  - (g) Chief Engineer, FSB
  - (h) Helicopter Engineer
  - (i) Mechanical Support
  - (j) Equipment Refurbisher
  - (k) Motorcycle Mechanic

## **ARTICLE 21 PAID DUTY**

- 21.01 This Article applies to the following classifications:
- Administrator Monitor Room, QP
  - GHQ Access Security Control Administrator
  - GHQ Security Officer - Patrol Officer
  - Offender Transport Officer
  - Senior Offender Transport Officer
  - Security Driver, Intelligence
  - Security Officer (Queen's Park)
  - Team Leader, Security Patrol Officer
- 21.02 Paid duty may be allowed at the discretion of the Employer on the following basis:
- (a) An employee may make application in writing to the Detachment Commander or Section Manager for permission to perform paid duty, however, in emergent situations verbal approval may be given and confirmed afterwards in writing. Paid duty performed on a continuing basis to meet a specific situation occurring on a regular basis need not be approved in each individual instance, and the Detachment

Commander or Section Manager may give a standard (or blanket) approval in such situations.

- (b) While engaged in authorized paid duty, an employee shall be deemed to be in the service of the Employer.
- (c) Paid duty shall be assigned on a fair and equitable basis at each work location, and each employee shall be given an opportunity to work paid duty. The method of assigning on a fair and equitable basis shall be decided at the local level after consultation with the employees.

## **ARTICLE 22 DEDUCTIONS FROM PAY**

- 22.01 The Employer shall continue to make necessary or approved deductions from an employee's pay for benefits, taxes and other customary purposes and provide the employee with a statement of such deductions with each pay cheque.

## **ARTICLE 23 USE OF EMPLOYER FACILITIES**

- 23.01 Notices of Association activities may be posted on designated workplace bulletin boards by Association representatives appointed for this purpose. Association representatives may also receive Association mail addressed in care of the workplace and maintain in the workplace a file for Association correspondence.
- 23.02 The Association shall be permitted to install an electronic signage terminal in each detachment/unit in a location approved by the Employer to be used solely for communicating Association related business to its membership, as authorized by Association representatives appointed for the purpose of regulating the content of the information displayed on the terminal. The installation and maintenance of the terminal shall be at the expense of the Association.

## **ARTICLE 24 INFORMATION TO THE ASSOCIATION**

- 24.01 A copy of all directives or regulations establishing OPP policy with respect to working conditions or terms of employment of employees in the bargaining unit and all memoranda or instructions modifying such directives and regulations shall be forwarded promptly to the head office of the Association.
- 24.02 The Employer shall install a computer terminal at the office of the Association for the dedicated purpose of meeting its obligations under Article 24.

## **ARTICLE 25 DEDUCTION OF ASSOCIATION DUES**

- 25.01 The Employer shall deduct Association dues, as authorized from time to time by the Association, from the pay of each employee and transmit the total amount of such deductions to the head office of the Association by electronic deposit on each pay. The Association agrees to indemnify and save the Employer harmless from any liability arising out of the operation of this Article.
- 25.02 The Consolidated Dues/Fees Report shall continue to be submitted on a monthly basis.
- 25.03 Together with each monthly dues payment, the Employer will provide a report to the Association indicating the names of the employees in respect of whom deductions have been made, the employee identification number or social insurance number, ministry, branch, work location description/work location (street address), work city, employment status (active, leave, terminated), job class code / abbreviated class title, employee class (Fixed Term or Regular employee), home position indicator, continuous service date, benefit base salary (annualized payrate used for calculating benefits such as insurance premium) and any such other information as may be agreed. The report will be forwarded in current disk format unless the parties mutually agree to an alternate electronic format.
- 25.04 The Association shall advise the Employer in writing the amount of its dues and assessments. This amount shall continue to be deducted until changed by further written notice by the Association.
- 25.05 Subject to the jurisprudence of the Ontario Labour Relations Board and the Association's duty of fair representation, where an employee because of their religious conviction or religious belief objects to the paying of dues or other assessments to the Association, an amount equal to any initiation fee, dues or other assessments will be paid by the employee, or remitted by the Employer, to a charitable organization mutually agreed by the employee and the Association.
- 25.06 If a disagreement occurs between the Association and an employee regarding the application of 25.04, the matter will be referred to the OPP Grievance Board for resolution.
- 25.07 Association dues or assessments, or the equivalent amount, shall be itemized on the annual T-4 slip as annual membership dues for the Association.
- 25.08 The Employer shall provide the Association with a monthly data file on Association dues. The Data file shall contain the following information fields:

Employee Name, Employee ID Number, Employment Status (i.e., active, leave with pay, leave without pay, terminated), Start and end dates for leaves, Start and end dates for fixed term contracts, Effective dates for terminations, Continuous Service Date, LTIP Reason (i.e., pending, approved, rehabilitation, reoccurrence), Full/Part Time Indicator, Uniform or Civilian, Employee Class (i.e., Regular, fixed- term), Sex, Geographic Work Location, Benefit Base Salary, Job Classification Code, Title and Category/Module, Payrate Amount and Code, Scheduled Hours, Class Schedule, Job Dues/Fees Code, Total Dues Deducted, Total Earnings, Home Position Indicator, Union Group, Change Indicator, and Reason Code.

- 25.09 Information shall be made available to the Association on all employees on the Available for Redeployment List and the Health Reassignment List. The report will include the position title, classification and work location for the position. Regular reports will be made to the Association on a monthly basis in an electronic format agreed to by the parties such that the information can be sorted by the Detachment/Work Unit.

## **ARTICLE 26 PERSONNEL FILE**

- 26.01 Once a year, upon written request, the Commissioner or the Assistant Deputy Minister (as applicable) shall grant an employee permission to examine their own personnel file at the location where it is maintained.

If it is determined, upon the basis of evidence supplied by the employee, that any material contained in the file is incorrect, such material shall be corrected accordingly.

An employee shall be permitted to examine their file during off duty hours and shall do so at their own personal expense.

- 26.02 The Employer agrees to remove from an employee's personnel file the following items provided that as of the date of removal the member's personnel file has been clear of similar documentation/offences for the period of time as specifically noted below:

- (a) All letters of reprimand will be removed two (2) years after the date of the last noted incident;
- (b) All records of disciplinary suspension will be removed five (5) years after the date of the last noted incident, provided the suspension does not exceed forty (40) hours.

Any such letter of reprimand or record of disciplinary suspension so removed cannot be used in any subsequent proceedings.

26.03 Notwithstanding 26.02 above, the Commissioner or Assistant Deputy Minister (as applicable) has the discretion to maintain discipline records for a longer or shorter period of time on an exceptional basis.

## **ARTICLE 27 NEW EMPLOYEES**

27.01 The Employer agrees to provide all new employees entering the bargaining unit with a copy of this Collective Agreement.

27.02 The Employer agrees to place a current copy of this Collective Agreement in each Detachment Library, in the Police Orders, and on the OPP intranet.

## **ARTICLE 28 LAYOFF**

28.01 Where employees will be impacted by reorganization, downsizing and/or relocation, the affected employees will be given as much notice as possible of the changes that will be occurring and the probable impact on staff. Such information will be provided to the Association with as much advance notice as is practicable, and in any event, in accordance with the OPS Confidential Disclosure to Bargaining Agents Directive, as amended from time to time, prior to the issuance of the surplus notice.

The Employer agrees to meet with the Association upon request to discuss the manner in which the reduction is to be effected and to explore measures to mitigate layoffs.

28.02 Where less than the full complement of positions within an administrative unit or other such work unit are being declared surplus, the employees in the administrative unit or other such work unit will be offered the opportunity to:

- (a) volunteer their positions for surplus status in accordance with Article 30 (Voluntary Exit Option) and exit the OPS with pay-in-lieu of notice under Article 29 (Surplus Entitlements), and
- (b) to propose work arrangements (such as unpaid leaves, job-sharing, regular part-time)

which may reduce or eliminate the need to issue layoff notices. The employees will have five (5) days from the point the opportunity is offered to either volunteer or propose alternate work arrangements.

If more employees volunteer for surplus status than the number of positions to be reduced, the manager should advise the employees and determine if any employee(s) chooses to withdraw their request. If not, management will choose the most senior volunteer (as defined by Article 34 – Seniority), subject to ensuring that organizational requirements are met.

The work unit will be defined as broadly as possible, as determined by the Employer, and may include all positions at the same classification located within forty (40) kilometers of the location from which the positions will be eliminated.

28.03 Where a layoff may occur, the identification of individual(s) to be declared surplus within an administrative unit or other such work unit shall be in accordance with unbroken seniority in part of the public service appointed under Part III of the Public Service of Ontario Act, 2006, and/or amalgamated police service, that the Employer has determined is to be reduced or eliminated.

28.04 The surplus notice provided to the employee must include the following information:

- (a) The date when the notice period begins;
- (b) The length of the notice period;
- (c) The layoff date;
- (d) Authority for the release (*Public Service of Ontario Act, 2006*, section 39); *and*
- (e) The employee's specific exit, OPS pension or redeployment options.

Within five (5) working days of receiving the surplus notice, the employee must advise their manager, in writing, of which one (1) of the entitlements under 28.04(e) they will select. If no option is chosen, the surplus employee will be deemed to have selected Redeployment.

28.05 Where the surplus employee opts for (or is deemed to have chosen) redeployment, they may be considered for direct assignment to permanent OPPA civilian bargaining unit vacancies during the notice period provided:

- (a) They are qualified to perform the work at the entry level without training; for specialized positions, however, the employee must be fully qualified to perform the work;
- (b) The vacancy has a maximum salary of not more than five percent (5%) above or fifteen percent (15%) (or as modified by the employee) below:
  - (i) the maximum salary of the employee's surplus position, OR
  - (ii) the maximum salary of the employee's current temporary assignment, if the employee has been performing work other than their surplus position for at least two (2) years and when the maximum salary of the current temporary assignment exceeds the maximum of the employee's surplus position; and

(c) The vacancy is within forty (40) kilometers of the employee's headquarters unless a broader area-of-search has been specified by the employee.

28.06 Surplus employees may lower the matching limit below fifteen percent (15%), by five percent (5%) increments, with no lower limit. Where different geographic parameters are chosen, relocation expenses will not be paid as a result of a direct assignment.

28.07 Where a surplus employee notifies the Human Resources Branch or Human Resources Bureau in writing of modified salary and/or geographic parameters for matching purposes, the changes will be implemented within five (5) days of receipt of the notice from the employee.

28.08 If an employee is assigned permanently to a vacancy or position with a lower maximum salary than their surplus position, the employee's higher salary will be protected for the balance of the original six (6)-month notice period. Thereafter, the employee will be placed into the salary range of the position to which they were assigned at the rate that is closest to, but not greater than, their previous position. In no case, however, shall their salary exceed the maximum of the position to which they were assigned.

28.09 Where the employee whose salary has been changed pursuant to Article 28.08 identifies a posted vacancy in the bargaining unit at the classification level from which they were surplussed, the employee may be placed into the position provided:

- (a) The vacancy arises within two (2) years of the date the employee received their surplus notice;
- (b) The employee identifies the vacancy prior to the vacancy's closing date;
- (c) The employee is fully qualified for the position without training; and
- (d) No relocation expenses will be paid.

Placements into vacancies under other parts of this Collective Agreement shall have precedence over placements under Article 28.09.

28.10 When a surplus employee refuses:

- (a) To attend an interview for a direct assignment to a permanent vacancy, or
- (b) A job offer to permanent positions within chosen salary and geographic parameters,

They will waive any further surplus entitlements except legislated severance payments under Article 31 (Termination Payment).

- 28.11 A surplus employee who has not been redeployed by the end of their notice period will be laid off with the following entitlements:
- (a) Termination payments under Article 31 (Termination Payment);
  - (b) An enhanced severance payment as provided under Article 29.02 (Surplus Entitlements); and
  - (c) The right to apply to restricted competitions for a period of 24 months from their date of layoff, provided the employee falls within the posted area-of-search parameters.

#### **RECALL**

28.12 A laid off employee, for twenty-four (24) months after release, is eligible to be directly assigned to permanent vacancies in the OPPA Civilian bargaining unit, secondary to surplus employees, provided:

- (a) They possess the qualifications to perform the work at the entry level; for specialized positions, however, they must be fully qualified to do the duties of the job; and
- (b) The vacancy is within chosen geographic and salary parameters.

28.13 A laid off employee, for twenty-four (24) months after release:

- (a) Must receive notification from the Ministry of all cleared vacancies that will not appear in OPS-wide posting systems;
- (b) Is eligible to apply to all restricted competitions in the OPS provided they are within the posted area-of-search;
- (c) Is not entitled to salary protection or relocation expenses upon direct assignment; and
- (d) Waives all further recall entitlements upon refusing a direct assignment interview or direct assignment offer.

#### **ARTICLE 29 SURPLUS ENTITLEMENTS**

29.01.01 An employee identified as surplus shall receive six (6) months' written notice of layoff. Copies of all such notices shall be provided to the Association. An employee who receives a written notice of layoff may resign and, subject to management approval, receive equivalent pay-in-lieu of notice. A surplus employee who resigns shall also receive Termination Payment in accordance with Article 31.

29.01.02 An employee who selects pay-in-lieu of notice (i.e. resigns) at the time they receive notice in accordance with Article 28.04 (Layoff) has the following options:

- (a) a lump sum of six (6)-months' pay, in which case all salary and benefit entitlements which would have accrued to the employee from the last day worked to the layoff date are forfeited;

or

- (b) continuance of salary plus benefits (except Short Term Sickness) for the duration of the notice period. Termination Payment under Article 31 will be paid out at the layoff date.

29.01.03 An employee who does not select pay-in-lieu of notice at the time they receive notice in accordance with Article 28.04 (Layoff) and later resigns, shall receive a lump sum of six (6) months' pay reduced by the time elapsed during the notice period prior to resignation.

29.02.01 An employee who is declared surplus and selects pay-in-lieu of notice may opt for one of the following in addition to the severance entitlements set out in Article 29.01:

- (a) Enhanced Severance of an additional one (1) week of salary for every completed year of continuous service, with no maximum;

or

- (b) Separation Allowance consisting of one of the following:

- i) Where an employee's resignation takes effect within one (1) month after receiving surplus notice, they shall be entitled to a separation allowance of two (2) weeks' salary for each year of continuous service to a maximum of twelve (12) weeks' pay;

or

- ii) Where an employee's resignation takes effect later than one (1) month after receiving surplus notice, they shall be entitled to a separation allowance of four (4) weeks' salary.

29.02.02 An employee who is declared surplus and is laid off at the end of the 6-month notice period shall be paid Termination Payment in accordance with Article 31, and either Enhanced Severance in accordance with Article 29.02.01a) or Separation Allowance under Article 29.02.01(b)(ii), whichever is greater. For the purposes of Separation Allowance under Article 29.02.01(b)(ii), the laid-off employee shall be treated as if they had resigned.

29.03 Where an employee accepts pay-in-lieu of notice pursuant to Article 29, any further entitlements beyond those specified in this Article are forfeited. The employee will be eligible to apply to restricted competitions from the last day of work until twenty-four (24) months from the originally projected date of layoff provided the employee falls within the posted area-of-search parameters.

- 29.04 Where an employee accepts pay-in-lieu of notice and is subsequently re-appointed under Part III of the Public Service of Ontario Act, 2006 prior to the originally projected layoff date, the employee will repay to the ministry a sum of money equal to the amount paid for the period between the date of re-appointment and the original projected layoff date. In addition, the employee will repay to the ministry all monies received for enhanced severance or separation allowance. For clarity, the employee will not be required to pay any tuition fees already received under this Article. The employee's continuous service, for all purposes except Article 31 (Termination Payment), shall be deemed to include both service up to the last day of active work and the accumulation of service after the date of reappointment. The new service date for purposes of Article 31 (Termination Payment) shall be the date on which the employee recommences work.
- 29.05 Where an employee who accepts pay-in-lieu of notice or is laid off at the end of the six (6)-month notice period is re-appointed under Part III of the of the Public Service of Ontario Act, 2006 after the originally projected layoff date, and prior to the expiration of a further twenty-four (24) months, the employee will repay to the ministry all monies received as enhanced severance pay or separation allowance. For clarity, the employee will not be required to pay any tuition fees already received under this Article. The employee's continuous service date for all purposes except Article 31 (Termination Payment) shall be deemed to include both service up to the last day of active work and the accumulation of service after the date of re- appointment. The new service date for purposes of Article 31 (Termination Payment) shall be the date on which the employee recommences work.
- 29.06 Where repayment to the Ministry is required, any re-appointment under Part III of the Public Service of Ontario Act, 2006, is contingent upon such repayment being made in full not later than the date upon which the employee is re-employed. Where such repayment is not made in accordance with this provision, then any subsequent re-appointment shall be rendered null and void without penalty to the Employer. The termination of employment as a result of this Article shall not be grievable. The onus shall be upon the employee to identify to the hiring manager at the time an offer of employment is being made that they are subject to the repayment obligations.
- 29.07 Where an employee resigns and their resignation takes effect within one (1) month after receiving surplus notice, they shall be eligible for reimbursement of tuition fees up to a maximum of three thousand dollars (\$3,000). Reimbursement for tuition fees will be made upon production of receipts from an approved educational program within twelve (12) months of resignation.
- 29.08 Where an employee resigns later than one (1) month after receiving

surplus notice, they shall be eligible for reimbursement of tuition fees up to a maximum of one thousand two hundred and fifty dollars (\$1,250). Reimbursement for tuition fees will be made upon production of receipts from an approved educational program within twelve (12) months of resignation.

### **ARTICLE 30 VOLUNTARY EXIT OPTION**

- 30.01 An employee who has not received notice of layoff may offer to be declared surplus and give up their job for possible redeployment of an employee who has received notice of layoff within the previous two (2) week period, and whose position is in the same classification. No relocation expenses will be paid.
- 30.02 An employee shall advise the Human Resources Branch or Human Resources Bureau (as applicable), in writing, of their desire to make an offer referred to in Article 30.01.
- 30.03 The position of an employee making an offer under Article 30.01 will be considered to be a vacancy for redeployment of a surplus employee, provided the Employer determines the position will continue to be filled.
- 30.04 A non-surplus employee's offer to be declared surplus will not be acted upon by the Employer until such time as a surplus employee is assigned to their position.
- 30.05 For the purposes of this Article, a surplus employee will be assigned to the non-surplus employee's position only if they are able to perform the normal requirements of the position without training.
- 30.06 Employees who qualify for an actuarially unreduced pension or who could qualify shall not be eligible to utilize this provision.
- 30.07 Notwithstanding anything in any other provision of this Article, the rights specified in Article 30.03 shall be exercised before any redeployment rights.

### **ARTICLE 31 TERMINATION PAYMENT**

- 31.01 An employee who was appointed to the Regular service before the 1st day of January, 1970, and who ceases to be an employee, is entitled to be paid an amount in respect of the employee's accumulated attendance credits for continuous service up to and including March 31, 1978, in an amount computed by multiplying one-half (1/2) of the number of days of the employee's accumulated attendance credits remaining at the date the employee ceases to be an employee by the employee's annual salary at the date the employee ceases to be an employee and dividing the product by two hundred and sixty-one (261).

For the period from April 1, 1978, the benefits described under Article 31.04.01 shall apply.

31.02 Notwithstanding Article 31.01, an employee who was appointed to the Regular service on or after the 1st day of October, 1965, and before the 1st day of January, 1970, who ceases to be an employee because of,

- (a) death,
- (b) retirement pursuant to total and permanent disability that entitles them to a pension or payment under the Public Service Pension Plan, or
- (c) dismissal for certain reasons under Section 39 of the *Public Service of Ontario Act, 2006*,

is entitled to receive, for continuous service up to and including March 31, 1978:

- (i) severance pay equal to one-half (1/2) week of salary for each year of continuous service before the 1st day of January, 1970, and one week of salary for each year of continuous service from and including the 1st day of January, 1970; or
- (ii) the amount in respect of the employee's accumulated attendance credits computed in accordance with Article 31.01,

whichever is the greater, but the employee is not entitled to receive both of those benefits.

For the period from April 1, 1978, benefits described under Article 31.04 shall apply.

31.03 An employee who is appointed to the Regular service on or after the 1st day of January, 1970, is entitled to severance pay for each year of continuous service up to and including March 31, 1978,

Where the employee has completed one (1) year of continuous service and ceases to be an employee because of,

- (a) death,
- (b) retirement pursuant to total and permanent disability that entitles them to a pension or payment under the Public Service Pension Plan, or

- (c) dismissal for certain reasons under Section 39 of the *Public Service of Ontario Act, 2006*,

in an amount equal to one (1) week of salary for each year of continuous service;

or

Where the employee has completed five (5) years of continuous service and ceases to be an employee for any reason other than,

- (i) dismissal under Section 34 of the *Public Service of Ontario Act, 2006*, or
- (ii) abandonment of position under Section 42 of the *Public Service of Ontario Act, 2006*,

in an amount equal to one (1) week of salary for each year of continuous service.

31.04.01 An employee appointed to the regular service between April 1, 1978 and December 31, 2008 shall be entitled to benefits described under Article 31.04.01.

An employee,

- (a) who has completed a minimum of one (1) year of continuous service and who ceases to be an employee because of,
  - (i) death,
  - (ii) retirement pursuant to total and permanent disability that entitles them to a pension or payment under the Public Service Pension Plan,
  - (iii) dismissal for certain reasons under Section 39 of the *Public Service of Ontario Act, 2006*, or
  - (iv) resignation during the surplus notice period; or
- (b) who has completed a minimum of five (5) years of continuous service and who ceases to be an employee for any other reason than,
  - (i) dismissal under Section 34 of the *Public Service of Ontario Act, 2006*, or
  - (ii) abandonment of position under Section 42 of the *Public Service of Ontario Act, 2006*,

is entitled to severance pay in an amount equal to one (1) week of salary for each year of continuous service.

Notwithstanding Article 31.04.01, an employee who voluntarily resigns is only entitled to termination payments for service accrued up to December 31, 2008.

31.04.02 An employee appointed to the regular service on or after January 1, 2009 shall be entitled to benefits described under Article 31.04.02.

An employee,

- (a) who has completed a minimum of one (1) year of continuous service and who ceases to be an employee because of,
  - (i) death,
  - (ii) retirement pursuant to total and permanent disability that entitles them to a pension or payment under the Public Service Pension Plan,
  - (iii) dismissal for certain reasons under Section 39 of the *Public Service of Ontario Act, 2006*, or
  - (iv) resignation during the surplus notice period; or
- (b) who has completed a minimum of five (5) years of continuous service and who ceases to be an employee for any other reason than,
  - (i) dismissal under Section 34 of the *Public Service of Ontario Act, 2006*,
  - (ii) abandonment of position under Section 42 of the *Public Service of Ontario Act, 2006*, or
  - (iii) a voluntary resignation under section 41 of the *Public Service of Ontario Act, 2006*. A voluntary resignation does not include a retirement if the employee ceases employment and is entitled to a pension, other than a disability pension, under the Public Service Pension Plan or the OPSEU Pension Plan immediately after retiring,

is entitled to severance pay in an amount equal to one (1) week of salary for each year of continuous service.

31.04.03 Effective December 31, 2016, employees shall no longer accrue termination pay entitlement upon retirement. Termination pay accrued

up to and including December 31, 2016 shall be payable at the wage rates applicable on December 31, 2016.

- 31.04.04 Employees appointed on or after January 1, 2017 will not be entitled to termination pay.
- 31.05 The total of the amount paid to an employee in respect of accumulated attendance credits, severance pay, or both, to an employee appointed to the regular service on or before December 31, 2008 shall not exceed one-half (1/2) of the annual salary of the employee at the date when they cease to be an employee under 31.04.01.
- 31.06 The total of the amount paid in respect of accumulated attendance credits, severance pay, or both, to an employee appointed to the regular service on or after January 1, 2009 shall not exceed one-quarter (1/4) of the annual salary at the date when the employee ceased to be an employee.
- 31.07 The calculation of severance pay shall be based on the annual salary the employee was receiving at the date when they cease to be an employee.
- 31.08 Where a computation for severance pay involves part of a year, the computation of that part shall be made on a monthly basis, and,
- (a) any part of a month that is less than fifteen (15) days shall be disregarded; and
  - (b) any part of a month that is fifteen (15) days or more shall be deemed to be a month.
- 31.09 An employee is not entitled to severance pay in respect of a period, when the employee is on leave-of-absence without pay for a period which is greater than thirty (30) days, or for a period which constitutes a hiatus in the employee's service such as:
- (a) Political Activity (*Public Service of Ontario Act, 2006, Part V*)
  - (b) Layoff (Article RPT8 – Layoff, Surplus Entitlements and Surplus Pension Bridging)
  - (c) Educational Leave (Public Service Commission Key Directive on HR Administration, section 14 and 15).
- 31.10 An employee may receive only one (1) termination payment for a given period of continuous service.
- 31.11 Notwithstanding Article 31.09, an employee who has been released in accordance with Article 29 (Surplus Entitlements) and who is subsequently re-appointed in accordance with Article 34.03 (Seniority)

may, at their option, repay any termination payments received under this Article to the Minister of Finance, and thereby, restore termination pay entitlements for the period of continuous service represented by the payment. For purposes of clarity, the restoration of such service is contingent upon the employee repaying, at the time they are re-appointed, the full amount of termination pay received.

- 31.12 In a case where an employee leaves employment with the Employer and acquires a job with a Crown Agency, the Employer may pay out the termination pay immediately or, by arrangement with the Crown Agency, transfer liability for the termination pay to the Crown Agency, in which case such liability will be assumed by the Crown Agency and the Employer will be relieved from any further obligation in this regard, save and except that where the Crown Agency does not satisfy its obligation, the Employer shall do so.
- 31.13 An Association represented employee who intends to terminate their employment and who would, upon the termination of employment, be entitled to severance pay under Article 31.01, 31.02, 31.03 or 31.04 may elect, in lieu of the payment provided for in those articles, to take a leave of absence with pay.
- 31.14 A leave pursuant to Article 31.13 shall not be more than the lesser of:
- (a) the length of time determined under those Articles for computing the severance pay to which the employee would be entitled; and
  - (b) the length of time between the commencement of the leave of absence with pay and the end of the month in which the employee will attain sixty-five (65) years of age.
- 31.15 The employment of an employee who has elected under Article 31.13 to take a leave of absence with pay continues until the end of the leave of absence.
- 31.16 An employee's entitlement to a severance payment under Article 31.01, 31.02, 31.03 or 31.04 shall be reduced to reflect the time taken by the employee under Article 31.13 as a leave of absence with pay.

## **ARTICLE 32 MULTIPLE LAYOFFS**

- 32.01 Where a reorganization, closure or transfer, or the divestment, relocation or contracting-out of an operation in whole or in part will result in fifty (50) or more surplus employees in a ministry,
- (a) Affected employees shall receive six (6) months' notice of layoff or pay in lieu thereof as provided in Article 29 (Surplus Entitlements), and

- (b) The President of the Association shall be notified of the reorganization, closure, transfer, or the divestment, relocation or contracting-out prior to notification to affected employees, and
- (c) The Association and the Employer shall consult on issues related to layoff and recall.

### **ARTICLE 33 MUNICIPAL AMALGAMATIONS**

- 33.01 Where an employee of a police service is hired by the OPP and the police service from which the employee is hired amalgamates with the OPP anytime within five (5) years from the date of hire, the OPP will recognize prior full-time unbroken service with the amalgamating police organization for the purposes of vacation and continuous service. For clarity, changes in vacation entitlements will not be retroactive.
- 33.02 Any employees hired by the OPP through a police service amalgamation occurring on or after January 1, 2003 shall receive full credits for any full-time unbroken service with the amalgamating police service for the purposes of vacation and continuous service. Such service is not credited to the probationary period as specified under Article 34.01 (Seniority).
- 33.03 Where an employee of a police service is hired by the OPP through a police service amalgamation occurring on or after January 1, 2009, the employee shall receive full credit for pensionable service accrued with the amalgamating police force. This credit will be recognized solely for the purposes of accumulating the required credit of years in the Public Service Pension Plan (PSPP) as required by the Government to qualify as an eligible person for retiree benefits. In addition, it is understood that the employee must be in receipt of a pension paid in respect of at least two (2) years of continuous membership in the PSPP in order to qualify for retiree benefits.

### **ARTICLE 34 SENIORITY**

- 34.01 An employee's length of continuous service will accumulate upon completion of a probationary period of not more than one (1) year and shall commence:
- (a) from the date of appointment to the Regular Service for those employees with no prior service in the part of the public service composed of employees appointed under Part III of the *Public Service of Ontario Act, 2006*; or
  - (b) from the date established by adding the actual number of full-time weeks worked by a full-time Fixed-Term employee during their full-time employment back to the first break in employment which is greater than thirteen (13) weeks; or

- (c) for a regular part-time employee, from January 1, 1984 or from the date on which they commenced a period of unbroken, part-time employment in the part of the public service composed of employees appointed under Part III of *Public Service of Ontario Act, 2006*, immediately prior to appointment to a regular part-time position in the Regular service, whichever is later.

“Unbroken service” is that which is not interrupted by separation from the part of the public service appointed under Part III of the *Public Service of Ontario Act, 2006*; “full-time” is continuous employment as set out in the Schedules contained in Article 6.01.01 (Hours of Work and Overtime); and “part-time” is continuous employment in accordance with the hours of work specified in Article RPT4.1 (Hours of Work and Overtime).

Any leaves of absence granted for an employee under Article FXT11 (Pregnancy and Parental Leave) shall be included in the calculation of length of continuous service.

34.02

Notwithstanding Article 34.01, where a regular part-time employee, becomes a full-time Regular employee, any service as a regular part-time employee which forms part of their unbroken service in the Regular service shall be calculated according to the following formula:

<u>Weekly Hours of Work as a Regular Part-time employee</u> time hours of work for class (weekly)	Years of Continuous Service X as a Part-time Regular Full- employee
---	---

Changes in the employee’s weekly hours of work shall be taken into account.

Example:

Weekly hours of work as a regular part-time employee = 6 years at 20 hours per week, and 2.5 years at 16 hours per week

Full-time hours of work for class (weekly) = 40 (Schedule 4)

Seniority (Length of Continuous Service) on becoming a full-time regular employee =

$$\frac{(20 \times 6 \text{ years})}{40} + \frac{(16 \times 2.5 \text{ years})}{40}$$

$$= 3 \text{ years} + 1 \text{ year} = 4 \text{ years}$$

34.03 Where an employee has been released in accordance with Article 29 (Surplus Entitlements) and rehired within two (2) years, the period of absence shall not be computed in determining the length of continuous service. The employee's continuous service date for all purposes except Article 31 (Termination Payment) shall be deemed to include both service up to the last day of active work and the accumulation of service after the date of re-appointment. The new service date for purposes of Article 31 (Termination Payment) shall be the date on which the employee recommences work.

- 34.04 Continuous service shall be deemed to have terminated if:
- (a) an employee resigns or retires; or
  - (b) an employee is dismissed unless such dismissal is reversed through the grievance procedure; or
  - (c) an employee is absent without leave in excess of ten (10) consecutive working days; or
  - (d) an employee is released in accordance with Article 31 (Termination Payment) and remains released for more than two (2) years.

34.05 An OPPA Civilian bargaining unit seniority list including employees' names, social insurance number, date of continuous service, classification and location shall be maintained and provided to the Association twice annually.

**ARTICLE 35 ISOLATION PAY**

35.01 An employee who is stationed at one of the following work locations shall receive isolation pay in accordance with the following chart:

<b>Location</b>	<b>Weekly Rate</b>
Armstrong	15.00
Atikokan	10.00
Big Trout Lake (Kitchenuhmaykoosib Inninuwug)	15.00
Blind River – East Algoma	7.50
Chapleau	10.00
Cochrane	7.50
Dryden	7.50 (effective January 1, 2025)
Ear Falls	15.00
Elliot Lake – East Algoma	7.50
Englehart	7.50
Espanola	7.50 (effective January 1, 2025)

<b>Location</b>	<b>Weekly Rate</b>
Fort Frances	7.50 (effective January 1, 2025)
Greenstone	10.00
Gore Bay	10.00
Hearst	10.00
Hornepayne	15.00
Ignace	15.00
Iroquois Falls	7.50 (effective January 1, 2025)
Kapuskasing	7.50
Kenora	7.50 (effective January 1, 2025)
Kirkland Lake	7.50
Little Current	10.00
Manitowadge	15.00
Marathon	10.00
Moosonee	15.00
Nipigon	7.50
Noelville	7.50 (effective January 1, 2025)
North Caribou Lake (Weagamou Lake)	15.00
Pickle Lake	15.00
Pikangikum	15.00
Rainy River	10.00
Red Lake	10.00
Schreiber	10.00
Shabaqua	7.50
Sioux Lookout	10.00
Smooth Rock Falls	10.00
Temagami	7.50
Temiskaming Shores	7.50 (effective January 1, 2025)
Thessalon	7.50
Wapekeka	15.00
Wawa	10.00
White River	15.00

35.02 For purposes of this Article, “work location” is defined as the address of the working place at which the employee is normally stationed or, in certain special cases, another location designated as headquarters by the Commissioner or the Commissioner’s designee.

**ARTICLE 36 LETTER OF REPRIMAND, DISCIPLINARY SUSPENSION OR DISMISSAL**

36.01 Where the Employer determines that a letter of reprimand, disciplinary suspension or dismissal may be appropriate regarding the conduct of an employee, the employee shall be notified in writing of a time and date for a meeting with the selected designee of the Employer.

- 36.02 The employee shall have the option of being accompanied by an Association representative if the employee so requests. The Association representative must be available in a reasonable time to attend the meeting.
- 36.03 If the employee opts to have an Association representative present, the time spent in such a meeting shall be with no loss of pay for the Association representative provided the representative is on duty at the time of the meeting. The time spent in such a meeting shall be with pay for the employee.

### **ARTICLE 37 DISCIPLINE AND DISMISSAL**

- 37.01 It is understood that the right of the Employer to discipline or dismiss employees shall be for just cause. The Employer's right to discipline or dismiss is subject to the right of the employee to grieve such action.

### **ARTICLE 38 POSTING AND FILLING OF VACANCIES OR NEW POSITIONS**

- 38.01 When a vacancy occurs in the Regular service for a bargaining unit position or a new regular position in that part of the public service is created in the bargaining unit, it shall be advertised for at least ten (10) working days prior to the established closing date. Where practicable, notices of vacancies shall be posted either electronically or on bulletin boards and, upon request, shall be provided in large-sized print or Braille where the posting location has the capacity to do so.
- 38.02 Notwithstanding Article 38.01 above, the Employer may hire qualified candidates who previously applied for a similar vacancy or new position in the same classification at the worksite from which the vacancy originates provided that a competition was held during the previous twelve (12) months. The Employer may utilize this provision to fill a vacancy or vacancies at the worksite(s) from which the vacancy or vacancies originate, regardless of the worksite of the applicant. The Employer in these circumstances is not required to post or advertise the vacancy or new position. The Employer will notify the Association prior to Article 38.02 being invoked.
- 38.03 Where the employee's position is being changed either from full-time to regular part-time or vice versa, with the employee's consent, the Employer may assign them to the position on a permanent basis and Article 38 (Posting and Filling of Vacancies or New Positions) shall not apply. Where the employee does not consent, the employee will be given surplus entitlements under Article 29 (Surplus Entitlements) in this Collective Agreement.
- 38.04 Where there is a known and documented, scarcity of a set of qualifications for a position the provisions of Article 38 (Posting and Filling of Vacancies

or New Positions) shall not apply. The Employer shall consult with the Association prior to Article 38.04 being invoked.

38.05 The notice of vacancy shall state, where applicable, the nature and title of position, salary, qualifications required, and the hours of work schedule as set out in Hours of Work schedule. Where a position is posted within the part of the public service composed of employees appointed under Part III of the *Public Service of Ontario Act, 2006*, the internal notice of vacancy shall also state the work location where the position currently exists, that the position is represented by the Association and the particular bargaining unit which contains the position.

38.06 In filling a vacancy, the Employer shall give primary consideration to qualifications and ability to perform the required duties.

(a) Where the qualifications and ability are relatively equal between an OPPA civilian bargaining unit applicant and a non-OPPA civilian bargaining unit applicant, preference will be given to the OPPA civilian bargaining unit applicant.

(b) Where the qualifications and ability are relatively equal among internal candidates, seniority shall be the deciding factor.

38.07 An applicant who is invited to attend an interview within the part of the public service composed of employees appointed under Part III of the *Public Service of Ontario Act, 2006*, shall be granted time off with no loss of pay and with no loss of credits to attend the interview, provided that the time off does not unduly interfere with operating requirements.

38.08 Relocation expenses shall be paid in accordance with the provisions of the Relocation Expenses Directive.

Notwithstanding that a position is advertised with a restricted area of search, any employee who resides outside the identified area of search may apply for the position. If they apply, they will be deemed to have waived entitlement to any relocation or travel expenses (pursuant to Article 38.08) as a condition of gaining access to the competition process. For greater certainty, no claim can be made for any expenses incurred during the competition process or arising from the decision to hire the employee into the position. It is understood that the Employer does not have discretion to grant any entitlement that has been waived pursuant to this provision.

38.09 i) With the agreement of the Association, the employee and the Employer, an employee may be assigned to a vacancy of an identical position, including a position with different hours of work, and the provisions of Articles 38.01 to 38.08 inclusive shall not apply. For clarity, a full-time regular employee may be assigned to an identical

regular part-time position.

- ii) Article 38.01 to 38.08 inclusive shall not apply to the transfer of an employee to a vacancy where:
  - a. The employee requests the transfer,
  - b. The vacancy is substantially similar to the employee's current position,
  - c. The vacancy is within the same salary range as the employee's current position,
  - d. The Employer deems the employee to be working level qualified, and
  - e. The employee, Employer and the Association agree to transfer.

Where agreement cannot be reached, the request for transfer is deemed withdrawn.

- iii) Effective May 6, 2019, Article 38.01 to 38.08 inclusive shall not apply to the transfer of an employee to a vacancy where:
  - a. The employee requests the transfer,
  - b. The vacancy is similar to the employee's current position,
  - c. The vacancy is at a lower salary range than the employee's current position, as described in the salary schedule,
  - d. The Employer deems the employee to be working level qualified, and
  - e. The employee, Employer and the Association agree to the transfer.

Where agreement is reached, an employee who transfers to a position with a lower salary range as described in the salary schedule, shall be paid at the rate of pay closest to but less than the rate of pay they were receiving at the time of transfer, effective from the date of their transfer to the position with a lower salary range and shall be entitled to any applicable increase to the rate of pay for the lower salary range position in accordance with the Collective Agreement. For clarity, should an employee transfer to a position with a lower salary range in accordance with the provisions of this clause, the employee's rate of pay shall not exceed the maximum rate of pay for the lower salary position into which the employee is transferring as described in the Collective Agreement.

Where agreement cannot be reached, the request for transfer is deemed withdrawn.

5 (Pay Administration), Article 13.07 (Special/Compassionate Leave), Article 13.05 (Pregnancy Leave) and Article 13.06 (Parental Leave) shall have priority over any assignment.

38.11 Where the duties of a position are modified to accommodate an employee with a disability, the position shall not be considered a vacancy for the purposes of this Article.

## **ARTICLE 39 TEMPORARY ASSIGNMENTS**

39.01.01 Where an employee is assigned temporarily to perform the duties of a position in a classification with a higher salary maximum for a period in excess of five (5) consecutive working days, they shall be paid as if assigned to the first salary level of the higher classification from the day they commenced to perform the duties of the higher classification, provided that where such a change results in an increase of less than three percent (3%), they shall receive the next higher salary rate again.

39.01.02 Acting pay shall not exceed the maximum of the salary range of the higher classification except where permitted by salary note.

39.02 When an employee is temporarily assigned to the duties and responsibilities of a position in a classification with a lower salary maximum where there is not work reasonably available for them in the position from which they were assigned, they shall be paid the lower applicable classification rate to which they were assigned, after the expiration of ten (10) consecutive working days in such lower classification.

39.03 Where an employee requests or competes for a temporary assignment to a position in a classification with a lower salary maximum, they shall be paid the lower classification rate immediately upon commencement of the duties of the temporary assignment.

39.04 When an employee is temporarily assigned to the duties and responsibilities of a position in a classification with a lower maximum salary where there is work reasonably available for them in the position from which they were assigned, they shall continue to be paid at the rate applicable to the classification from which they were assigned.

39.05 This Article shall not apply to temporary assignments where an employee is temporarily assigned to perform the duties and responsibilities of another employee who is on vacation.

39.06 An employee who has performed the full duties of such designated position in an acting capacity for a period of at least twelve (12) months, shall receive one (1) month's notice before being reverted to the former position, and failing such notice, the acting salary will be continued for

one month after the employee reverts to the former position.

39.07 Article 39.06 shall not apply in cases where the employee:

- (a) has requested to be reverted back to their former position; or
- (b) is being reverted for reasons of performance or culpable conduct.

39.08 Where an employee is temporarily assigned to a position in another bargaining unit for a period of more than thirty (30) days, they will on the thirty-first (31st) day commence paying dues and be governed by the terms of the Collective Agreement of the position to which they had been assigned except that pensions, insured benefits entitlements, and entitlements under Article 29 (Surplus Entitlements) will continue to be governed by the rules applicable to the employee's position in the OPPA civilian bargaining unit.

39.09 (a) When an employee is temporarily assigned to a non-bargaining unit position for a period of thirty (30) days or less, they shall continue to pay dues to the Association for the term of the temporary assignment and will continue to be covered by this Collective Agreement.

(b) When an employee is temporarily assigned to a non-bargaining unit position for a period of more than thirty (30) days, they shall continue to pay dues to the Association and be covered by this Collective Agreement for the first thirty (30) days of the temporary assignment. On the thirty-first (31<sup>st</sup>) day of the temporary assignment, they shall cease paying dues to the Association and this Collective Agreement will cease to apply with the exception of pensions and insured benefit entitlements.

39.10 Where a vacancy is filled through a competitive process pursuant to Article 38 on a temporary basis and the incumbent has filled the position for at least eighteen (18) months, the Employer may assign them to the position on a permanent basis provided that the position has cleared surplus and Article 38 (Posting and Filling of Vacancies or New Positions) shall not apply.

39.11 In no case shall any provision of this Collective Agreement with respect to the filling of, assignment or appointment to, a vacancy apply to temporary assignments, except as provided under Article 39.

#### **ARTICLE 40 SERVICE PAY**

40.01 Service pay shall be granted to an employee for each five (5) year period of continuous service.

40.02 Effective January 1, 2009, an employee shall be paid an allowance of fifteen dollars (\$15.00) a month for each five (5) years of continuous

service to which the employee is entitled.

40.03 Payment of such allowance shall be made to an employee prior to, or not later than, the 15<sup>th</sup> day of December in each calendar year.

## **ARTICLE 41 LEGAL INDEMNIFICATION**

41.01 Subject to the other provisions of this Article:

- (a) an employee charged with but found not guilty of a criminal or other federal offence, because of acts done in good faith in the performance of their duties as an employee, shall be indemnified for the necessary and reasonable legal costs incurred in the defence of such charges;
- (b) an employee charged with but found not guilty of a provincial offence, because of acts done in good faith in the performance of their duties as an employee, shall be indemnified for up to five-thousand dollars (\$5,000) of the necessary and reasonable legal costs incurred in the defence of such charges;
- (c) an employee who has been designated as a witness in an investigation undertaken by the Special Investigations Unit (SIU) shall be indemnified for the necessary and reasonable legal costs incurred during the initial, on-site investigation by the SIU. Where more than one employee has been designated as a witness with respect to an SIU investigation, necessary and reasonable legal costs will be indemnified for one counsel collectively for all witness employees;
- (d) where an employee is named a respondent/defendant in a proceeding at the Ontario Human Rights Tribunal or in any other civil action for damages arising out of acts done in good faith in the performance of their duties, and a government lawyer (or in the case of an insured claim, counsel retained by the insurer) determines they are unable to act for the employee, the employee shall be indemnified for the necessary and reasonable legal costs incurred in defending the action, if the employee is not found to be liable. Any legal costs which are recovered by the employee in the action shall be deducted from the reimbursement; and
- (e) where an employee's conduct has been called into question in the course of a Public Inquiry or a Coroner's Inquest and the employee was acting in good faith in the performance of their duties and counsel acting on behalf of the Employer determines they are

unable to act for the employee, the employee shall be indemnified for the necessary and reasonable legal costs incurred in defending the action.

- (f) Employees shall be entitled to legal indemnification under this article with respect to matters relating to the *Mandatory Blood Testing Act, 2006* as set out in Police Orders.

41.02 Employees shall not be indemnified for legal costs arising from:

- (a) grievances or complaints under the Collective Agreement between the Employer and the Association or under the *Public Service of Ontario Act, 2006*;
- (b) the actions or omissions of employees acting in their capacity as private citizens; or
- (c) investigations and complaints under the Respectful Workplace Policy.

41.03 For the purposes of 41.01(a) and 41.01(b), an employee:

- (a) shall be deemed to have been found not guilty where: they are finally acquitted; the charges are withdrawn; or they are discharged following a preliminary inquiry; and
- (b) shall be deemed to have been found guilty where: they are given an absolute or conditional discharge; or they subsequently are found guilty of or pleads guilty to other charges arising out of the same incident(s).

- 41.04
- (a) Applications for approval for legal indemnification shall be made in writing to the Commissioner or Assistant Deputy Minister, as applicable, as soon as the employee is aware of a legal proceeding in which they require legal representation.
  - (b) Legal costs incurred prior to approval for legal indemnification will only be reimbursed where the Employer is satisfied that it was not possible in the circumstances for the employee to obtain prior approval and that the application for approval was made at the earliest opportunity.
  - (c) The employee shall enter into a written retainer agreement with counsel retained by the employee. The form and substance of the retainer, including the terms and conditions of the agreement, shall be subject to the approval of the Employer.
  - (d) For the purposes of this Article, "legal costs" shall be the actual costs disclosed on the accounts rendered by the legal counsel

performing the work.

- (e) Any account submitted by counsel retained by the employee is subject to the review and approval of the Employer. In the event the Employer does not approve the actual costs disclosed on the account, the employee may have the account assessed on a solicitor and client basis by a court assessment officer. The Employer will reimburse the employee for the fee charged to the employee for filing a request for an assessment with a court assessment officer.

41.05 For the purposes of this Article:

- (a) The legal costs shall be deemed to have been incurred by the employee notwithstanding that the employee may have received financial assistance from the Association in respect thereof or that the Association paid or incurred the expenses directly; and
- (b) "Employees" shall include a former employee or their estate where the charge and/or action arose out of a situation that occurred while the former employee was still an active employee of the Ontario Provincial Police or the Ontario Police College.

41.06 Any disputes regarding the granting of legal indemnification shall be resolved by way of grievance under Article 4 (Grievance Procedure) subject to the following:

- (a) Any finding of guilt in a statutory offence proceeding, or
- (b) any finding of liability in a civil action for damages

shall be determinative of the issue of guilt or liability for the purpose of any grievance proceeding in relation to this Article.

41.07 For the purposes of this Article, a reference to an Act shall be deemed to include any Act that in the future is enacted in place of the Act referred to in this Article.

## **ARTICLE 42 BROADER PUBLIC SECTOR**

42.01 For the purposes of this Article, the Broader Public Sector consists of any Government or other public entity.

42.02 While in the workplace, secondees from the Broader Public Sector shall not perform duties normally performed by employees in the bargaining unit if it directly results in the lay-off of a bargaining unit employee.

42.03 The Employer's use of secondees from the Broader Public Sector to perform bargaining unit work does not constitute a violation of the

Collective Agreement provided that, unless the parties otherwise agree, the Broader Public Sector secondee is not seconded for a period of greater than three (3) years.

- 42.04 The Employer shall provide the Association every six (6) months with a data file on secondees who perform OPPA bargaining unit work, which shall include the following information fields: Ministry work location; secondee name; start date; institution seconded from; and anticipated termination date.
- 42.05 The Employer will require basic or enhanced security screening checks from the above noted secondees.
- 42.06 It is understood that the above noted secondees are not represented by the Association.

#### **ARTICLE 43 INFORMATION AND INFORMATION TECHNOLOGY**

- 43.01 For the purposes of this Article, "Information & Information Technology" is defined as any activity which involves the investigation, analysis, planning, acquisition, design, development, implementation, operation and maintenance of information technology, the management of information including the security of that information and/or the automation of business processes.
- 43.02 For purposes of this Article, a "non-public servant" is:
- i. a person who has not been appointed by the Public Service Commission; and
  - ii. who is engaged to perform work related to Information & Information Technology.
- 43.03 Persons employed or engaged by a supplier of I and IT equipment, hardware or software who are performing work in relation to the installation, maintenance and support of that equipment, hardware or software shall not be considered "non-public servants" for the purposes of this Article. There shall be no restrictions regarding their use, and they shall not otherwise be covered by the terms of this Article, nor the reporting requirements in Article 43.06.
- 43.04 The use of a non-public servant to perform bargaining unit work does not constitute a violation of the Collective Agreement.
- 43.05 Non-public servants, while in the workplace, shall not perform duties normally performed by employees in the bargaining unit if it directly results in the lay-off of a bargaining unit employee.

- 43.06 Every six (6) months, the Employer will provide the Association with a report including the following data relating to all non-public servants as defined in Article 43.02 who perform the OPPA bargaining unit work requiring regular attendance at one or more sites controlled by the Employer:
- i. The name of the non-public servant;
  - ii. The workplace regularly attended by the non-public servant;
  - iii. The role and level for which the non-public servant is engaged;
  - iv. The start date of the engagement of the non-public servant;
  - v. The end date or anticipated end date of engagement of the non-public servant; and
  - vi. The number of days worked during the reporting period.
- 43.07 At the time of providing the report, and for the period of the report, the Employer shall pay to the Association a payment for each day of work performed by the non-public servant performing OPPA bargaining unit work identified in the report. The formula for such payment shall be as follows: 1.4% of the daily average wage of the maximum rate for the System Officer series multiplied by the number of days worked set out in Article 43.06 (vi). It is understood that the above-noted non-public servants are not represented by the Association.
- 43.08 The Employer will require basic or enhanced security screening checks for the above noted non-public servants.

#### **ARTICLE 44 POLICE ORDERS, RULES AND REGULATIONS**

- 44.01 Confidential disclosure shall be provided to the Association at least two (2) weeks before any changes to Police Orders, rules and regulations are announced to employees.

#### **ARTICLE 45 SELF ADMINISTRATION OF BENEFITS**

- 45.01 The Parties agree that the Benefit Plans as contained in the Memorandum of Understanding dated January 1, 2006-December 31, 2008 shall remain in full force and effect up to and including June 30, 2009.
- 45.02 (a) The Parties further agree that effective July 1, 2009 the employee health and welfare benefits as specified below shall be administered through the Association for the benefit of its members and pensioners. The Employer will no longer administer

these plans.

For greater certainty, these health and welfare benefits are:

Employee's Group Insurance

- Basic Life Coverage
- Supplementary Life Coverage for Employees
- Life Insurance for

Dependents Group Life Insurance  
Plan

Supplementary Health and Hospital Insurance

Long Term Income Protection Plan up to and including December  
31, 2012.

Dental Plan

Vision Care and Hearing Aids

- (b) Effective January 1, 2013, the LTIP plan shall be administered by the Employer.

All employees eligible for LTIP benefits, excluding those employees in receipt of LTIP under the Association's administration of the LTIP Plan, will receive disability benefits under the Employers' LTIP Plan effective January 1, 2013. Employees in receipt of LTIP under the Association's administration of the LTIP Plans shall be transferred to the Employer's LTIP Plan effective March 1, 2013. The Employer will assume full responsibility for payment of LTIP benefits to eligible current and future disabled employees following the transfer date.

- (c) The Parties acknowledge that the May 6, 2019 interest arbitration award provides that the Employer is responsible for funding the cost associated with the elimination of any annual and per visit caps for coverage related to the services of a Psychologist or Social Worker (MSW). The parties further acknowledge that these changes took effect the day of the award.

45.03 The Association agrees to provide health and welfare benefits not less than health and welfare benefits contained in the January 1, 2006 to December 31, 2008 Memorandum of Understanding.

45.04 Pensioners include retirees, survivors, and deferred members. For the purposes of this Article, a "retiree" is defined as a former member of the Association who is in receipt of a pension from the Public Service Pension Plan and who has met the eligibility criteria to receive post-retirement benefits.

45.05 The Association shall provide pensioners with benefits equivalent to

benefits provided to active members save and except Long Term Income Protection and Group Life as per current plan provisions.

- 45.06 The Employer shall remit agreed funding to the Association on a monthly basis for total active members and pensioners for the purposes of funding these health and welfare benefits.
- 45.07 The Employer also agrees to provide funding, as described in the Agreement between the Association and the Employer dated February 26, 2016 to the Association for the self-administration of health and welfare benefits and reserve.
- 45.08 Notwithstanding the self-administration of health and welfare benefits by the Association, save and except LTIP, the Employer remains fully responsible for providing short term sickness benefits under the Collective Agreement. The Accidental Death Benefit Plan will also be maintained and provided by the Employer.
- 45.09 The Employer agrees to continue to deduct premiums for the voluntary benefits, supplementary life and dependent group life from employees as a payroll deduction and to remit these premiums with reports to the Association benefit provider.
- 45.10 The Employer also agrees to provide to the Association necessary information to permit self-administration of the health and welfare benefit plan.

#### **ARTICLE 46 LONG TERM INCOME PROTECTION**

- 46.01 Effective January 1, 2013, the Employer will pay one hundred percent (100%) of the premium of the Long Term Income Protection Plan (LTIP).
- 46.02 Effective January 1, 2013, and annually thereafter, the total monthly payment for employees in receipt of LTIP under the Employer's Plan shall be increased by up to two percent (2%) based on the average annual increase in the Ontario Consumer Price Index (CPI) as published by Statistics Canada each January.
- 46.03 Employees have the right to appeal the denial of LTIP benefits to a Joint LTIP Benefits Review Committee in addition to the right to appeal directly to the carrier.
- 46.04 The Employer shall not permanently fill the position of an employee during the qualifying period and the first twenty-four (24) months of the benefit period, unless the parties agree otherwise.

## **ARTICLE 47 DURATION**

47.01        The Collective Agreement covers the period from January 1, 2023 until December 31, 2026. The effective date of any provisions under this Collective Agreement shall be the date of ratification, unless otherwise specified herein. This Collective Agreement shall continue in effect until December 31, 2026 and during negotiation or arbitration for its renewal or revision.

## **PART B REGULAR PART-TIME EMPLOYEES**

### **RPT1 APPLICATION OF PART B, REGULAR PART-TIME EMPLOYEES**

The only terms of this Collective Agreement that apply to employees who are regular part-time employees are those that are set out in this Part. No provisions in this Collective Agreement other than those included in this Part shall apply to Regular employees in regular part-time positions.

### **RPT2 OTHER APPLICABLE ARTICLES**

The following Articles of this Collective Agreement shall also apply to regular part-time employees:

Article 1	Recognition
Article 2	No Discrimination/Workplace Harassment
Article 3	OPP Negotiating and Arbitration Board
Article 4	Grievance Procedure
Article 6.01.02	Hours of Work and Overtime (CWW)
Article 6.02	Work Schedules
Article 6.04	On-Call Duty
Article 7.02	Job Trading
Article 8	Shift Premium
Article 9	Time Credits While Travelling
Article 10	Non-Pyramiding
Article 11	Compensating time bank
Article 13.01	Leave Without Pay
Article 13.03	Jury or Witness Leave
Article 13.04	Military Service Leave
Article 13.05	Pregnancy Leave
Article 13.06	Parental Leave
Article 14	Leave of Absence for Association Business
Article 16	Health and Safety
Article 19	Entitlement on Death
Article 20.01	Uniform and Equipment
Article 22	Deductions from Pay
Article 23	Use of Employer Facilities
Article 24	Information to the Association
Article 25	Deduction of Association Dues
Article 26	Personnel File
Article 27	New Employees
Article 32	Multiple Layoffs
Article 34	Seniority
Article 36	Letter of Reprimand, Disciplinary Suspension or Dismissal
Article 37	Discipline and Dismissal

Article 38.08	Relocation
Article 39	Temporary Assignments
Article 41	Legal Indemnification
Article 42	Broader Public Sector
Article 43	Information and Information Technology
Article 44	Police Orders, Rules and Regulations
Article 45	Transfer of Benefits to OPPA
Article 46	Long Term Income Protection
Article 47	Duration

**RPT3 POSTING AND FILLING OF REGULAR PART-TIME (RPT) VACANCIES OR NEW POSITIONS**

- RPT3.1 When a vacancy occurs in the Regular service for a regular part-time position in the bargaining unit or a new regular part-time position in the Regular service is created in the bargaining unit, it shall be advertised for at least ten (10) working days prior to the established closing date. Where practicable, notices of vacancies shall be posted either electronically or on bulletin boards and, upon request, shall be provided in large-sized print or Braille where the posting location has the capacity to do so.
- RPT3.2 Notwithstanding Article RPT3.1 above, the Employer may hire qualified candidates who previously applied for a similar RPT vacancy or new position in the same classification at the worksite from which the vacancy originates provided that a competition was held during the previous twelve (12) months. The Employer may utilize this provision to fill a vacancy or vacancies at the worksite(s) from which the vacancy or vacancies originate, regardless of the worksite of the applicant. The Employer in these circumstances is not required to post or advertise the RPT vacancy or new position.
- RPT3.3 Where the employee's position is being changed either from full-time to RPT or vice versa, with the employee's consent, the Employer may assign them to the position on a permanent basis and Article RPT3 (Posting and Filling of Regular Part-Time RPT Vacancies or New Positions) shall not apply. Where the employee does not consent, the employee will be given surplus entitlements under Article 29 (Surplus Entitlements) in this Collective Agreement.
- RPT3.4 Where there is a known and documented, scarcity of a set of qualifications for a position the provisions of Article RPT3 shall not apply. The Employer shall consult with the Association prior to RPT3.4 being invoked.
- RPT3.5 The notice of vacancy shall state, where applicable, the nature and title of position, the qualifications required, the "weekly hours of work" and the "basic hourly rate" or the "weekly rate" of pay as defined in Article RPT17

(Pay and Benefits Administration). Where an RPT position is posted within the part of the public service composed of employees appointed under Part III of the *Public Service of Ontario Act, 2006*, the internal notice of vacancy shall also state the work location where the position currently exists and that the position is represented by the Association.

- RPT3.6 In filling a vacancy, the Employer shall give primary consideration to qualifications and ability to perform the required duties. Where the qualifications and ability are relatively equal between an OPPA civilian bargaining unit applicant and a non-OPPA civilian bargaining unit applicant, preference will be given to the OPPA civilian bargaining unit applicant.
- RPT3.7 An applicant who is invited to attend an interview within the Regular service shall be granted time off with no loss of pay and with no loss of credits to attend the interview, provided that the time off does not unduly interfere with operating requirements.
- RPT3.8 With the agreement of the Association, the employee and the Employer, an employee may be assigned to a vacancy of an identical position, including a position with different hours of work, and the provisions of Articles RPT3.1, RPT3.2 and RPT3.3 shall not apply. For clarity, a regular part-time employee may be assigned to an identical full-time regular position.
- RPT3.9 The assignment of an employee to a vacancy in accordance with Article RPT11 (Special/Compassionate Leave); Article 13.05 (Pregnancy Leave) and Article 13.06 (Parental Leave) shall have priority over any assignment.
- RPT3.10 Where the duties of a position are modified to accommodate an employee with a disability, the position shall not be considered a vacancy for the purposes of this Article.

#### **RPT4 HOURS OF WORK AND OVERTIME**

##### **HOURS OF WORK**

- RPT4.1 The regularly scheduled hours of work for a regular part-time position in the Regular service shall be as determined by the Employer, provided that they are:
- (a) less than thirty-six and one-quarter (36-1/4) or forty (40) hours per week, as applicable to the classification to which the regular part-time position is assigned, but not less than fourteen (14) hours per week; or

- (b) less than twenty (20) full days over a period of four (4) consecutive weeks, but not less than nine (9) full days of seven and one-quarter (7-1/4) or eight (8) hours, as applicable to the classification to which the regular part-time position is assigned.

## **OVERTIME**

- RPT4.2.1 "Overtime" means an authorized period of work calculated to the nearest half hour and,
- (a) performed on a scheduled working day in addition to the scheduled working period, and consisting of at least one-half (1/2) hour more than seven and one-quarter (7.25) hours or eight (8) hours or longer (as applicable); or
  - (b) performed on a day that is not a scheduled working day.
- RPT4.2.2 Overtime shall be earned and credited to the employee's CTB (Compensating Time Bank) at the rate of one and one-half (1½) times the basic hourly rate of salary.
- RPT4.2.3 Where an employee has completed their scheduled work period and left the workplace and is subsequently called in to work prior to their next scheduled working period such employee shall earn time and one-half (1½) of their basic hourly rate for hours worked, with a minimum of four (4) hours (1½ times 4 hours) credit to the CTB. For clarity, such premium payment will not be earned or credited for regularly scheduled hours.
- RPT4.2.4 Article RPT4.2.3 shall not apply where an employee on being called in not more than one (1) hour prior to the employee's scheduled working period, is given equivalent compensating time at the end of that period of work.
- RPT4.2.5 When an employee is required to perform work under Article RPT4.2.3 but is not required to physically attend at the workplace, the initial call and subsequent calls during that same four (4) hour period will be treated as a single call for pay purposes.
- RPT4.2.6 An employee who is required to work more than two (2) hours of overtime immediately following their scheduled hours of work without notification of the requirement to work such overtime prior to the end of their previously scheduled shift, shall be reimbursed for the cost of one (1) meal to twelve dollars and fifty cents (\$12.50) except where free meals are provided or where the employee is being compensated for meals on some other basis. In addition, reasonable time with pay shall be allowed to the employee for the meal break either at or adjacent to their work place.

RPT4.2.7 Overtime - Vacation Leave

Overtime shall be paid at the rate of two and one-half (2 1/2) times the hourly rate when an employee is required to report for any period of work on or during the vacation leave period, with a minimum payment of sixteen (16) hours. In addition, the employee shall be granted a compensating day off. Note: For the purposes of sub section 4.2.7 only, a vacation leave period shall consist of a seven (7) consecutive day period free from duty composed of five (5) vacation days for eight (8) hour schedules, four (4) vacation days for ten (10) hour schedules and three (3) vacation days for twelve (12) hour schedules and regular days off. Any statutory holiday, as outlined in Article RPT15.1.1, that occurs within the seven (7) consecutive day period may be counted towards the minimum vacation days required as outlined above.

**RPT5 STAND-BY TIME**

RPT5.1 Stand-by is a period of time during which, in accordance with administrative procedures established by the Commissioner or Assistant Deputy Minister (as applicable), an employee is ordered to remain at their residence or other specified quarters, (as determined by the person authorizing the stand-by) from which the employee shall be ready to proceed to a work location immediately upon receipt of instructions.

RPT5.2 This Article shall not eliminate or prohibit the existing co-operative practice under which an employee provides advice to their supervisor as to their proposed whereabouts while off duty but there shall be no restriction on the free time of an employee that is not in accordance with this Collective Agreement. It is understood that this practice does not trigger an entitlement to stand-by pay.

RPT5.3 Where an employee is required to be on stand-by they are entitled to be paid at their hourly rate of salary for one-third (1/3) of their stand-by time, but where such stand-by time is less than the number of hours in the employee's scheduled working day, the employee is entitled to two (2) hours pay at the basic hourly rate.

RPT5.4 The minimum entitlement of four (4) hours overtime credit pursuant to Article RPT4.2.3 (Hours of Work and Overtime) shall not apply to an employee who was on stand-by when they were required to report for work, and a period of work for which overtime is earned at one and one-half (1-1/2) times the basic hourly rate under Article RPT4.2.3 (Hours of Work and Overtime), is not included in any stand-by period.

**RPT6 NON-WORKING DAY**

RPT6 “Non-Working Day” means a day on which the employee is not scheduled to work to complete their regularly scheduled hours.

**RPT7 ISOLATION PAY**

RPT7 Isolation pay as provided by Article 35 shall apply; however, it shall be prorated based on the proportion of the part-time Regular employee’s weekly hours of work to the normal hours of work for the class as follows:

$$\begin{array}{r} \text{Weekly hours of work} \\ \text{normal hours of work for} \\ \text{class (weekly)} \end{array} \quad \times \quad \begin{array}{l} \text{allowance per week for} \\ \text{appropriate point rating} \end{array}$$

**RPT8 LAYOFF, SURPLUS ENTITLEMENT, AND SURPLUS PENSION BRIDGING**

RPT8 The provisions of Article 28 (Layoff) and Article 29 (Surplus Entitlements) shall apply to surplus RPT employees with the following modifications:

- (a) Surplus RPT employees who elect to be redeployed shall be assigned to RPT vacancies within the OPPA civilian bargaining unit. Surplus RPT employees will be assigned to full-time vacancies with their consent only.
- (b) A surplus RPT employee who refuses a direct assignment to a full-time vacancy will lose further consideration for full-time position but will retain all other workforce adjustment entitlements.
- (c) Reference to “Article 31 (Termination Payment)” shall be replaced with “Article RPT 16 (Termination Payment).”

**RPT9 EMPLOYEE BENEFITS GENERAL**

RPT9 In Article RPT12 (Workplace Safety and Insurance), Article RPT14 (Vacations and Vacation Credits), Article RPT15 (Holiday Payment), Article RPT10 (Bereavement Leave), Article RPT11 (Special and Compassionate Leave), Article 13.06 (Parental Leave), Article 13.05 (Pregnancy Leave), Article RPT13 (Short Term Sickness Plan) and Article RPT16 (Termination Payment), salary means earnings from weekly hours of work, exclusive of premium payments.

## **RPT10 BEREAVEMENT LEAVE**

- RPT10.01 An employee shall be allowed up to three (3) consecutive scheduled working days leave of absence with pay in the event of the death of their spouse, common-law spouse, same-sex spouse or partner, mother, father, stepmother, stepfather, mother-in-law, father-in-law, son, daughter, son-in-law, daughter-in-law, stepson, step-daughter, brother, sister, stepbrother, stepsister, brother-in-law, sister-in-law, ward, guardian, step-grandparents, step-grandchildren, grandchildren and the grandparents of the employee and spouse. "In-law" and "step" relationships listed in this Article include such relatives of a common-law spouse or same sex spouse or partner.
- RPT10.02 An employee shall be allowed one (1) day leave of absence with pay in the event of the death of their aunt, uncle, niece or nephew.
- RPT10.03 Necessary traveling time may be granted in accordance with Article RPT11.1 in the event of the death of a relative listed in Articles RPT10.01 or RPT10.02.
- RPT10.04 Bereavement leave will not be pro-rated for an employee in a Compressed Work Week arrangement.

## **RPT11 SPECIAL/COMPASSIONATE LEAVE**

- RPT11.1 The Regional or Bureau Commander or Director, OPC (as applicable), may grant leave-of-absence with pay to an employee, for not more than four (4) days in any calendar year, upon any special or compassionate ground. Such leave shall not be dependent upon nor charged against accumulated credits of the employee. And further, such leave of absence requests shall not be unreasonably denied.
- RPT11.2 An application for leave-of-absence under Article RPT11.1 shall be in writing and shall set out the reason for the leave-of-absence.
- RPT11.3 Any denial of such leave-of-absence request may be appealed to the Provincial Commander, Corporate Services, ADM, Policing Services Division (as applicable) or designee.

## **RPT12 WORKPLACE SAFETY AND INSURANCE**

- RPT12.1 Where an employee is absent by reason of an injury or an occupational disease for which a claim is made under the *Workplace Safety and Insurance Act, 1997*, the employee's weekly rate of pay shall continue to be paid for a period not exceeding thirty (30) regularly scheduled working days. If an award is not made, any payments made under the foregoing

provisions in excess of that to which the employee is entitled under Articles RPT13.1.1 and RPT13.2.1 (Short Term Sickness Plan) shall be an amount owed by the employee to the Employer and may be re-paid by the employee by having a corresponding deduction made from the employee's bank of accumulated attendance credits.

RPT12.2 Up to and including August 31, 2019, where an employee is absent by reason of an injury or an occupational disease for which an award is made under the *Workplace Safety and Insurance Act, 1997*, the employee's weekly rate of pay shall continue to be paid without loss of credits for a period not exceeding one (1) year. This period may be continuous or an accumulation of several absences equivalent to one (1) year.

Effective September 1, 2019, where an employee is absent by reason of an injury or occupational disease for which an award is made under the *Workplace Safety and Insurance Act, 1997*, the employee's salary shall continue to be paid without loss of credits for the duration of the member's receipt of WSIB benefits.

RPT12.3 Effective November 1, 2016 salary payments under Article RPT12.2 shall be reduced to the extent necessary to provide that an employee's net earnings equals one hundred percent (100%) of their net earnings prior to the commencement of their absence.

RPT12.4 Up to and including August 31, 2019, where an employee is absent by reason of an injury or an occupational disease for which an award is made under the *Workplace Safety and Insurance Act, 1997*, that is less than the employee's weekly rate of pay and where the award continues to apply for longer than the periods set out in Article RPT12.2 and the employee has accumulated credits, the employee's weekly rate of pay may be paid and the difference between the weekly rate of pay of the employee and the award shall be converted to its equivalent time and deducted from the employee's accumulated credits.

RPT12.5 Up to and including August 31, 2019, where an employee is absent by reason of an injury or an occupational disease for which an award is made under the *Workplace Safety and Insurance Act, 1997*, that is less than the employee's regular salary and where the award continues to apply for longer than the periods set out in RPT12.2 the employee may, at the employee's option, elect to receive benefits under the Short Term Sickness Plan as described in Articles 12.01 and 12.08, including the right to use any accumulated credits to supplement the seventy-five percent (75%) benefit to one hundred percent (100%).

## **RPT13 SHORT-TERM SICKNESS PLAN**

### **ENTITLEMENT**

- RPT13.1.1 An employee who is unable to attend to their duties due to sickness or injury is entitled in each calendar year to leave-of-absence with pay as follows:
- (a) with regular salary for the portion of six (6) working days that the ratio of the employee's weekly hours of work bear to full-time employment.
  - (b) with seventy-five (75%) of regular salary for an additional period of that portion of one hundred and twenty-four (124) working days that the ratio of the employee's weekly hours of work bear to full-time employment.
- RPT13.1.2 An employee is not entitled to leave-of-absence with pay under Article RPT13.1.1 of this Article until they have completed all of their regularly scheduled hours of work within a period of four (4) consecutive weeks.
- RPT13.1.3 An employee who on a sick leave of absence which commences on a regularly scheduled working day in one (1) calendar year and continues to include a regularly scheduled working day in the following calendar year, is not entitled to leave of absence with pay under Article RPT13.1.1 for more than the number of days provided in Article RPT13.1.1 in the two (2) years until they have returned to work and again completed the service requirement described in Article RPT13.1.2.
- RPT13.1.4 An employee who has used leave-of-absence with pay for the total number of days provided in Article RPT13.1.1 in a calendar year must complete the service requirement described in Article RPT13.1.2 before the employee is entitled to further leave under Article RPT13.1.1 in the next calendar year.
- RPT13.1.5 For the purposes of this Article, where an employee, due to an accommodation measure or a return to work plan, works on a temporarily modified schedule, regularly scheduled hours of work shall refer to the modified schedule for that employee.
- RPT13.1.6 Employees returning from a leave-of-absence under a long term disability plan to resume employment must complete the service requirement described in Article RPT13.1.2 to qualify for benefits under the Short-Term Sickness plan.
- RPT13.1.7 For the purposes of this Article, the service requirement described in Article RPT13.1.2 shall not include vacation, leave-of-absence or any leave-of-absence without pay, but days worked before and after such leave shall be considered consecutive. Notwithstanding the above, where an employee is unable to attend to their duties due to sickness or injury, the days worked before and after such absence shall not be considered consecutive.

RPT13.1.8 The pay of an employee under this Article is subject to deductions for insurance coverage and pension contributions and other deductions that would normally be made, as though the employee was receiving regular salary.

#### **USE OF ACCUMULATED CREDITS**

RPT13.2.1 An employee who is on leave-of absence with pay under Article RPT13.1.1(b) may, at the employee's option, have one quarter (1/4) of a day deducted from accumulated credits (attendance, vacation, or CTB) for each day of leave to which Article RPT13.1.1(b) applies and receive regular salary for each such day.

RPT13.2.2 An employee who is absent from employment due to sickness or injury beyond the total number of days leave-of-absence with pay provided for in Article RPT13.2.1 shall have their accumulated attendance credits reduced by a number of days equal to the number of days of such absence and is entitled to leave-of absence with pay for each such day.

RPT13.2.3 Article RPT13.2.2 does not apply to an employee who qualifies for and elects to receive benefits under a long term disability plan provided by the Employer.

#### **MEDICAL EXAMINATIONS**

RPT13.3.1 (a) If an employee is absent for more than a calendar week due to sickness, no leave with pay shall be allowed unless a certificate of a legally qualified medical practitioner (i.e., physician, dentist who is a member of the Royal College of Dental Surgeons, or nurse practitioner, practicing within their respective scope of practice) is forwarded to the Commissioner or Assistant Deputy Minister (as applicable), certifying that the employee is unable to attend to official duties.

(b) Notwithstanding (a) above, the Employer may accept a certificate of a psychologist (i.e. a member of the College of Psychologists of Ontario who holds a certificate of registration for a psychologist authorizing autonomous practice, or an individual who has a similar status in another province or territory of Canada).

- (c) Notwithstanding the provisions of Article RPT13.3.1(a), the Commissioner or the Assistant Deputy Minister (as applicable) may require an employee to submit the certificate required by Article RPT13.3.1(a) for a period of absence of less than a calendar week. The cost of the certificate requested shall be borne by the Employer.
- (d) Where, for reasons of health, an employee is frequently absent or unable to perform their duties, the Commissioner or the Assistant Deputy Minister (as applicable) may, at the expense of the Employer, require them to submit to a medical examination and to release the resulting medical report to the Employer.

RPT13.3.2 While on sick leave or Workplace Safety and Insurance leave, it is the employee's responsibility to report to the supervisor, at the earliest opportunity, any change in the employee's medical situation that would permit the employee to return to full duties or to return to work in a limited capacity and/or estimate their return to work date.

**RPT14 VACATIONS AND VACATION CREDITS**

RPT14.1 An employee shall earn a pro-rated portion of the vacation credits shown below based on the ratio that their weekly hours of work bear to full- time employment:

- (a) One and one-quarter (1-1/4) days per month during the first eight (8) years of continuous service;
- (b) One and two-thirds (1-2/3) days per month upon completion of eight (8) years of continuous service;
- (c) Two and one-twelfth (2-1/12) days per month upon completion of fifteen (15) years of continuous service;
- (d) Two and one-half (2-1/2) days per month upon completion of twenty-four (24) years of continuous service;
- (e) Two and eleven-twelfths (2-11/12) days per month upon completion of thirty (30) years of continuous service.

RPT14.2 An employee is entitled to vacation credits under Article RPT14.1 in respect of a month or part thereof in which they are at work or on leave with pay.

RPT14.3 An employee is not entitled to vacation credits under Article RPT14.1 in respect of a whole month in which they are absent from duty for any reason other than vacation leave of absence or leave of absence with pay.

- RPT14.4 An employee shall be credited with their vacation for a calendar year at the commencement of each calendar year.
- RPT14.5 An employee may accumulate vacation to a maximum of twice their annual accrual but shall be required to reduce their accumulation to a maximum of one (1) year's accrual by December 31 of each year.
- RPT14.6 On commencing employment an employee shall be credited with pro rata vacation for the balance of the calendar year, but shall not be permitted to take vacation until they have completed six (6) months of service.
- RPT14.7 An employee with over six (6) months of service may, with the approval of the Deputy Minister, take vacation to the extent of their vacation entitlement and their vacation credits shall be reduced by any such vacation taken.

For the purpose of this Section, an employee's length of "continuous service" will accumulate upon completion of a probationary period of not more than one (1) year and shall commence from the date on which an employee commences a period of unbroken, regular part-time or full-time (Uniform and Civilian) service in:

- (a) the Ontario Public Service;
- (b) a police force which is amalgamated with the OPP;
- (c) the Canadian Forces Military Police;
- (d) the OPP Administered First Nations Police;
- (e) any other Canadian Police Service; and
- (f) Effective January 1, 2025, Ontario Public Bodies and Commission Public Bodies.
- (g) Within sixty (60) days of January 1, 2025, employees hired prior to January 1, 2025 and who remain employed will have a one (1) time opportunity to submit in writing a claim for previous service in an Ontario Public Bodies and Commission Public Bodies for the purposes of vacation entitlement only. The employee shall cooperate with the Employer by providing verification of previous service. These claims shall be reviewed by the Employer and employees shall be provided with the appropriate credit for years of service, for vacation entitlement purposes, commensurate with their years of service on a go-forward basis. For clarity, any change to the vacation entitlement shall become effective on January 1, 2025 and there shall be no retroactivity.

For clarity, vacation entitlement (the amount of annual vacation) is based on "continuous service" in (a), (b), (c), (d), (e), (f) and (g).

Vacation selection (the choosing of when to take vacation) is based on "seniority". "Seniority" is continuous service with (a) and/or (b) only.

RPT14.8 Where an employee leaves the Regular service prior to the completion of six (6) months' service as computed in accordance with Article RPT14.7, they are entitled to vacation pay at the rate of four percent (4%) of total earnings paid during the period of their employment.

RPT14.9 An employee who has completed six (6) or more months of continuous service shall be paid for any earned and unused vacation standing to their credit at the date they cease to be an employee, or at the date they qualify for payments under a long term disability plan provided by the Association and any salary paid for unearned vacation used up to that time shall be recovered by the Employer from any monies owing to that employee.

RPT14.10 An employee's service shall not include any period when they are on leave of absence without pay for more than thirty (30) days or a period which constitutes a hiatus in service, such as:

- (a) Political Activity (*Public Service of Ontario Act, 2006, Part V*)
- (b) Layoff (Article RPT8 – Layoff, Surplus Entitlements and Surplus Pension Bridging)
- (c) Educational Leave (*Public Service of Ontario Act, 2006, Public Service Key Directive on HR Administration sections 14 and 15*).

RPT14.11 An employee who has completed their probationary period shall, upon giving at least two (2) months' written notice, receive before commencing vacation, an advance against the pay cheques that fall due during the vacation period, based upon the following conditions:

- (a) such an advance shall be provided only where the employee takes at least two (2) consecutive weeks' vacation;
- (b) such an advance shall be in an amount equal to the employee's lowest net regular pay cheque in the two (2) month period immediately preceding commencement of their vacation leave, and rounded to the closest ten dollars (\$10) below such net amount;
- (c) where more than two (2) pay cheques are due and payable during the vacation period, in no case will the advance exceed twice the amount set out in (b) above.

Any additional amount due the employee as a result of the application of (b) and (c) above will be paid to the employee in the normal manner.

RPT14.12 For an employee on a Compressed Work Week arrangement, a pro-rated deduction from the employee's vacation credits will be made for each day of approved vacation leave of absence. The pro-rating will be determined by dividing the hours in the employee's Compressed Work Week day by

seven and one-quarter (7-1/4) or eight (8) hours in a day (as applicable).

A partial day's absence will be pro-rated on the same formula.

**RPT15 HOLIDAY PAYMENT**

RPT15.1.1 An employee shall be entitled to a paid holiday each year on each of the following days which fall on a day that is a regularly scheduled work day for the employee:

- |                 |                  |
|-----------------|------------------|
| New Year's Day  | Good Friday      |
| Family Day      | Victoria Day     |
| Easter Monday   | Civic Holiday    |
| Canada Day      | Thanksgiving Day |
| Labour Day      | Christmas Day    |
| Remembrance Day | Boxing Day       |

Any other public holiday as proclaimed by the Governor General or the Lieutenant Governor.

RPT15.1.2 An employee shall be compensated for each of the holidays to which they are entitled under Article RPT15.1.1. The compensation shall be equivalent to that of their regularly scheduled working day, but shall not exceed seven and one-quarter (7-1/4) or eight (8) hours, as applicable.

RPT15.2 When an employee works on a holiday listed in Article RPT 15.1.1, in addition to any compensation to which they may be entitled under Article 15.1.2, the employee shall be paid at the rate of two (2) times the basic hourly rate for all hours worked with a minimum credit of the number of hours in their regularly, scheduled working day. At the employee's request, the equivalent number of hours may be credited to the employee's Compensating Time Bank in lieu of payment.

**RPT16 TERMINATION PAYMENT**

RPT16.1 An employee appointed to the regular service between April 1, 1978 and December 31, 2008 shall be entitled to benefits described under Article RPT16.1.

An employee,

- (a) who has completed a minimum of one (1) year of continuous service and who ceases to be an employee because of,
  - (i) death,
  - (ii) retirement pursuant to total and permanent disability that entitles them to a pension or payment under the Public Service

Pension Plan,

- (iii) dismissal for certain reasons under Section 39 of the *Public Service of Ontario Act, 2006*, or
  - (iv) resignation during the surplus notice period; or
- (b) who has completed a minimum of five (5) years of continuous service and who ceases to be an employee for any other reason than,
- (i) dismissal under Section 34 of the *Public Service of Ontario Act, 2006*, or
  - (ii) abandonment of position under Section 42 of the *Public Service of Ontario Act, 2006*,

is entitled to severance pay equal to that portion of a week's pay represented by the ratio of their weekly hours of work to full-time employment, for each year of continuous service.

Notwithstanding Article RPT16.1, an employee who voluntarily resigns is only entitled to termination payments for service accrued up to December 31, 2008.

RPT16.2 An employee appointed to the regular service on or after January 1, 2009 shall be entitled to benefits described under Article 16.2.

An employee,

- (a) who has completed a minimum of one (1) year of continuous service and who ceases to be an employee because of,
  - (i) death,
  - (ii) retirement pursuant to total and permanent disability that entitles them to a pension or payment under the Public Service Pension Plan,
  - (iii) dismissal for certain reasons under Section 39 of the *Public Service of Ontario Act, 2006*, or
  - (iv) resignation during the surplus notice period; or
- (b) who has completed a minimum of five (5) years of continuous service and who ceases to be an employee for any other reason than,
  - (i) dismissal under Section 34 of the *Public Service of Ontario Act, 2006*,

- (ii) abandonment of position under Section 42 of the *Public Service of Ontario Act, 2006*, or
- (iii) a voluntary resignation under Section 41 of the *Public Service of Ontario Act, 2006*. A voluntary resignation does not include a retirement if the employee ceases employment and is entitled to a pension, other than a disability pension, under the Public Service Pension Plan or the OPSEU Pension Plan immediately after retiring,

is entitled to severance pay equal to that portion of a week's pay represented by the ratio of their weekly hours of work to full-time employment, for each year of continuous service.

- RPT16.3 Effective December 31, 2016, employees shall no longer accrue termination pay entitlement upon retirement. Termination pay accrued up to and including December 31, 2016 shall be payable at the wage rates applicable on December 31, 2016.
- RPT16.4 Employees appointed on or after January 1, 2017 will not be entitled to termination pay.
- RPT16.5 The total of the amount paid to an employee in respect of accumulated attendance credits, severance pay, or both, to an employee appointed to the regular service on or before December 31, 2008 shall not exceed one-half (1/2) of the annual salary of the employee at the date when they cease to be an employee under RPT16.1.
- RPT16.6 The total of the amount paid in respect of accumulated attendance credits, severance pay, or both, to an employee appointed to the regular service on or after January 1, 2009 shall not exceed one-quarter (1/4) of the annual salary of the employee at the date when they cease to be an employee.
- RPT16.7 The calculation of severance pay of an employee shall be based on the annual salary of the employee as though they were employed full-time at the date when they cease to be an employee.
- RPT16.8 Where a computation for severance pay involves a part of a year of the total period under consideration, the computation of that part shall be made on a monthly basis, and,
- (a) any part of a month that is less than fifteen (15) days shall be disregarded; and
  - (b) any part of a month that is fifteen (15) or more days shall be deemed to be a month.

- RPT16.9 For purposes of determining qualification for severance pay and the amount of severance pay to which an employee is entitled, an employee's service shall not include any period when they are on leave of absence without pay for greater than thirty (30) days or for a period which constitutes a hiatus in their service, such as:
- (a) Political Activity (*Public Service of Ontario Act, 2006*, Part V)
  - (b) Layoff (Article RPT8 – Layoff, Surplus Entitlements and Surplus Pension Bridging)
  - (c) Educational Leave (Public Service Commission Key Directive on HR Administration, section 14 and 15).
- RPT16.10 An employee may receive only one (1) termination payment for a given period of service.
- RPT16.11 Notwithstanding Article RPT16.8, an employee who has been released in accordance with Article 29 (Surplus Entitlement) and who is subsequently re-appointed within two (2) years may, at their option, repay any termination payments received under this Article to the Minister of Finance, and, thereby, restore termination pay entitlements for the period of service represented by the payment.
- RPT16.12 An employee, when they cease to be an employee, shall have any accrued severance pay entitlements from their service when covered under employee benefits for full-time Regular employees of this Collective Agreement calculated on the basis of their salary as though they were employed full-time.
- RPT16.13 In a case where an employee leaves employment with the Employer and acquires a job with a Crown Agency, the Employer may pay out the termination pay immediately or, by arrangement with the Crown Agency, transfer liability for the termination pay to the Crown Agency, in which case such liability will be assumed by the Crown Agency and the Employer will be relieved from any further obligation in this regard, save and except that where the Crown Agency does not satisfy its obligation, the Employer shall do so.

**RPT17 PAY AND BENEFITS ADMINISTRATION**

- RPT17.1 The “basic hourly rate” of pay for part-time Regular employees is the basic hourly rate for the class, except where the basic hourly rate for the class does not exist in which case it is the weekly rate of the class divided by thirty-six and one-quarter (36¼) or forty (40) as applicable.
- RPT17.2 The “weekly rate” of pay for part-time Regular employees is the basic hourly rate times the applicable weekly hours of work.
- RPT17.3 “Weekly hours of work” shall be the average of the regularly scheduled

weekly hours of a position calculated over a period of four (4) consecutive weeks.

RPT17.4 Promotion occurs when the incumbent of a regular position is assigned to another position in a class with a higher maximum salary than the class of their former position.

RPT17.5 An employee who is promoted shall receive that rate of pay in the salary range of the new classification which is the next higher to their present rate of pay, except that:

- (a) where such a change results in an increase of less than three percent (3%), they shall receive the next higher salary rate, which amount will be considered as a one-step increase;
- (b) a promotional increase shall not result in the employee's new salary rate exceeding the maximum of the new salary range except where permitted by salary note.

RPT17.6 Where an employee:

- (a) at the maximum rate of a salary range is promoted, a new anniversary date is established based upon the date of promotion;
- (b) at a rate less than the maximum in the salary range is promoted and receives a promotional increase:
  - (i) greater than a one-step increase, a new anniversary date based on the date of promotion is established;
  - (ii) of one step or less, the existing anniversary date is retained.

RPT17.7 Where the duties of an employee are changed as a result of reorganization or reassignment of duties and the position is reclassified to a class with a lower maximum salary, an employee who occupies the position when the reclassification is made is entitled to salary progression based on merit to the maximum salary of the higher classification including any revision of the maximum salary of the higher classification that takes effect during the salary cycle in which the reclassification takes place.

RPT17.8 Where a position is reassessed and is reclassified to a class with a lower maximum salary, any employee who occupies the position at the time of the reclassification shall continue to be entitled to salary progression based on merit to the maximum salary of the higher classification, including any revision of the maximum salary of the higher classification that takes effect during the salary cycle in which the reclassification takes place.

RPT17.9 Where, for reasons of health, an employee is assigned to a position in a

classification having a lower maximum salary, they shall not receive any salary progression or salary decrease for a period of six (6) months after their assignment, and if at the end of that period, they are unable to accept employment in their former classification, they shall be assigned to a classification consistent with their condition.

RPT17.10 Except as provided above, an employee who is demoted shall be paid at the rate closest to but less than the rate they were receiving at the time of demotion, effective from the date of their demotion.

RPT17.11 It is understood that where an employee is assigned to a position pursuant to Articles RPT17.9 and RPT17.10, the provisions of Article RPT3 (Posting and Filling of Vacancies or New Positions) shall not apply.

**RPT18 SERVICE PAY**

RPT18.01 Service pay as provided by Article 40 (Service Pay for Full-Time Regular Employees) shall apply; however, it shall be pro-rated based on the proportion of the part-time Regular employee's weekly hours of work to the normal hours of work for the class as follows:

$$\frac{\text{Weekly hours of work}}{\text{normal hours of work for class (weekly)}} \times \text{monthly allowance per Article 40.02}$$

## PART C FIXED-TERM EMPLOYEES

FXT1 The only terms of this Collective Agreement that apply to employees who are not Regular employees are those that are set out in Part C.

FXT2 Articles FXT3 to FXT16 apply only to Fixed-Term employees other than students.

### FXT3 OTHER APPLICABLE ARTICLES

FXT3.01 (a) The following Articles of this Memorandum shall also apply to Fixed-Term employees other than students:

Article 1	Recognition
Article 2	No Discrimination/Workplace Harassment
Article 4	Grievance Procedure
Article 6.03.05	Overtime
Article 8	Shift Premium
Article 10	Non-Pyramiding
Article 13.01	Leave Without Pay
Article 13.03	Jury and Witness Leave
Article 13.04	Military Service Leave
Article 16	Health and Safety
Article 20	Uniform and Equipment
Article 21	Paid Duty
Article 25	Deduction of Association Dues
Article 26	Personnel File
Article 34	Seniority
Article 36	Letter of Reprimand, Disciplinary Suspension or Dismissal
Article 37	Discipline and Dismissal
Article 38.04, 38.07	Posting and Filling of Vacancies or New Positions
Article 41	Legal Indemnification
Article 47	Duration

(b) The following Articles of this Collective Agreement shall apply to Fixed-Term employees other than students with modifications as set out below:

Article 6	<u>Hours of Work and Work Schedules</u> Only Articles 6.01.01, 6.01.02, 6.02.04 and 6.02.05 apply.
Article 6.05	<u>On-Call Duty</u> Applies to full-time Fixed-Term employees only.

Article 6.06

Stand-by Time

Applies to full-time Fixed-Term employees only.

Article 9

Time Credits While Travelling

Payment will be substituted for compensating leave. Time will not be credited to the CTB.

**FXT4 WAGES**

FXT4.01 The rate of the equivalent Regular service classification shall apply. If there is no equivalent classification, the rate shall be set by the ministry and the Association shall have the right to negotiate the rate during the appropriate salary negotiations.

FXT4.02 A full-time Fixed-Term employee covered by this Collective Agreement shall be entitled to the same provisions regarding progression through the salary range and retroactivity of salary revisions as those agreed upon for Regular employees under this Collective Agreement.

FXT4.03 The employer will ensure that all Fixed-Term employees will be given their merit increases on their anniversary date and not after the accrual of hours of work.

**FXT5 OVERTIME**

FXT5.01 For employees with regularly scheduled full-time hours of work, one and one-half (1-1/2) times the basic hourly rate shall be paid for authorized hours of work performed: in accordance with Article 6.03.01.

FXT5.02 For employees with part-time scheduled hours of work (which are less than full-time hours of work), one and one-half (1 ½) times the basic hourly rate shall be paid for authorized hours of work performed in accordance with RPT4.2.1.

FXT5.03 For employees who have irregularly scheduled hours of work, one and one-half (1 ½) times the basic hourly rate shall be paid for authorized hours of work performed in excess of thirty-six and one-quarter (36-1/4) or forty (40) hours per week, as applicable.

**FXT6 REPORTING PAY**

FXT6.01 Where an employee reports for work at their scheduled starting time and work is not available, or is called and reports to duty and work is not available, they shall receive two (2) hours' pay at their basic hourly rate.

FXT6.02 Notwithstanding Article FXT6.01 where an employee has been scheduled to work for less than two (2) hours, they shall receive payment for the hours scheduled.

FXT6.03 Articles FXT6.01 and FXT6.02 shall not apply where the employee has been notified, at least one (1) hour prior to their scheduled starting time not to report for work.

**FXT7 HOLIDAYS**

FXT7.01 Four and six-tenths percent (4.6%) of gross pay, not including vacation pay, shall be added to the employee's regular pay to compensate for the holidays as defined in Article 18 (Holidays). When the employee is required to work on any of these holidays, they shall be paid two (2) times their basic hourly rate for all hours worked in addition to the four and six-tenths percent 4.6%.

**FXT8 VACATION PAY**

FXT8.01 Four percent (4%) of gross pay shall be added to the employee's regular pay in lieu of vacation leave with pay where an employee has less than five (5) years of continuous service.

FXT8.02 Six percent (6%) of gross pay shall be added to the employee's regular pay in lieu of vacation leave with pay where an employee has completed five (5) years or more of continuous service.

FXT8.03 The entitlements under FXT 7.01 and FXT 8.01 shall not be compounded.

**FXT9 BENEFITS - PERCENT IN LIEU**

FXT9.01 All Fixed-Term employees shall, upon completion of one (1) month of continuous service, receive in lieu of all employee benefits listed in this Collective Agreement, save and except holiday and vacation pay, an amount equal to six percent (6%) of their basic hourly rate for all hours worked exclusive of overtime and other premium payments.

**FXT10 ATTENDANCE CREDITS**

FXT10.1 Employees who work thirty-six and one-quarter (36-1/4) or forty (40) hours per week shall earn attendance credits of one and one-quarter (1-1/4) days for each calendar month of full attendance or for each calendar month of leave of absence granted under Article FXT11 (Pregnancy and Parental Leave).

## **ATTENDANCE CREDITS AND SICK LEAVE**

- FXT10.2 Attendance credits may be used for protection purposes in the event that an employee is unable to attend to their official duties by reason of illness or injury. For clarity, attendance credits continue to accrue on a monthly basis if an attendance credit is used for reasons of illness or injury, or while on a leave of absence with pay.
- FXT10.2.1 If an employee is absent for five (5) consecutive working days due to sickness, no leave with pay shall be allowed unless a certificate of a legally qualified medical practitioner (i.e., physician, dentist who is a member of the Royal College of Dental Surgeons, or nurse practitioner, practicing within their respective scope of practice) is forwarded to the Commissioner or Assistant Deputy Minister (as applicable), certifying that the employee is unable to attend to official duties.
- FXT 10.2.2 Notwithstanding FXT10.2.1 above, the Employer may accept a certificate of a psychologist (i.e. a member of the College of Psychologists of Ontario who holds a certificate of registration for a psychologist authorizing autonomous practice, or an individual who has a similar status in another province or territory of Canada).
- FXT10.3 Notwithstanding the provisions of FXT10.2, the Commissioner or the Assistant Deputy Minister (as applicable) may require an employee to submit the certificate required by FXT10.2 for a period of absence of less than five (5) working days. The cost of the certificate requested shall be borne by the Employer.
- FXT10.4 Where, for reasons of health, an employee is frequently absent or unable to perform their duties, the Commissioner or the Assistant Deputy Minister (as applicable) may, at the expense of the Employer, require them to submit to a medical examination and to release the resulting medical report to the Employer.

## **ATTENDANCE CREDITS AND SPECIAL OR COMPASSIONATE GROUNDS**

- FXT10.5 Up to two (2) attendance credits in a calendar year may be used for special or compassionate grounds, which may include to attend to unexpected dependent and elder care issues. For clarity, attendance credits continue to accrue on a monthly basis if an attendance credit is used for special or compassionate grounds, or while on a leave of absence with pay.
- FXT10.6 The employee will attempt to give reasonable notice, where possible.

## **FXT11          PREGNANCY AND PARENTAL LEAVE**

- FXT11.01      Pregnancy and parental leaves will be granted to employees under the terms of the *Employment Standards Act, 2000*. Pregnancy leave shall be granted for up to seventeen (17) weeks and may begin no earlier than seventeen (17) weeks before the expected birth date.
- FXT11.02      Where the child in respect of whom the employee takes parental leave was born or came into the employee's custody, care and control for the first time before December 3, 2017, parental leaves shall be granted for up to thirty-five (35) weeks for an employee who has also taken pregnancy leave referred to in Article FXT11.01 and for up to thirty-seven (37) weeks for other employees.
- FXT11.03      Where the child in respect of whom the employee takes parental leave was born or came into the employee's custody, care and control for the first time on or after December 3, 2017, parental leaves shall be granted for up to sixty-one (61) weeks for an employee who has also taken pregnancy leave referred to in Article FXT11.01 and for up to sixty-three (63) weeks for other employees,

## **FXT12          BEREAVEMENT LEAVE**

- FXT12.1      An employee who is scheduled to work more than twenty-four (24) hours during a week shall be allowed up to three (3) days of leave of absence with pay in the event of the death of their spouse, same-sex spouse or partner, mother, father, mother-in-law, father-in-law, son, daughter, brother, sister, ward or guardian. "In-law" and "step" relationships listed in this article include such relatives of a common-law spouse or same sex partner or partner.
- FXT12.2      An employee who would otherwise have been at work shall be allowed one (1) day leave of absence with pay in the event of the death of their sister-in-law, son-in-law, daughter-in-law, brother-in-law, grandparent or grandchild.
- FXT12.3      Bereavement leave will not be pro-rated for an employee in a Compressed Work Week arrangement.

## **FXT13          HEALTH AND SAFETY**

- FXT13.01      The Employer shall continue to make reasonable provisions for the safety and health of its employees during the hours of their employment. It is agreed that both the Employer and the Association shall co-operate to the fullest extent possible in the prevention of accidents and in the reasonable promotion of safety and health of all employees.

**FXT14      TERMINATION OF EMPLOYMENT**

FXT14.01      Employment may be terminated by the Employer at any time with notice or pay in lieu thereof pursuant to the *Employment Standards Act, 2000*, and its Regulations.

**FXT15      APPOINTMENT TO THE REGULAR SERVICE**

FXT15.01      Where an employee is appointed to the Regular Service and has worked twenty-four (24) hours or more per week on a continuous basis immediately prior to appointment to the Regular Service, the time they actually worked within the previous year may be considered to be part of their probationary period to a maximum of six (6) months.

FXT15.02      Notwithstanding FXT15.01, where an employee is appointed to the Regular service as a regular part-time employee and has worked at least the minimum hours specified in Article RPT4.01 (RPT Hours of Work) on a continuous basis immediately prior to appointment to the Regular Service, the time they actually worked within the previous year may be considered to be part of their probationary period to a maximum of six (6) months.

**FXT16      LAYOFF**

FXT16.01      Fixed-Term employees in the OPPA Civilian bargaining unit who have been employed continuously in the part of the public service composed of employees appointed under Part III of the *Public Service of Ontario Act, 2006*, for at least twelve (12) months, will have the right to apply to restricted competitions for twelve (12) months after the expiry of their contracts.

**FXT17      POSTING AND FILLING OF VACANCIES OR NEW POSITIONS**

FXT17.1      Where an employee has filled a position on a temporary full-time or part-time basis for at least eighteen (18) months, the Employer may assign them to the Regular or Regular Part-Time position as applicable on a permanent basis and Article 38 or RPT3 (Posting and Filling of Vacancies or New Positions) shall not apply.

FXT17.2      In filling a vacancy, the Employer shall give primary consideration to qualifications and ability to perform the required duties. Where the qualifications and ability are relatively equal between applicants, then the fixed term employees shall be entitled to have their service counted towards the accumulation of seniority for consideration in hiring competitions.

## **PART D - STUDENT EMPLOYEES**

- SE1.01 A student is a Fixed-Term employee occupying a “student position” during their regular school, college or university vacation period, or in an Ontario Public Service (OPS) Special Youth and/or Student Employment Program during their regular school, college or university session or vacation period or occupying a “co-operative education student position” under a cooperative education program.
- SE1.02 A “regular vacation period” within the meaning of a student position includes summer vacation, inter-semester breaks, academic breaks, December Holidays, the holidays in Article 18.01 (Holidays) and a period of time of six (6) months following completion of the requirements for graduation from an educational institution.
- SE1.03 A “student position” or “co-operative education student position” is a Fixed-Term position with terms and conditions specifically applicable to students.
- SE1.04 A co-operative educational training program within the meaning of “co-operative education student position” is a co-operative education training program in a college, university or other post-secondary institution.
- SE1.05 Effective January 1, 2009, if a Co-Operative Education Student is subsequently appointed to a position in the Ontario Public Service, the time period(s) that they were employed in a “co-operative education student position” will be calculated towards their continuous service date provided that the date of the first appointment to the regular or fixed-term service falls within a period of time of twelve (12) months following completion of the requirements for graduation from an educational institution.

### **SE1.06 WAGE RATES**

- SE1.06.01 Students in post-secondary Co-operative Programs will be paid a percentage of the entry level of the appropriate classification specified in this Memorandum, as follows:

Work Term	Percentage
1	60%
2	64%
3	68%
4	72%
5	76%
6	80%

SE1.06.02 Students in Special Employment Programs shall be paid the minimum wage rate, as set out below:

January 1, 2018 \$14.00 per hour

In the event that there is a legislated increase to the minimum wage in Ontario and students in Special Employment Programs have a minimum hourly rate of pay that falls below the minimum wage, students in Special Employment Programs will receive the new hourly rate of pay.

SE1.06.03 Students hired into student positions other than those hired under Articles SE1.06.01, and SE1.06.02, shall be paid according to a two-level system.

SE1.06.04 The Employer will determine the level for each student position, taking into account the different skill levels required and types of employment opportunities for students in their employment within the Ontario Public Service.

SE1.06.05 LEVEL 1

Jobs under Level 1 will reflect work that is routine and limited in complexity. These jobs may require additional supervision (e.g. team lead) and do not require a special skill level.

LEVEL 2

Jobs under Level 2 will involve work that is more varied and complex in nature. The jobs typically require knowledge from a related area of study and increased level of skills. These jobs require limited supervision as students are required to work independently. If the job requires a license or certificate (e.g. first aid certificate, equipment operators' license/certificate), it is automatically assigned to Level 2.

SE1.06.06 During the term of this Collective Agreement rates for these two levels are:

January 1, 2018:  
Level 1 \$14.00  
Level 2 \$14.85

In the event that there is a legislated increase to the minimum wage in Ontario and students at Level 1 have a minimum hourly rate of pay that falls below the minimum wage, students at Level 1 will receive the new hourly rate of pay.

Students at Level 2 rate of pay shall be adjusted to an amount that is \$0.85 greater than the new Level 1 Student rate of pay.

SE1.06.07 A student hired into a position established in the Regular service shall be paid according to the classification range a position in that part of the public service. For greater clarity, this includes students backfilling a Regular position during the incumbent's leave of absence and students filling a vacant Regular position for a limited duration.

SE1.06.08 The following Articles shall apply to student employees as defined in Article SE1.01:

Article 1	Recognition
Article 2	No Discrimination/Workplace Harassment
Article 4	Grievance Procedure
Article 25	Deduction of Association Dues (Article 25 ceases to apply effective May 28, 2003)
Article 47	Duration

SE1.07 No provisions of this Collective Agreement other than those included in this Part shall apply to students.

## **PART E - TERM CLASSIFIED EMPLOYEES**

TC1.01 The following provisions of this Collective Agreement apply to term classified employees:

- Article 1 Recognition
- Article 2 No Discrimination/Workplace Harassment
- Article 4 Grievance Procedure
- Article 25 Deduction of Association Dues
- Article 44 Duration

TC1.02 In no case shall any provision of this Collective Agreement apply to term classified employees except as provided under Article TC1.01 (Term Classified Employees).

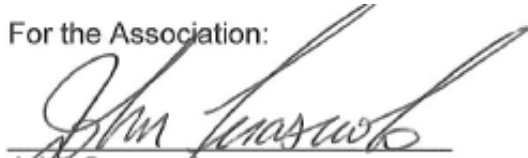
## **PART F - EMPLOYER POLICY ON RELOCATION**


EPR1.01 The Relocation Expenses Directive applies as follows:

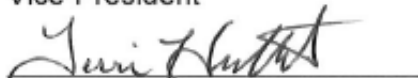
- (a) Where the Employer relocates an operation's headquarters to a location beyond 40 kilometres and a Regular employee chooses to accept the change in headquarters, the Employer will pay the employee expenses in accordance with the Employer's Relocation Expenses Directive and Guidelines.
- (b) Employee relocations as a result of competitions will be considered voluntary, not employer requested. Relocation expenses will be paid, however, if the successful candidate is a Regular employee, falls within the area of search and moves more than 125 kilometres to accept the position. If the move is less than 125 kilometres as determined by the Relocation Expenses Directive and Guidelines, the employee will be required to bear their own relocation costs.

Signed this 26<sup>th</sup> day of June, 2024

For the Association:

  
\_\_\_\_\_  
John Cerasuolo  
President

  
\_\_\_\_\_  
David Sabatini  
Vice-President

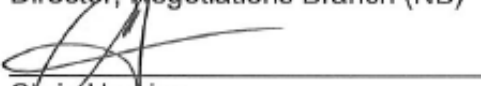
  
\_\_\_\_\_  
Terri Hubbert  
Director

  
\_\_\_\_\_  
Lisa Shipley  
Chief Administrative Officer

\_\_\_\_\_  
  
\_\_\_\_\_

For the Employer:

  
\_\_\_\_\_  
Steven MacKay  
Director, Negotiations Branch (NB)

  
\_\_\_\_\_  
Chris Harkins  
Deputy Commissioner, OPP

  
\_\_\_\_\_  
Marnie Clark  
Director, OPP

  
\_\_\_\_\_  
Minerva Papasin  
Manager, Negotiations Branch

  
\_\_\_\_\_  
Spencer Briek  
Corporate Staff Relations Officer, NB

  
\_\_\_\_\_  
Barry Scanlon  
Corporate Staff Relations Officer, NB

## **SCHEDULE I – WAGES**

### **(A) SALARY SCHEDULES**

The salary schedules for civilian employees for January 1, 2023 to December 31, 2026 are attached. Effective January 1, 2023, the new salary rates for all classifications shall be contained in the salary schedule. Employees progress through to the final step of a job classification based on merit and normal salary administration rules. The following Across-the-Board Wage increases are applicable:

January 1, 2023:	4.75%
January 1, 2024:	4.50%
January 1, 2025:	2.75%
January 1, 2026:	2.75%

### **(B) COMMUNICATIONS OPERATORS**

- Effective January 1, 2025, the Communications Team Performance Incentive (CPTI) for Communications Operators (Schedule 1 – Wages, (B)) will be deleted.

#### **Provincial Communications Centre (PCC) Premium**

- Effective September 1, 2024, and subject to the conditions below, any member assigned to and working in a Provincial Communications Centre (“PCC”), including Communications Operators (C0002), and Lead Communications Operators (C0014), with five (5) years of full-time service (or equivalent) shall receive, in addition to other remuneration already outlined in the collective agreement, a PCC Premium of 3% of their base salary rate.
- In the case where the member has not been performing PCC duties for more than 30 continuous calendar days, the PCC Premium shall be suspended and shall be reinstated once the member returns to active PCC duties.
- The PCC Premium will be considered as base salary for the purposes of pension contributions and premium calculation (e.g. overtime, statutory holidays, vacation, insurance and related benefits, etc.). It is not included in base salary for the purposes of calculating annual increases.

### **(C) SPECIAL ADJUSTMENTS AND CLASSIFICATION NOTES**

Special Adjustments and classification notes shall be applicable to classifications within the OPPA Civilian bargaining unit, as follows:

Effective January 1, 2025, one-time special adjustments to the following classifications, to be applied prior to the January 1, 2025 salary increases set out above:

- a. Communications Operator (C0002) and Lead Communications Operator (C0014) – 15%
- b. Special Constables:
  - i. Queens Park Security and GHQ Security (C0115 and C0021) and Team Lead Security (C0162) – 15%
  - ii. Court Officer (C0003) – 20%
  - iii. Offender Transport (C0019) and Senior Offender Transport (C0083) – 8%
- c. Fleet/Garage (Tractor Trailer Driver) – 25%

**(D) CIVILIAN TO UNIFORM**

Any civilian member of the O.P.P. and any civilian employee of the Ontario Public Service who is hired by the Employer as a Probationary Constable or Constable shall remain at the same rate of pay as they had been receiving immediately prior to being hired as a uniform member, unless the rate of pay is lower than the rate of pay of their new uniform member position.

Any civilian member to whom the above paragraph applies shall remain at that same rate of pay until such time as they would have been entitled to a higher rate of pay within their new uniform member position based on their anniversary date in the new position, at which time, the uniform member shall commence receiving the rate of pay commensurate with the length of service spent in the uniform member position.

## OPPA CIVILIAN SALARY SCHEDULE

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
SA = Semi-Annual Progression													
C0158	Accommodations Officer												3
	01-Jan-23	1,286.18	1,325.96	1,367.10	1,408.33	1,452.26	1,498.87	1,513.88					
	01-Jan-24	1,344.06	1,385.63	1,428.62	1,471.70	1,517.61	1,566.32	1,582.00					
	01-Jan-25	1,381.02	1,423.73	1,467.91	1,512.17	1,559.34	1,609.39	1,625.51					
	01-Jan-26	1,419.00	1,462.88	1,508.28	1,553.75	1,602.22	1,653.65	1,670.21					
C0077	Accounting Clerk, CDB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0261	Admin Assistant, Academy												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0180	Admin Assistant, Anti-Rackets, IB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0148	Admin Assistant, BEU, IB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0123	Admin Assistant, BSS, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0073	Admin Assistant, Bur Cmdr, BFSB												3-7
	01-Jan-23	32.25	33.25	34.00	34.79	35.60	36.48	36.89					
	01-Jan-24	33.70	34.75	35.53	36.36	37.20	38.12	38.55					
	01-Jan-25	34.63	35.71	36.51	37.36	38.22	39.17	39.61					
	01-Jan-26	35.58	36.69	37.51	38.39	39.27	40.25	40.70					
C0107	Admin Assistant, CCB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0062	Admin Assistant, CFO												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0131	Admin Assistant, Child Exploitation, I&SB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0185	Admin Assistant, CIB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0050	Admin Assistant, Complaints												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0097	Admin Assistant, Crime Prev & Inv, WR												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0104	Admin Assistant, Crime Prevention, IB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0244	Admin Assistant, DES, Deployed												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0243	Admin Assistant, DES												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0118	Admin Assistant, E-Crime, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0136	Admin Assistant, Facilities Management												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0120	Admin Assistant, FIPM, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0070	Admin Assistant, FISS, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0213	Admin Assistant, Fleet & Asset Serv, BFSB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0011	Admin Assistant, FNCP												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0055	Admin Assistant, FSB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0033	Admin Assistant, HR Operations												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0045	Admin Assistant, HR Programs												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0133	Admin Assistant, Illegal Gambling, IB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0184	Admin Assistant, Operational Support, BFSB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0126	Admin Assistant, OSOR, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0075	Admin Assistant, OT Unit												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0132	Admin Assistant, PAFU, IB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0142	Admin Assistant, PATT, IB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0056	Admin Assistant, PERT												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0079	Admin Assistant, PSB Prosecutions												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0057	Admin Assistant, PSB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0166	Admin Assistant, Psych Services, CDB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0112	Admin Assistant, PWEU												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0129	Admin Assistant, RM												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0274	Admin Assistant, Security Bureau												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0187	Admin Assistant, Security Services, BFSB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0171	Admin Assistant, Special Project, CIB, IB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0246	Admin Assistant, Special Projects, ARS												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0526	Admin Assistant, Support Services												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0117	Admin Assistant, Tech Support - ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0124	Admin Assistant, ViClas, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0205	Admin Assistant, Weapons Control Vault												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0121	Admin Data Entry, PISU, ISB												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0270	Admin Support Clerk, APB												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0216	Admin Support Clerk, Corrections												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0087	Admin Support, Crime Prev & Inv, WR												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0060	Admin Support, OSOR												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0141	Admin Support, RACT WR												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0076	Admin Support, RACT												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0225	Admin Support, Traffic & Marine												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0175	Admin Support, Training, CR												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0061	Admin Technical Clerk, FIS												3-7
	01-Jan-23	33.34	34.36	35.08	35.81	36.60	37.48	37.84					
	01-Jan-24	34.84	35.91	36.66	37.42	38.25	39.17	39.54					
	01-Jan-25	35.80	36.90	37.67	38.45	39.30	40.25	40.63					
	01-Jan-26	36.78	37.91	38.71	39.51	40.38	41.36	41.75					
C0147	Admin/Financial Assistant, BEU												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0242	Admin/Financial Assistant, DES, GHQ												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0066	Administrative HR Co-ordinator, BFSB												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					
C0029	Administrative/Records Clerk												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0161	Administrator Monitor Room, QP												4-7
	01-Jan-23	32.47	33.48	34.09	34.44								
	01-Jan-24	33.93	34.99	35.62	35.99								
	01-Jan-25	34.86	35.95	36.60	36.98								
	01-Jan-26	35.82	36.94	37.61	38.00								
C0010	AFIS Technician												3
	01-Jan-23	1,630.25	1,680.67	1,754.46	1,828.30	1,908.02	1,990.75	2,010.69					
	01-Jan-24	1,703.61	1,756.30	1,833.41	1,910.57	1,993.88	2,080.33	2,101.17					
	01-Jan-25	1,750.46	1,804.60	1,883.83	1,963.11	2,048.71	2,137.54	2,158.95					
	01-Jan-26	1,798.60	1,854.23	1,935.64	2,017.10	2,105.05	2,196.32	2,218.32					
C0308	Analyst, Strategic												3
	01-Jan-23	81,558	84,082	87,023	90,070	93,222	96,486	99,863	102,364				
	01-Jan-24	85,228	87,866	90,939	94,123	97,417	100,828	104,357	106,970				
	01-Jan-25	87,572	90,282	93,440	96,711	100,096	103,601	107,227	109,912				
	01-Jan-26	89,980	92,765	96,010	99,371	102,849	106,450	110,176	112,935				
C0122	Analytical Assistant, ViClas, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0317	Area Fleet Services Rep												3
	01-Jan-23	75,136	77,461	80,170	82,978	85,882	88,889	92,001	95,101				
	01-Jan-24	78,517	80,947	83,778	86,712	89,747	92,889	96,141	99,381				
	01-Jan-25	80,676	83,173	86,082	89,097	92,215	95,443	98,785	102,114				
	01-Jan-26	82,895	85,460	88,449	91,547	94,751	98,068	101,502	104,922				
C0034	Asset Control Administrator												3
	01-Jan-23	1,300.85	1,341.08	1,381.80	1,425.24	1,468.84	1,515.11	1,530.22					
	01-Jan-24	1,359.39	1,401.43	1,443.98	1,489.38	1,534.94	1,583.29	1,599.08					
	01-Jan-25	1,396.77	1,439.97	1,483.69	1,530.34	1,577.15	1,626.83	1,643.05					
	01-Jan-26	1,435.18	1,479.57	1,524.49	1,572.42	1,620.52	1,671.57	1,688.23					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0035	Asset Control Assistant												3-7
	01-Jan-23	29.76	30.68	31.34	32.10	32.85	33.62	33.95					
	01-Jan-24	31.10	32.06	32.75	33.54	34.33	35.13	35.48					
	01-Jan-25	31.96	32.94	33.65	34.46	35.27	36.10	36.46					
	01-Jan-26	32.84	33.85	34.58	35.41	36.24	37.09	37.46					
C0203	Assistant Administrative Support OSOR												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0220	Assistant Caretaker - Windsor												4-7
SA	01-Jan-23	27.32	28.16	28.75	29.03								
	01-Jan-24	28.55	29.43	30.04	30.34								
	01-Jan-25	29.34	30.24	30.87	31.17								
	01-Jan-26	30.15	31.07	31.72	32.03								
C0505	Assistant Registrar												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0201	Attendance Visa Coordinator, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0200	Attendance/CORPAY Assistant, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0152	Auditor, Witness Protection - IB												3
	01-Jan-23	1,546.49	1,594.32	1,652.63	1,718.21	1,797.00	1,878.65	1,897.42					
	01-Jan-24	1,616.08	1,666.06	1,727.00	1,795.53	1,877.87	1,963.19	1,982.80					
	01-Jan-25	1,660.52	1,711.88	1,774.49	1,844.91	1,929.51	2,017.18	2,037.33					
	01-Jan-26	1,706.18	1,758.96	1,823.29	1,895.65	1,982.57	2,072.65	2,093.36					
C0015	Automotive Service Technician												4-7
	01-Jan-23	40.32	41.56	41.98									
	01-Jan-24	42.13	43.43	43.87									
	01-Jan-25	43.29	44.62	45.08									
	01-Jan-26	44.48	45.85	46.32									
C0507	Automotive Technician												4-7
	01-Jan-23	40.32	41.56	41.98									
	01-Jan-24	42.13	43.43	43.87									
	01-Jan-25	43.29	44.62	45.08									
	01-Jan-26	44.48	45.85	46.32									
C0116	Awards Assistant, CCB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0271	Background Investigator, CDB												3
	01-Jan-23	36.81	37.96	39.05	40.16	41.43	42.68	43.13					
	01-Jan-24	38.47	39.67	40.81	41.97	43.29	44.60	45.07					
	01-Jan-25	39.53	40.76	41.93	43.12	44.48	45.83	46.31					
	01-Jan-26	40.62	41.88	43.08	44.31	45.70	47.09	47.58					
C0096	Bail Safety Officer, ER												3
	01-Jan-23	42.75	44.08	45.45	46.81	48.35	49.82	50.29					
	01-Jan-24	44.67	46.06	47.50	48.92	50.53	52.06	52.55					
	01-Jan-25	45.90	47.33	48.81	50.27	51.92	53.49	54.00					
	01-Jan-26	47.16	48.63	50.15	51.65	53.35	54.96	55.49					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0037	Bureau Admin Assistant, CTSB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0042	Bureau Admin Assistant, OPSP												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0044	Bureau Cmdr Admin Assistant, CTSB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0038	Bureau Receptionist, CTSB												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0303	Business Administrator ER												3
	01-Jan-23	82,168	84,709	87,420	90,227	93,128	96,135	99,244	102,351				
	01-Jan-24	85,866	88,521	91,354	94,287	97,319	100,461	103,710	106,957				
	01-Jan-25	88,227	90,955	93,866	96,880	99,995	103,224	106,562	109,898				
	01-Jan-26	90,653	93,456	96,447	99,544	102,745	106,063	109,492	112,920				
C0302	Business Administrator												3
	01-Jan-23	81,558	84,082	87,023	90,070	93,222	96,486	99,863	102,364				
	01-Jan-24	85,228	87,866	90,939	94,123	97,417	100,828	104,357	106,970				
	01-Jan-25	87,572	90,282	93,440	96,711	100,096	103,601	107,227	109,912				
	01-Jan-26	89,980	92,765	96,010	99,371	102,849	106,450	110,176	112,935				

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0128	Buyer, Supply Section												3
	01-Jan-23	1,114.41	1,148.89	1,180.42	1,216.23	1,253.50	1,292.02	1,304.99					
	01-Jan-24	1,164.56	1,200.59	1,233.54	1,270.96	1,309.91	1,350.16	1,363.71					
	01-Jan-25	1,196.59	1,233.61	1,267.46	1,305.91	1,345.93	1,387.29	1,401.21					
	01-Jan-26	1,229.50	1,267.53	1,302.32	1,341.82	1,382.94	1,425.44	1,439.74					
C0269	By-Law Officer, Orillia												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					
C0198	CAD Support Analyst, CTSB												4-7
	01-Jan-23	36.53	37.66	38.81	40.09	41.74	44.11	44.54					
	01-Jan-24	38.17	39.35	40.56	41.89	43.62	46.09	46.54					
	01-Jan-25	39.22	40.43	41.68	43.04	44.82	47.36	47.82					
	01-Jan-26	40.30	41.54	42.83	44.22	46.05	48.66	49.14					
C0237	Caretaker NWR												4-7
SA	01-Jan-23	27.32	28.16	28.75	29.03								
	01-Jan-24	28.55	29.43	30.04	30.34								
	01-Jan-25	29.34	30.24	30.87	31.17								
	01-Jan-26	30.15	31.07	31.72	32.03								
C0001	Caretaker												4-7
SA	01-Jan-23	27.32	28.16	28.75	29.03								
	01-Jan-24	28.55	29.43	30.04	30.34								
	01-Jan-25	29.34	30.24	30.87	31.17								
	01-Jan-26	30.15	31.07	31.72	32.03								
C0099	Chief Engineer, FSB												3
	01-Jan-23	1,948.00	2,008.25	2,066.83	2,087.49								
	01-Jan-24	2,035.66	2,098.62	2,159.84	2,181.43								
	01-Jan-25	2,091.64	2,156.33	2,219.24	2,241.42								
	01-Jan-26	2,149.16	2,215.63	2,280.27	2,303.06								

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0182	CIB Inquest Assistant												3
	01-Jan-23	36.81	37.96	39.05	40.16	41.43	42.68	43.13					
	01-Jan-24	38.47	39.67	40.81	41.97	43.29	44.60	45.07					
	01-Jan-25	39.53	40.76	41.93	43.12	44.48	45.83	46.31					
	01-Jan-26	40.62	41.88	43.08	44.31	45.70	47.09	47.58					
C0183	Clerical Assistant Special Project CIB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0240	Clerical Assistant, Inquests CIB												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0509	Clerk-Typist, Academic Services												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0101	Collections Co-ordinator/Animator												3
	01-Jan-23	1,299.00	1,339.18	1,368.50	1,400.14	1,433.05	1,468.57	1,483.26					
	01-Jan-24	1,357.46	1,399.44	1,430.08	1,463.15	1,497.54	1,534.66	1,550.01					
	01-Jan-25	1,394.79	1,437.92	1,469.41	1,503.39	1,538.72	1,576.86	1,592.64					
	01-Jan-26	1,433.15	1,477.46	1,509.82	1,544.73	1,581.03	1,620.22	1,636.44					
C0188	Collision Claims Assistant, BFSB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0190	Communications Centre Analyst, CTSB												3
	01-Jan-23	1,734.86	1,788.51	1,869.55	1,957.51	2,047.21	2,152.71	2,174.24					
	01-Jan-24	1,812.93	1,868.99	1,953.68	2,045.60	2,139.33	2,249.58	2,272.08					
	01-Jan-25	1,862.79	1,920.39	2,007.41	2,101.85	2,198.16	2,311.44	2,334.56					
	01-Jan-26	1,914.02	1,973.20	2,062.61	2,159.65	2,258.61	2,375.00	2,398.76					
C0255	Communications Officer, CCB												3
	01-Jan-23	1,637.98	1,688.63	1,732.41	1,778.84	1,827.98	1,878.65	1,897.42					
	01-Jan-24	1,711.69	1,764.62	1,810.37	1,858.89	1,910.24	1,963.19	1,982.80					
	01-Jan-25	1,758.76	1,813.15	1,860.16	1,910.01	1,962.77	2,017.18	2,037.33					
	01-Jan-26	1,807.13	1,863.01	1,911.31	1,962.54	2,016.75	2,072.65	2,093.36					
C0002	Communications Operator												4-7
	01-Jan-23	35.00	36.08	36.84	37.66	39.22	41.51	41.93					
	01-Jan-24	36.58	37.70	38.50	39.35	40.98	43.38	43.82					
	01-Jan-25	43.22	44.55	45.49	46.50	48.42	51.26	51.78					
	01-Jan-26	44.41	45.78	46.74	47.78	49.75	52.67	53.20					
C0506	Communications Technician												3
	01-Jan-23	1,292.75	1,332.73	1,376.73	1,424.01	1,472.77	1,523.15	1,568.86					
	01-Jan-24	1,350.92	1,392.70	1,438.68	1,488.09	1,539.04	1,591.69	1,639.46					
	01-Jan-25	1,388.07	1,431.00	1,478.24	1,529.01	1,581.36	1,635.46	1,684.55					
	01-Jan-26	1,426.24	1,470.35	1,518.89	1,571.06	1,624.85	1,680.44	1,730.88					
C0135	Communications Trainer												4-7
	01-Jan-23	36.53	37.66	38.81	40.09	41.74	44.11	44.54					
	01-Jan-24	38.17	39.35	40.56	41.89	43.62	46.09	46.54					
	01-Jan-25	39.22	40.43	41.68	43.04	44.82	47.36	47.82					
	01-Jan-26	40.30	41.54	42.83	44.22	46.05	48.66	49.14					
C0084	Complaints Analyst												3
	01-Jan-23	1,451.67	1,496.57	1,552.83	1,605.66	1,668.96	1,730.53	1,747.83					
	01-Jan-24	1,517.00	1,563.92	1,622.71	1,677.91	1,744.06	1,808.40	1,826.48					
	01-Jan-25	1,558.72	1,606.93	1,667.33	1,724.05	1,792.02	1,858.13	1,876.71					
	01-Jan-26	1,601.58	1,651.12	1,713.18	1,771.46	1,841.30	1,909.23	1,928.32					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0068	Complaints Intake Officer, PSB												3
	01-Jan-23	36.81	37.96	39.05	40.16	41.43	42.68	43.13					
	01-Jan-24	38.47	39.67	40.81	41.97	43.29	44.60	45.07					
	01-Jan-25	39.53	40.76	41.93	43.12	44.48	45.83	46.31					
	01-Jan-26	40.62	41.88	43.08	44.31	45.70	47.09	47.58					
C0316	Consultant, Facilities Mgmt												3
	01-Jan-23	85,764	88,415	91,508	94,713	98,028	101,458	105,009	108,681	110,197			
	01-Jan-24	89,623	92,394	95,626	98,975	102,439	106,024	109,734	113,572	115,156			
	01-Jan-25	92,088	94,935	98,256	101,697	105,256	108,940	112,752	116,695	118,323			
	01-Jan-26	94,620	97,546	100,958	104,494	108,151	111,936	115,853	119,904	121,577			
C0260	Contentious Issues Co-ordinator												3
	01-Jan-23	1,835.53	1,892.31	1,960.64	2,030.34	2,104.17	2,180.60	2,202.42					
	01-Jan-24	1,918.13	1,977.46	2,048.87	2,121.71	2,198.86	2,278.73	2,301.53					
	01-Jan-25	1,970.88	2,031.84	2,105.21	2,180.06	2,259.33	2,341.40	2,364.82					
	01-Jan-26	2,025.08	2,087.72	2,163.10	2,240.01	2,321.46	2,405.79	2,429.85					
C0530	Co-op Instructor												4-7
	01-Jan-23	29.77	30.69	31.16	31.76	32.70							
	01-Jan-24	31.11	32.07	32.56	33.19	34.17							
	01-Jan-25	31.97	32.95	33.46	34.10	35.11							
	01-Jan-26	32.85	33.86	34.38	35.04	36.08							
C0306	Coordinator, Admin Operations												3
	01-Jan-23	75,136	77,461	80,171	82,978	85,882	88,889	92,000	95,101				
	01-Jan-24	78,517	80,947	83,779	86,712	89,747	92,889	96,140	99,381				
	01-Jan-25	80,676	83,173	86,083	89,097	92,215	95,443	98,784	102,114				
	01-Jan-26	82,895	85,460	88,450	91,547	94,751	98,068	101,501	104,922				
C0093	Coordinator, Covert Documents												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0318	Coordinator, Finance & Admin												3
	01-Jan-23	71,684	73,901	76,489	79,165	81,934	84,804	87,772	90,701				
	01-Jan-24	74,910	77,227	79,931	82,727	85,621	88,620	91,722	94,783				
	01-Jan-25	76,970	79,351	82,129	85,002	87,976	91,057	94,244	97,390				
	01-Jan-26	79,087	81,533	84,388	87,340	90,395	93,561	96,836	100,068				
C0314	Coordinator, Financial/Relocation												3
	01-Jan-23	75,136	77,461	80,171	82,978	85,882	88,889	92,000	95,101				
	01-Jan-24	78,517	80,947	83,779	86,712	89,747	92,889	96,140	99,381				
	01-Jan-25	80,676	83,173	86,083	89,097	92,215	95,443	98,784	102,114				
	01-Jan-26	82,895	85,460	88,450	91,547	94,751	98,068	101,501	104,922				
C0103	Coordinator, Lawful Justification												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0319	Coordinator, Performance Improve												3
	01-Jan-23	93,461	96,352	99,724	103,216	106,827	110,566	114,436	115,254				
	01-Jan-24	97,667	100,688	104,212	107,861	111,634	115,541	119,586	120,440				
	01-Jan-25	100,353	103,457	107,078	110,827	114,704	118,718	122,875	123,752				
	01-Jan-26	103,113	106,302	110,023	113,875	117,858	121,983	126,254	127,155				
C0263	Coordinator, Tailor Shop												3
	01-Jan-23	36.81	37.96	39.05	40.16	41.43	42.68	43.13					
	01-Jan-24	38.47	39.67	40.81	41.97	43.29	44.60	45.07					
	01-Jan-25	39.53	40.76	41.93	43.12	44.48	45.83	46.31					
	01-Jan-26	40.62	41.88	43.08	44.31	45.70	47.09	47.58					
C0307	Coordinator, Trg & Bus. Planning												3
	01-Jan-23	67,217	69,297	71,722	74,234	76,830	79,518	82,304	84,475				
	01-Jan-24	70,242	72,415	74,949	77,575	80,287	83,096	86,008	88,276				
	01-Jan-25	72,174	74,406	77,010	79,708	82,495	85,381	88,373	90,704				
	01-Jan-26	74,159	76,452	79,128	81,900	84,764	87,729	90,803	93,198				

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0272	Correspondence/Admin Assistant, CCB												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0028	Course Administrator												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0003	Court Officer												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	43.69	45.02	46.15	47.46	48.59	49.85	50.36					
	01-Jan-26	44.89	46.26	47.42	48.77	49.93	51.22	51.74					
C0160	CPIC Auditor/Analyst, CTSB												3
	01-Jan-23	1,429.50	1,473.72	1,524.67	1,579.22	1,637.28	1,698.92	1,715.89					
	01-Jan-24	1,493.83	1,540.04	1,593.28	1,650.28	1,710.96	1,775.37	1,793.11					
	01-Jan-25	1,534.91	1,582.39	1,637.10	1,695.66	1,758.01	1,824.19	1,842.42					
	01-Jan-26	1,577.12	1,625.91	1,682.12	1,742.29	1,806.36	1,874.36	1,893.09					
C0109	CPIC Operator, FSB												3-7
	01-Jan-23	30.63	31.58	32.29	33.08	33.84	34.62	35.00					
	01-Jan-24	32.01	33.00	33.74	34.57	35.36	36.18	36.58					
	01-Jan-25	32.89	33.91	34.67	35.52	36.33	37.17	37.59					
	01-Jan-26	33.79	34.84	35.62	36.50	37.33	38.19	38.62					
C0004	CPIC Operator												3-7
	01-Jan-23	30.63	31.58	32.29	33.08	33.84	34.62	35.00					
	01-Jan-24	32.01	33.00	33.74	34.57	35.36	36.18	36.58					
	01-Jan-25	32.89	33.91	34.67	35.52	36.33	37.17	37.59					
	01-Jan-26	33.79	34.84	35.62	36.50	37.33	38.19	38.62					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0051	Crimestoppers Co-ordinator												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0150	Data Entry Clerk, BEU - IB												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0155	Data Entry Clerk, Corrections BFSB												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0181	Data Entry Operator-Call Taker, CAFCC IB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0043	Data Support Assistant, OPSP												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0209	Database Analyst, CTSB												3
	01-Jan-23	1,615.45	1,665.42	1,725.26	1,806.14	1,887.07	1,975.06	1,994.79					
	01-Jan-24	1,688.15	1,740.36	1,802.90	1,887.42	1,971.99	2,063.94	2,084.56					
	01-Jan-25	1,734.57	1,788.22	1,852.48	1,939.32	2,026.22	2,120.70	2,141.89					
	01-Jan-26	1,782.27	1,837.40	1,903.42	1,992.65	2,081.94	2,179.02	2,200.79					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0168	Deployed Firearms Officer												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0022	Deployed Systems Co-ordinator												3
	01-Jan-23	1,615.45	1,665.42	1,725.26	1,806.14	1,887.07	1,975.06	1,994.79					
	01-Jan-24	1,688.15	1,740.36	1,802.90	1,887.42	1,971.99	2,063.94	2,084.56					
	01-Jan-25	1,734.57	1,788.22	1,852.48	1,939.32	2,026.22	2,120.70	2,141.89					
	01-Jan-26	1,782.27	1,837.40	1,903.42	1,992.65	2,081.94	2,179.02	2,200.79					
C0005	Deployed Technologist												3
	01-Jan-23	1,543.65	1,591.38	1,655.97	1,718.76	1,799.43	1,883.86	1,902.71					
	01-Jan-24	1,613.11	1,662.99	1,730.49	1,796.10	1,880.40	1,968.63	1,988.33					
	01-Jan-25	1,657.47	1,708.72	1,778.08	1,845.49	1,932.11	2,022.77	2,043.01					
	01-Jan-26	1,703.05	1,755.71	1,826.98	1,896.24	1,985.24	2,078.40	2,099.19					
C0006	Detachment Administration Clerk												3-7
	01-Jan-23	33.34	34.36	35.08	35.81	36.60	37.48	37.84					
	01-Jan-24	34.84	35.91	36.66	37.42	38.25	39.17	39.54					
	01-Jan-25	35.80	36.90	37.67	38.45	39.30	40.25	40.63					
	01-Jan-26	36.78	37.91	38.71	39.51	40.38	41.36	41.75					
C0265	Detachment Clerk-Typist, Orillia												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0007	Detachment Guard												4-7
SA	01-Jan-23	29.10	29.99	30.53	30.83								
	01-Jan-24	30.41	31.34	31.90	32.22								
	01-Jan-25	31.25	32.20	32.78	33.11								
	01-Jan-26	32.11	33.09	33.68	34.02								

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0149	Detachment Operations Clerk, CR												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0301	Div Business & Admin Coord												3
	01-Jan-23	81,558	84,082	87,023	90,070	93,222	96,486	99,863	102,364				
	01-Jan-24	85,228	87,866	90,939	94,123	97,417	100,828	104,357	106,970				
	01-Jan-25	87,572	90,282	93,440	96,711	100,096	103,601	107,227	109,912				
	01-Jan-26	89,980	92,765	96,010	99,371	102,849	106,450	110,176	112,935				
C0016	Editor, OPP Review												3
	01-Jan-23	1,637.98	1,688.63	1,732.41	1,778.84	1,827.98	1,878.65	1,897.42					
	01-Jan-24	1,711.69	1,764.62	1,810.37	1,858.89	1,910.24	1,963.19	1,982.80					
	01-Jan-25	1,758.76	1,813.15	1,860.16	1,910.01	1,962.77	2,017.18	2,037.33					
	01-Jan-26	1,807.13	1,863.01	1,911.31	1,962.54	2,016.75	2,072.65	2,093.36					
C0327	E-Learning Project Coordinator												3
	01-Jan-23	90,079	92,865	96,120	99,481	102,964	106,564	110,298	114,157	118,553			
	01-Jan-24	94,133	97,044	100,445	103,958	107,597	111,359	115,261	119,294	123,888			
	01-Jan-25	96,722	99,713	103,207	106,817	110,556	114,421	118,431	122,575	127,295			
	01-Jan-26	99,382	102,455	106,045	109,754	113,596	117,568	121,688	125,946	130,796			
C0172	Electronic Technician, TSS, ISB												3
	01-Jan-23	1,543.65	1,591.38	1,655.97	1,718.76	1,799.43	1,883.86	1,902.71					
	01-Jan-24	1,613.11	1,662.99	1,730.49	1,796.10	1,880.40	1,968.63	1,988.33					
	01-Jan-25	1,657.47	1,708.72	1,778.08	1,845.49	1,932.11	2,022.77	2,043.01					
	01-Jan-26	1,703.05	1,755.71	1,826.98	1,896.24	1,985.24	2,078.40	2,099.19					
C0224	Emergency Management Analyst												3
	01-Jan-23	1,747.75	1,801.80	1,870.14	1,936.50	2,027.52	2,122.32	2,143.52					
	01-Jan-24	1,826.40	1,882.88	1,954.30	2,023.64	2,118.76	2,217.82	2,239.98					
	01-Jan-25	1,876.63	1,934.66	2,008.04	2,079.29	2,177.03	2,278.81	2,301.58					
	01-Jan-26	1,928.24	1,987.86	2,063.26	2,136.47	2,236.90	2,341.48	2,364.87					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0245	Equipment Refurbisher BFSB												4-7
SA	01-Jan-23	34.80	35.88	36.63	37.01								
	01-Jan-24	36.37	37.49	38.28	38.68								
	01-Jan-25	37.37	38.52	39.33	39.74								
	01-Jan-26	38.40	39.58	40.41	40.83								
C0511	Evening Receptionist												3-7
SA-03	01-Jan-23	28.29	29.17	29.87	30.46	31.13	31.82	32.14					
	01-Jan-24	29.56	30.48	31.21	31.83	32.53	33.25	33.59					
	01-Jan-25	30.37	31.32	32.07	32.71	33.42	34.16	34.51					
	01-Jan-26	31.21	32.18	32.95	33.61	34.34	35.10	35.46					
C0330	Examination Coordinator												3
s	01-Jan-23	85,764	88,415	91,508	94,713	98,028	101,458	105,009	108,681	110,197			
	01-Jan-24	89,623	92,394	95,626	98,975	102,439	106,024	109,734	113,572	115,156			
	01-Jan-25	92,088	94,935	98,256	101,697	105,256	108,940	112,752	116,695	118,323			
	01-Jan-26	94,620	97,546	100,958	104,494	108,151	111,936	115,853	119,904	121,577			
C0247	Fabricating Mechanic BFSB												4-7
	01-Jan-23	40.32	41.56	41.98									
	01-Jan-24	42.13	43.43	43.87									
	01-Jan-25	43.29	44.62	45.08									
	01-Jan-26	44.48	45.85	46.32									
C0067	Facilities Planner, BFSB												3
	01-Jan-23	1,286.18	1,325.96	1,367.10	1,408.33	1,452.26	1,498.87	1,513.88					
	01-Jan-24	1,344.06	1,385.63	1,428.62	1,471.70	1,517.61	1,566.32	1,582.00					
	01-Jan-25	1,381.02	1,423.73	1,467.91	1,512.17	1,559.34	1,609.39	1,625.51					
	01-Jan-26	1,419.00	1,462.88	1,508.28	1,553.75	1,602.22	1,653.65	1,670.21					
C0512	Finance & Administration Clerk												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0072	Finance & Administrative Officer, NWR												3
	01-Jan-23	35.42	36.53	37.46	38.40	39.34	40.29	40.70					
	01-Jan-24	37.01	38.17	39.15	40.13	41.11	42.10	42.53					
	01-Jan-25	38.03	39.22	40.23	41.23	42.24	43.26	43.70					
	01-Jan-26	39.08	40.30	41.34	42.36	43.40	44.45	44.90					
C0039	Finance Clerk, CTSB												3-7
	01-Jan-23	32.25	33.25	34.00	34.79	35.60	36.48	36.89					
	01-Jan-24	33.70	34.75	35.53	36.36	37.20	38.12	38.55					
	01-Jan-25	34.63	35.71	36.51	37.36	38.22	39.17	39.61					
	01-Jan-26	35.58	36.69	37.51	38.39	39.27	40.25	40.70					
C0249	Financial Administrative Assistant OCS												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					
C0144	Financial Administrator, Special Proj I&OC												3
	01-Jan-23	1,695.71	1,748.15	1,829.03	1,915.27	2,003.22	2,106.93	2,128.01					
	01-Jan-24	1,772.02	1,826.82	1,911.34	2,001.46	2,093.36	2,201.74	2,223.77					
	01-Jan-25	1,820.75	1,877.06	1,963.90	2,056.50	2,150.93	2,262.29	2,284.92					
	01-Jan-26	1,870.82	1,928.68	2,017.91	2,113.05	2,210.08	2,324.50	2,347.76					
C0008	Financial Analyst												3
	01-Jan-23	1,546.49	1,594.32	1,652.63	1,718.21	1,797.00	1,878.65	1,897.42					
	01-Jan-24	1,616.08	1,666.06	1,727.00	1,795.53	1,877.87	1,963.19	1,982.80					
	01-Jan-25	1,660.52	1,711.88	1,774.49	1,844.91	1,929.51	2,017.18	2,037.33					
	01-Jan-26	1,706.18	1,758.96	1,823.29	1,895.65	1,982.57	2,072.65	2,093.36					
C0202	Financial Assistant, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0119	Financial Clerical Assistant, FIPS - ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0063	Financial Clerk, CFO												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0054	Financial Clerk, FSB												3-7
	01-Jan-23	32.25	33.25	34.00	34.79	35.60	36.48	36.89					
	01-Jan-24	33.70	34.75	35.53	36.36	37.20	38.12	38.55					
	01-Jan-25	34.63	35.71	36.51	37.36	38.22	39.17	39.61					
	01-Jan-26	35.58	36.69	37.51	38.39	39.27	40.25	40.70					
C0047	Financial Clerk, HSD												3-7
	01-Jan-23	32.25	33.25	34.00	34.79	35.60	36.48	36.89					
	01-Jan-24	33.70	34.75	35.53	36.36	37.20	38.12	38.55					
	01-Jan-25	34.63	35.71	36.51	37.36	38.22	39.17	39.61					
	01-Jan-26	35.58	36.69	37.51	38.39	39.27	40.25	40.70					
C0313	Financial Controller												3
	01-Jan-23	90,079	92,865	96,120	99,481	102,964	106,564	110,298	114,157	118,553			
	01-Jan-24	94,133	97,044	100,445	103,958	107,597	111,359	115,261	119,294	123,888			
	01-Jan-25	96,722	99,713	103,207	106,817	110,556	114,421	118,431	122,575	127,295			
	01-Jan-26	99,382	102,455	106,045	109,754	113,596	117,568	121,688	125,946	130,796			
C0238	Financial Officer CTSB												3
	01-Jan-23	1,546.49	1,594.32	1,652.63	1,718.21	1,797.00	1,878.65	1,897.42					
	01-Jan-24	1,616.08	1,666.06	1,727.00	1,795.53	1,877.87	1,963.19	1,982.80					
	01-Jan-25	1,660.52	1,711.88	1,774.49	1,844.91	1,929.51	2,017.18	2,037.33					
	01-Jan-26	1,706.18	1,758.96	1,823.29	1,895.65	1,982.57	2,072.65	2,093.36					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0264	Financial Officer, Academy												3
	01-Jan-23	1,429.50	1,473.72	1,524.67	1,579.22	1,637.28	1,698.92	1,715.89					
	01-Jan-24	1,493.83	1,540.04	1,593.28	1,650.28	1,710.96	1,775.37	1,793.11					
	01-Jan-25	1,534.91	1,582.39	1,637.10	1,695.66	1,758.01	1,824.19	1,842.42					
	01-Jan-26	1,577.12	1,625.91	1,682.12	1,742.29	1,806.36	1,874.36	1,893.09					
C0090	Financial Officer, APB												3
	01-Jan-23	1,551.47	1,599.47	1,657.75	1,723.39	1,802.12	1,883.78	1,902.56					
	01-Jan-24	1,621.29	1,671.45	1,732.35	1,800.94	1,883.22	1,968.55	1,988.18					
	01-Jan-25	1,665.88	1,717.41	1,779.99	1,850.47	1,935.01	2,022.69	2,042.85					
	01-Jan-26	1,711.69	1,764.64	1,828.94	1,901.36	1,988.22	2,078.31	2,099.03					
C0529	Financial Officer, Intelligence Training												3
	01-Jan-23	1,429.50	1,473.72	1,524.67	1,579.22	1,637.28	1,698.92	1,715.89					
	01-Jan-24	1,493.83	1,540.04	1,593.28	1,650.28	1,710.96	1,775.37	1,793.11					
	01-Jan-25	1,534.91	1,582.39	1,637.10	1,695.66	1,758.01	1,824.19	1,842.42					
	01-Jan-26	1,577.12	1,625.91	1,682.12	1,742.29	1,806.36	1,874.36	1,893.09					
C0074	Financial Officer, OT Unit												3
	01-Jan-23	1,429.50	1,473.72	1,524.67	1,579.22	1,637.28	1,698.92	1,715.89					
	01-Jan-24	1,493.83	1,540.04	1,593.28	1,650.28	1,710.96	1,775.37	1,793.11					
	01-Jan-25	1,534.91	1,582.39	1,637.10	1,695.66	1,758.01	1,824.19	1,842.42					
	01-Jan-26	1,577.12	1,625.91	1,682.12	1,742.29	1,806.36	1,874.36	1,893.09					
C0156	Financial Relocation Clerk, BFSB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0058	Financial Services Assistant, BFSB												3
	01-Jan-23	1,245.17	1,283.68	1,331.17	1,376.90	1,426.17	1,478.95	1,493.72					
	01-Jan-24	1,301.20	1,341.45	1,391.07	1,438.86	1,490.35	1,545.50	1,560.94					
	01-Jan-25	1,336.98	1,378.34	1,429.32	1,478.43	1,531.33	1,588.00	1,603.87					
	01-Jan-26	1,373.75	1,416.24	1,468.63	1,519.09	1,573.44	1,631.67	1,647.98					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0080	Firearms Officer, CFO												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0164	Fleet Administrator												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0252	Fleet Co-ordinator, Nottawasaga												4-7
SA	01-Jan-23	27.32	28.16	28.75	29.03								
	01-Jan-24	28.55	29.43	30.04	30.34								
	01-Jan-25	29.34	30.24	30.87	31.17								
	01-Jan-26	30.15	31.07	31.72	32.03								
C0173	Fleet Verification Clerk/Receptionist												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0514	Food Services Assistant												4-7
	01-Jan-23	26.47	27.30	27.61	28.44								
	01-Jan-24	27.66	28.53	28.85	29.72								
	01-Jan-25	28.42	29.31	29.64	30.54								
	01-Jan-26	29.20	30.12	30.46	31.38								
C0194	Forensic Identification Analyst FISS												3
	01-Jan-23	1,804.95	1,860.77	1,940.63	2,024.83	2,113.29	2,224.18	2,246.43					
	01-Jan-24	1,886.17	1,944.50	2,027.96	2,115.95	2,208.39	2,324.27	2,347.52					
	01-Jan-25	1,938.04	1,997.97	2,083.73	2,174.14	2,269.12	2,388.19	2,412.08					
	01-Jan-26	1,991.34	2,052.91	2,141.03	2,233.93	2,331.52	2,453.87	2,478.41					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0219	Forensic Lab Technician FISS												3-7
SA-06	01-Jan-23	1,039.02	1,071.14	1,096.50	1,122.89	1,150.53	1,178.11	1,189.88					
	01-Jan-24	1,085.78	1,119.34	1,145.84	1,173.42	1,202.30	1,231.12	1,243.42					
	01-Jan-25	1,115.64	1,150.12	1,177.35	1,205.69	1,235.36	1,264.98	1,277.61					
	01-Jan-26	1,146.32	1,181.75	1,209.73	1,238.85	1,269.33	1,299.77	1,312.74					
C0210	Forensic Reconstruction Analyst FISS												3
	01-Jan-23	1,630.25	1,680.67	1,754.46	1,828.30	1,908.02	1,990.75	2,010.69					
	01-Jan-24	1,703.61	1,756.30	1,833.41	1,910.57	1,993.88	2,080.33	2,101.17					
	01-Jan-25	1,750.46	1,804.60	1,883.83	1,963.11	2,048.71	2,137.54	2,158.95					
	01-Jan-26	1,798.60	1,854.23	1,935.64	2,017.10	2,105.05	2,196.32	2,218.32					
C0195	Forensic Video Analyst FISS												3
	01-Jan-23	1,804.95	1,860.77	1,940.63	2,024.83	2,113.29	2,224.18	2,246.43					
	01-Jan-24	1,886.17	1,944.50	2,027.96	2,115.95	2,208.39	2,324.27	2,347.52					
	01-Jan-25	1,938.04	1,997.97	2,083.73	2,174.14	2,269.12	2,388.19	2,412.08					
	01-Jan-26	1,991.34	2,052.91	2,141.03	2,233.93	2,331.52	2,453.87	2,478.41					
C0030	Front Desk Assistant B/L												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0218	Garage Attendant - WR												4-7
SA	01-Jan-23	27.24	28.08	28.62	28.90								
	01-Jan-24	28.47	29.34	29.91	30.20								
	01-Jan-25	29.25	30.15	30.73	31.03								
	01-Jan-26	30.05	30.98	31.58	31.88								
C0009	Garage Foreperson												4-7
	01-Jan-23	41.92	43.21	44.32	44.78								
	01-Jan-24	43.81	45.15	46.31	46.80								
	01-Jan-25	45.01	46.39	47.58	48.09								
	01-Jan-26	46.25	47.67	48.89	49.41								

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0165	GHQ Access Security Control Administrator												4-7
	01-Jan-23	33.56	34.60	35.26	35.60								
	01-Jan-24	35.07	36.16	36.85	37.20								
	01-Jan-25	36.03	37.15	37.86	38.22								
	01-Jan-26	37.02	38.17	38.90	39.27								
C0115	GHQ Security Officer- Patrol Officer												4-7
	01-Jan-23	31.14	32.11	32.89	33.24								
	01-Jan-24	32.54	33.55	34.37	34.74								
	01-Jan-25	38.45	39.64	40.61	41.05								
	01-Jan-26	39.51	40.73	41.73	42.18								
C0214	GIS Specialist CTSB												3
	01-Jan-23	1,448.54	1,493.35	1,542.29	1,591.24	1,656.60	1,724.57	1,741.76					
	01-Jan-24	1,513.72	1,560.55	1,611.69	1,662.85	1,731.15	1,802.18	1,820.14					
	01-Jan-25	1,555.35	1,603.47	1,656.01	1,708.58	1,778.76	1,851.74	1,870.19					
	01-Jan-26	1,598.12	1,647.57	1,701.55	1,755.57	1,827.68	1,902.66	1,921.62					
C0189	GPS/Accounts Analyst, ISB												3
	01-Jan-23	1,448.54	1,493.35	1,542.29	1,591.24	1,656.60	1,724.57	1,741.76					
	01-Jan-24	1,513.72	1,560.55	1,611.69	1,662.85	1,731.15	1,802.18	1,820.14					
	01-Jan-25	1,555.35	1,603.47	1,656.01	1,708.58	1,778.76	1,851.74	1,870.19					
	01-Jan-26	1,598.12	1,647.57	1,701.55	1,755.57	1,827.68	1,902.66	1,921.62					
C0137	Graphic Designer												3-7
	01-Jan-23	32.25	33.25	34.00	34.79	35.60	36.48	36.89					
	01-Jan-24	33.70	34.75	35.53	36.36	37.20	38.12	38.55					
	01-Jan-25	34.63	35.71	36.51	37.36	38.22	39.17	39.61					
	01-Jan-26	35.58	36.69	37.51	38.39	39.27	40.25	40.70					
C0236	Gunsmith BFSB												3-7
	01-Jan-23	41.48	42.76	43.78	44.18								
	01-Jan-24	43.35	44.68	45.75	46.17								
	01-Jan-25	44.54	45.91	47.01	47.44								
	01-Jan-26	45.76	47.17	48.30	48.74								

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0504	Head Shift Cook												4-7
	01-Jan-23	1,191.53	1,228.39	1,254.19	1,284.24	1,321.69							
	01-Jan-24	1,245.15	1,283.67	1,310.63	1,342.03	1,381.17							
	01-Jan-25	1,279.39	1,318.97	1,346.67	1,378.94	1,419.15							
	01-Jan-26	1,314.57	1,355.24	1,383.70	1,416.86	1,458.18							
C0012	Helicopter Engineer												4-7
	01-Jan-23	46.30	47.73	49.11	49.61								
	01-Jan-24	48.38	49.88	51.32	51.84								
	01-Jan-25	49.71	51.25	52.73	53.27								
	01-Jan-26	51.08	52.66	54.18	54.73								
C0105	HR Systems Officer, CDB												3
	01-Jan-23	1,448.54	1,493.35	1,542.29	1,591.24	1,656.60	1,724.57	1,741.76					
	01-Jan-24	1,513.72	1,560.55	1,611.69	1,662.85	1,731.15	1,802.18	1,820.14					
	01-Jan-25	1,555.35	1,603.47	1,656.01	1,708.58	1,778.76	1,851.74	1,870.19					
	01-Jan-26	1,598.12	1,647.57	1,701.55	1,755.57	1,827.68	1,902.66	1,921.62					
C0064	HR/WIN Data Analyst												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					
C0095	Information Management Technician												3-7
	01-Jan-23	29.76	30.68	31.34	32.10	32.85	33.62	33.95					
	01-Jan-24	31.10	32.06	32.75	33.54	34.33	35.13	35.48					
	01-Jan-25	31.96	32.94	33.65	34.46	35.27	36.10	36.46					
	01-Jan-26	32.84	33.85	34.58	35.41	36.24	37.09	37.46					
C0013	Instructor, Ontario Police College												3
	01-Jan-23	2,119.43	2,184.98	2,408.16	2,656.41	2,704.95							
	01-Jan-24	2,214.80	2,283.30	2,516.53	2,775.95	2,826.67							
	01-Jan-25	2,275.71	2,346.09	2,585.73	2,852.29	2,904.40							
	01-Jan-26	2,338.29	2,410.61	2,656.84	2,930.73	2,984.27							

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0193	Intelligence Bureau Unit Admin Assistant												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0113	Intelligence Data Operator, Intell												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0143	Inventory & Maintenance Tech, TSS - ISB												4-7
	01-Jan-23	30.42	31.36	32.11	32.70	33.06							
	01-Jan-24	31.79	32.77	33.55	34.17	34.55							
	01-Jan-25	32.66	33.67	34.47	35.11	35.50							
	01-Jan-26	33.56	34.60	35.42	36.08	36.48							
C0197	Investigative Assistant, Anti-Rackets, IB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0309	Investigator, Strategic												3
	01-Jan-23	81,558	84,082	87,023	90,070	93,222	96,486	99,863	102,364				
	01-Jan-24	85,228	87,866	90,939	94,123	97,417	100,828	104,357	106,970				
	01-Jan-25	87,572	90,282	93,440	96,711	100,096	103,601	107,227	109,912				
	01-Jan-26	89,980	92,765	96,010	99,371	102,849	106,450	110,176	112,935				
C0159	Investigator/Forensic Analyst, E-Crime - ISB												3
	01-Jan-23	1,630.25	1,680.67	1,754.46	1,828.30	1,908.02	1,990.75	2,010.69					
	01-Jan-24	1,703.61	1,756.30	1,833.41	1,910.57	1,993.88	2,080.33	2,101.17					
	01-Jan-25	1,750.46	1,804.60	1,883.83	1,963.11	2,048.71	2,137.54	2,158.95					
	01-Jan-26	1,798.60	1,854.23	1,935.64	2,017.10	2,105.05	2,196.32	2,218.32					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0324	Junior Planning Officer												3
	01-Jan-23	75,136	77,461	80,171	82,978	85,882	88,889	92,000	95,101				
	01-Jan-24	78,517	80,947	83,779	86,712	89,747	92,889	96,140	99,381				
	01-Jan-25	80,676	83,173	86,083	89,097	92,215	95,443	98,784	102,114				
	01-Jan-26	82,895	85,460	88,450	91,547	94,751	98,068	101,501	104,922				
C0322	Junior Policy Development Officer												3
	01-Jan-23	75,136	77,461	80,171	82,978	85,882	88,889	92,000	95,101				
	01-Jan-24	78,517	80,947	83,779	86,712	89,747	92,889	96,140	99,381				
	01-Jan-25	80,676	83,173	86,083	89,097	92,215	95,443	98,784	102,114				
	01-Jan-26	82,895	85,460	88,450	91,547	94,751	98,068	101,501	104,922				
C0014	Lead Communications Operator												4-7
	01-Jan-23	36.53	37.66	38.81	40.09	41.74	44.11	44.54					
	01-Jan-24	38.17	39.35	40.56	41.89	43.62	46.09	46.54					
	01-Jan-25	45.10	46.50	47.93	49.50	51.54	54.46	54.99					
	01-Jan-26	46.34	47.78	49.25	50.86	52.96	55.96	56.50					
C0513	Lead Hand, Food Services												4-7
	01-Jan-23	1,086.70	1,120.30	1,142.50	1,167.35	1,201.85							
	01-Jan-24	1,135.60	1,170.71	1,193.91	1,219.88	1,255.93							
	01-Jan-25	1,166.83	1,202.90	1,226.74	1,253.43	1,290.47							
	01-Jan-26	1,198.92	1,235.98	1,260.48	1,287.90	1,325.96							
C0114	Lead Intelligence Data Operator, Intell												3
	01-Jan-23	36.81	37.96	39.05	40.16	41.43	42.68	43.13					
	01-Jan-24	38.47	39.67	40.81	41.97	43.29	44.60	45.07					
	01-Jan-25	39.53	40.76	41.93	43.12	44.48	45.83	46.31					
	01-Jan-26	40.62	41.88	43.08	44.31	45.70	47.09	47.58					
C0241	Lead Security Clearance Assistant BFSB												3-7
	01-Jan-23	32.25	33.25	34.00	34.79	35.60	36.48	36.89					
	01-Jan-24	33.70	34.75	35.53	36.36	37.20	38.12	38.55					
	01-Jan-25	34.63	35.71	36.51	37.36	38.22	39.17	39.61					
	01-Jan-26	35.58	36.69	37.51	38.39	39.27	40.25	40.70					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0524	Librarian, OPC												3-7
SA	01-Jan-23	1,465.17	1,510.50	1,528.87	1,550.47	1,571.89	1,593.54	1,614.96	1,636.51	1,657.88	1,679.37	1,696.20	
	01-Jan-24	1,531.10	1,578.47	1,597.67	1,620.24	1,642.63	1,665.25	1,687.63	1,710.15	1,732.48	1,754.94	1,772.53	
	01-Jan-25	1,573.21	1,621.88	1,641.61	1,664.80	1,687.80	1,711.04	1,734.04	1,757.18	1,780.12	1,803.20	1,821.27	
	01-Jan-26	1,616.47	1,666.48	1,686.75	1,710.58	1,734.21	1,758.09	1,781.73	1,805.50	1,829.07	1,852.79	1,871.35	
C0178	Librarian												3-7
	01-Jan-23	1,673.77	1,725.55	1,774.54	1,823.73	1,875.99	1,931.24	1,950.58					
	01-Jan-24	1,749.09	1,803.20	1,854.39	1,905.80	1,960.41	2,018.15	2,038.36					
	01-Jan-25	1,797.19	1,852.79	1,905.39	1,958.21	2,014.32	2,073.65	2,094.41					
	01-Jan-26	1,846.61	1,903.74	1,957.79	2,012.06	2,069.71	2,130.68	2,152.01					
C0528	Library Assistant (Evenings)												3-7
	01-Jan-23	1,049.12	1,081.56	1,100.74	1,122.20	1,143.67	1,167.65	1,179.35					
	01-Jan-24	1,096.33	1,130.23	1,150.27	1,172.70	1,195.14	1,220.19	1,232.42					
	01-Jan-25	1,126.48	1,161.31	1,181.90	1,204.95	1,228.01	1,253.75	1,266.31					
	01-Jan-26	1,157.46	1,193.25	1,214.40	1,238.09	1,261.78	1,288.23	1,301.13					
C0177	Library Technician												3-7
	01-Jan-23	1,178.86	1,215.32	1,239.34	1,265.59	1,294.25	1,322.93	1,336.19					
	01-Jan-24	1,231.91	1,270.01	1,295.11	1,322.54	1,352.49	1,382.46	1,396.32					
	01-Jan-25	1,265.79	1,304.94	1,330.73	1,358.91	1,389.68	1,420.48	1,434.72					
	01-Jan-26	1,300.60	1,340.83	1,367.33	1,396.28	1,427.90	1,459.54	1,474.17					
C0204	Locksmith Security Consultant												3-7
	01-Jan-23	1,517.40	1,564.34	1,614.56	1,668.05	1,684.67							
	01-Jan-24	1,585.68	1,634.74	1,687.22	1,743.11	1,760.48							
	01-Jan-25	1,629.29	1,679.70	1,733.62	1,791.05	1,808.89							
	01-Jan-26	1,674.10	1,725.89	1,781.29	1,840.30	1,858.63							
C0515	Maintenance Mechanic												4-7
	01-Jan-23	31.91	32.89	33.53	34.27	34.60							
	01-Jan-24	33.35	34.37	35.04	35.81	36.16							
	01-Jan-25	34.27	35.32	36.00	36.79	37.15							
	01-Jan-26	35.21	36.29	36.99	37.80	38.17							

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0248	Marine Mechanic BFSB												4-7
	01-Jan-23	40.32	41.56	41.98									
	01-Jan-24	42.13	43.43	43.87									
	01-Jan-25	43.29	44.62	45.08									
	01-Jan-26	44.48	45.85	46.32									
C0222	Mechanical Support												4-7
	01-Jan-23	31.91	32.89	33.53	34.27	34.60							
	01-Jan-24	33.35	34.37	35.04	35.81	36.16							
	01-Jan-25	34.27	35.32	36.00	36.79	37.15							
	01-Jan-26	35.21	36.29	36.99	37.80	38.17							
C0228	Media Monitoring Officer CCB												3
	01-Jan-23	1,488.99	1,535.06	1,573.06	1,613.80	1,654.62	1,698.18	1,715.12					
	01-Jan-24	1,555.99	1,604.14	1,643.85	1,686.42	1,729.08	1,774.60	1,792.30					
	01-Jan-25	1,598.78	1,648.25	1,689.06	1,732.80	1,776.63	1,823.40	1,841.59					
	01-Jan-26	1,642.75	1,693.58	1,735.51	1,780.45	1,825.49	1,873.54	1,892.23					
C0017	Monitor Transcriber												3-7
SA-03	01-Jan-23	28.29	29.17	29.87	30.46	31.13	31.82	32.14					
	01-Jan-24	29.56	30.48	31.21	31.83	32.53	33.25	33.59					
	01-Jan-25	30.37	31.32	32.07	32.71	33.42	34.16	34.51					
	01-Jan-26	31.21	32.18	32.95	33.61	34.34	35.10	35.46					
C0250	Motorcycle Mechanic												4-7
	01-Jan-23	40.32	41.56	41.98									
	01-Jan-24	42.13	43.43	43.87									
	01-Jan-25	43.29	44.62	45.08									
	01-Jan-26	44.48	45.85	46.32									
C0262	Museum Team Lead - Curator												3
	01-Jan-23	1,352.44	1,394.26	1,434.87	1,475.46	1,518.46	1,564.11	1,579.75					
	01-Jan-24	1,413.30	1,457.00	1,499.44	1,541.86	1,586.79	1,634.49	1,650.84					
	01-Jan-25	1,452.17	1,497.07	1,540.67	1,584.26	1,630.43	1,679.44	1,696.24					
	01-Jan-26	1,492.10	1,538.24	1,583.04	1,627.83	1,675.27	1,725.62	1,742.89					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0100	Network Administrator, AGCO												3
	01-Jan-23	1,868.02	1,925.79	2,015.55	2,117.58	2,216.06	2,342.75	2,366.19					
	01-Jan-24	1,952.08	2,012.45	2,106.25	2,212.87	2,315.78	2,448.17	2,472.67					
	01-Jan-25	2,005.76	2,067.79	2,164.17	2,273.72	2,379.46	2,515.49	2,540.67					
	01-Jan-26	2,060.92	2,124.65	2,223.68	2,336.25	2,444.90	2,584.67	2,610.54					
C0500	Nurse Practitioner												3-7
	01-Sep-24	2,068.64	2,146.38	2,238.68	2,334.08	2,449.79	2,643.77						
	01-Jan-25	2,125.53	2,205.41	2,300.24	2,398.27	2,517.16	2,716.47						
	01-Jan-26	2,183.98	2,266.06	2,363.50	2,464.22	2,586.38	2,791.17						
C0501	Nurse												3-7
	01-Jan-23	1,714.77	1,767.79	1,817.92	1,863.25	1,908.68	1,954.13	2,007.18	2,067.41				
	01-Jan-24	1,791.93	1,847.34	1,899.73	1,947.10	1,994.57	2,042.07	2,097.50	2,160.44				
	01-Jan-25	1,841.21	1,898.14	1,951.97	2,000.65	2,049.42	2,098.23	2,155.18	2,219.85				
	01-Jan-26	1,891.84	1,950.34	2,005.65	2,055.67	2,105.78	2,155.93	2,214.45	2,280.90				
C0019	Offender Transport Officer												4
	01-Jan-23	39.69	40.92	41.94	43.04	43.48							
	01-Jan-24	41.48	42.76	43.83	44.98	45.44							
	01-Jan-25	46.03	47.45	48.64	49.91	50.42							
	01-Jan-26	47.30	48.75	49.98	51.28	51.81							
C0516	Office Clerk/Receptionist												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0523	Office Clerk												3-7
SA-03	01-Jan-23	28.29	29.17	29.87	30.46	31.13	31.82	32.14					
	01-Jan-24	29.56	30.48	31.21	31.83	32.53	33.25	33.59					
	01-Jan-25	30.37	31.32	32.07	32.71	33.42	34.16	34.51					
	01-Jan-26	31.21	32.18	32.95	33.61	34.34	35.10	35.46					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0517	Operator, Print Services												3-7
SA	01-Jan-23	950.08	979.48	1,001.02	1,022.65	1,046.46	1,072.28	1,082.97					
	01-Jan-24	992.83	1,023.56	1,046.07	1,068.67	1,093.55	1,120.53	1,131.70					
	01-Jan-25	1,020.13	1,051.71	1,074.84	1,098.06	1,123.62	1,151.34	1,162.82					
	01-Jan-26	1,048.18	1,080.63	1,104.40	1,128.26	1,154.52	1,183.00	1,194.80					
C0315	OPP Business Planner												3
	01-Jan-23	90,079	92,865	96,120	99,481	102,964	106,564	110,298	114,157	118,553			
	01-Jan-24	94,133	97,044	100,445	103,958	107,597	111,359	115,261	119,294	123,888			
	01-Jan-25	96,722	99,713	103,207	106,817	110,556	114,421	118,431	122,575	127,295			
	01-Jan-26	99,382	102,455	106,045	109,754	113,596	117,568	121,688	125,946	130,796			
C0040	PCC Administrative Assistant												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0138	PCS Policy Analyst, CTSB												4-7
	01-Jan-23	36.53	37.66	38.81	40.09	41.74	44.11	44.54					
	01-Jan-24	38.17	39.35	40.56	41.89	43.62	46.09	46.54					
	01-Jan-25	39.22	40.43	41.68	43.04	44.82	47.36	47.82					
	01-Jan-26	40.30	41.54	42.83	44.22	46.05	48.66	49.14					
C0049	Pen Squad, Admin Support												3-7
	01-Jan-23	33.34	34.36	35.08	35.81	36.60	37.48	37.84					
	01-Jan-24	34.84	35.91	36.66	37.42	38.25	39.17	39.54					
	01-Jan-25	35.80	36.90	37.67	38.45	39.30	40.25	40.63					
	01-Jan-26	36.78	37.91	38.71	39.51	40.38	41.36	41.75					
C0192	Photographer Digital Arts Technician, FIPS												3
	01-Jan-23	1,182.55	1,219.12	1,252.24	1,285.48	1,320.99	1,357.73	1,371.31					
	01-Jan-24	1,235.76	1,273.98	1,308.59	1,343.33	1,380.43	1,418.83	1,433.02					
	01-Jan-25	1,269.74	1,309.01	1,344.58	1,380.27	1,418.39	1,457.85	1,472.43					
	01-Jan-26	1,304.66	1,345.01	1,381.56	1,418.23	1,457.40	1,497.94	1,512.92					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0018	Photographic Technician												3-7
	01-Jan-23	1,143.93	1,179.32	1,209.68	1,240.98	1,275.39	1,309.69	1,322.77					
	01-Jan-24	1,195.41	1,232.39	1,264.12	1,296.82	1,332.78	1,368.63	1,382.29					
	01-Jan-25	1,228.28	1,266.28	1,298.88	1,332.48	1,369.43	1,406.27	1,420.30					
	01-Jan-26	1,262.06	1,301.10	1,334.60	1,369.12	1,407.09	1,444.94	1,459.36					
C0328	Phys. Health Centre Coord												3
	01-Jan-23	93,461	96,352	99,724	103,216	106,827	110,566	114,436	115,254				
	01-Jan-24	97,667	100,688	104,212	107,861	111,634	115,541	119,586	120,440				
	01-Jan-25	100,353	103,457	107,078	110,827	114,704	118,718	122,875	123,752				
	01-Jan-26	103,113	106,302	110,023	113,875	117,858	121,983	126,254	127,155				
C0208	PKI Analyst, CTSB												3
	01-Jan-23	1,615.45	1,665.42	1,725.26	1,806.14	1,887.07	1,975.06	1,994.79					
	01-Jan-24	1,688.15	1,740.36	1,802.90	1,887.42	1,971.99	2,063.94	2,084.56					
	01-Jan-25	1,734.57	1,788.22	1,852.48	1,939.32	2,026.22	2,120.70	2,141.89					
	01-Jan-26	1,782.27	1,837.40	1,903.42	1,992.65	2,081.94	2,179.02	2,200.79					
C0323	Planning Officer												3
	01-Jan-23	81,558	84,082	87,023	90,070	93,222	96,486	99,863	102,364				
	01-Jan-24	85,228	87,866	90,939	94,123	97,417	100,828	104,357	106,970				
	01-Jan-25	87,572	90,282	93,440	96,711	100,096	103,601	107,227	109,912				
	01-Jan-26	89,980	92,765	96,010	99,371	102,849	106,450	110,176	112,935				
C0320	Policy Development Officer												3
	01-Jan-23	81,558	84,082	87,023	90,070	93,222	96,486	99,863	102,364				
	01-Jan-24	85,228	87,866	90,939	94,123	97,417	100,828	104,357	106,970				
	01-Jan-25	87,572	90,282	93,440	96,711	100,096	103,601	107,227	109,912				
	01-Jan-26	89,980	92,765	96,010	99,371	102,849	106,450	110,176	112,935				
C0325	Policy Officer												3
	01-Jan-23	81,558	84,082	87,023	90,070	93,222	96,486	99,863	102,364				
	01-Jan-24	85,228	87,866	90,939	94,123	97,417	100,828	104,357	106,970				
	01-Jan-25	87,572	90,282	93,440	96,711	100,096	103,601	107,227	109,912				
	01-Jan-26	89,980	92,765	96,010	99,371	102,849	106,450	110,176	112,935				

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0310	Policy/Communications Officer												3
	01-Jan-23	75,136	77,461	80,171	82,978	85,882	88,889	92,000	95,101				
	01-Jan-24	78,517	80,947	83,779	86,712	89,747	92,889	96,140	99,381				
	01-Jan-25	80,676	83,173	86,083	89,097	92,215	95,443	98,784	102,114				
	01-Jan-26	82,895	85,460	88,450	91,547	94,751	98,068	101,501	104,922				
C0088	Printer												3-7
SA	01-Jan-23	950.08	979.48	1,001.02	1,022.65	1,046.46	1,072.28	1,082.97					
	01-Jan-24	992.83	1,023.56	1,046.07	1,068.67	1,093.55	1,120.53	1,131.70					
	01-Jan-25	1,020.13	1,051.71	1,074.84	1,098.06	1,123.62	1,151.34	1,162.82					
	01-Jan-26	1,048.18	1,080.63	1,104.40	1,128.26	1,154.52	1,183.00	1,194.80					
C0311	Procurement Advisor												3
	01-Jan-23	87,961	90,682	93,852	97,137	100,539	104,057	107,701	111,470	113,037			
	01-Jan-24	91,919	94,763	98,075	101,508	105,063	108,740	112,548	116,486	118,124			
	01-Jan-25	94,447	97,369	100,772	104,299	107,952	111,730	115,643	119,689	121,372			
	01-Jan-26	97,044	100,047	103,543	107,167	110,921	114,803	118,823	122,980	124,710			
C0312	Procurement Coordinator												3
	01-Jan-23	81,558	84,082	87,023	90,070	93,222	96,486	99,863	102,364				
	01-Jan-24	85,228	87,866	90,939	94,123	97,417	100,828	104,357	106,970				
	01-Jan-25	87,572	90,282	93,440	96,711	100,096	103,601	107,227	109,912				
	01-Jan-26	89,980	92,765	96,010	99,371	102,849	106,450	110,176	112,935				
C0127	Procurement Officer, Supply Section												3
	01-Jan-23	1,296.12	1,336.20	1,377.50	1,419.06	1,463.11	1,509.92	1,524.97					
	01-Jan-24	1,354.45	1,396.33	1,439.49	1,482.92	1,528.95	1,577.87	1,593.59					
	01-Jan-25	1,391.70	1,434.73	1,479.08	1,523.70	1,571.00	1,621.26	1,637.41					
	01-Jan-26	1,429.97	1,474.19	1,519.75	1,565.60	1,614.20	1,665.84	1,682.44					
C0321	Prog Manager Rec&Info Mgmt Ser												3
	01-Jan-23	95,493	98,446	101,892	105,459	109,150	112,972	116,923	121,020	125,251	127,628		
	01-Jan-24	99,790	102,876	106,477	110,205	114,062	118,056	122,185	126,466	130,887	133,371		
	01-Jan-25	102,534	105,705	109,405	113,236	117,199	121,303	125,545	129,944	134,486	137,039		
	01-Jan-26	105,354	108,612	112,414	116,350	120,422	124,639	128,997	133,517	138,184	140,808		

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0253	Program Analyst, APB												3
	01-Jan-23	1,647.98	1,698.95	1,776.73	1,857.29	1,942.24	2,040.22	2,060.62					
	01-Jan-24	1,722.14	1,775.40	1,856.68	1,940.87	2,029.64	2,132.03	2,153.35					
	01-Jan-25	1,769.50	1,824.22	1,907.74	1,994.24	2,085.46	2,190.66	2,212.57					
	01-Jan-26	1,818.16	1,874.39	1,960.20	2,049.08	2,142.81	2,250.90	2,273.42					
C0305	Program Analyst												3
	01-Jan-23	85,763	88,415	91,508	94,713	98,028	101,458	105,009	108,681	110,197			
	01-Jan-24	89,622	92,394	95,626	98,975	102,439	106,024	109,734	113,572	115,156			
	01-Jan-25	92,087	94,935	98,256	101,697	105,256	108,940	112,752	116,695	118,323			
	01-Jan-26	94,619	97,546	100,958	104,494	108,151	111,936	115,853	119,904	121,577			
C0221	Programmer/Analyst - Child Sexual Exploitation Section												3
	01-Jan-23	1,615.45	1,665.42	1,725.26	1,806.14	1,887.07	1,975.06	1,994.79					
	01-Jan-24	1,688.15	1,740.36	1,802.90	1,887.42	1,971.99	2,063.94	2,084.56					
	01-Jan-25	1,734.57	1,788.22	1,852.48	1,939.32	2,026.22	2,120.70	2,141.89					
	01-Jan-26	1,782.27	1,837.40	1,903.42	1,992.65	2,081.94	2,179.02	2,200.79					
C0086	Programmer/Analyst - E-Crime, ISB												3
	01-Jan-23	1,615.45	1,665.42	1,725.26	1,806.14	1,887.07	1,975.06	1,994.79					
	01-Jan-24	1,688.15	1,740.36	1,802.90	1,887.42	1,971.99	2,063.94	2,084.56					
	01-Jan-25	1,734.57	1,788.22	1,852.48	1,939.32	2,026.22	2,120.70	2,141.89					
	01-Jan-26	1,782.27	1,837.40	1,903.42	1,992.65	2,081.94	2,179.02	2,200.79					
C0041	Project Admin Assistant												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0020	Project Manager												3
	01-Jan-23	1,868.02	1,925.79	2,015.55	2,117.58	2,216.06	2,342.75	2,366.19					
	01-Jan-24	1,952.08	2,012.45	2,106.25	2,212.87	2,315.78	2,448.17	2,472.67					
	01-Jan-25	2,005.76	2,067.79	2,164.17	2,273.72	2,379.46	2,515.49	2,540.67					
	01-Jan-26	2,060.92	2,124.65	2,223.68	2,336.25	2,444.90	2,584.67	2,610.54					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0169	Promotions Issues Mgmt Co-ordinator, ER												3
	01-Jan-23	1,637.98	1,688.63	1,732.41	1,778.84	1,827.98	1,878.65	1,897.42					
	01-Jan-24	1,711.69	1,764.62	1,810.37	1,858.89	1,910.24	1,963.19	1,982.80					
	01-Jan-25	1,758.76	1,813.15	1,860.16	1,910.01	1,962.77	2,017.18	2,037.33					
	01-Jan-26	1,807.13	1,863.01	1,911.31	1,962.54	2,016.75	2,072.65	2,093.36					
C0329	Provincial Co-ordinator - Intelligence Training												3
	01-Jan-23	117,849	121,493	125,748	130,147	134,701	139,417	142,533					
	01-Jan-24	123,152	126,960	131,407	136,004	140,763	145,691	148,947					
	01-Jan-25	126,539	130,451	135,021	139,744	144,634	149,698	153,043					
	01-Jan-26	130,019	134,038	138,734	143,587	148,611	153,815	157,252					
C0153	Psychometrist												3
SA	01-Jan-23	1,236.31	1,274.55	1,295.22	1,315.91	1,336.59	1,357.24	1,377.93	1,401.52	1,422.20	1,445.87	1,460.34	
	01-Jan-24	1,291.94	1,331.90	1,353.50	1,375.13	1,396.74	1,418.32	1,439.94	1,464.59	1,486.20	1,510.93	1,526.06	
	01-Jan-25	1,327.47	1,368.53	1,390.72	1,412.95	1,435.15	1,457.32	1,479.54	1,504.87	1,527.07	1,552.48	1,568.03	
	01-Jan-26	1,363.98	1,406.16	1,428.96	1,451.81	1,474.62	1,497.40	1,520.23	1,546.25	1,569.06	1,595.17	1,611.15	
C0256	Public Enquiry Inquest Analyst												3
	01-Jan-23	1,647.98	1,698.95	1,776.73	1,857.29	1,942.24	2,040.22	2,060.62					
	01-Jan-24	1,722.14	1,775.40	1,856.68	1,940.87	2,029.64	2,132.03	2,153.35					
	01-Jan-25	1,769.50	1,824.22	1,907.74	1,994.24	2,085.46	2,190.66	2,212.57					
	01-Jan-26	1,818.16	1,874.39	1,960.20	2,049.08	2,142.81	2,250.90	2,273.42					
C0254	Public Relations Officer, CCB												3
	01-Jan-23	1,637.98	1,688.63	1,732.41	1,778.84	1,827.98	1,878.65	1,897.42					
	01-Jan-24	1,711.69	1,764.62	1,810.37	1,858.89	1,910.24	1,963.19	1,982.80					
	01-Jan-25	1,758.76	1,813.15	1,860.16	1,910.01	1,962.77	2,017.18	2,037.33					
	01-Jan-26	1,807.13	1,863.01	1,911.31	1,962.54	2,016.75	2,072.65	2,093.36					
C0098	Purchasing Officer, CDB												3
	01-Jan-23	1,296.12	1,336.20	1,377.50	1,419.06	1,463.11	1,509.92	1,524.97					
	01-Jan-24	1,354.45	1,396.33	1,439.49	1,482.92	1,528.95	1,577.87	1,593.59					
	01-Jan-25	1,391.70	1,434.73	1,479.08	1,523.70	1,571.00	1,621.26	1,637.41					
	01-Jan-26	1,429.97	1,474.19	1,519.75	1,565.60	1,614.20	1,665.84	1,682.44					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0326	QA Analyst												3
	01-Jan-23	75,136	77,461	80,171	82,978	85,882	88,889	92,000	95,101				
	01-Jan-24	78,517	80,947	83,779	86,712	89,747	92,889	96,140	99,381				
	01-Jan-25	80,676	83,173	86,083	89,097	92,215	95,443	98,784	102,114				
	01-Jan-26	82,895	85,460	88,450	91,547	94,751	98,068	101,501	104,922				
C0176	Quality Assurance Clerk, Vault												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0230	Radio Systems Coordinator CTSB												3
	01-Jan-23	1,868.02	1,925.79	2,015.55	2,117.58	2,216.06	2,342.75	2,366.19					
	01-Jan-24	1,952.08	2,012.45	2,106.25	2,212.87	2,315.78	2,448.17	2,472.67					
	01-Jan-25	2,005.76	2,067.79	2,164.17	2,273.72	2,379.46	2,515.49	2,540.67					
	01-Jan-26	2,060.92	2,124.65	2,223.68	2,336.25	2,444.90	2,584.67	2,610.54					
C0231	Radio Systems Technologist CTSB												3
	01-Jan-23	1,543.65	1,591.38	1,655.97	1,718.76	1,799.43	1,883.86	1,902.71					
	01-Jan-24	1,613.11	1,662.99	1,730.49	1,796.10	1,880.40	1,968.63	1,988.33					
	01-Jan-25	1,657.47	1,708.72	1,778.08	1,845.49	1,932.11	2,022.77	2,043.01					
	01-Jan-26	1,703.05	1,755.71	1,826.98	1,896.24	1,985.24	2,078.40	2,099.19					
C0111	Range & Business Inspector, CFO												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					
C0199	Receptionist Admin, ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0046	Receptionist/Admin Assistant B/L (ER)												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0078	Receptionist/Clerk (Regional)												3-7
SA-03	01-Jan-23	28.29	29.17	29.87	30.46	31.13	31.82	32.14					
	01-Jan-24	29.56	30.48	31.21	31.83	32.53	33.25	33.59					
	01-Jan-25	30.37	31.32	32.07	32.71	33.42	34.16	34.51					
	01-Jan-26	31.21	32.18	32.95	33.61	34.34	35.10	35.46					
C0227	Receptionist/Clerk HSD												3-7
SA-03	01-Jan-23	28.29	29.17	29.87	30.46	31.13	31.82	32.14					
	01-Jan-24	29.56	30.48	31.21	31.83	32.53	33.25	33.59					
	01-Jan-25	30.37	31.32	32.07	32.71	33.42	34.16	34.51					
	01-Jan-26	31.21	32.18	32.95	33.61	34.34	35.10	35.46					
C0508	Receptionist/Clerk-Typist												3-7
SA-03	01-Jan-23	28.29	29.17	29.87	30.46	31.13	31.82	32.14					
	01-Jan-24	29.56	30.48	31.21	31.83	32.53	33.25	33.59					
	01-Jan-25	30.37	31.32	32.07	32.71	33.42	34.16	34.51					
	01-Jan-26	31.21	32.18	32.95	33.61	34.34	35.10	35.46					
C0036	Records Clerk												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0031	Records Coordinator												3
	01-Jan-23	36.81	37.96	39.05	40.16	41.43	42.68	43.13					
	01-Jan-24	38.47	39.67	40.81	41.97	43.29	44.60	45.07					
	01-Jan-25	39.53	40.76	41.93	43.12	44.48	45.83	46.31					
	01-Jan-26	40.62	41.88	43.08	44.31	45.70	47.09	47.58					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0032	Recruitment Admin Assistant												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0071	Recruitment Co-ordinator, CDB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0027	Regional Finance Clerk												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0304	Regional Financial Coordinator												3
	01-Jan-23	88,587	91,327	94,272	97,316	100,468	103,732	107,106	109,608				
	01-Jan-24	92,573	95,437	98,514	101,695	104,989	108,400	111,926	114,540				
	01-Jan-25	95,119	98,062	101,223	104,492	107,876	111,381	115,004	117,690				
	01-Jan-26	97,735	100,759	104,007	107,366	110,843	114,444	118,167	120,926				
C0134	Regional Media Relation Coord & Info Officer, NER												3
	01-Jan-23	1,637.98	1,688.63	1,732.41	1,778.84	1,827.98	1,878.65	1,897.42					
	01-Jan-24	1,711.69	1,764.62	1,810.37	1,858.89	1,910.24	1,963.19	1,982.80					
	01-Jan-25	1,758.76	1,813.15	1,860.16	1,910.01	1,962.77	2,017.18	2,037.33					
	01-Jan-26	1,807.13	1,863.01	1,911.31	1,962.54	2,016.75	2,072.65	2,093.36					
C0125	Regional/Division Admin Assistant, NWR & HSD												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0518	Registrar, OPC												3
	01-Jan-23	40.00	41.25	42.52	43.81	45.20	46.50	46.97					
	01-Jan-24	41.80	43.11	44.43	45.78	47.23	48.59	49.08					
	01-Jan-25	42.95	44.30	45.65	47.04	48.53	49.93	50.43					
	01-Jan-26	44.13	45.52	46.91	48.33	49.86	51.30	51.82					
C0065	Registrar												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					
C0163	Research Assistant, OSOR ISB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0525	Research Clerk												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0211	Research Coordinator, OSR												3
	01-Jan-23	1,804.95	1,860.77	1,940.63	2,024.83	2,113.29	2,224.18	2,246.43					
	01-Jan-24	1,886.17	1,944.50	2,027.96	2,115.95	2,208.39	2,324.27	2,347.52					
	01-Jan-25	1,938.04	1,997.97	2,083.73	2,174.14	2,269.12	2,388.19	2,412.08					
	01-Jan-26	1,991.34	2,052.91	2,141.03	2,233.93	2,331.52	2,453.87	2,478.41					
C0130	Researcher - Writer, CCB												3
	01-Jan-23	1,488.99	1,535.06	1,573.06	1,613.80	1,654.62	1,698.18	1,715.12					
	01-Jan-24	1,555.99	1,604.14	1,643.85	1,686.42	1,729.08	1,774.60	1,792.30					
	01-Jan-25	1,598.78	1,648.25	1,689.06	1,732.80	1,776.63	1,823.40	1,841.59					
	01-Jan-26	1,642.75	1,693.58	1,735.51	1,780.45	1,825.49	1,873.54	1,892.23					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0145	RHQ Finance & Admin Assistant												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0140	Risk Analyst, RM												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					
C0174	RMS Co-ordinator, Orillia												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0048	RMS Data Entry Clerk												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0052	Seasonal Detachment Clerk												3-7
SA-02	01-Jan-23	29.04	29.94	30.55	31.16	31.89	32.61	32.93					
	01-Jan-24	30.35	31.29	31.92	32.56	33.33	34.08	34.41					
	01-Jan-25	31.18	32.15	32.80	33.46	34.25	35.02	35.36					
	01-Jan-26	32.04	33.03	33.70	34.38	35.19	35.98	36.33					
C0520	Secretary to the Deputy Director												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0519	Secretary to the Director												3-7
	01-Jan-23	32.25	33.25	34.00	34.79	35.60	36.48	36.89					
	01-Jan-24	33.70	34.75	35.53	36.36	37.20	38.12	38.55					
	01-Jan-25	34.63	35.71	36.51	37.36	38.22	39.17	39.61					
	01-Jan-26	35.58	36.69	37.51	38.39	39.27	40.25	40.70					
C0273	Secretary, WR												3-7
	01-Jan-23	32.25	33.25	34.00	34.79	35.60	36.48	36.89					
	01-Jan-24	33.70	34.75	35.53	36.36	37.20	38.12	38.55					
	01-Jan-25	34.63	35.71	36.51	37.36	38.22	39.17	39.61					
	01-Jan-26	35.58	36.69	37.51	38.39	39.27	40.25	40.70					
C0196	Section Secretary, Intelligence Bureau												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0206	Security Driver, Intelligence												4-7
	01-Jan-23	30.12	31.05	31.83	32.15								
	01-Jan-24	31.48	32.45	33.26	33.60								
	01-Jan-25	32.35	33.34	34.17	34.52								
	01-Jan-26	33.24	34.26	35.11	35.47								
C0235	Security Enquiries Coordinator BFSB												3
	01-Jan-23	35.42	36.53	37.46	38.40	39.34	40.29	40.70					
	01-Jan-24	37.01	38.17	39.15	40.13	41.11	42.10	42.53					
	01-Jan-25	38.03	39.22	40.23	41.23	42.24	43.26	43.70					
	01-Jan-26	39.08	40.30	41.34	42.36	43.40	44.45	44.90					
C0232	Security Enquiries Operator BFSB												3-7
	01-Jan-23	29.76	30.68	31.34	32.10	32.85	33.62	33.95					
	01-Jan-24	31.10	32.06	32.75	33.54	34.33	35.13	35.48					
	01-Jan-25	31.96	32.94	33.65	34.46	35.27	36.10	36.46					
	01-Jan-26	32.84	33.85	34.58	35.41	36.24	37.09	37.46					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0021	Security Officer (Queens Park)												4-7
	01-Jan-23	31.34	32.32	32.93	33.24								
	01-Jan-24	32.75	33.77	34.41	34.74								
	01-Jan-25	38.70	39.90	40.66	41.05								
	01-Jan-26	39.76	41.00	41.78	42.18								
C0059	Senior Administrator, AGCO												3
	01-Jan-23	36.81	37.96	39.05	40.16	41.43	42.68	43.13					
	01-Jan-24	38.47	39.67	40.81	41.97	43.29	44.60	45.07					
	01-Jan-25	39.53	40.76	41.93	43.12	44.48	45.83	46.31					
	01-Jan-26	40.62	41.88	43.08	44.31	45.70	47.09	47.58					
C0229	Senior Administrative Assistant IB&ISB												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					
C0186	Senior CPIC Auditor												3
	01-Jan-23	1,546.49	1,594.32	1,652.63	1,718.21	1,797.00	1,878.65	1,897.42					
	01-Jan-24	1,616.08	1,666.06	1,727.00	1,795.53	1,877.87	1,963.19	1,982.80					
	01-Jan-25	1,660.52	1,711.88	1,774.49	1,844.91	1,929.51	2,017.18	2,037.33					
	01-Jan-26	1,706.18	1,758.96	1,823.29	1,895.65	1,982.57	2,072.65	2,093.36					
C0268	Senior Financial Analyst, CTSB												3
	01-Jan-23	1,695.71	1,748.15	1,829.03	1,915.27	2,003.22	2,106.93	2,128.01					
	01-Jan-24	1,772.02	1,826.82	1,911.34	2,001.46	2,093.36	2,201.74	2,223.77					
	01-Jan-25	1,820.75	1,877.06	1,963.90	2,056.50	2,150.93	2,262.29	2,284.92					
	01-Jan-26	1,870.82	1,928.68	2,017.91	2,113.05	2,210.08	2,324.50	2,347.76					
C0233	Senior GIS Analyst BFSB												3
	01-Jan-23	1,615.45	1,665.42	1,725.26	1,806.14	1,887.07	1,975.06	1,994.79					
	01-Jan-24	1,688.15	1,740.36	1,802.90	1,887.42	1,971.99	2,063.94	2,084.56					
	01-Jan-25	1,734.57	1,788.22	1,852.48	1,939.32	2,026.22	2,120.70	2,141.89					
	01-Jan-26	1,782.27	1,837.40	1,903.42	1,992.65	2,081.94	2,179.02	2,200.79					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0083	Senior Offender Transport Officer												4
	01-Jan-23	40.67	41.94	43.04	44.11	44.55							
	01-Jan-24	42.50	43.83	44.98	46.09	46.55							
	01-Jan-25	47.16	48.64	49.91	51.15	51.66							
	01-Jan-26	48.46	49.98	51.28	52.56	53.08							
C0207	Senior PKI Security Analyst, CTSB												3
	01-Jan-23	1,734.86	1,788.51	1,869.55	1,957.51	2,047.21	2,152.71	2,174.24					
	01-Jan-24	1,812.93	1,868.99	1,953.68	2,045.60	2,139.33	2,249.58	2,272.08					
	01-Jan-25	1,862.79	1,920.39	2,007.41	2,101.85	2,198.16	2,311.44	2,334.56					
	01-Jan-26	1,914.02	1,973.20	2,062.61	2,159.65	2,258.61	2,375.00	2,398.76					
C0089	Senior Printer												3
	01-Jan-23	1,135.41	1,170.51	1,205.23	1,244.11	1,283.09	1,323.56	1,336.74					
	01-Jan-24	1,186.50	1,223.18	1,259.47	1,300.09	1,340.83	1,383.12	1,396.89					
	01-Jan-25	1,219.13	1,256.82	1,294.11	1,335.84	1,377.70	1,421.16	1,435.30					
	01-Jan-26	1,252.66	1,291.38	1,329.70	1,372.58	1,415.59	1,460.24	1,474.77					
C0082	Senior Service Desk Analyst, CTSB												3
	01-Jan-23	1,615.45	1,665.42	1,725.26	1,806.14	1,887.07	1,975.06	1,994.79					
	01-Jan-24	1,688.15	1,740.36	1,802.90	1,887.42	1,971.99	2,063.94	2,084.56					
	01-Jan-25	1,734.57	1,788.22	1,852.48	1,939.32	2,026.22	2,120.70	2,141.89					
	01-Jan-26	1,782.27	1,837.40	1,903.42	1,992.65	2,081.94	2,179.02	2,200.79					
C0023	Senior Statistician												3
	01-Jan-23	1,933.48	1,993.27	2,095.52	2,194.24	2,325.20	2,456.21	2,480.77					
	01-Jan-24	2,020.49	2,082.97	2,189.82	2,292.98	2,429.83	2,566.74	2,592.40					
	01-Jan-25	2,076.05	2,140.25	2,250.04	2,356.04	2,496.65	2,637.33	2,663.69					
	01-Jan-26	2,133.14	2,199.11	2,311.92	2,420.83	2,565.31	2,709.86	2,736.94					
C0522	Senior Systems Support Analyst, OPC												3
	01-Jan-23	1,615.45	1,665.42	1,725.26	1,806.14	1,887.07	1,975.06	1,994.79					
	01-Jan-24	1,688.15	1,740.36	1,802.90	1,887.42	1,971.99	2,063.94	2,084.56					
	01-Jan-25	1,734.57	1,788.22	1,852.48	1,939.32	2,026.22	2,120.70	2,141.89					
	01-Jan-26	1,782.27	1,837.40	1,903.42	1,992.65	2,081.94	2,179.02	2,200.79					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0081	Senior Technical Analyst												3
	01-Jan-23	1,868.02	1,925.79	2,015.55	2,117.58	2,216.06	2,342.75	2,366.19					
	01-Jan-24	1,952.08	2,012.45	2,106.25	2,212.87	2,315.78	2,448.17	2,472.67					
	01-Jan-25	2,005.76	2,067.79	2,164.17	2,273.72	2,379.46	2,515.49	2,540.67					
	01-Jan-26	2,060.92	2,124.65	2,223.68	2,336.25	2,444.90	2,584.67	2,610.54					
C0179	Senior Buster Co-ordinator, IB												3-7
	01-Jan-23	33.34	34.36	35.08	35.81	36.60	37.48	37.84					
	01-Jan-24	34.84	35.91	36.66	37.42	38.25	39.17	39.54					
	01-Jan-25	35.80	36.90	37.67	38.45	39.30	40.25	40.63					
	01-Jan-26	36.78	37.91	38.71	39.51	40.38	41.36	41.75					
C0215	Service Desk Analyst, CTSB												3
	01-Jan-23	1,448.54	1,493.35	1,542.29	1,591.24	1,656.60	1,724.57	1,741.76					
	01-Jan-24	1,513.72	1,560.55	1,611.69	1,662.85	1,731.15	1,802.18	1,820.14					
	01-Jan-25	1,555.35	1,603.47	1,656.01	1,708.58	1,778.76	1,851.74	1,870.19					
	01-Jan-26	1,598.12	1,647.57	1,701.55	1,755.57	1,827.68	1,902.66	1,921.62					
C0510	Shift Cook												4-7
	01-Jan-23	27.78	28.64	29.14	30.05								
	01-Jan-24	29.03	29.93	30.45	31.40								
	01-Jan-25	29.83	30.75	31.29	32.26								
	01-Jan-26	30.65	31.60	32.15	33.15								
C0139	Statistician												3
	01-Jan-23	1,615.39	1,665.36	1,736.78	1,810.90	1,890.61	1,973.09	1,992.80					
	01-Jan-24	1,688.08	1,740.30	1,814.94	1,892.39	1,975.69	2,061.88	2,082.48					
	01-Jan-25	1,734.50	1,788.16	1,864.85	1,944.43	2,030.02	2,118.58	2,139.75					
	01-Jan-26	1,782.20	1,837.33	1,916.13	1,997.90	2,085.85	2,176.84	2,198.59					
C0110	Strategic Communications Officer												3
	01-Jan-23	1,835.53	1,892.31	1,960.64	2,030.34	2,104.17	2,180.60	2,202.42					
	01-Jan-24	1,918.13	1,977.46	2,048.87	2,121.71	2,198.86	2,278.73	2,301.53					
	01-Jan-25	1,970.88	2,031.84	2,105.21	2,180.06	2,259.33	2,341.40	2,364.82					
	01-Jan-26	2,025.08	2,087.72	2,163.10	2,240.01	2,321.46	2,405.79	2,429.85					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0503	Supervisor, Facilities Maintenance												4
	01-Jan-23	1,291.91	1,331.86	1,384.51	1,439.31	1,495.59	1,555.53	1,602.19					
	01-Jan-24	1,350.05	1,391.79	1,446.81	1,504.08	1,562.89	1,625.53	1,674.29					
	01-Jan-25	1,387.18	1,430.06	1,486.60	1,545.44	1,605.87	1,670.23	1,720.33					
	01-Jan-26	1,425.33	1,469.39	1,527.48	1,587.94	1,650.03	1,716.16	1,767.64					
C0502	Supervisor, Food Services												3
	01-Jan-23	1,554.52	1,602.60	1,651.28	1,701.43	1,753.16	1,806.39	1,860.59					
	01-Jan-24	1,624.47	1,674.72	1,725.59	1,777.99	1,832.05	1,887.68	1,944.32					
	01-Jan-25	1,669.14	1,720.77	1,773.04	1,826.88	1,882.43	1,939.59	1,997.79					
	01-Jan-26	1,715.04	1,768.09	1,821.80	1,877.12	1,934.20	1,992.93	2,052.73					
C0527	Supervisor, Print Services												3
	01-Jan-23	1,135.41	1,170.51	1,205.23	1,244.11	1,283.09	1,323.56	1,336.74					
	01-Jan-24	1,186.50	1,223.18	1,259.47	1,300.09	1,340.83	1,383.12	1,396.89					
	01-Jan-25	1,219.13	1,256.82	1,294.11	1,335.84	1,377.70	1,421.16	1,435.30					
	01-Jan-26	1,252.66	1,291.38	1,329.70	1,372.58	1,415.59	1,460.24	1,474.77					
C0157	Supply Admin Support Clerk, BFSB												3-7
	01-Jan-23	31.77	32.76	33.49	34.25	35.06	35.88	36.25					
	01-Jan-24	33.20	34.23	35.00	35.79	36.64	37.49	37.88					
	01-Jan-25	34.11	35.17	35.96	36.77	37.65	38.52	38.92					
	01-Jan-26	35.05	36.14	36.95	37.78	38.69	39.58	39.99					
C0024	Supply Clerk												4-7
SA	01-Jan-23	27.11	27.94	28.42	28.89	29.18							
	01-Jan-24	28.33	29.20	29.70	30.19	30.49							
	01-Jan-25	29.11	30.00	30.52	31.02	31.33							
	01-Jan-26	29.91	30.83	31.36	31.87	32.19							
C0191	Supply Coordinator, BFSB												4-7
	01-Jan-23	32.41	33.42	34.14	35.02	35.33							
	01-Jan-24	33.87	34.92	35.68	36.60	36.92							
	01-Jan-25	34.80	35.88	36.66	37.61	37.94							
	01-Jan-26	35.76	36.87	37.67	38.64	38.98							

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0251	Systems Administrator BSS, ISB												3
	01-Jan-23	1,448.54	1,493.35	1,542.29	1,591.24	1,656.60	1,724.57	1,741.76					
	01-Jan-24	1,513.72	1,560.55	1,611.69	1,662.85	1,731.15	1,802.18	1,820.14					
	01-Jan-25	1,555.35	1,603.47	1,656.01	1,708.58	1,778.76	1,851.74	1,870.19					
	01-Jan-26	1,598.12	1,647.57	1,701.55	1,755.57	1,827.68	1,902.66	1,921.62					
C0223	Systems Administrator TSS												3
	01-Jan-23	1,615.45	1,665.42	1,725.26	1,806.14	1,887.07	1,975.06	1,994.79					
	01-Jan-24	1,688.15	1,740.36	1,802.90	1,887.42	1,971.99	2,063.94	2,084.56					
	01-Jan-25	1,734.57	1,788.22	1,852.48	1,939.32	2,026.22	2,120.70	2,141.89					
	01-Jan-26	1,782.27	1,837.40	1,903.42	1,992.65	2,081.94	2,179.02	2,200.79					
C0091	Systems Co-ordinator, E-crime, ISB												3
	01-Jan-23	1,448.54	1,493.35	1,542.29	1,591.24	1,656.60	1,724.57	1,741.76					
	01-Jan-24	1,513.72	1,560.55	1,611.69	1,662.85	1,731.15	1,802.18	1,820.14					
	01-Jan-25	1,555.35	1,603.47	1,656.01	1,708.58	1,778.76	1,851.74	1,870.19					
	01-Jan-26	1,598.12	1,647.57	1,701.55	1,755.57	1,827.68	1,902.66	1,921.62					
C0212	Systems Support Analyst CTSB												3
	01-Jan-23	1,448.54	1,493.35	1,542.29	1,591.24	1,656.60	1,724.57	1,741.76					
	01-Jan-24	1,513.72	1,560.55	1,611.69	1,662.85	1,731.15	1,802.18	1,820.14					
	01-Jan-25	1,555.35	1,603.47	1,656.01	1,708.58	1,778.76	1,851.74	1,870.19					
	01-Jan-26	1,598.12	1,647.57	1,701.55	1,755.57	1,827.68	1,902.66	1,921.62					
C0521	Systems Support Analyst, OPC												3
	01-Jan-23	1,448.54	1,493.35	1,542.29	1,591.24	1,656.60	1,724.57	1,741.76					
	01-Jan-24	1,513.72	1,560.55	1,611.69	1,662.85	1,731.15	1,802.18	1,820.14					
	01-Jan-25	1,555.35	1,603.47	1,656.01	1,708.58	1,778.76	1,851.74	1,870.19					
	01-Jan-26	1,598.12	1,647.57	1,701.55	1,755.57	1,827.68	1,902.66	1,921.62					
C0092	Tailor												4-7
	01-Jan-23	34.34	35.40	35.91	36.25								
	01-Jan-24	35.89	36.99	37.53	37.88								
	01-Jan-25	36.88	38.01	38.56	38.92								
	01-Jan-26	37.89	39.06	39.62	39.99								

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0108	Team Lead, CPIC Operators, FSB												3
	01-Jan-23	35.42	36.53	37.46	38.40	39.34	40.29	40.70					
	01-Jan-24	37.01	38.17	39.15	40.13	41.11	42.10	42.53					
	01-Jan-25	38.03	39.22	40.23	41.23	42.24	43.26	43.70					
	01-Jan-26	39.08	40.30	41.34	42.36	43.40	44.45	44.90					
C0106	Team Lead, Info Mgmt Technician												3
	01-Jan-23	40.00	41.25	42.52	43.81	45.20	46.50	46.97					
	01-Jan-24	41.80	43.11	44.43	45.78	47.23	48.59	49.08					
	01-Jan-25	42.95	44.30	45.65	47.04	48.53	49.93	50.43					
	01-Jan-26	44.13	45.52	46.91	48.33	49.86	51.30	51.82					
C0053	Team Lead, Weapons Control Vault												3
	01-Jan-23	42.75	44.08	45.45	46.81	48.35	49.82	50.29					
	01-Jan-24	44.67	46.06	47.50	48.92	50.53	52.06	52.55					
	01-Jan-25	45.90	47.33	48.81	50.27	51.92	53.49	54.00					
	01-Jan-26	47.16	48.63	50.15	51.65	53.35	54.96	55.49					
C0257	Team Lead, Web & Graphic Services												3
	01-Jan-23	1,637.98	1,688.63	1,732.41	1,778.84	1,827.98	1,878.65	1,897.42					
	01-Jan-24	1,711.69	1,764.62	1,810.37	1,858.89	1,910.24	1,963.19	1,982.80					
	01-Jan-25	1,758.76	1,813.15	1,860.16	1,910.01	1,962.77	2,017.18	2,037.33					
	01-Jan-26	1,807.13	1,863.01	1,911.31	1,962.54	2,016.75	2,072.65	2,093.36					
C0102	Team Leader - GIS												3
	01-Jan-23	1,734.86	1,788.51	1,869.55	1,957.51	2,047.21	2,152.71	2,174.24					
	01-Jan-24	1,812.93	1,868.99	1,953.68	2,045.60	2,139.33	2,249.58	2,272.08					
	01-Jan-25	1,862.79	1,920.39	2,007.41	2,101.85	2,198.16	2,311.44	2,334.56					
	01-Jan-26	1,914.02	1,973.20	2,062.61	2,159.65	2,258.61	2,375.00	2,398.76					
C0151	Team Leader, Correspondence Unit, CCB												3
	01-Jan-23	1,835.53	1,892.31	1,960.64	2,030.34	2,104.17	2,180.60	2,202.42					
	01-Jan-24	1,918.13	1,977.46	2,048.87	2,121.71	2,198.86	2,278.73	2,301.53					
	01-Jan-25	1,970.88	2,031.84	2,105.21	2,180.06	2,259.33	2,341.40	2,364.82					
	01-Jan-26	2,025.08	2,087.72	2,163.10	2,240.01	2,321.46	2,405.79	2,429.85					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0094	Team Leader, Firearms Officer, CFO												3
	01-Jan-23	35.42	36.53	37.46	38.40	39.34	40.29	40.70					
	01-Jan-24	37.01	38.17	39.15	40.13	41.11	42.10	42.53					
	01-Jan-25	38.03	39.22	40.23	41.23	42.24	43.26	43.70					
	01-Jan-26	39.08	40.30	41.34	42.36	43.40	44.45	44.90					
C0162	Team Leader, Security Patrol Officer												4-7
	01-Jan-23	33.56	34.60	35.26	35.60								
	01-Jan-24	35.07	36.16	36.85	37.20								
	01-Jan-25	41.44	42.73	43.54	43.96								
	01-Jan-26	42.58	43.91	44.74	45.17								
C0226	Team Leader/Coordinator Awards and Recognition Unit												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					
C0069	Technical Analyst												3
	01-Jan-23	1,734.86	1,788.51	1,869.55	1,957.51	2,047.21	2,152.71	2,174.24					
	01-Jan-24	1,812.93	1,868.99	1,953.68	2,045.60	2,139.33	2,249.58	2,272.08					
	01-Jan-25	1,862.79	1,920.39	2,007.41	2,101.85	2,198.16	2,311.44	2,334.56					
	01-Jan-26	1,914.02	1,973.20	2,062.61	2,159.65	2,258.61	2,375.00	2,398.76					
C0267	Technology Trainers, CTSB												3
	01-Jan-23	1,615.45	1,665.42	1,725.26	1,806.14	1,887.07	1,975.06	1,994.79					
	01-Jan-24	1,688.15	1,740.36	1,802.90	1,887.42	1,971.99	2,063.94	2,084.56					
	01-Jan-25	1,734.57	1,788.22	1,852.48	1,939.32	2,026.22	2,120.70	2,141.89					
	01-Jan-26	1,782.27	1,837.40	1,903.42	1,992.65	2,081.94	2,179.02	2,200.79					
C0234	Telephone Systems Coordinator CTSB												3
	01-Jan-23	1,868.02	1,925.79	2,015.55	2,117.58	2,216.06	2,342.75	2,366.19					
	01-Jan-24	1,952.08	2,012.45	2,106.25	2,212.87	2,315.78	2,448.17	2,472.67					
	01-Jan-25	2,005.76	2,067.79	2,164.17	2,273.72	2,379.46	2,515.49	2,540.67					
	01-Jan-26	2,060.92	2,124.65	2,223.68	2,336.25	2,444.90	2,584.67	2,610.54					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0146	Telephone Technologist												3
	01-Jan-23	1,543.65	1,591.38	1,655.97	1,718.76	1,799.43	1,883.86	1,902.71					
	01-Jan-24	1,613.11	1,662.99	1,730.49	1,796.10	1,880.40	1,968.63	1,988.33					
	01-Jan-25	1,657.47	1,708.72	1,778.08	1,845.49	1,932.11	2,022.77	2,043.01					
	01-Jan-26	1,703.05	1,755.71	1,826.98	1,896.24	1,985.24	2,078.40	2,099.19					
C0085	TEMS Medic, FSB												3
	01-Jan-23	1,630.25	1,680.67	1,754.46	1,828.30	1,908.02	1,990.75	2,010.69					
	01-Jan-24	1,703.61	1,756.30	1,833.41	1,910.57	1,993.88	2,080.33	2,101.17					
	01-Jan-25	1,750.46	1,804.60	1,883.83	1,963.11	2,048.71	2,137.54	2,158.95					
	01-Jan-26	1,798.60	1,854.23	1,935.64	2,017.10	2,105.05	2,196.32	2,218.32					
C0217	Tractor Trailer & Bus Driver BFSB												4-7
SA	01-Jan-23	28.68	29.57	30.21	30.51								
	01-Jan-24	29.97	30.90	31.57	31.88								
	01-Jan-25	38.49	39.69	40.55	40.95								
	01-Jan-26	39.55	40.78	41.67	42.08								
C0167	Traffic Statistician, OPSP												3
	01-Jan-23	1,324.85	1,365.82	1,409.81	1,456.56	1,505.91	1,555.41	1,570.99					
	01-Jan-24	1,384.47	1,427.28	1,473.25	1,522.11	1,573.68	1,625.40	1,641.68					
	01-Jan-25	1,422.54	1,466.53	1,513.76	1,563.97	1,616.96	1,670.10	1,686.83					
	01-Jan-26	1,461.66	1,506.86	1,555.39	1,606.98	1,661.43	1,716.03	1,733.22					
C0025	Training, Development & Evaluation Specialist												3
	01-Jan-23	1,747.75	1,801.80	1,870.14	1,936.50	2,027.52	2,122.32	2,143.52					
	01-Jan-24	1,826.40	1,882.88	1,954.30	2,023.64	2,118.76	2,217.82	2,239.98					
	01-Jan-25	1,876.63	1,934.66	2,008.04	2,079.29	2,177.03	2,278.81	2,301.58					
	01-Jan-26	1,928.24	1,987.86	2,063.26	2,136.47	2,236.90	2,341.48	2,364.87					
C0170	Vehicle Leasing Co-ordinator, BFSB												3
	01-Jan-23	33.90	34.94	35.82	36.83	37.71	38.69	39.08					
	01-Jan-24	35.43	36.51	37.43	38.49	39.41	40.43	40.84					
	01-Jan-25	36.40	37.51	38.46	39.55	40.49	41.54	41.96					
	01-Jan-26	37.40	38.54	39.52	40.64	41.60	42.68	43.11					

Class Code		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	Hours of Work Schedule
C0258	Video Production Co-ordinator												3
	01-Jan-23	1,637.98	1,688.63	1,732.41	1,778.84	1,827.98	1,878.65	1,897.42					
	01-Jan-24	1,711.69	1,764.62	1,810.37	1,858.89	1,910.24	1,963.19	1,982.80					
	01-Jan-25	1,758.76	1,813.15	1,860.16	1,910.01	1,962.77	2,017.18	2,037.33					
	01-Jan-26	1,807.13	1,863.01	1,911.31	1,962.54	2,016.75	2,072.65	2,093.36					
C0239	Weapons Supply Clerk BFSB												4-7
SA	01-Jan-23	27.11	27.94	28.42	28.89	29.18							
	01-Jan-24	28.33	29.20	29.70	30.19	30.49							
	01-Jan-25	29.11	30.00	30.52	31.02	31.33							
	01-Jan-26	29.91	30.83	31.36	31.87	32.19							
C0259	Website Designer												3
	01-Jan-23	1,448.54	1,493.35	1,542.29	1,591.24	1,656.60	1,724.57	1,741.76					
	01-Jan-24	1,513.72	1,560.55	1,611.69	1,662.85	1,731.15	1,802.18	1,820.14					
	01-Jan-25	1,555.35	1,603.47	1,656.01	1,708.58	1,778.76	1,851.74	1,870.19					
	01-Jan-26	1,598.12	1,647.57	1,701.55	1,755.57	1,827.68	1,902.66	1,921.62					

## Letter of Understanding – The Amalgamation and Consolidation of OPP Communication Centres

### PREAMBLE

- 1 The following addresses the amalgamation and consolidation of Communication Centres across the OPP in support of the implementation of the Government Mobile Communication Project (GMCP).
- 2 The provisions herein are designed to recognize the specialized skills and experience of OPP Communication Operators in these work locations while promoting continuity of police service delivery.
- 3 For the purposes of any amalgamation and consolidation of existing Communication Centres into a Provincial Communication Centre under these provisions, Article 40 (Posting and Filling of Vacancies and New Positions) and RPT3 (RPT Posting and Filling of Vacancies and New Positions) of the OPPA Civilian Memorandum of Understanding will not apply.

### FILLING OF POSITIONS - CLASSIFIED EMPLOYEES

- 4 All classified Communications Operators at closing locations will be offered full-time employment as a Communication Operator at the same classification level at the identified consolidated Provincial Communications Centre. The parties will discuss the treatment of employees on extended leaves of absence on a case-by-case basis.
- 5 Affected classified Communications Operators who have declined employment at the identified consolidated Provincial Communication Centre under Paragraph 4 will be offered an opportunity to identify interest in Communication Operator vacancies, at the same classification level, at any other Provincial Communication Centre that has completed consolidation. When filling any such vacancies, those with the greatest number of years of experience as an OPP Communications Operator will be offered positions first.
- 6 Where a classified vacancy in the OPPA Civilian bargaining unit is posted during the six (6) month notice period under Article 29 (Surplus Entitlements), an affected classified Communication Operator may request direct assignment to the position. Such placement shall be contingent on the employee meeting the minimum requirements of the position without training.

When the position to which the employee is directly assigned has a lower salary maximum, they are entitled to continue their current salary

during the six (6) month notice period. Thereafter, the employee shall be paid the rate of pay in the salary range for the new position closest to, but not less than, the employee's previous rate of pay. In no case shall the employee's salary exceed the maximum of the new position.

#### FILLING OF POSITIONS - FIXED TERM EMPLOYEES

- 7 Fixed Term Communications Operators at a closing location will be offered vacant classified Communication Operator positions at the identified consolidated Provincial Communications Centre following the placement of classified Communications Operators affected by the same regional consolidation, provided they have a minimum of one (1) year satisfactory experience as an OPP Communications Operator.

Where the number of Fixed Term Communications Operators exceeds the number of vacancies, positions will be offered on the basis of years of experience as an OPP Communications Operator. For clarity, those with the greatest number of years of experience will be offered positions first.

Notwithstanding the foregoing in Paragraph 7, available positions will be offered in a manner as to ensure that the appropriate skills mix is obtained to address service requirements (e.g. bilingual operators).

- 8 Fixed Term Communications Operators at the closing location who have not been placed according to Paragraph 7 will be offered an opportunity to identify interest in fixed term Communication Operator contracts, at the same classification level at any Provincial Communication Centre that has completed consolidation, subject to the following conditions:

- the filling of any such contracts will be based on years of experience as an OPP Communications Operator; and
- the employee must have completed a minimum of one (1) year satisfactory experience as an OPP Communications Operator.

For clarity, those with the greatest number of years of experience will be offered contracts first.

Notwithstanding the foregoing in Paragraph 8, available contracts will be offered in a manner as to ensure that the appropriate skills mix is obtained to address service requirements (e.g. bilingual operators).

**Surplus - CLASSIFIED EMPLOYEES**

- 9 Article 29 (Surplus Entitlements) of the OPPA Civilian Memorandum of Understanding applies to classified Communications Operators who do not accept an offer of employment under Paragraph 4 above. It is understood that Article 30 (Voluntary Exit Option) of the Civilian Memorandum of Understanding shall not apply.

**Surplus - FIXED TERM EMPLOYEES**

- 10 Fixed Term Communications Operators who do not accept an offer of employment under Paragraph 7 or 8 above, will be entitled to sixteen (16) weeks notice pursuant to the Regulations made under the *Employment Standards Act, 2000*.

Where the total number of fixed term Communication Operators exceeds the number of fixed term positions available at the time of a regional consolidation, the fixed term employees will be offered the opportunity to be released with sixteen (16) weeks notice in place of another fixed term employee. This is subject to ensuring that the appropriate skills mix is obtained to address service requirements (e.g. bilingual operators).

**Recall - CLASSIFIED EMPLOYEES**

- 11 A classified Communications Operator who has been laid off under Paragraph 9 will be offered a Communications Operator position that becomes vacant within twenty-four (24) months after their layoff provided that:

- they have a minimum of one (1) year's satisfactory experience as an OPP Communications Operator; and
- the position has not been filled pursuant to Paragraphs 4, 5, 7 or 8 above.

For clarity, the repayment obligations under Article 29 (Surplus Entitlements) and Article 31 (Termination Payment) of the OPPA Civilian Memorandum of Understanding apply.

- 12 Recall under Paragraph 11 will be offered on the basis of years of experience as an OPP Communications Operator. For clarity, those with the greatest number of years of experience will be offered positions first.

**Recall - FIXED TERM EMPLOYEES**

- 13 A fixed term Communications Operator who has been released under Paragraph 10 will be offered a Communications Operator position that

becomes vacant within six (6) months after their release, provided that:

- they have a minimum of one (1) year's satisfactory experience as an OPP Communications Operator; and
- the position has not been filled pursuant to Paragraphs 4, 5, 7, 8 or 10 above.

- 14 Recall under Paragraph 13 will be offered on the basis of years of experience as an OPP Communications Operator. For clarity, those with the greatest number of years of experience will be offered positions first.
- 15 Where a fixed term employee is re-appointed to a position in the Ontario Public Service prior to the expiry of their sixteen (16) weeks notice, they shall repay the remaining balance of the sixteen week payment.

### **Relocation**

- 16 A classified or fixed term Communications Operator who accepts an offer of employment under Paragraphs 4, 5, and 7 to a position beyond 40 kilometers is eligible for relocation expenses in accordance with the Relocation Expenses Directive.
- 17 Where the Employer has paid relocation expenses pursuant to these provisions, the employee whose expenses were paid must agree to remain at the Ministry location to which they were moved for a period of at least one (1) year. Where the employee does not remain for the one (1) year period, they will be required to repay all expenses paid under the Relocation Expenses Directive.
- 18 Where special circumstances exist and with the approval of the Commissioner, the requirements of Paragraph 17 may be waived.

Signed this 6<sup>th</sup> day of May, 2003, in Midland, Ontario

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Michele Migus  
Lead Negotiator  
Corporate Labour Relations/Negotiations Secretariat

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Brian Adkin  
President  
Ontario Provincial Police Association

## Letter of Intent No. 1 – OPS Learn and Work Program

Date: December 19, 2008

RE: OPS Learn and Work Program for Youth Ages 16-19

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WHEREAS the OPS Learn and Work Program re-engages youth ages 16-19 from priority communities who are not on track to graduate with their peers but are now working towards completing their high school diploma requirements.

WHEREAS the intent of the Program is to assist students in graduating from high school, encourage ongoing learning, prevent youth violence by providing positive educational and work experience, and promote public service with a potential future career choice.

The Employer and the Association agree that:

1. The Employer will identify the participating school board(s) to deliver a joint specialized cooperative education program targeting eighty (80) youth ages 16 to 19 who have demonstrated a need to be re-engaged in school.
2. The program will provide course credits and work experience with the Employer and/or Crown agencies. The length of the program is up to two (2) academic semesters. The Employer will identify suitable work placements in the OPS and/or Crown agencies.
3. The wage rate paid to participants for the work experience portions of the program shall be:
  - January 1, 2009: \$8.75 per hour
  - March 31, 2009: \$9.50 per hour
  - March 31, 2010: \$10.25 per hour
4. The following articles in the OPPA Civilian Collective Agreement shall apply to participants in the program: 1, 2, 4, and 25. No other articles shall apply.
5. A specialized co-operative education teacher of this program will be hired to work with the Employer to select the participants, support them through interviews and work placements, lead the classroom-based course work provide follow-up support (partnering with the Ministry of Training Colleges and Universities and JobConnect).
6. The nature of the work performed in the program shall be special project work, and will not be considered as vacant or new positions which otherwise require posting in accordance with the collective agreement, or a substitute for the recruitment of positions in the OPPA bargaining unit. This program is not

intended to adversely affect promotional, training and developmental opportunities of employees in the OPPA bargaining unit or to provide replacements or substitutes for existing OPPA members. Participants in this program will not perform work that is currently normally performed by members of the Uniformed Bargaining Unit.

7. The Employer will provide to the President of OPPA the student(s) names and work locations. These placements will be consistent with the provisions set out in paragraph 6 above. It is understood that if the President of OPPA objects to a specific student placement based on the provision set out in paragraph 6 above, an alternative placement will be provided to the student until such time as the issue may be resolved.
8. The Parties agree that this Memorandum of Agreement replaces the agreement signed between the parties on June 17, 2008.

For the Association:

For the Employer:

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Jim Christie  
Vice President, OPPA

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Kevin Sawicki  
A/Director, Union/Management Relations

## Letter of Intent No. 2 – Pay Equity

Date: December 19, 2008

The Employer shall implement a new Pay Equity Plan effective January 1, 2009. Therefore, the Parties mutually agree that the development, collaboration on and/or implementation of the Job Evaluation Project as set out in Letter of Intent No. 2 dated July 19, 2006 shall not be pursued by either party for the duration of this Collective Agreement.

It is agreed that there are no outstanding pay equity issues to date. It is further agreed that neither party shall initiate, pursue or support any challenge to pay equity before the Pay Equity Commission and/or the Pay Equity Hearings Tribunal or in any other forum for the duration of the Agreement.

Further, the Parties agree that this letter replaces Letter of Intent No. 2 dated July 19, 2006.

Signed this 19<sup>th</sup> day of December, 2008.

For the Association:

For the Employer:

\_\_\_\_\_  
Jim Christie  
Vice President, OPPA

\_\_\_\_\_  
Kevin Sawicki  
A/Director, Union/Management Relations

*The inclusion of this letter in the collective agreement is the subject of an ongoing dispute between the parties. Should the matter come before an arbitrator at any time, the arbitrator shall have the jurisdiction to determine the issue.*

**Letter of Intent No. 3 – OPP Recruitment Initiatives in Diverse Communities**

**The Crown in Right of Ontario  
(Management Board of Cabinet)  
“the Employer”**

**and**

**Ontario Provincial Police Association  
“the Association”**

**RE: OPP Recruitment Initiatives in Diverse Communities**

The Association and the Employer recognize the importance of Police Experience Initiatives that are designed to attract uniform and civilian applicants from diverse communities. The Association recognizes the OPP’s commitment to effective front-line service delivery, while promoting workplace diversity.

The Association acknowledges that OPP programs have received Provincial, National and International recognition for recruitment initiatives and diversity. In 2005 the OPP received the International Association of Chiefs of Police Civil Rights Award and in 2007, a Ministry of Community Safety and Correctional Services Ovation Award for “Fostering Diversity”.

Signed this 19<sup>th</sup> day of December, 2008.

For the Association

For the Employer:

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Jim Christie  
Vice-President, OPPA

---

Kevin Sawicki  
A/Director,  
Management Relations

## Letter of Intent No. 4 – Association Honoraria as Pensionable Earnings

May 6, 2003

Ontario Provincial Police Association  
119 Ferris Lane  
Barrie, Ontario  
L4M 2Y1

Attention: Mr. B Adkin, President

Dear Sir:

RE: ASSOCIATION HONORARIA AS PENSIONABLE EARNINGS - CIVILIANS

I am writing to confirm the agreement reached regarding the option for civilian OPPA board members and branch executive members to include their honoraria payments for Association work in their pensionable earnings. The Ontario Provincial Police Association agreed to pay for the cost of this component. The following sets out the manner in which this will be put into effect:

- 1) The Ministry of Public Safety and Security will remit through regular payroll deposit to each board member and branch executive increased earnings in the sum of their honorarium;
- 2) The Association will remit to the Ministry of Public Safety and Security a sum equal to the honorarium plus the additional Employer's pension contributions and the increased costs to the Employer for Canada Pension Plan premiums, Employment Insurance premiums and the Employer Health Tax;
- 3) This option will be implemented retroactive to November 26, 2002. The Association will remit to the Ministry of Public Safety and Security all amounts required to ensure such retroactive adjustment as outlined in paragraph (2) above.
- 4) The administrative processes necessary to effect these changes will be the same as those for the Uniformed members of the Association.

Yours very truly,

M. Migus  
Lead Negotiator  
Corporate Labour Relations/Negotiations Secretariat

## Letter of Intent No. 5 – Use of Term Classified

July 31, 2002

Ontario Provincial Police Association  
119 Ferris Lane  
Barrie, Ontario  
L4M 2Y1

Attention: Mr. B. Adkin, President

Dear Sir:

### **RE: USE OF TERM CLASSIFIED**

This will confirm our understanding reached during negotiations that the Employer will employ no more than 20 Term Classified employees within the OPPA Civilian bargaining unit at any one time.

The Employer agrees to notify the OPPA when a Term Classified employee has been hired. Benefits for Term Classified will be provided in accordance with the Regulations to the *Public Service Act, R.S.O. 1990*.

Yours truly,

Michele Migus  
Lead Negotiator  
Corporate Labour Relations/Negotiations Secretariat

## Letter of Intent No. 6 – Temporary Assignments to Non-Bargaining Positions

October 3, 2016

Ontario Provincial Police Association  
119 Ferris Lane  
Barrie, Ontario  
L4M 2Y1

Attention: Mr. Rob Jamieson

Dear Sir:

### **RE: TEMPORARY ASSIGNMENTS TO NON-BARGAINING POSITIONS**

This will confirm the understanding between the parties with respect to the Collective Agreement effective January 1, 2003, although not forming a part thereof, regarding application of Article 39.09 to employees temporarily assigned to non-bargaining positions.

The provisions of Article 39.09 will apply to all temporary assignments that commence on or after the date of ratification.

Yours truly,

Matt Siple  
Centre for Public Sector Labour Relations  
and Compensation  
Negotiations Branch  
Treasury Board Secretariat

## Letter of Intent No. 7 – Enhanced Benefit Package

May 06, 2003

Ontario Provincial Police Association  
119 Ferris Lane  
Barrie, Ontario  
L4M 2Y1

Attention: Mr. B. Adkin, President

Dear Sir:

RE: ENHANCED BENEFIT PACKAGE FOR O.P.P.A. MEMBERS

This will acknowledge the O.P.P.A.'s commitment and contribution toward enhancing the benefit package for its members.

The employer has agreed to the enhanced benefits package in recognition of the O.P.P.A. having agreed to measures which include the following:

- the elimination of the Senior Constable rank; and
- with the exception of pensions and insured benefit entitlements, the elimination of rights to O.P.P.A. representation for civilians if temporarily assigned to non-bargaining unit positions for a period of more than 30 days.

The employer also recognizes the O.P.P.A.'s carriage of member grievances as a contribution toward this benefit package.

I am pleased that we have been able to reach this mutually beneficial agreement.

Yours truly,

Michele Migus  
Lead Negotiator  
Corporate Labour Relations/Negotiations Secretariat

## Letter of Intent No. 8 – Meal and Kilometric Allowance

January 1, 2009

Ontario Provincial Police  
Association 119 Ferris Lane  
Barrie,  
Ontario L4M  
2Y1

Attention: Mr. JIM CHRISTIE, VICE-President

Dear Sir:

RE: MEAL and KILOMETRIC ALLOWANCE

In accordance with the OPP Police Orders (Administration and Infrastructure, Chapter 6.3.12), and without limiting the Employer's discretion under those Orders or the Employer's *Travel, Meal and Hospitality Expenses Directive* ("travel directive"), meal and kilometric allowance shall be paid according to this Letter.

### **Meal Allowance**

Reimbursement for meals, including taxes and gratuities, shall be as per the travel directive. However, if an employee is required to travel over a period in which they would be entitled to claim a full-day of meals (breakfast, lunch and dinner), they may elect to be paid a total per diem meal allowance, equivalent to the combined total of the rates for the three meals as outlined in the travel directive, rather than submitting a claim for each individual meal.

To the extent that the current meal allowance provisions of this Letter would be amended by OPS-wide changes to the meal reimbursement amounts found in the travel directive, then the new OPS-wide policy as it relates to those provisions will be applied.

### **Kilometric Allowance**

If an employee is authorized to use their own automobile on the Employer's business, the following rates shall be paid effective January 1, 2009:

<u>Kilometres Driven</u>	<u>Southern Ontario</u>	<u>Northern</u>
0 - 10,700 km	40 cents/km	41 cents/km
Over 10,700 km	24 cents/km	25 cents/km

Kilometres are accumulated on the basis of a fiscal year (April 1 to March 31, inclusive).

Yours truly,

Kevin Sawicki  
Lead Negotiator  
Employee Relations Division

## Letter of Intent No. 9 – Civilian Employee Training

October 3, 2016

Re: Civilian Employee Training

This letter confirms that the established Joint Civilian Training Committee will continue to discuss and review civilian training issues and initiatives.

The Parties mutually recognize the importance of on-going training and skill enhancement for civilian employees in job performance and career advancement. The Parties also acknowledge that training and skill enhancement needs may vary depending upon particular positions and duties, and the requirements of the employer at any particular time.

The Parties have agreed to continue meeting on an ongoing basis in order to discuss and review training concerns or issues of civilian employees, identify training and skill enhancement needs, and to discuss means of satisfying such needs in the future.

Yours very truly,

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Matt Siple,  
Director, Negotiations Branch  
Centre for Public Sector  
Labour Relations and Compensation  
Treasury Board Secretariat

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Rob Jamieson  
President  
Ontario Provincial Police Association

## Letter of Intent No. 10 – Joint LTIP Benefits Review Committee

Updated: May 6, 2019

Letter of Understanding Between

The Crown in Right of Ontario  
(Management Board of Cabinet)  
“The Employer”

And

Ontario Provincial Police Association  
“the Association”

RE: Joint LTIP Benefits Review Committee

Joint LTIP Committee

1. The parties agree to establish a Joint LTIP Review Committee (“the Committee”). The sole purpose of the Committee is to review and make decisions on complaints or differences involving the denial of Long Term Income Protection (“LTIP”) benefits provided under the LTIP Benefit plan

Composition and Duties of Committee

2. The Committee shall be composed of an equal number of representatives from the Employer and from the Association, with up to six (6) representatives in total. At meetings of the Committee, each party may be accompanied by resource persons to provide technical advice and counsel.
3. The Committee, with signed authorization from the employee, shall be entitled to full disclosure from the Carrier when claims are refused under the LTIP Benefit Plan.
4. The Committee shall meet monthly or as required to review and make decisions on complaints or differences involving the denial of LTIP benefits provided under the LTIP Benefit Plan to an individual, when such issues have not been resolved through the existing administrative procedures.

LTIP Claims Review

5. Where a claim dispute and/or Committee related procedural issues cannot be resolved by consensus of the Committee, the parties will be joined by a seventh member who shall be a mutually agreed upon independent third party. The independent third party shall adopt such procedures as they consider appropriate in the circumstances having regard to the nature of the dispute, the need for a fair process of dispute resolution, and the desirability of ensuring the resolution of the dispute in an expeditious and informal manner. This may include limiting the nature and extent of the evidence; determining the manner in which the complaint shall be resolved, with or without an oral hearing; and imposing such other conditions as they consider appropriate.
6. Appropriate impartial medical consultants shall be available to the Committee in an advisory capacity to provide information on the nature of specific illnesses or disabilities.
7. The fees and expenses of the medical consultants referred to in this Letter and the independent third party referred to in this Letter shall be divided equally between the Employer and the Association.
8. The Employer shall provide relevant information on the claim denial to the Committee for its consideration.
9. The Carrier shall provide additional information for the Committee's consideration as may be reasonably requested by a member of the Committee.
10. Decisions of the Committee or, where the Committee cannot reach consensus, decisions of the independent third party referenced in Paragraph 5 are final and binding on the Employer, the Association, the employees and the Carrier.

Signed this      day of      , 2017.

For the Association:

For the Employer:

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Thomas Kaudelka  
Director, OPPA  
Ontario Provincial Police Association

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Matt Siple  
Centre for Public Sector Labour Relations  
and Compensation  
Negotiations Branch  
Treasury Board Secretariat

## Letter of Intent No. 11 – Joint Employment Accommodation

### LETTERS OF INTENT

#### Letter of Understanding — Joint Employment Accommodation Committee

There shall be a committee which shall be known as the “Joint Employment Accommodation Committee.” The Committee shall be composed of one representative from the Association, the OPP and Corporate Human Resources. The functions of the Committee shall be as follows:

- a) to identify barriers and approaches to assist all injured/ill/disabled employees in achieving timely and safe accommodation and reintegration into meaningful job placements on a temporary or permanent basis as required by an individual’s medical circumstances;
- b) to discuss and make recommendations on organizational best practices including, but not limited to:
  - a. Requests for medical certificates
  - b. Requests to legally qualified medical practitioners for the completion of the OPS “Request for Employee Health Information Part 1” (OPS HIF Part 1) and the OPP “Request for Employee Health Information Part 2” (OPP HIF Part 2), as amended.
  - c. Processes for the determination of the necessary medical information that is required to achieve the successful return of employees to work
  - d. Requests for Independent Medical Examinations (IME5)
  - e. Processes for the storing, securing and control of medical information by the Employer
  - f. The need for enhanced measures to support the timely and safe accommodation of individuals who require employment accommodation, whether in their home position or outside their home position where the employee cannot be accommodated in their home position without undue hardship
  - g. Rehabilitation programs to support the early and successful return to work of individuals who require employment accommodation
  - h. Health assignment and reassignment issues.
- c) to make systemic recommendations that facilitate timely accommodation;
- d) to develop an approach to joint training on the employment accommodation/return to-work policies and practices to build awareness and understanding;

- e) to recommend solutions for early resolution of issues relating to employment accommodation/return-to-work issues impacting employees; and
- f) to review and make recommendations to the implementation of the employment accommodation/return-to-work policy and practices.
- g) Committee shall meet no less than quarterly.

Signed this      day of      , 2017.

For the Association:

For the Employer:

\_\_\_\_\_  
Thomas Kaudelka  
Director, OPPA  
Ontario Provincial Police Association

\_\_\_\_\_  
Matt Siple  
Centre for Public Sector Labour Relations  
and Compensation  
Negotiations Branch  
Treasury Board Secretariat

## Letter of Intent No. 12 – Joint Local Accommodation

The Crown in Right of Ontario  
(Management Board of Cabinet)  
“the Employer”  
and  
Ontario Provincial Police Association  
“the Association”

### RE: Joint Local Accommodation / Return to Work Committee

The Parties acknowledge that the principles identified in the OPS Employment Accommodation and Return to Work Operating Policy shall apply to the work of this committee.

The Employer shall establish a Joint Local Accommodation/Return to Work Committee (“the Committee”). The Association and the Employer will have equal representation on the Committee. The parties may also be permitted, on mutual agreement, to invite other participants to committee meetings, including for example, subject matter experts. The Committee shall meet monthly, or as required.

The functions of the Committee shall be to:

- Fully discuss and seek resolution of local issues regarding individual accommodation and return to work cases; and
- Identify and recommend proactive strategies to promote a healthy organization.

Either party may refer an accommodation or return to work matter to the Committee for discussion at any time. At least five (5) working days prior, or otherwise as agreed to by the parties, the next scheduled meeting of the Committee, both parties will share agenda items which may include any new accommodation or return to work matters or differences that have been referred to the Committee.

In the event that there are unresolved local issues regarding individual accommodation and return to work cases, the issue may be referred to the Provincial Commander, Corporate Services for further discussion and review.

The parties agree to work in good faith and to share and exchange information as required to assist with the resolution of issues discussed at the Committee. Prior to a meeting of the Committee, and subject to the receipt of appropriate consent regarding the release of medical information, the Parties agree to disclose any and all relevant information on the accommodation or return to work matters that have been referred to the Committee for consideration.

The Parties further commit to respect the personal privacy and to maintain the confidentiality of all employee health information.

Signed this [DATE OF RATIFICATION]

For the Association:

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Thomas Kaudelka  
Director, OPPA  
OPP Association

For the Employer:

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Matt Siple  
Director, Negotiations Branch  
Centre for Public Sector Labour Relations  
and Compensation  
Treasury Board Secretariat

## Letter of Intent No. 13 – Job Descriptions and Requests for Review

### Treasury Board Secretariat

Negotiations Branch  
Centre for Public Sector Labour Relations and  
Compensation

900 Bay Street  
2nd Floor, Macdonald Block  
Room M2-49  
Toronto, ON M7A 1Y4  
Telephone: (416) 325-4117  
Fax: (416) 325-1078

### Secrétariat du conseil du trésor

Direction des négociations  
Centre pour les relations de travail et  
la rémunération dans le secteur public

900, rue Bay  
2e étage, Édifice Macdonald  
salle M2-49  
Toronto, ON M7A 1Y4  
Téléphone: (416) 325-4117  
Télécopieur: (416) 325-1078



October 3, 2016

Thomas Kaudelka  
Ontario Provincial Police Association  
119 Ferris Lane  
Barrie, Ontario  
L4M 2Y1

Dear Sir:

RE: Job Descriptions and Requests for Review

The employer will provide job descriptions to members who request a copy of their most recent job description, as well as other documents related to the duties and responsibilities of the position e.g. physical demands analysis. The employer will undertake to do so within 20 working days of the request.

An employee who alleges that their position is improperly classified may discuss their claim with their immediate supervisor at any time. This may include a proposal from the employee and a request for the employer to review.

The employer acknowledges that such requests for a review may be discussed at LERC and/or the JJEC in an effort to mutually resolve the matter.

Sincerely,

Matt Siple  
Director, Negotiations Branch  
Centre for Public Sector Labour Relations and Compensation  
Treasury Board Secretariat

## Letter of Intent No. 14 – Grievance Resolution Pilot Committee

The Crown in Right of Ontario  
(Management Board of Cabinet)  
“the Employer”  
and  
Ontario Provincial Police Association  
“the Association”

### Terms of Reference

#### Section 1 – Purpose

- 1.1 The Grievance Resolution Pilot Committee (“the Committee”) is established between the Ontario Provincial Police Association (“OPPA”) and the Crown in Right of Ontario to demonstrate each party’s commitment to making best efforts to resolve grievances filed by members of the OPPA prior to the OPPA referring such grievances to arbitration/mediation.
- 1.2 The Parties confirm their joint commitment to the following objectives:
  - 1.2.1 To encourage early discussion and resolution of labour relations issues between the Employer, the Association, and members;
  - 1.2.2 To foster ongoing commitment and improvement to the grievance and mediation/arbitration process to resolve matters in an informal, expeditious and cost-effective manner;
  - 1.2.3 To promote timely and open disclosure of information and communication prior to scheduling of a formal mediation-arbitration matter;
  - 1.2.4 To ensure that Committee members are empowered to provide resolution options and authority to finalize settlements;
  - 1.2.5 To create an alternative process for the timely intervention of a Mediator-Arbitrator in a cost-effective manner where appropriate.

#### Section 2 – Committee Composition

- 2.1 The Committee will be composed of three (3) members from the OPPA and three (3) members from the Employer.

For the Employer:

- Director, Human Resources Services
- Coordinator, Strategic Issues

- Advisor, Strategic Issues

For the Association:

- Executive Labour Advisor
- Legal Counsel
- Executive Officer(s)

Upon mutual agreement, additional persons may attend meetings to provide support and/or to facilitate continuity (e.g., subject matter experts).

- 2.2 For a minimum six (6) month period, from the establishment of the committee, the Provincial Commander, Corporate Services, OPP and the Chief Administrative Officer (CAO), OPPA shall also attend Committee meetings, if they choose to do so. The Provincial Commander, OPP and CAO, OPPA may delegate this authority.

### **Section 3 – Chairs**

- 3.1 The Committee shall have OPPA and Employer Co-Chairs, who shall make arrangements for each committee meeting on an alternating basis. The Co-Chairs shall cooperate to ensure that meetings are scheduled, meeting agendas are prepared in advance, and that discussions are carried out in a positive and respectful manner.
- 3.2 To promote continuity and continued success in making best efforts to resolve the grievances, the Provincial Commander, Corporate Services, OPP, and CAO, OPPA will have executive oversight of the Committee and shall provide ongoing support and guidance as necessary.

### **Section 4 – Mandate of the Committee**

- 4.1 The Committee shall discuss and attempt to resolve OPPA grievances prior to referring any grievances to a single Mediator-Arbitrator as outlined in Article 4 (Grievance Procedure) of each of the OPPA Uniform and Civilian Collective Agreements. The Parties agree that grievances with corporate employer policy implications (e.g. Management Board of Cabinet Directives and Guidelines thereunder) are not subject to these Terms of Reference.
- 4.2 Discussions at the Committee shall be conducted on a without precedent and without prejudice basis. The Parties agree that any and all comments made or materials created for use at the Committee shall not be subject to disclosure or admissible at Mediation-Arbitration in any forum. This is intended to encourage open dialogue between the Parties while attempting to resolve the grievances.

### **Section 5 – Agenda**

- 5.1 Either Party may refer a grievance to the Committee for discussion at any time. The Parties shall mutually agree upon the final agenda.

- 5.2 Agenda items will be exchanged no less than fourteen (14) days in advance of the Committee meeting to allow both Parties to prepare in advance. Notwithstanding the foregoing, any grievance that addresses a situation where a member has been terminated or is without income on an ongoing basis may be added to the agenda at any time prior to the day of the Committee meeting.
- 5.3 The Party responsible for adding a grievance to the Committee's agenda shall provide a brief synopsis of each grievance they wish to discuss at least seven (7) days before the Committee Meeting. These synopses will be attached to the agenda as an Appendix. Such synopses are intended to enable both parties to be prepared to speak to the details of each grievance and facilitate meaningful conversation between the Parties.
- 5.4 The OPP shall share the information it relied upon in making the decision that has resulted in the grievance being filed.

#### **Section 6 – Administration**

- 6.1 Committee meetings will be scheduled monthly and shall occur in person. Meetings shall be held on the first Tuesday of each month, unless the Parties agree otherwise. Committee Members agree that conference calls may be established, to discuss urgent or outstanding matters.
- 6.2 The Parties agree to work in good faith and to share and exchange information to assist with the resolution of issues discussed at the Committee in accordance with Article 4.01 (b) of the Collective Agreements.
- 6.3 The Parties agree that a quarterly metrics report shall be generated to identify grievance activity, including but not limited to: number of active grievances, number of grievance resolutions, and number of files before a Mediator-Arbitrator. Metrics shall be included as an Appendix to the meeting minutes.
- 6.4 In the event that an issue cannot be resolved at the Committee, the issue may be referred to a single Mediator-Arbitrator for resolution through the grievance process outlined in the applicable Collective Agreement.
- 6.5 The Co-Chair hosting the meeting shall ensure a note-taker is present during the meeting to record meeting minutes and action items.
- 6.6 Meeting minutes must be completed for each meeting and shared with all Committee participants within one (1) week of the meeting. The meeting minutes shall include details of the corresponding discussion and action items for each item on the meeting's agenda.
- 6.7 The above minutes and action items will be reviewed and signed off by the Parties at the earliest opportunity following the meeting.

6.8 Each party will pay its own travel and other expenses.

### **Section 7 – Grievance Procedure Application**

7.1 For the duration of the Committee, the provisions of Article 4 (Grievance Procedure) will continue to apply, except Article 4.07 (b).

7.2 In lieu of advancing a grievance to Mediation-Arbitration under the Collective Agreements, the parties may refer grievances that remain unresolved to an Expedited Mediation-Arbitration procedure in accordance with Section 8 of these Terms of Reference.

### **Section 8 – Pilot Expedited Mediation-Arbitration**

8.1 The parties agree all unresolved grievances, except those concerning a dismissal, raising allegations of sexual harassment, and/or human rights concerns, and Association grievances with corporate policy implications, may, on the mutual agreement of the parties, proceed to Mediation-Arbitration on an expeditious and informal manner, subject to the following terms:

- i. The Mediator-Arbitrator shall endeavour to assist the parties to settle the grievance by mediation. If the parties are unable to settle the grievance by mediation, the Mediator-Arbitrator shall determine the grievance by arbitration. When determining the grievance by arbitration, the Mediator/Arbitrator may limit the nature and extent of the evidence and may impose such conditions as they consider appropriate.
- ii. The Mediator-Arbitrator shall give a succinct decision within five (5) days after completing proceedings, unless the parties agree otherwise.
- iii. The parties will make every effort to schedule grievances for hearing that have been referred to the Mediation-Arbitration, within six (6) months of the referral.
- iv. The Mediator-Arbitrator shall begin proceedings within six (6) months of the date of the referral to Mediation-Arbitration, unless a later date is agreed to by the parties.
- v. Decisions reached through the Mediation-Arbitration process shall have no precedential value unless the parties mutually agree otherwise.

8.2 For clarity, except with mutual agreement of the parties, grievances concerning a dismissal, raising allegations of sexual harassment, and/or human rights concerns, and Association grievances with corporate policy implications shall proceed through the regular grievance procedure under Article 4 and shall not utilize this expedited Mediation-Arbitration procedure.

### **Section 9 – Termination**

- 9.1 Either party may terminate the Committee upon fifteen (15) days written notice to the other party.
- 9.2 After a term of year, a review will be undertaken to evaluate the progress of the Committee and determine whether the Committee will be subject to a further pilot period, made permanent or dissolved.
- 9.3 The Parties agree that these Terms of Reference and the clauses contained within the Terms of Reference are not arbitrable.

**Signatures**

To confirm understanding and acceptance of the Terms of Reference, which will govern the Committee, all parties have signed in the appropriate spaces below.

Signed in Barrie, on the 22<sup>nd</sup> of October, 2019

**For the Employer:**

**For the Ontario Provincial Police Association:**

\_\_\_\_\_  
Mike Mously  
Director  
Negotiations Branch  
Treasury Board Secretariat

\_\_\_\_\_  
Rob Jamieson  
President/CEO

\_\_\_\_\_  
Steven MacKay  
Manager, Union/Management Relations  
Negotiations  
Treasury Board Secretariat

\_\_\_\_\_  
Mike Briscoe  
Chief Administrative Officer

## Letter of Intent No. 15 – Integrated Mental Health Program

Letter of Understanding

between

The Crown in Right of Ontario  
(Management Board of Cabinet)  
“the Employer”

and

Ontario Provincial Police Association  
“the Association”

### **RE: Integrated Mental Health Program**

The Association and the Employer recognize the importance of mental health and well-being of Ontario Provincial Police Association (OPPA) members and pensioners, and their dependents. Together the Parties commit to working cooperatively towards making sustained and meaningful improvements in the availability of mental health supports for OPPA members, pensioners and their dependents.

In recognition of this commitment, the Parties agreed to establish an Integrated Mental Health Program (IMHP). The intention of the IMHP is to provide timely access to confidential, effective, and safe mental health support and services.

Effective March 30, 2020, the IMHP shall be administered and managed by the Association for the benefit of its eligible members, pensioners and dependents, in accordance with the Parties’ Memorandum of Agreement dated March 18, 2022 and subsequent agreements thereafter. The Parties recognize that the administrative, funding and accountability measures that govern the IMHP are defined by the aforementioned Memorandum of Agreement and subsequent agreements thereafter.

The Parties agree that the Memorandum of Agreement forms part of this Collective Agreement but shall not be attached.

**Original signed this 18th day of March, 2022, amended version included herein signed on November 30th, 2022.**

**For the Association:**

**For the Employer:**

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John Cerasuolo  
President, OPPA

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Steven MacKay  
Director, Negotiations Branch

## Letter of Intent No. 15, amendment June 26, 2024 - Encompass Mental Health Program

**Treasury Board Secretariat**  
Negotiations Branch  
Employee Relations and  
Negotiations Division  
Centre for Public Sector Labour  
Relations and Compensation

315 Front Street West  
6<sup>th</sup> Floor  
Toronto, ON M7A 0B8  
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**Secrétariat du conseil du trésor**  
Direction des négociations  
Division des relations avec le personnel et des  
négociations  
Centre pour les relations de travail et la  
rémunération dans le secteur public

315, rue Front Ouest 6<sup>ème</sup>  
étage  
Toronto, ON M7A 0B8 Téléphone:  
(416) 566-9384



January 15, 2025

John Cerasuolo  
President  
Ontario Provincial Police Association (OPPA)  
119 Ferris Lane  
Barrie, ON L4M 2Y1 Dear John:

### **Re: Expansion of Encompass Mental Health Wellness Program**

The Employer has reviewed the OPPA's position on the scope of the Integrated Mental Health Program (IMHP), following expansion of the program to all OPP employees effective September 1, 2024.

This letter confirms that the newly eligible fixed-term OPPA members and non-represented OPP employees will have access to all aspects of the program, including unlimited psychological counselling services. For clarity, access to the IMHP and related services noted above are distinct from an employee's insured benefit entitlements and are not to reflect a change to any insured benefits provided to an employee through their employment. Dependents of the newly eligible employees will not be eligible for unlimited psychological counselling or treatment programs under the IMHP.

The Employer will be seeking to schedule a meeting in the coming weeks with the OPPA to discuss next steps, including planned communications to OPP employees and updates to the parties' IMHP memorandum of agreement.

.../2

We look forward to continuing to work collaboratively with the OPPA on this important initiative.

Sincerely,

Original signed by

Steven Mackay  
Director Negotiations Branch  
Employee Relations and Negotiations Division  
Centre for Public Sector Labour Relations and Compensation Treasury Board Secretariat

c: Deputy Chris Harkins, Deputy Commissioner, Field Operations, Ontario Provincial Police

Marnie Clark, Director, People Operations, Career Development Bureau, Ontario Provincial Police

**Letter of Intent No. 16 – Occupational Medicine**

**LETTER OF UNDERSTANDING**

**BETWEEN**

**THE CROWN IN RIGHT OF ONTARIO  
(MANAGEMENT BOARD OF CABINET**

**(“Employer”)**

**-and-**

**ONTARIO PROVINCIAL POLICE ASSOCIATION**

**(“Association”)**

**RE: Third Party Occupational Medicine Program**

The Association and the Employer continue to recognize the importance of the health and wellbeing of Ontario Provincial Police Association (OPPA) members and this has been demonstrated through working collaboratively towards making sustained and meaningful improvements in processes and programs related to mental and physical health.

In recognition of this commitment, the Parties have agreed to formalize a committee which will continue to implement the current pilot associated with the third-party Occupational Medicine Program within the OPP and discuss related processes, including, for example, return to work and accommodation processes, that will facilitate the implementation of the pilot program. The Committee will discuss and finalize committee Terms of Reference.

The current pilot will continue to be optional for OPPA members, until the Committee has completed its assessment of the pilot.

The Committee will provide recommendations and draft standard operating procedures by December 31, 2025, or such longer time as the Parties may agree, based on the Committee’s assessment of the pilot project, to enable the successful development of and implementation of a mandatory Occupational Medicine program through a joint Letter of Understanding.

The Committee shall have up to five (5) members each from OPP and OPPA.

The Committee shall be in place for such time as is necessary to complete its work.

Signed this 26<sup>th</sup> day of June, 2024.

For the Association:

For the Employer:

\_\_\_\_\_  
John Cerasuolo  
President, OPPA

\_\_\_\_\_  
Steven MacKay  
Director, Negotiations Branch

*[This letter forms part of the Collective Agreement.]*

**Letter of Intent No. 17 – Notice Letter Vacation Accumulation**

Letter of Understanding

B E T W E E N:

THE CROWN IN RIGHT OF ONTARIO (MANAGEMENT BOARD OF CABINET)

"Employer"

-and-

ONTARIO PROVINCIAL POLICE ASSOCIATION

"Association"

**Re: Vacation Accrual and WSIB**

Notwithstanding any provisions in the collective agreement, the parties agree to the following:

1. Effective January 1, 2025, employees absent by reason of an injury or occupational diseases for which an award is made under the *Workplace Safety and Insurance Act, 1997* shall be entitled to accrue vacation to a maximum of two (2) years annual vacation entitlement under article 13.07 Uniform or 17.01 Civilian.
2. Effective January 1, 2025, any member who has accrued vacation in excess of two (2) years entitlement shall be entitled to maintain their accrued vacation, but shall not accrue any further vacation. Should any member in these circumstances separate from their employment because of retirement, resignation, or death without returning to active employment from their leave, their accrued vacation shall be paid out.

Signed at Toronto, Ontario, this \_\_\_\_\_ day of June, 2024.

\_\_\_\_\_  
Steven MacKay

Treasury Board Secretariat

\_\_\_\_\_  
John Cerasuolo

Ontario Provincial Police Association

*(This letter does form part of the Uniform and Civilian Collective Agreements)*

## Letter of Intent No. 18 – Pay in Lieu of Vacation



**Treasury Board Secretariat**  
Negotiations Branch  
Employee Relations and  
Negotiations Division  
Centre for Public Sector Labour  
Relations and Compensation

**Secrétariat du conseil du trésor**  
Direction des négociations  
Division des relations avec le personnel et des  
négociations  
Centre pour les relations de travail et la  
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(416) 566-9384

June 26, 2024

John Cerasuolo  
President  
Ontario Provincial Police Association (OPPA)  
119 Ferris Lane  
Barrie, ON L4M 2Y1

Dear John:

This letter will confirm the parties' agreement that effective July 18, 2024, the date of ratification of the Collective Agreements, Uniform and Civilian members will be permitted to request one (1) week's pay in lieu of five (5) days vacation leave.

For their request to be considered, members must have, at a minimum, five (5) days remaining in their Vacation Bank at the time the request is processed.

Members must give written request to the Employer by November 1 of each year. If approved, the Employer will make best efforts to process the payments within a reasonable period.

This letter will expire on November 30, 2026.

Sincerely,

Steven Mackay  
Director, Negotiations Branch  
Employee Relations and Negotiations Division  
Centre for Public Sector Labour Relations and Compensation Treasury Board  
Secretariat