



Audit of community social services' fund shows surplus 'bonus' money

Eligible employees must apply to union for full or topped-up bonus before April 15, 2008

A recent audit of the Early Incentive Bonus Fund, negotiated by the Community Social Services Bargaining Association (CSSBA) in 2006, shows there are remaining monies that have yet to be spent.

The fund is a unique feature that applies only to the community social services sectoral agreements.

The CSSBA, which has the authority to determine how to spend the surplus, has decided to provide a full or topped-up bonus payment to certain employees who did not receive a bonus or who received a bonus of less than \$4,200, but who might otherwise have been eligible for the full amount.

Employees in the following three categories may be eligible for a bonus or a bonus top up

1. Employees who were on maternity or parental leave on March 31, 2006, and who either a) returned to work with fewer hours than when they went on leave or b) did not receive a bonus.

Example: Susan worked full-time until she went on maternity leave in the fall of 2005. When she returned to work in the summer of 2006, she took a part-time position. She was paid a partial bonus based only on the part-time position she returned to. She is now entitled to have this bonus topped up to the full amount.

Another example: Peter worked part-time until he took a parental leave in December 2005. He was still on parental leave on March 31, 2006 and received no bonus. He is now entitled to receive a bonus based on his hours of work when he commenced his parental leave.

2. Employees who were on the "any occupation" period of a long-term disability leave at any time between April 1, 2005 and March 31, 2006.

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Example: Dale has been on long-term disability leave since the summer of 2003. On March 31, 2006 she was considered disabled from “any occupation” under her LTD plan and she did not receive a bonus. She is now entitled to a bonus based on the hours of her position prior to going on her LTD leave.

3. Laid-off employees who were on recall as of March 31, 2006.

Example: Parminder, a full-time employee, was laid off in January 2006 and not on her employer’s payroll on March 31, 2006. She did not receive a bonus. Now, she is entitled to receive a bonus based on her full-time position prior to being laid off.

Eligible members must apply to receive their bonus

Members in one of the above categories should collect any documentation (for example, copies of paystubs) to verify their eligibility, and submit this information with the attached form to the address (noted on the form) **by April 15, 2008**.

The CSSBA cannot consider any applications for a bonus after this date.

All applications will be considered based on criteria established by the CSSBA. An application, in and of itself, does not guarantee a bonus or a bonus top up.

Once you have submitted your application, please wait to hear back from the Union, or look for an update on your local union bulletin board or on HEU’s website at <www.heu.org>.

The bargaining association has not yet determined how long it will take to distribute the bonuses.

Should there be any monies remaining after additional bonuses are paid out, the CSSBA unions will advise all members as to how that money will be spent.

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