

Article 23.9 Standby

Reflecting the intent of the recently negotiated collective agreement, the purpose of this document is to provide general guidelines for the implementation and application of Article 23.9.

Article 23.9 states the following:

Standby duty shall mean a period where an employee is not on regular duty, but during which the employee is assigned to be on call and shall be immediately available to return to work outside of the employee's regular scheduled hours.

Employees who are designated by the Employer to standby will receive one (1) hour's pay at their regular rate of pay for each eight (8) hour period or portion thereof. Where an employee on standby is called back to work the employee shall be compensated pursuant to this Article in addition to Article 23 for the actual hours worked.

Guidelines for consideration:

- 1) Where units deem it necessary to implement a standby policy in accordance with the new Article, the unit will determine an appropriate process to suit the needs of their business operations.
- 2) Using principle based decision making, specific positions and employees will be designated to be available for scheduled standby shifts.
- 3) In all cases, scheduling of standby shifts will be done so reasonably and fairly.
- 4) In cases where the standby shift is less than an eight (8) hour period, the pay shall be prorated.
- 5) Principles to consider when determining a designated position include: risk management, asset protection and mitigation of events that may create hardship to people or animals, loss of process of function, damage to property, and historical frequency and severity of call outs to the position.
- 6) Principles considered when designating an employee to be on standby include: probable response time, capability to respond to emergency calls, and minimizing the amount of time an individual performs the standby duties.
- 7) Employees who are designated for standby shifts have a responsibility to accept and manage after hours calls for a specified period of time.
- 8) Being on standby, or performing work while being on standby, will be treated as additional work beyond a normal work week for which CUPE employees are scheduled. Where an employee is called back to work he or she shall be

compensated pursuant to this Article in addition to Article 23 for the actual hours worked.

- 9) It is the designated employee's responsibility to assess the situation to determine: the appropriate steps to take, the severity of the situation, and whether or not additional employees are required to assist. Their primary responsibility is to ensure the university's assets are protected.
- 10) Employees who are scheduled for standby shifts will have the same expectations as they would for a regular scheduled shift.

Contact:

If you have further questions, please contact the Consultant or Analyst for your unit.