

Compensation for Joint Health and Safety(JHSC) Participation Canadian Union of Public Employees (CUPE) 3906 Unit 1 (TA's/RA's) or Unit 2 (Sessional Faculty)

BACKGROUND: As an individual participating in the duties falling within the responsibilities of the McMaster University Joint Health and Safety Committees, you are entitled to be paid for the time spent performing these duties at your regular rate of pay. Please identify below, the time spent performing these duties. Be as specific as possible. Once completed, please sign the form and submit to University Health and Safety (UHS) for verification. Upon verification of your time spent, the form will be sent to payroll for processing.

Joint Health and Safety Committee duties are limited to the following activities: **Preparation time for JHSC meetings (typically 1 hour), JHSC meetings, workplace inspections, or investigations into critical injuries.** When identifying an activity, please choose one.

	Activity	Date	Location	Time Spent	
Employee Name (Print)			Total Hours		ff Only
Employee Signature			Classification (see reverse)		For Payroll Staff Only
			Renumeration Due (Hours x Rate)		For Pay
Faculty/Department			Payroll Conf. Initials		
ID#			Chartfield String	20-541001-10371-30000	

! See back for more information.

Procedure

- 1 Employee to complete form with detailed information based on JHSC duties over the period of ONE semester
- 2 Employee to sign document and email to UHS at uhs@mcmaster.ca
- 3 UHS confirms with respective JHSC the time spent performing duties.
- 4 UHS forwards to payroll for processing at the next issuance of pay.
- The deadlines per semester are as follows:
- Fall December 1st, Winter April 1st, Summer August 1st

Classification

- "A" TA holding an Undergraduate Degree
- **"B"** TA not Holding an Undergraduate Degree
- **"S"** Sessional/Hourly Rated Sessional Music Faculty

Reference

Article 18 (Unit 1) and Article 17.05(a) (Unit 2) – Collective Agreement states: "Subject to the provisions of the Ontario Occupational Health and Safety Act, the Employer agrees that the Union has the option to be represented by one current Union member on each of the Joint Health and Safety committees responsible for an area in which members of the bargaining unit are employed. Subject to the Act, the Union also has the option to be represented by one current bargaining unit member on the 'Central Joint Health and Safety Committee.' Employees shall exercise their rights under the Ontario occupational Health and Safety Act through these committees and as per the Act."

Unit 2 Article 17.05(b) One employee may be placed on each of the JHSCs for the locations noted in the Letter of Understanding: Joint Health and Safety Committee Representation so long as employees from Local 3906 Unit 2 are employed by such locations.

The Occupational Health and Safety Act [Section 10 (5)] reads as follows: "...a member of a worker trades committee is entitled to such time from work as is necessary to attend meetings of the worker trades committee and the time so spent shall be deemed to be work time for which the member shall be paid by the employer at the member's regular or premium rate as may be proper."

Questions?

University Health and Safety CUPE 3906 Main Office ext 24352 ext 24003 uhs@mcmaster.ca healthandsafety@cupe3906.org