

MEMORANDUM OF AGREEMENT

BETWEEN:

BCIT Student Association

(hereinafter referred to as the "Employer")

PARTY OF THE FIRST PART

AND:

MoveUP (Canadian Office and Professional Employees Union, Local 378)

(hereinafter referred to as the "Union")

PARTY OF THE SECOND PART

WHEREAS:

- A. The Parties have engaged in collective bargaining to reach an agreement for a first Collective Agreement.

THEREFORE:

1. The Parties agree that the Collective Agreement is from the date of ratification to May 31, 2028 with articles set out in the Memorandum of Agreement subject to the following conditions.
2. The Parties agree that this Memorandum of Agreement is subject to ratification by the Union membership.
3. The Union agrees to recommend this Memorandum of Agreement, without reservation, to their members.
4. The agreed upon proposals for the Collective Agreement contained in this Memorandum of Agreement will be effective from the date of ratification, unless specifically stated otherwise.
5. All items not addressed herein will be considered withdrawn on a without prejudice basis.
6. Any amendment to this Memorandum of Agreement must be confirmed in writing by both Parties.

7. The Parties agree that this Memorandum of Agreement is, to this date, the entire agreement between the Parties with respect to collective bargaining for the creation of a first Collective Agreement.
8. If this Memorandum is ratified, the Union agrees to provide the Employer with a draft copy of the resultant Collective Agreement both in "hard-copy" and digital form within sixty (60) calendar days of the date of completion of the ratification vote and the Employer shall thereafter have thirty (30) calendar days within which to respond to the draft Collective Agreement provided by the Union. The Parties agree the objective will be to have a finalized Collective Agreement within ninety (90) calendar days of the date of completion of the ratification vote.

Signed at Burnaby, B.C. this _____ day of September 2026.

FOR THE EMPLOYER



FOR THE UNION

Union			
Number	Affected Article/MOU	Date: February 13, 2026	Time: 2:30pm
UP 01	1	<i>Sign Off Copy</i>	

ARTICLE 1 - GENERAL AGREEMENT

1.01 Land Acknowledgement

As Parties to the Collective Agreement, we are committed to reconciliation with Indigenous peoples. We acknowledge that the BCIT Student Association is located on the unceded, traditional territories of the x m Ø k y m (Musqueam), S wx wú7mesh (Squamish), and s lilw ta (Tsleil-Waututh) Nations and these lands and waters have been stewarded by them since time immemorial. It is for this reason that we acknowledge the traditional territory in which we work.

1.02 Intent

It is the intent of the parties through this Agreement to:

- (a) establish and maintain harmonious relations and orderly collective bargaining procedures between the Employer and its employees represented by the Union;
- (b) establish and maintain mutually satisfactory terms and conditions of employment for employees of the Employer who are subject to the provisions of this Agreement;
- (c) provide an equitable method of resolving disputes and grievances arising out of the terms and conditions of this Agreement.

1.03 Change In Agreement

This Agreement may be changed at any time during the life of this Agreement by the written mutual agreement of the parties.

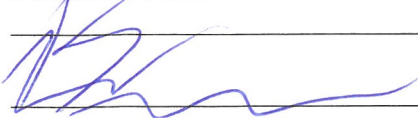
1.04 No Other Agreement

The Employer agrees not to enter into any agreement with any employee or group of employees which conflicts with the terms and conditions of this Agreement.

E&OE

Signed off this 13 day of February 2026

For the Union



For the Employer


Samir Samir



(Canadian Office and Professional Employees Union, Local 378)

BCIT Student Association PROPOSALS 2024 Union Proposals (UP Item)

Union			
Number	Affected Article/MOU	Date: August 28, 2025	Time: 1:30pm
UP 02	2	Counter #2	

ARTICLE 2 – INTERPRETATION

2.01 Employer

The term “Employer” shall mean ~~the Council of the Student Association of the British Columbia Institute of Technology or the governing body of the Student Association of the British Columbia Institute of Technology. It is understood that the Council~~ Employer designates and delegates all administrative functions to the Executive Board and the Executive Director.

2.02 Interpretation

This Agreement shall be interpreted in its entirety and in accordance with the applicable laws of the Province of British Columbia and ~~the Government of~~ Canada, as appropriate.

2.03 Common Meaning

Terms and phrases used in this Agreement shall be given their common meaning, unless otherwise specifically defined herein.

2.04 Headings and Sub-Headings

The headings and sub-headings used in this Agreement are inserted for convenience and reference purposes only and shall not be used as an aid for interpretation.



(Canadian Office and Professional Employees Union, Local 378)

BCIT Student Association PROPOSALS 2024 Union Proposals (UP Item)

2.05 Definition of Days and Weeks

- (a) References to weeks, months, or years shall mean calendar weeks, months, or years, unless otherwise stated in the context. References to "days" means calendar days unless otherwise stated in the context.
- (b) "Calendar Week" Shall mean a seven (7) day period commencing at 12:00 a.m. on Sunday and ending at 11:59pm on Saturday.

E&OE

Signed off this 28th day of August 2025

For the Union



For the Employer





(Canadian Office and Professional Employees Union, Local 378)

BCIT Student Association PROPOSALS 2024 Union Proposals (UP Item)

Union			
Number	Affected Article/MOU	Date: September 18, 2025	Time: 2:40pm
UP 03	3	Sign-off Copy (Prepared by Union)	

ARTICLE 3 - MANAGEMENT RIGHTS

3.01 Management Rights

(a) The Union acknowledges that it is the exclusive right of the Employer to operate and manage its business in all respects, unless otherwise provided by this Collective Agreement or by an applicable provision of law. The Employer reserves all rights not specifically restricted by the provisions of this Collective Agreement, including but not limited to the right to:

- i) maintain order, discipline, and efficiency;
- ii) set schedules and hours of work;
- iii) make or alter rules, policies, and regulations to be observed by Employees, which are not in conflict with any provision of this Collective Agreement;
- iv) subject to Article 14.03, direct the working forces, create new classifications or work units, and determine whether or not a position will be continued or declared redundant;
- v) determine the number of Employees, if any, needed from time to time in any work units or classifications
- vi) hire, promote, transfer, lay-off, recall, and demote; and
- vii) discipline, suspend, or discharge for cause.

E&OE

Signed off this

18th

day of

September

2025

For the Union

Kar Sharpe

For the Employer

Sameer Ismail



(Canadian Office and Professional Employees Union, Local 378)

BCIT Student Association PROPOSALS 2024 Union Proposals (UP Item)

- (b) The Employer shall have the right to make, alter and eliminate from time to time, procedures, policies, rules and regulations to be observed by the employees providing that:
- i) They are consistent with this Agreement;
 - ii) They are reasonable;
 - iii) They are clear and unequivocal;
 - iv) They are brought to the attention of the employee(s) affected before the Employer can initiate any action based on their application.
 - v) The employee(s) concerned are notified that a breach could result in discipline, discharge or termination if the rule or regulation is to be used by the Employer as a foundation for any such action;
 - vi) the rule is consistently enforced by the Employer from its introduction.
- (c) The Employer will not issue any policy or procedure which is contrary to the terms and conditions of this Agreement, and it is recognized that all such policies and procedures may be the subject Article 10 Grievance Procedures and Arbitration.
- (d) The bargaining unit employees shall be consulted on implementation of annual departmental objectives set by the Employer, which may reasonably affect their day-to-day performance of assigned duties and responsibilities. Failure to consult under this provision shall not invalidate implementation of any departmental objective(s) unless such implementation is otherwise incompatible with another provision of this Agreement.

Within six months from the date of ratification of the first agreement, the Employer shall implement a process which enables bargaining unit employees to report their concerns anonymously to the Employer. Depending on the nature of the complaint, The Employer shall direct it into the appropriate investigative channel (ex. Health & Safety, Respectful Workplace, etc). The parties recognize the anonymous nature of the complaint may limit the investigatory scope that the

E&OE

Signed off this 18th

day of

September

20 25

For the Union

For the Employer



(Canadian Office and Professional Employees Union, Local 378)

BCIT Student Association PROPOSALS 2024 Union Proposals (UP Item)

Employer may reasonably engage in. The Board shall receive periodic summaries related to reporting trends. The Union shall receive a summary of reports upon request.

The Employer shall facilitate annual meetings between representatives of the bargaining unit and members of the Board. The dates and times of such meetings will be established and/or amended by mutual agreement between the Parties, and agenda items should normally be exchanged two (2) weeks in advance. The guiding principle of these meetings is to improve organizational and procedural effectiveness and to address any barriers arising from the implementation of policies. The parties recognize that the purpose of these meetings is not to bring forward personal disagreements related to operational decisions or other matters subject to individual grievances. The notice requirement does not preclude the discussion of any issue which either party may view as requiring immediate review. All meeting minutes will be sent to the Union office electronically.

E&OE

Signed off this 18th day of September 20 25

For the Union

For the Employer

Union			
Number	Affected Article/MOU	Date: May 14, 2026	Time: 10:30am
UP 04	4	<i>Sign off copy</i>	

ARTICLE 4 - UNION RECOGNITION AND BARGAINING UNIT DESCRIPTION

4.01 Union Recognition and Bargaining Unit Description

The Employer recognizes the Union as the sole and exclusive collective bargaining agent for all employees of British Columbia Institute of Technology Student Association as described in a Certification issued to the Union on December 2nd, 2024, and as may be amended from time to time by the Labour Relations Board of British Columbia.

4.02 Application of Agreement

Employees who are subject to this Agreement shall continue to be subject to this Agreement and the Union shall continue to be their sole and exclusive collective bargaining agent where such employees are required to perform their work functions anywhere within the Province of British Columbia, or elsewhere when on temporary assignment and performing such work functions on behalf of the Employer.

4.03 Exclusivity of Bargaining Unit Work

- (a) The Employer shall not contract out any duties that consist of the type and kind of work performed by, or that could be performed by, members of the bargaining unit where such contracting out results in the layoff of a bargaining unit member except where there is mutual agreement between the Parties.

4.04 Joint Labour Management Committee

- (a) It is recognized that meetings between the Employer and the Union are necessary to promote harmonious employee/employer relations, for the establishment of mutual trust, and to address matters which have arisen or may arise with respect to the administration of this Agreement. To that end each party shall appoint, within one month of the ratification of a Collective Agreement, committees as follows:
 - a. for the Union, not more than five (5) regular employees who have completed their probationary period and are Union members; and
 - b. for the Employer, not more than five (5) members, of which at least two shall either be members of the Executive Board or Council; and

- c. each Party shall notify the other in writing of the names of their Committee members and any changes which may take place from time to time.
- (b) Committee meetings shall be scheduled to take place at least quarterly. The dates and times of such meetings will be established and/or amended by mutual agreement between the Parties, and agenda items should normally be exchanged two (2) weeks in advance. Agenda items may include any matter related to the administration of this Agreement. This does not preclude the discussion of any issue which either party may view as requiring immediate review. A Union Servicing Representative may attend Committee meetings.
- (c) All meeting minutes will be sent to the Union office electronically. A decision by the Union's Committee must be confirmed by an (official) Union Representative, to bind the Union.

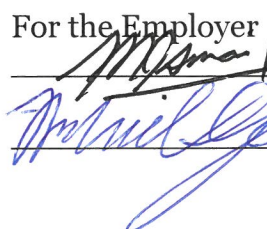
E&OE

Signed off this 14 day of May 20 26

For the Union



For the Employer

 SAMEER / SMAIL
Amir Kholandkasi

Union			
Number	Affected Article/MOU	Date: November 18, 2025	Time: 12:10pm
UP 05	5	<i>Sign off Copy</i>	

ARTICLE 5 - UNION REPRESENTATION

5.01 Union Representatives – Job Stewards

- (a) The Employer recognizes the Union's right to select job stewards via election or appointment to represent employees in matters pertaining to this Agreement. The Employer shall not discharge, discipline or otherwise discriminate against such job steward(s) for carrying out the duties proper to that position.
- (b) The Union will supply the Employer with a list, in writing, of Job Stewards and will update the list forthwith in the event a Job Steward resigns from their position, or a new Job Steward is assigned by the Union. The Employer will rely on such list and recognize only the Job Stewards named in the list.
- (c) The job steward(s) will obtain the permission of their immediate supervisor before conducting the duties of a steward as outlined in Article 5.09 Leave of Absence for Internal Committees, and Joint Labour Management Meetings, and Job Steward Duties. Permission to perform duties during working hours as a job steward will be mutually agreed to with the employee's supervisor, and such permission will not be unreasonably withheld.

5.02 Right of Representation

- (a) Pursuant to Article 11.03(c) – Procedural Requirements (Union Representation), an Employee shall have the right to have a Job Steward present when the Employer disciplines, discharges, or has an investigative discussion with that Employee related to potential discipline or discharge of the same.
 - (i) Where the Employer investigates a complaint where both parties are members of the Bargaining Unit, both the Complainant and the Respondent shall have a right of representation consistent with Article 11.03(c).
- (b) When such meetings are held, the representative(s) of the Union and the affected employee(s) shall be released from their duties without loss of pay.

5.03 Union Access

- (a) The representative of the Union shall have the right to access the worksite to conduct union business.
- (b) It is understood and agreed that the Union Representatives visiting the

workplace or premises of the Employer shall make best efforts to provide advance notice of such visits and to minimize interruptions in the work performed by employees.

5.04 Union Bug

The Union Label shall be made available to the Employer. The privilege of using the Union Label shall be extended to the Employer as long as this Agreement remains in full force and effect and the Employer is fulfilling all of its terms and conditions. The Union Label shall be the official Union Label as designated by the Union and the Union Label shall remain the sole property of the Union.

5.05 Union Insignia

A Union member shall have the right to wear a lapel pin and/or articles of clothing with the recognized insignia of the Union. Union pins and buttons shall not be more than six (6) centimeters in diameter.

5.06 Union Communication/Bulletin Boards

The Employer shall provide a physical bulletin board for the exclusive use of the Union at each workplace. Such boards shall be used by the Union or its job stewards to post official Union communications. The information posted on the bulletin board will be related to the administration of the Union, the administration of this Agreement, or the education of the membership on matters related to the collective agreement or workplace rights. Information posted shall not be inflammatory or defamatory towards the employer, nor contain any electoral content.

5.07 Leave of Absence for Job Steward Duties, Internal Committees, and Joint Labour Management Meetings

(a) A leave of absence with pay shall be granted with no loss of seniority for a designated job steward(s) to:

- investigate complaints;
- investigate grievances and attend grievance meetings;
- supervise during ratification votes;
- attend meetings called by management;
- distribute bulletins and surveys.

(b) An employee granted a leave of absence under this Article shall receive their normal wages from the Employer during such absence from work.

(c) Before leaving their regular job, Job Stewards must obtain permission from their Supervisor. Such permission is not to be unreasonably withheld.

- (d) A leave of absence with pay shall be granted with no loss of seniority for an employee who is appointed by the Union as a member of the Joint Labour Management Committee.
- (e) A leave of absence with pay shall be granted with no loss of seniority for an employee who is a representative on an internal Employer committee or working group not specifically contemplated in this agreement.

5.10 Leave of Absence for Bargaining and Other Union Business

- (a) The Employer recognizes the Union's right to select, subject to its sole discretion, Executive Board Members, Councillors, Elected Officers, bargaining committee members, or other Union officials and representatives, and to the extent specified in this Agreement, to cooperate with those persons in the performance of their duties on behalf of the Union with its membership employed by the Employer.
- (b) The Union agrees to provide the Employer with a list of the employees designated as bargaining committee members and to notify the Employer immediately of any changes in the designation.
- (c) An employee granted a leave of absence under this Article shall receive their normal wages from the Employer during such absence from work.
- (d) The Employer shall be entitled to recover from the Union, all wages paid to an employee absent from work pursuant to this Article, by submitting a statement of such costs to the Union.
- (e) The Employer will also grant time off for job stewards to attend seminars and training courses, and such time off will not be unreasonably withheld.

5.11 Leave of Absence for Representative Trainee Program

- (a) Leave of absence may be requested by the Union for an employee to attend to the Union's Representative Trainee Program.
- (b) Employees appointed to regular or temporary MoveUP, Canadian Office and Professional Employees Union, Local 378 may be granted a leave of absence without pay for a maximum of two (2) years. Such leave shall not be unreasonably denied.
- (c) Seniority will accrue with the Employer during such leave.
- (d) An employee granted a leave of absence under this Article shall receive their normal wages from the Employer during such absence from work.
- (e) The Employer shall be entitled to recover from the Union, all wages, including benefit premiums and the Employer Pension Plan contributions, paid to an employee absent from work, pursuant to this Article, by submitting in writing, a statement of such costs to the Union.

5.12 Political Activity

There are no restrictions on employees engaged in political activities on their personal time as campaign workers. If an employee is nominated as a candidate for election, the employee shall upon request be granted leave without pay in accordance with Article 5.12 Leave of Absence for the Union's Elected Officer to engage in the election campaign. If elected, the Employee shall be granted leave of absence. If not elected, the employee shall be allowed to return to their former position. For greater certainty, for the purposes of this clause, 'political activity' shall not be construed to include political activity within the Student Association of the British Columbia Institute of Technology, including but not limited to its Council and/or Executive Board.

5.13 No Discrimination for Union Activity

There shall be no discrimination, interference, restriction, or coercion exercised or practiced with respect to any employee for reason of membership or activity in the Union.

E&OE

Signed off this 19th day of November 20 25

For the Union



Kai Sharpe

For the Employer



Sameer Ismail

Roland Gagel

Roland Gagel

Union			
Number	Affected Article/MOU	Date: July 23, 2026	Time: 12:45pm
UP 06	6	<i>Sign Off Copy</i>	

ARTICLE 6 - UNION MEMBERSHIP AND DUES

6.01 Union Membership

- (a) The Employer agrees that all employees covered by this Agreement, within seven (7) days of the signing of this Agreement, or within seven (7) days of the date of employment with the Employer, whichever event shall later occur, as a condition of continued employment with the Employer, shall become and remain members of the Union.
- (b) The Employer shall advise the Union of all newly hired employees within fifteen (15) days of the date of their employment.

6.02 Union Dues Authorization

Each employee in the bargaining unit shall, as a condition of continued employment, execute a written wage assignment substantially in the form supplied by the Union providing for the deduction from the employee's pay or salary the amount of the regular monthly or other dues, including initiation fees or assessments payable to the Union in accordance with the Union constitution and/or bylaws.

6.03 Remittance of Deductions

The Employer shall deduct from the pay or salary of any employee who is a member of the Union the amount of any assessments levied in accordance with the Union's Constitution and/or Bylaws and owing or payable by the employee to the Union.

All deductions made by the Employer pursuant to this Article shall be remitted to the Union by the fifteenth (15th) day of the month following the date of deduction whenever possible but in no event will such remittance be later than the end of the month following the date of deduction. Such remittance shall be accompanied by information specifying the names of the employees from whose pay such deductions have been made and the purpose of the deduction and the amount in each case.

In addition to the above, the Employer will provide the Union with a complete listing of all the following for the period of time being reported:

- New hires
- Terminations
- Promotions
- Demotions
- Lateral transfers
- Salary revisions
- Employees on a leave of absence greater than one month

Such information shall be supplied by the employer and in a form supplied by the Union.

6.04 Record of Union Deductions (T4 Slips)

The Employer shall supply each employee, without charge, with a record for income tax purposes indicating the amount of applicable deductions paid to the Union by the employee in the previous calendar year. Such record shall be provided to each employee prior to March 1st of the succeeding calendar year. The Employer shall supply each employee, without charge, with a record for income tax purposes indicating the amount of applicable deductions paid to the Union by the employee in the previous calendar year. Such record shall be provided to each employee prior to March 1st of the succeeding calendar year.

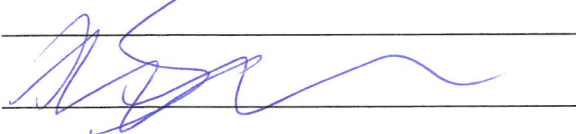
6.05 Information for New Employees

- (a) The Employer agrees to acquaint new Employees with the fact that a Collective Agreement is in effect; and with the conditions of employment set out in the provisions dealing with Union membership and dues.
- (b) The Employer shall also provide the new employee with an electronic copy of the current agreement, or upon request a printed copy, at no cost to the employee, and advise the names of their job steward(s) and union representative.

- (c) The Employer agrees that a job steward shall be given an opportunity to meet new employees within regular working hours, without loss of pay, for thirty (30) minutes during the first day of employment or at the earliest opportunity for the purpose of acquainting the employees with the benefits and duties of Union membership and employee responsibilities and obligations to the Employer and the Union.

E&OE
Signed off this 23rd day of July 2026

For the Union



For the Employer

 SANKER / SMAIL

Union			
Number	Affected Article/MOU	Date: October 30, 2025	Time: 4:00pm
UP 07	7	<i>Sign Off Copy</i>	

ARTICLE 7 - PERSONAL RIGHTS

7.01 Legislation

The parties hereto subscribe to the principles of the *Human Rights Code*, the *Workers Compensation Act*, and all applicable legislation.

7.02 Safe Workplace

The Employer will apply the responsibilities and procedures set out in the BCITSA Bullying, Discrimination, Harassment & Violence Prevention Policy ('INT-11'), and the BCITSA Conflict Resolution Policy ('INT-12') when handling respectful workplace complaints. The Employer will not amend Policies INT-11 & INT-12 without the mutual consent of the Parties.

Application of the policies are subject to Article 10 ('Grievance Procedure and Arbitration') of this Agreement.

E&OE
Signed off this 30th day of October 2025

For the Union



For the Employer



Union			
Number	Affected Article/MOU	Date: March 26, 2026	Time: 9:00am
UP 08	8	<i>Sign Off Copy</i>	

ARTICLE 8 - EMPLOYEE CATEGORIES

8.01 Regular Employees

Regular Employees shall be those employees working in a full-time or part-time position.

- (a) Full-time Regular Employees shall be those regular employees who have no restrictions and are available to work at least thirty-five (35) regular hours and up to forty (40) regular hours per work week over five (5) days.
- (b) Part-time Regular Employees shall be those regular employees who may have restrictions and are available to work a minimum of twenty (20) hours per work week. Part time employees will provide Stated Availability per the provisions set out in Article 21.

8.02 Casual Employees

- (a) Casual employees shall be those employees working for occasional periods, but not more than twenty (20) regular hours per work week. Casual employees shall not be employed for the purpose of depriving regular employees of their regular shifts.
- (b) Casual employees will provide their Stated Availability per the provisions set out in Article 21.

8.03 Fixed Term Employees

- (a) Fixed term employees are employees engaged on a full-time or part-time basis for a specific period or periods of work in connection with a specific project, projects, work overload, seasonal peaks, temporary funding, or to relieve a regular employee absent on any authorized leave of absence, and whose employment ends at the end of their fixed term.
- (b) Fixed term employees may be hired for a maximum of eighteen (18) months. The Employer and the Union may mutually agree to renewable extensions of not more than six (6) months each.
- (c) The Employer will forward to the Union the name, position and start date of all fixed term employees within fifteen (15) calendar days of their commencement.
- (d) Fixed term employees shall be covered by all of the terms and conditions of this Agreement, except for Article 18 Layoff, Recall, and Severance. Fixed term

employees will be paid out for any wages, straight time and overtime, as well as any other payments due the employee, along with a Record of Employment within one (1) week of the last day the employee works.

- (e) If a fixed term employee becomes a regular employee with no longer than a ninety (90) calendar day break in service, the employee shall be credited with seniority back to the start date of their fixed term employment.

8.04 Work Experience Student Employees

- (a) The Employer may hire BCIT students enrolled on a full time or part time basis to engage in fixed term, casual work related to events, marketing, journalism, and student engagement. Work experience students shall not be considered employees for the purposes of this agreement, and shall not be included in the Union's bargaining unit. The employer agrees to employ a maximum of twelve (12) work experience students at a time and shall remit to the Union a permit fee for each work experience student, as set out in Appendix [INSERT] of this Agreement. In the event that a work experience student is employed for more than one hundred (100) hours in a calendar year, they shall become employees for the purposes of this agreement, and shall thereafter be included in the Union's bargaining unit.
- (b) The parties recognize and agree that Work Experience Student Employees will not displace bargaining unit members. Work experience students will not be used in a manner which results in the layoff of an existing regular or fixed term employee, or the loss in normal working hours for an existing regular or fixed term employee; and will not be used to fill vacancies that would otherwise be filled in the bargaining unit.

8.05 Employees Under a Work Visa or Permit

The Employer agrees to provide letters outlining hours, wages and any other requirement with respect to the employee's visa application, visa renewal, visa extension, permanent residency application within seven (7) days of the written request for such documentation.

E&OE
Signed off this 26th day of MARCH 2026

For the Union



For the Employer

 SAMEER SMAIL
Roland Vazal

BCIT Student Association

PROPOSALS 2026

Employer Proposal

Union			
Number	Affected Article/MOU	Date: March 26, 2026	Time: 2:00pm
UP 09	9	<i>Sign Off Copy</i>	

ARTICLE 9 – SENIORITY

9.01 Seniority Lists

The Employer will maintain separate Employer Seniority and Classification Seniority lists for:

- (a) Regular Full-Time Employees; and
- (b) Regular Part-Time, Casual, and Fixed Term Employees.

9.02 Probationary Employees

Probationary employees shall not accrue any seniority until such time as they successfully complete their probation period per **Article 12.02 Probationary Periods**, in which case they shall be granted seniority, in accordance with the applicable provisions of this Article, retroactively from their last date of hire.

9.03 Calculation of Seniority

(a) Full-Time Regular Employees

Seniority for Full-Time Regular employees shall be calculated as the elapsed time from the date an employee is first employed by the Employer within the bargaining unit, unless the employee's seniority is broken in accordance with 9.04 Loss of Seniority, in which event such calculation shall be from the date the Employee returns to work following the last break in their seniority.

(b) Part-Time Regular, Casual and Fixed Term Employees

Seniority for Part-Time Regular, Casual, and Fixed Term employees shall be credited as hours worked. Overtime hours worked shall be credited as straight time hours worked for the purposes of calculating seniority.

When a Part-Time Regular, Casual, or Fixed Term employee becomes a Regular Full-Time employee, or where a seniority-based decision involving a Part-Time regular, Casual, or Fixed Term employee competing with a Full-Time Regular employee occurs (but only for that purpose), then seniority

shall be determined based on a Full-Time (equivalent) start date, which shall be calculated by crediting one business day of work for every eight (8) hours of credited work.

(c) Seniority Accrual When Absent From Work

Except as expressly provided otherwise by this Agreement, seniority shall continue to accrue for any Full-Time Regular Employee who is absent from work due to paid holidays, floating holidays, seasonal closures, lieu days, banked overtime taken as time off work, vacation, any approved leave of absence including but, not limited to, with respect to illness, injury, maternity and/or parental leave, disability and/or medical condition, Workers' Compensation leave, union business, or any other approved time off.

9.04 Loss of Seniority

An Employee will lose all seniority, and their employment will terminate if the employee:

- (a) voluntarily leaves the employ of the Employer and is not reinstated within a period of ninety (90) days;
- (b) retires in accordance with the applicable provisions of this Agreement;
- (c) is discharged or terminated for proper cause and is not reinstated;
- (d) fails to maintain membership in good standing in the Union;
- (e) is not a Fixed term employee, and whose recall rights have expired under [Article 18.11(a)];
- (f) fails to return to work pursuant to [Article 18.11(c)] after being recalled from a layoff;
- (g) except for in cases of emergency, is absent without leave for five (5) consecutive working days;
- (h) is a Casual employee and does no work for the Employer for a period of twelve (12) consecutive months;
- (i) is a Casual Employee and declines call-in for work within their Stated Availability on three (3) occasions in any six month-period.

BCIT Student Association
Proposals 2026
Union Proposal

9.05 Seniority List

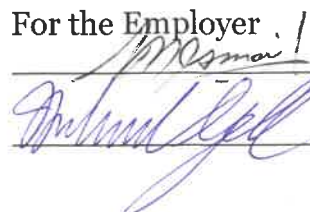
- (a) The Employer shall compile and maintain up-to-date seniority lists including, but not limited to, the name, employment status, job title, hours worked, and seniority date of each employee in the bargaining unit.
- (b) The seniority lists shall be posted by the Employer, on a bargaining unit wide basis, at six (6) month intervals and copies shall be given to the Union.
- (c) Publication of the seniority lists shall not prejudice the right of any employee, or the Union to allege at any time, improper seniority calculation or credit and to seek correction.

E&OE
Signed off this 26th day of March 2026

For the Union



For the Employer

 SAMEER SHAIL
Roland Gage



(Canadian Office and Professional Employees Union, Local 378)

BCIT Student Association PROPOSALS 2024 Union Proposals (UP Item)

Union			
Number	Affected Article/MOU	Date: October 30, 2025	Time: 3:20 pm
UP 10	10	Sign off Copy	

ARTICLE 10 - GRIEVANCE PROCEDURE AND ARBITRATION

10.01 Grievance Defined

Any complaint, disagreement, or difference between the Parties which concerns the interpretation, application, operation, or alleged violation of this Collective Agreement will be considered a grievance, if the steps set out below are followed.

10.02 General Grievance Procedure

- (a) The Employer, the Union, or the Employee having a grievance, dispute, or complaint will submit same within twenty-one (21) calendar days of learning of the event giving rise to such grievance, dispute, or complaint. The following steps will be observed:

Step 1.

If the grievance cannot be informally resolved, the Employee, with a Job Steward, will submit a grievance with the Employer. Within seven (7) calendar days of receipt of such Step I grievance, the Employer will discuss the grievance jointly with the Job Steward and employee. If no satisfactory settlement is reached, the grievance may, within fourteen (14) calendar days, be referred to the next step.

Step 2.

If the grievance is not satisfactorily resolved at Step 1, the grieving party will submit the grievance, in writing, to the other party. The grievance will outline particulars, the provisions of the Collective Agreement allegedly violated, and the remedy requested. Upon receipt of the written grievance, the Parties will, within seven (7) calendar days, or at another time that may be mutually agreed upon in writing, meet and discuss the grievance. The discussion will be between the Executive Director and the Union's Servicing Representative (or their designate(s)). If the grievance is an individual Employee grievance, the affected Employee may attend the meeting. A decision as to the grievance will be rendered in writing and



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delivered to the grieving party within seven (7) calendar days of the meeting.

Step 3.

Failing settlement of the grievance at Step 2, the grieving party will notify the other party, in writing, within thirty (30) calendar days of the decision that it intends to submit the matter to arbitration.

(b) If a grieving Party does not advance the grievance within the time limits specified, the grievance will be deemed to have been abandoned. The Parties agree that the specified time limits may be extended by mutual written consent.

(c) The time limits set out in this article may be held in abeyance by the grieving party while the parties engage in grievance settlement discussions, or if the principals of the grievance are on annual vacation.

10.03 Union or Employer Grievance

(a) Where either party to this Agreement disputes the general interpretation, application, operation or alleged violation of any provision of this Agreement, or an alleged violation affects more than one (1) employee, either party may initiate a policy or group grievance, as the case may be, twenty-one (21) calendar days of the occurrence giving rise to the grievance being known. Such grievances shall be initiated at Step 2.

10.04 Discipline, Termination, Suspension Grievances

(a) Grievances concerning termination or suspension of an employee may be submitted directly to Step 2 of **Article 10.02 General Grievance Procedure** at the option of the grieving party.



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- (b) Should an arbitrator find that an employee has been dismissed, suspended or otherwise disciplined for other than just and reasonable cause, or find that an employee has been unjustly dismissed, suspended or otherwise disciplined for just and reasonable cause, the arbitrator may substitute such other penalty, and/or order reinstatement, and/or order compensation, to the employee as it considers just and reasonable in all the circumstances.

10.05 Arbitration

- (a) All grievances submitted to arbitration shall be adjudicated by a single arbitrator. Within fourteen (14) days of notice to arbitrate being served under Step 2, or in accordance with other articles of this Agreement, the parties will attempt to agree on an arbitrator. Should the parties fail to agree on the selection of an arbitrator during this period, either party may request the appointment of an arbitrator pursuant to Section 86 of the *Labour Relations Code*.
- (b) The arbitrator shall proceed as soon as practical to examine the grievance and within thirty (30) calendar days render their judgment and decision, which shall be final and binding on the parties, and upon any employee affected by it.
- (c) Each party to this Agreement will equally share the fee, expenses and disbursements of an arbitrator.
- (d) The arbitrator shall not be authorized to alter, modify or amend any part of this Agreement.



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10.06 Expedited Arbitration

- (a) The parties may mutually agree to utilize the expedited arbitration procedures on a case-by-case basis, as an alternative to **Article 10.05 Arbitration** or expedited arbitration under Section 104 and 108 of the *Labour Relations Code*. When the parties agree to use the expedited arbitration procedures, they shall also agree on an arbitrator to hear the matter.
- (b) The arbitrator shall hear the grievance(s) and shall render a decision within five (5) working days of such hearings. Such decision will be final and binding on both parties. No written reasons for the decision shall be provided beyond that which the arbitrator deems appropriate to convey a decision.
- (c) Expedited arbitration awards shall be of no precedential value and shall not thereafter be referred to by the parties in respect of any other matter.
- (d) All settlements of expedited arbitration cases prior to hearing shall be without prejudice.
- (e) Any grievance may be removed from the expedited arbitration process by either party, at any time, prior to hearing and forwarded to a regular arbitration hearing.
- (f) The parties shall equally share the cost of the fees and expenses of the arbitrator and hearing rooms.
- (g) The use of legal authorities shall be limited to one (1) authority per side on any point of law. The parties shall agree on the facts of each case, as much as possible, prior to the hearing; and each side's argument shall be limited to a maximum of fifteen (15) minutes, and the use of witnesses shall be limited as much as possible.
- (h) The parties will mutually agree to procedures to apply to expedited arbitration.



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10.07 Arbitrators List

For the duration of this Agreement the list of Arbitrators shall be:

- Mark Brown
- Allison Matacheskie
- Julie Nichols
- Ken Saunders
- James Dorsey

This list shall be reviewed and amended if one of the Arbitrators becomes unavailable or upon expiry of the collective agreement, or, by mutual agreement at any time during the collective agreement.

10.08 Attendance of Grievor at Grievance Meetings

The aggrieved employee may be present at any or all steps of the grievance and arbitration procedure if they desire. Grievance meetings will be held at mutually agreeable times. The aggrieved employees shall be paid their normal straight time wages while attending grievance meetings with the Employer.

10.09 No Deviation From the Grievance Procedure

After a grievance has been submitted, the Employer will not enter into discussion with the grievor with respect to the grievance without union representation.

10.10

No grievance shall be defeated merely because of a technical error in processing the grievance through grievance procedure, provided however that the failure to process a grievance in a timely manner as required by this Article does not constitute a technical error for the purposes of this Article.

E&OE

Signed off this 30th day of October 2025

For the Union

For the Employer

SAMEER / SMAIL
Kotand Coz-A

Union			
Number	Affected Article/MOU	Date: November 14, 2025	Time: 2:30 pm
UP 11	11	<i>Sign off Copy</i>	

ARTICLE 11 – DISCIPLINE, DISCHARGE AND TERMINATION

11.01 Just Cause

The Employer shall only discipline, discharge or terminate an employee for just cause.

11.02 Non-Culpable Circumstances

The provisions of this Article, other than Article 11.01, shall apply equally to circumstances involving allegations by the Employer of “non-culpable” or “innocent” misconduct, impropriety or otherwise involving any employee(s). For greater certainty, non-culpable circumstances shall enjoy the protections of all other provisions of this Article, and any other applicable provisions of this Agreement, as well as the *Human Rights Code* and other applicable legislation.

11.03 Procedural Requirements

(a) Progressive Discipline

Discipline must be applied uniformly, and disciplinary action taken by the Employer must be appropriate to the cause and to the principles of progressive discipline.

(b) Time Limits for Applying Discipline

The discipline, discharge or termination of any employee must be done by the Employer within thirty (30) calendar days of the date that the Manager of People & Culture or Executive Director knew or ought reasonably to have known about the circumstance(s) involved. Extension for the purposes of investigation will not be unreasonably denied.

(c) Union Representation

If the Employer holds a meeting with an Employee that is disciplinary, the Employee shall have the right to have a job steward (or in the absence of a job steward, a Union Representative) present. The Employer shall inform the Employee of their right and ask if the Employee wishes to exercise that right. If the Employee asks for union representation, the Employer shall ensure such representation is present before the meeting proceeds.

(d) Notice of Disciplinary Action

The Employer shall advise an employee, in writing, of any disciplinary action taken including, but not limited to, warning, reprimand, suspension, discharge or termination and the reasons in full for such action, at the time of taking any such action. The Employer shall also promptly provide the Union with a copy of each such disciplinary notice. The Employer shall exercise its best efforts to provide full and comprehensive written grounds for discipline, but an Arbitrator or other adjudicator may consider further grounds if they deem it appropriate in the circumstances.

11.04 Failure To Grieve

Failure to grieve previous discipline or to pursue such a grievance to arbitration shall not be considered to be an admission that such discipline was justified.

11.05 Time Off Work For Discipline Related Meetings

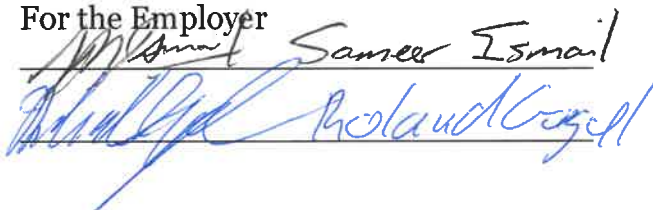
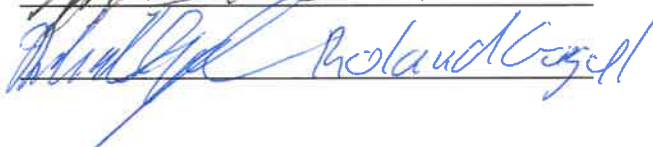
Employees, including job stewards, required to attend or participate in any investigation, discussion, meeting or hearing with respect to the discipline, discharge or termination of any employee under this Agreement, shall be granted time off work by the Employer for this purpose and this time shall be deemed to be time worked.

11.06 No Demotion Or Lateral Transfer As Discipline

The Employer shall not have the right to undertake the demotion or the lateral transfer of any employee as a disciplinary action except with the concurrence of the Union.

E&OE
Signed off this 14th day of November 2025

For the Union 

For the Employer  Sameer Ismail
 Roland Gogel

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Union			
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UP 12	12	<i>Sign Off Copy</i>	

ARTICLE 12 - PERSONNEL FILE, PERFORMANCE ASSESSMENTS AND MONITORING

12.01 Employment Offer to New Employees

All new employees will receive an offer letter setting out the date of hire, job title, salary, work location and employment status in accordance with this Agreement.

If status is that of a fixed term employee, this notice shall also indicate the expected duration of employment.

12.02 Probationary Periods

- (a) A new employee entering service in a job covered by this Agreement shall be considered probationary for a period of three (3) months of employment.
- (b) The purpose of the probationary period is to allow the Employer to assess whether newly hired employees are suitable for continued employment. Probationary employees, whom the Employer finds unsuitable, may be terminated during their probationary period subject to a) applicable legislation, b) applicable arbitral jurisprudence, and c) the grievance and arbitration procedures of this Agreement.
- (c) Probationary periods as described above may be extended by mutual agreement of the parties.
- (d) Employer Obligations during Probationary Period
 - (i) The Employer shall inform a probationary employee of the standards which the employee is expected to meet during the probation period and shall also provide all appropriate training and familiarization necessary to assist the new employee to meet these standards.
 - (ii) The Employer shall inform a probationary employee of any deficiencies in the employee's performance and shall provide an opportunity for correction of the deficiencies, prior to the dismissal of the probationary employee.

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- (iii) Either prior to or upon expiration of the probationary period or any extension of the probationary period, the Employer shall confirm the successful completion of probation by a new employee or otherwise dismiss the employee in accordance with this Article.

(e) Dismissal of Probationary Employees

The test of just and reasonable cause for dismissal of a probationary employee shall be a test of the employee's suitability for continued employment in the position in which the employee is employed.

12.03 Competency Related Inadequacies

In situations where it can be demonstrated that a regular employee is failing to meet the performance expectations of their job due to competency-related inadequacies, on a non-culpable basis, the following provisions will apply:

- (a) the Employer will provide a written notice to the employee, with a copy to the Union, outlining the inadequacies.
- (b) the supervisor and the employee will work together, for a period of a minimum of three (3) months, in an endeavour to raise the employee's performance to an acceptable level of competency.
- (c) the employee will be apprised of their progress during the aforementioned period at intervals of not less than one (1) month.
- (d) the Employer and Employee will assess and determine if additional training is required, which the Employer will provide.
- (e) The period devoted to performance improvement will not be less than three (3) months, unless otherwise agreed by the parties, and may be extended by mutual agreement of the parties. If the employee proves unable to achieve acceptable performance as a result of the above procedure, the employee may be terminated in the absence of extraordinary extenuating circumstances and in accordance with the *Human Rights Code*. However, the intention of the above procedure is to provide affected employees with the training, direction and opportunity to correct competency related inadequacies and remain employed.

E&OE

Signed off this _____ day of _____ 20____

For the Union

For the Employer

BCIT Student Association
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12.04 Personnel Files and Performance Assessments

(a) Personnel Files

(i) A personnel file shall be maintained by the Employer for each bargaining unit employee. Such a file may exist in hard copy and/or electronic form, and shall contain the following information (where applicable):

- letters of commendation.
- disciplinary documentation relating to incidents of culpable misconduct.
- factual information pertaining to the employee's work history, such as positions held, records of acting assignments, salary history, etc.
- documentation pertaining to the employee's work performance.

In addition to the above-noted information, other ancillary files may contain information concerning the employee's employment. The existence of any such ancillary files will be made known to the employee upon request.

(ii) It is the intent that the personnel file be kept current, and circumstances which require attention be brought forward without undue delay. A copy of all documents placed on an employee's personnel file, which are not of a routine administrative nature, will be provided to the affected employee at the time of filing

(iii) An employee may make entries into their personnel file for any reason. A copy of any such entry shall be provided to the employee's manager at the time of filing.

(b) Employee Access to Personnel Files and Ancillary File Employment Information.

An employee shall have the right to review information pertaining to them from their personnel or ancillary files at any time, upon reasonable notice. An employee may request, and shall receive a copy of, any employment record or document, pertaining to them, which is contained in their employment files. However, the Employer may redact information that contains the personal information of another person or as may otherwise be required by privacy legislation.

(c) Union Access to Employee Information

The Union will have the same right of access to employment information as the employee, as set out in the preceding article, providing the employee gives their

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authorization to the Employer in writing. The authorization will not give repeated right of access to the Union unless the employee so stipulates.

(d) Performance Assessments and Reviews

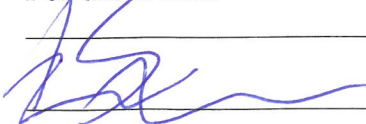
Where a formal assessment of an employee's work performance is carried out, the employee shall be given sufficient opportunity to read and review the assessment. Provision shall be made on the assessment for the employee to sign it. Such signature shall not be evidence of agreement or disagreement with the assessment. A copy of the assessment shall be provided to the employee after they have signed it, and such assessment shall not be changed without the knowledge of the employee. An employee may initiate a grievance to resolve any dispute arising out of the assessment.

12.06 Compliance with Privacy Legislation

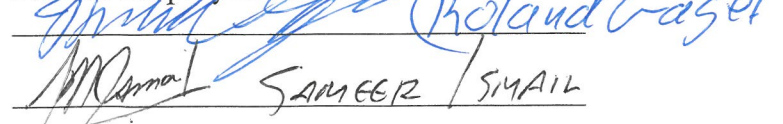
- (a) The parties shall comply with the provisions of the *Personal Information Protection Act* of British Columbia.
- (b) The Employer agrees to advise employees of the monitoring and measuring capabilities of all job-related equipment prior to its application.
- (c) In situations where the existence of employee performance difficulties is evident, such that closer monitoring is required, the employee will be advised that such monitoring is to occur.
- (d) The Employer will not install monitoring equipment for reasons not related to the Employer's business. The Employer will advise employees of the location of all such equipment and the reason for such equipment.

E&OE
Signed off this 13 day of February 2024

For the Union



For the Employer


Roland Gaget
SAMEER / SMAIL

Union			
Number	Affected Article/MOU	Date: February 13, 2026	Time: 2:30pm
UP 13	13	<i>Sign Off Copy</i>	

ARTICLE 13 - FILLING JOB VACANCIES

13.01 Job Postings

(a) Administration of Job Postings

- (i) If the Employer wishes to fill a permanent vacancy for a Regular position within the Bargaining Unit, the Employer will post a notice of the vacancy on the Employee bulletin board and on the Employer's internal Electronic Systems for at least five (5) working days. Any eligible Employee may apply, in writing, for the job during the posting period.
- (b) The job posting shall contain all relevant job information including job title, permanent headquarters, required knowledge, skills and abilities, or equivalent, salary, special conditions, status (full-time or part-time, etc.). Should any of these conditions change after the job is posted, modifications will be issued and attached to the posting consistent with the minimum five (5) day internal posting requirement.
- (c) The Employer will provide copies of all job postings to the Union office as part of the normal posting distribution.
- (d) Interviews will take place during the Employer's normal business hours. Employees whose work schedule coincides with an interview shall be granted time off without loss of pay to attend the interview.

13.02 Job Selection

In selecting for the job, the Employer will consider the skills, abilities, knowledge and/or qualifications of the applicant. The Employer will select the Employee who has the best skills, abilities, knowledge, and qualifications for the job. It is understood that the Employer shall endeavor to promote internally qualified and suitable employees. The Employer shall ensure that in the exercise of its job selection rights under this Article that no discrimination or favouritism affects any particular candidate.

(a) Criteria

- (i) The employer's selection criteria shall be reasonably and fairly established and applied. It is understood and agreed that any skills, abilities, knowledge, and/or qualifications which are established for any job must be related by the Employer reasonably and fairly to the major job duties to

be performed as described in the job description and any equivalencies must be applied in the same manner.

- (ii) Where two or more internal candidates have relatively equal skills, abilities, knowledge, and qualifications, then the Employer will select the applicant with the most Seniority in accordance with Article 9.

(b) External Hiring

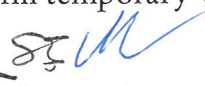
If no Employee has the requisite skills, abilities, knowledge, and qualifications to perform the job, then the Employer may hire whomever it wishes.

13.03 Job Selection Disputes

Job selection grievances shall be submitted to the Employer at Stage II of the grievance procedure within ten (10) working days of the date the employee received written notification.

13.04 Temporary Vacancies

- (a) The Employer may, when a bona fide operational need arises, transfer Employees to fill temporary vacancies.

~~(b)~~ 

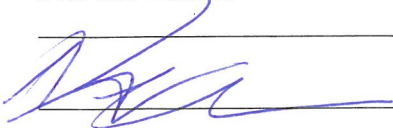
- (c) The Employer will not reduce an Employee's rate of pay when the Employer transfers the Employee to fill a temporary vacancy.

13.05 Other

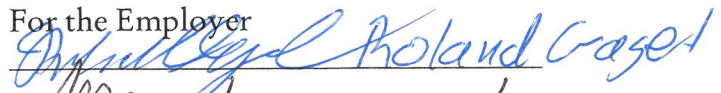
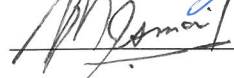
If the Union and the Employer agree in writing, a job opportunity which ordinarily would have been posted may be filled without posting a job notice.

E&OE
Signed off this 13 day of February 2020

For the Union



For the Employer


 SANGER / SMAIL

Union			
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UP 14	14	<i>Sign off copy</i>	

ARTICLE 14 – WAGES

14.01 Wage Scale

- (a) Wage scales for existing classifications will be paid in accordance with the wage schedule set out in **Appendix “A”**. All employees shall receive general increases on the dates set out in **Appendix “A”**.

14.02 Job Descriptions

Job descriptions are written with the intent to set forth the general duties and requirements of the job and to indicate the level of skill required. Current job descriptions shall be made available to the bargaining unit on the Employer’s electronic system.

14.03 New or Changed Bargaining Unit Positions

Where a new bargaining unit classification is introduced during the life of this Agreement, or an existing bargaining unit classification is permanently altered by the addition of qualitatively higher-level duties that are beyond the scope of the duties previously performed, the parties will meet to negotiate an appropriate wage within thirty (30) working days from the date that the Employer formally notifies the Union in writing. The agreement on the appropriate wage rate for a new bargaining unit classification or a significantly modified existing bargaining unit classification shall be documented as a Letter of Understanding. In the event that the parties cannot reach agreement on an appropriate wage rate, the Employer’s determination will be subject to **Article 10 – Grievance Procedure and Arbitration**.

14.04 Pay on Performing Higher Graded Job Duties

An employee who temporarily performs a majority of the duties of a higher paid position in an acting capacity will have their wage adjusted to the pay for the higher-level position.

14.05 Pay on Temporary Performance of Lower Grade Work

An employee who temporarily performs lower graded work shall not suffer any loss of earnings.

14.06 Employees to be Paid Bi-Weekly

(a) Employer to Pay Bi-Weekly

- (i) The Employer will pay Employees on a bi-weekly by direct deposit.
- (ii) The Employer will prepare and provide to the Employee on each pay period a payroll advice statement stipulating the amount paid to the Employee and the purpose and amount of each deduction.

(b) Calculating Hourly Rates of Pay

For conversion purposes only, the following formula shall be applied to the annual salary set out in Appendix A of this Agreement: "Annual salary divided by 2080 hours".

(c) Rounding

All wage rates are rounded to the nearest whole cent.

14.08 Premiums and Allowances

(a) Parking

The Employer agrees to provide all Full-time regular employees with monthly parking spaces at the Burnaby campus, subject at all times to the following:

- (i) such parking remaining available from BCIT;
- (ii) eligible employees who wish to use this benefit shall register their vehicle(s) with the Employer during registration periods that will occur periodically throughout the year. Each registration period will correspond with a fixed duration of time;
- (iii) where an employee begins participation in this benefit between registration periods, the Employer will reimburse fifty percent (50%) of the cost of such monthly BCIT staff parking passes as are required to reach the effective date of the next registration period;
- (iv) once an employee is registered, the Employer will pay fifty percent (50%) of the cost of parking for the period covered by the registration, and the remaining fifty percent (50%) shall be deducted from the employee's pay.

(b) Vehicle Mileage Allowance

Employees shall be reimbursed for use of vehicle on the Employer's business when required to use the employee's vehicle in the performance of the Employer's duties. In addition, employees shall be reimbursed for all mileage, incurred in the performance of duties, at the per-kilometre rates prescribed by the Canada Revenue Agency.

(c) Mobile Phone Allowance

All eligible employees who are required to use their own mobile phone in the performance of the Employer's duties shall receive an allowance of forty (\$40) dollars per month.

(d) Employee Fitness Allowance

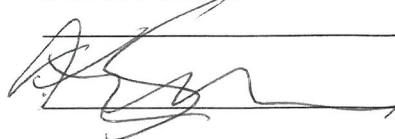
- (i) The Employer and the Union recognize in principle that physically fit employees can work more efficiently and can demonstrate better attendance.
- (ii) To encourage physical fitness, the Employer shall cover the full cost of the on- campus gym access for all regular employees, subject at all times to BCIT maintaining Employee eligibility for its program providing such access at no cost.

(e) Dress Code Allowance

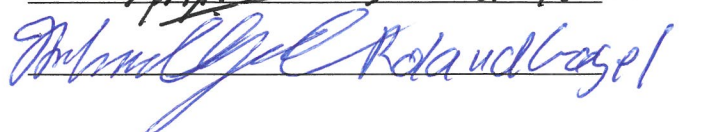
- (i) If the Employer requires an employee to wear special clothing as defined in the *Employment Standards Act*, the Employer will provide such clothing and maintain it in a good state of repair.

E&OE
Signed off this 14th day of May 20 26

For the Union



For the Employer

 SAMEER / SMAIL


Union			
Number	Affected Article/MOU	Date: May 7, 2026	Time: 10:00am
UP 15	15	<i>Sign Off Copy</i>	

ARTICLE 15 - OCCUPATIONAL HEALTH AND SAFETY

15.01 Occupational Health and Safety

The Union and Employer shall co-operate in promoting and improving rules and practices which promote an occupational environment, which improve conditions and provides protection from factors adverse to employee health and safety.

The Employer will comply with *Workers Compensation Act* for health and safety committees. There shall be no discrimination, no penalty, no intimidation and no coercion when employees comply with this Article.

15.02 Joint Occupational Health and Safety Committee

- (a) A Joint Union/Employer Occupational Health and Safety Committee shall be established. It shall be composed of two (2) representatives named by the Union and two (2) representatives named by the Employer. One representative from each side shall serve as co-chairs. The Employer will provide the Committee with a person to be the recording secretary. The recording secretary will be responsible for the minutes and will not have a voice or vote on the Committee.
- (b) The Joint Union/Employer Occupational Health and Safety Committee shall meet regularly at least once each month. In addition, the Committee shall hold meetings, upon mutual agreement of the Union and the Employer, to deal with unsafe, hazardous or dangerous conditions. Meetings shall be scheduled during normal hours of operation. Representatives of the Union shall suffer no loss of pay for attending such meetings, jobsite inspections or accident/incident investigations.
- (c) Minutes of all Joint Union/Employer Health and Safety Committee meetings shall be kept and copies of such minutes shall be sent to the Employer, the Union and the Workers' Compensation Board, and a copy shall be circulated upon committee approval. All recommendations and requests from the Joint Union/Employer Health and Safety Committee shall be followed up by the co-chairs, who shall report thereon to the Committee.

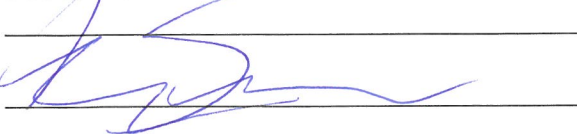
- (d) The Union representatives on the Health and Safety Committee shall be entitled to eight (8) hours paid Educational Leave per year to attend seminars, workshops, and/or training sessions sponsored by a government agency or department for instruction and/or upgrading on health and safety matters. Such training shall be determined by the Employer in consultation with the Union. All training costs will be covered by the Employer.

15.03 Occupational First Aid Requirements and Courses

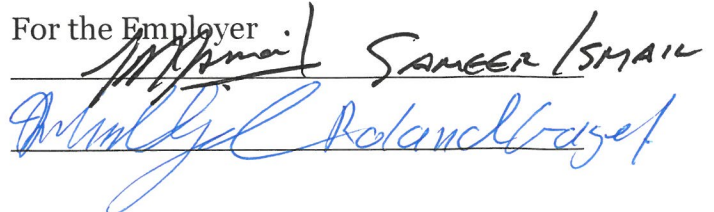
- (a) Where the Employer requires an employee to perform first aid duties, in addition to the normal requirements of the job, the cost of obtaining and renewing the Occupational First Aid Certificate shall be borne by the Employer and leave of absence to take the necessary course(s) shall be granted with pay.

E&OE
Signed off this 7th day of May 2026

For the Union



For the Employer


SANGER / SMAIL
Roland Baze

Union			
Number	Affected Article/MOU	Date: May 7, 2026	Time: 1:00pm
UP 16	16	<i>Sign off copy</i>	

ARTICLE 16 - TRAINING AND EDUCATION

16.01 Employee Assistance

The Employer recognizes the importance and value of employees upgrading their education, knowledge and skills by private study and will assist, where deemed appropriate and financially sustainable, in defraying the costs of certain courses and educational programs.

16.02 Training and Education Costs Borne by Employer

Except as expressly provided otherwise by this Agreement, all costs for training and/or education under this Agreement including, but not limited to, the cost of any textbooks and examination fees, shall be borne by the Employer.

16.03 Financial Assistance and Educational Opportunities

- (a) All costs of training (i.e., tuition fees, required textbooks, conference registration, transportation and accommodation and such other reasonable expenses) will be borne by the Employer where the training is at the request of management.
- (b) Regular employees shall be reimbursed for their practicing license/membership, when needed, for their position. When employees are required to attend professional development courses or conferences to maintain their practicing licenses, the Employer agrees to cover all related costs including but not limited to registration fees and courses. In case of termination of employment or voluntary resignation, employees shall reimburse the Employer for the prorated percentage of their practicing license/membership renewal fee of the year.
- (c) The Employer agrees to establish a minimum annual organizational budget of \$15,000 for regular employees to take general professional development courses with pay. The courses must be of benefit to the employee's work or potential career development with the Employer. The request must be approved in writing by the Employer. Within the budget established, the Employer shall reimburse all reasonable costs, including but not limited to registration fees for the courses or events.

(d) Under certain conditions, the employer will allow employees to register for BCIT courses. Regular employees who work in excess of twenty (20) hours per week may take part-time courses offered by BCIT without paying the tuition, provided that:

- (i) The employee satisfies all applicable requirements as determined by BCIT and which may be amended at their sole discretion from time to time.
- (ii) Notwithstanding **Article 16.02**, Employees taking BCIT courses under this provision shall be responsible for all non-tuition costs related to such courses, unless the course is taken at the request of the Employer.

16.04 Time Off for Examinations

Employees will be provided with time off with pay to write examinations on a course approved pursuant to **Article 16**, if the examination for such course must be written during normal working hours.

If an examination for a course that is otherwise not approved pursuant Article 16, or that is taken under 16.03(d) without having been requested by the Employer, must be written by an employee during normal working hours, time off without pay will be approved given sufficient notice.

16.05 Training for New Products, Programs or Applications

The Employer will provide all training necessary for employees to become proficient regarding new products, programs or applications they will be required to service or utilize.

16.06 Entitlement To Training and Education

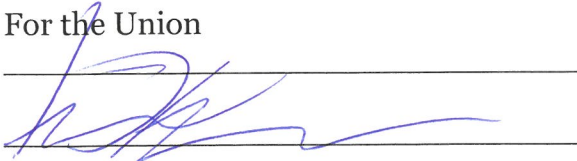
- (a) Selection of employees to participate in any training for new jobs under this Agreement must be undertaken in accordance with the job selection criteria contained in **Article 13 Filling Job Vacancies**.
- (b) The Employer, in accordance with its business needs, may provide an employee with training to obtain the ability and/or knowledge necessary to enhance the employee's career or career advancement prospects with the Employer. Selection of employees to participate in any training for career enhancement purposes under this Agreement, must be undertaken in accordance with the job selection criteria contained in **Article 13.02 Job Selection**.

16.07 No Discrimination or Favouritism

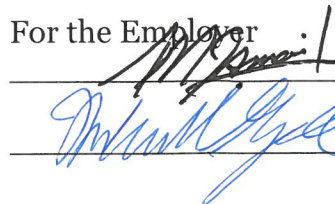
The Employer shall ensure, in providing employees with career planning support, temporary assignments, training and/or education opportunities under this Agreement, that no discrimination or favouritism affects any particular employee.

E&OE
Signed off this 7th day of May 2026

For the Union



For the Employer

 SAMEER / SMAIL
Roland Grasel

Union			
Number	Affected Article/MOU	Date: May 7, 2026	Time: 10:00am
UP 17	17	<i>Sign Off Copy</i>	

ARTICLE 17 - ALLOWANCES AND EXPENSES

17.01 Travelling Allowances and Travel Time

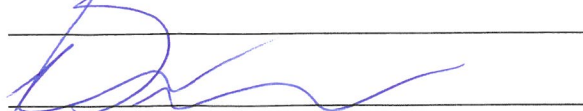
- (a) The Employer will book and pay for economy air fare for air travel, and for other forms of travel will pay appropriate costs plus sleeping accommodation where required for employees traveling on Employer business. All time spent traveling will be paid as time worked. When an employee is provided with accommodation at their place of departure such pay shall not start until the employee is required to depart their place of accommodation to catch the scheduled transportation.
- (b) Employees required to travel on authorized Employer business shall be paid a per diem allowance in lieu of reimbursement for meals. The applicable per diem rates for meals shall be those established from time to time by the Canada Revenue Agency as reasonable travel allowances. Eligibility for individual meal components shall be based on reasonable travel timing, including departure prior to the breakfast period, travel over the midday period, and return after the evening period. Per diem allowances are intended to reflect reasonable expenses and shall be considered non-taxable to the extent permitted by applicable legislation. The per diem rates referenced in this Article shall be automatically updated annually effective April 1 in accordance with the prevailing reasonable travel allowance rates published by the Canada Revenue Agency, without the need for further amendment to this Agreement.
- (c) Where the Employer requires an employee to travel between work sites using their personal vehicle on a given day, such travel shall be eligible for mileage reimbursement at the prevailing CRA rate. For greater certainty, travel from an employee's home to their first point of work on a given day, and travel to an employee's home from their last point of work, shall not be subject to reimbursement by the employer.
- (d) All time spent travelling for work purposes, outside of the employee's daily commute between their place of residence and their work site shall be considered time worked for all considerations under this agreement, including overtime.

17.02 Expense Claims

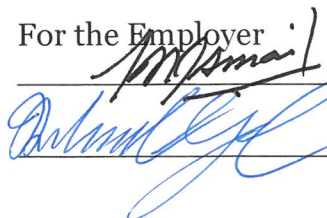
Where a per diem allowance is not applicable under Article 17.01(b) of this agreement, Employees traveling on Employer business will be reimbursed for reasonable expenses, including but not limited to tolls, parking fees, mileage expenses, rental car fees, telephone charges, and fax & printing fees, by submitting the appropriate Employer form, including receipts, and unless not practicable obtaining advance approval for such expenses from the Employer.

E&OE
Signed off this 7th day of MAY 2026

For the Union



For the Employer

 SAMEER / SMAIL
Roland Gargel

Union			
Number	Affected Article/MOU	Date: June 22, 2026	Time: 3:00 pm
UP 18	18	<i>Sign Off Copy</i>	

ARTICLE 18 - LAYOFF, RECALL AND SEVERANCE

18.01 Notice of Layoff To Union

The Employer shall provide the Union with written notice when any regular employees may be laid off for any reason.

18.02 Notice of Layoff to Affected Employees

- (a) If it becomes necessary to lay off Regular Employees the Employer will lay off in reverse order of Seniority within the job classification(s) affected, provided that the remaining Employees have the requisite knowledge, skills, and abilities to do the jobs required.
 - (i) Within fourteen (14) calendar days of receiving a notice of layoff, a laid off employee may elect to be placed on a Recall List and thereby be subject to **Article 18.03 – Recall**, or to have their employment terminated and receive severance pay pursuant to **Article 18.04 – Severance Pay**. An employee who fails to make such an election will be placed on the Recall List as though they had made such an election.
 - (ii) A laid off Regular employee may elect to be a Casual Employee subject to call in. Notwithstanding such election, such Regular Employee will be deemed to be a laid off employee from the date of initial layoff for the purpose of **Article 9.04(f) – Loss of Seniority**.
- (b) If the employee's status is changed by the Employer (e.g. from Full-time to Part-time), the employee will, within fourteen (14) calendar days of receiving notice of such status change, have the option of accepting the status change, being laid off and placed on the recall list in accordance with **Article 18.03**, or accepting severance in accordance with **Article 18.04**.
- (c) Employees will have no right to bump into other classifications.

18.03 Recall

- (a) Right to Return

An Employee who is laid off under this Agreement shall have the right, for a period of two (2) years from the date of such employee's last being laid off, to be recalled to work in their former job classifications or to a similar classification for

which they have the requisite knowledge, skills, and abilities to do the job required.

(b) Order of Recall

Recall of Employees will be in order of Seniority, provided that an Employee has the requisite knowledge, skills, and abilities to do the job required.

(c) Notice of Recall

The Employer first will contact the recalled Employee by telephone or email. If the Employer cannot contact the Employee, then the Employer will send a notice of Recall by registered mail or deliver the same to the Employee's last known address.

(d) Failure to Respond to Recall Notice

If an employee who has been laid off is issued with a recall notice pursuant to **Article 18.03(c)** and fails to respond within fourteen (14) calendar days of receipt of such notice, this shall lose all rights of recall, and will be subject to **Article 9.04(f) – Loss of Seniority**.

(e) Deadline to Return to Work

The Employer shall allow fourteen (14) calendar days from an acceptance of an offer of recall for employee to commence duties. An Employee who does not return to work by this time will be considered to have failed to return to work.

18.04 Severance Pay

(a) All employees shall be eligible for severance pay in accordance with this Article and all other applicable provisions of this Agreement. Employees shall be entitled to severance pay as follows:

- (i) Regular employees up to two (2) years of service - two (2) weeks' pay;
- (ii) for each additional one (1) year, or portion thereof, of service – one (1) weeks' pay per employment year to a maximum of fifteen (15) weeks.

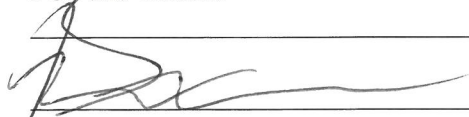
(b) Severance pay shall be paid at the prevailing rate of pay of the employee at the time of layoff.

(c) Entitlement to severance shall be calculated based on the date of layoff.

E&OE

Signed off this 22nd day of June 2026

For the Union



For the Employer



18.05 Temporary Seasonal Layoffs

- (a) If there is a customary seasonal closure of a work area or portion of the Employer's business during a set amount of time longer than two (2) weeks, the Employer will place the affected employees on a temporary layoff list for the duration of that closure, and will be recalled at the end of the duration of the closure.

E&OE

Signed off this 22nd day of June 2026

For the Union



For the Employer



Union			
Number	Affected Article/MOU	Date: June 2, 2026	Time: 5:00pm
UP 19	19	<i>Sign Off Copy</i>	

ARTICLE 19 – BENEFITS

19.01 Benefits

(a) The Employer will continue in effect and make available to:

- (i) All Full-time Regular Employees who have completed three (3) months of employment; and,
- (ii) All Part-time Regular Employees who have worked one thousand (1000) hours and maintain a weekly average of at least twenty (20) hours of work during the prior sixteen (16) weeks;

a health and welfare insurance plan that includes:

- Accidental Death & Dismemberment Insurance (AD&D)
- Dentalcare
- Extended Health Benefits
- Employee Assistance Program
- Long Term Disability (LTD)
- Life Insurance

as amended from time to time, subject always to the terms, conditions, and restrictions as set by the insurers of the Plan from time to time.

(b) The Employer agrees to pay one hundred percent (100%) of the premiums of the health and welfare insurance plan, but the premium associated with LTD shall be recorded as a taxable benefit.

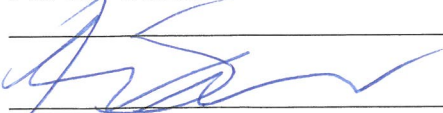
(c) All Regular Employees who are eligible must participate in the Plan.

(d) The Parties agree that the Employer has no role with respect to the adjudication of claims related to the health and welfare insurance plan, and that any dispute related to such adjudication shall only be resolved through the carrier appeals process, if any. The Employer has no liability for the failure or refusal of the insurance carrier to honour an Employee's claim or to pay benefits, and no such action on the part of the insurance carrier will constitute a breach of this agreement by the Employer. No

E&OE

Signed off this 2nd day of June 2026

For the Union



For the Employer



dispute arising under or related to this Section will be subject to the grievance and arbitration process, except as such grievance applies to the Employer's payment of premiums or other fees or payments required to purchase coverage.

- (e) The Employer will not reduce the benefit entitlement of the health and welfare insurance plan without the approval of the Union. Where the plan carrier is changed without the consent of the Employer, the Employer shall make best efforts to ensure that the replacement coverage is comparable.

19.04 Benefit Education

Both parties recognize the importance of the employees having a full understanding of the benefits available and their entitlement to those benefits. To assist in this education, the Employer undertakes to maintain a benefit pamphlet for employees. The Employer shall consult with representatives of the Union to attempt to ensure that the benefits pamphlet and benefits summary answers the major questions and concerns of the employees.

19.05 Coverage While on Leave Without Pay

- ~~(a)~~ Employees who are on leave of absence without pay (excluding any job protection leaves covered by Section 6 of the *Employment Standards Act or applicable legislation*) for longer than one (1) calendar month are required to reimburse the Employer for the total premium cost of all welfare plans on a month-to-month basis unless specified otherwise.

- (b) **Employee Retirement Plan Contributions**

Provided the employee opts to make regular retirement plan contributions, the Employer shall match such contributions for periods when the employee is on unpaid leave.

19.06 Coverage While on Other Leaves

Employees who are off work on Long Term disability (LTD) or while on Workers' Compensation wage loss benefits, will continue to receive coverage as listed in **Appendix "B" - Benefits** at no cost to the employees for up to one (1) year or such longer period as the Employer deems appropriate in the circumstances on a case-by-case basis.

19.07 Coverage during Labour Dispute

Employees who are absent because of a labour dispute, including a legal strike or a legal lockout involving the parties to this Agreement, will have their coverage under this Article continued but the Union will reimburse the Employer for the full cost of premiums for the period upon submission of the bill to the Union.

Union			
Number	Affected Article/MOU	Date: May 14, 2026	Time: 10:30 am
UP 20	20	<i>Sign off copy</i>	

ARTICLE 20 - MEDICAL EXAMINATIONS

20.01 Medical Examinations

- (a) Where the Employer is not satisfied that proper justification or reason for an employee's absence exists, or the Employer is not satisfied of an employee's ability to return to work or to continue to attend regularly at work, the Employer may require that the employee be examined by the employee's medical practitioner to provide a functional assessment report to the Employer attesting to the medical condition of the employee.
- (b) When the Employer requires an employee to submit to an examination under this Article, any resulting charge will be the responsibility of the Employer.

20.02 Confidentiality of Medical Information

The Employer, and any Union representative, who has access to medical information pertaining to any employee, shall ensure such information is maintained in strict confidence and is not to be used for any non-work related purpose.

20.03 WCB Leave of Absence

An employee shall be granted a leave of absence by the Employer while on Workers' Compensation; such time shall be deemed to be time worked.

During such leave of absence, the employee shall continue to accrue seniority, subject to the provisions of **Article 9 Seniority**.

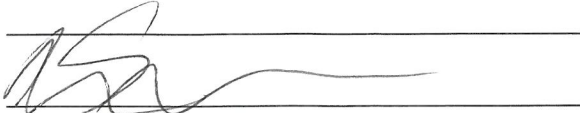
20.04 Leave for Medical Appointments

Where it is not possible to schedule medical and/or dental appointments outside regularly scheduled working hours, reasonable time off without pay for medical and dental appointments for an employee or for dependent children shall be permitted, provided that employees may use their available personal time and/or Injury or Illness (Sick) leave allotment for such purposes.

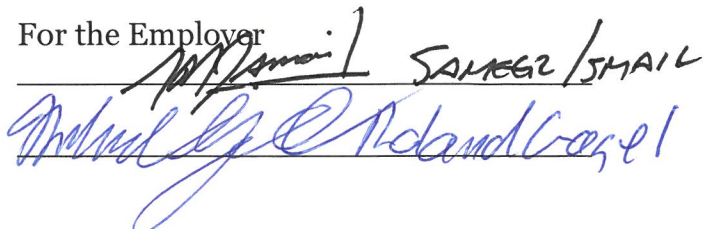
Full-time regular employees are encouraged to schedule their medical or dental care appointments at the beginning or end of their regularly scheduled shift.

E&OE
Signed off this 14th day of MAY 20 26

For the Union



For the Employer



SALMER / SMAIL

Union			
Number	Affected Article/MOU	Date: June 2, 2026	Time: 2:30pm
UP 21	21	<i>Sign Off Copy</i>	

ARTICLE 21 - HOURS OF WORK

21.01 - SCHEDULING AND AVAILABILITY

- (a) Full-Time Employees normally work eight (8) or eight and one-half (8.5) hours per day, including breaks, five days per week. Should the Employer decide to change a Full-Time Employee's regular schedule, they will provide no less than two (2) week's notice to the Full-Time Employee.
- (b) Part-time employees work such hours as they may be regularly scheduled based on their Stated Availability.
- (c) Casual Employees work on such hours as they may be called into work from time to time, based on their Stated Availability.
- (d) Casual and Part-time employees may change their availability by submitting a new Stated Availability form to the Employer. New stated availability forms should be submitted at least ten (10) days prior to the end of the month. If such Employees do not so provide their Stated Availability then it will be deemed to be the same for the next month.

For the purposes of this Agreement, a "decline" will be recorded whenever a Casual Employee declines a shift during their Stated Availability provided such call in is no less than 4 hours prior to the start of the shift.

- (e) For all employees other than Full-Time Regular employees, shift schedules shall be posted a minimum of seven (7) days in advance of the commencement of the shift.
- (f) It is understood by the Parties that the submission of a Stated Availability form is not a guarantee of hours.
- (g) Where no employee is available to work a shift on short notice based on their Stated Availability, the Employer may offer shifts to Part-time or Casual employees outside of their Stated Availability. The shift will be offered on a seniority basis.

21.02 - BREAKS AND OVERTIME

- (a) Employees will have a one-half (1/2) hour unpaid meal break during any workday which extends beyond 5 hours.

- (b) There will be one fifteen (15) minute paid coffee break for each three and a half (3.5) hours scheduled for an Employee on any shift. The timing of the break(s) will be at the discretion of the Employer and, if two or more breaks are to be given for any shift, then the breaks may be combined or combined with an Employee's meal break, at the Employer's discretion.
- (c) Any meal breaks not taken while on shift due to a bona fide operational need shall be paid out to the employee.

21.03 Scheduling Principles

- (a) Within a classification, full time regular employees shall be assigned and/or offered shifts based on their seniority prior to the assignment of shifts to part time regular employees. Part time regular employees shall be assigned and/or offered shifts based on their seniority and their Stated Availability prior to the assignment of shifts to casual employees.
- (b) In the event that a shift is changed with less than seven (7) days notice of the commencement of the shift, only those hours worked that have been changed ~~will~~ be subject to a premium of fifteen percent (15%) of the employees' hourly wage rate.
- (c) All employees shall have a minimum of ten (10) hours of rest between daily shifts.
- (d) The Employer shall make best efforts to schedule two (2) consecutive days of rest each calendar week for all regular employees.
- (e) No employee will be required to work a split shift, unless through mutual agreement.

21.04 No Work at Home

No employee in the bargaining unit shall be required by the Employer to perform telecommuting of bargaining unit work for the Employer from their personal domicile (home) except for mutually agreed hybrid or remote work arrangements between the Employer and the employee, or as may be necessitated by governmental order. The Employer will provide the Union with a copy of any hybrid or remote work arrangements.

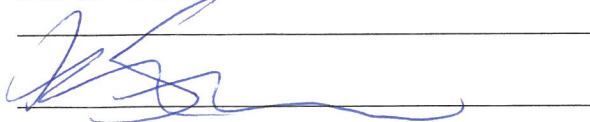
21.05 Hybrid Work Arrangements

Eligible employees may be permitted to work from home provided that they work a minimum of three (3) days per week onsite, unless otherwise agreed between the employee and Employer. Employees must remain available and accessible during core working hours between 7:00 a.m. and 5:30 p.m. and may be required to designate specific in-office days in advance.

Hybrid work arrangements may be temporarily suspended if there is a bona fide operational requirement, such as a Student Association event, where the employee with the hybrid work arrangement is required to be on site to meet operational needs.

E&OE
Signed off this 2nd day of June 2026

For the Union



For the Employer



Union			
Number	Affected Article/MOU	Date: May 7, 2026	Time: 4:15pm
UP 22	22	<i>Sign Off Copy</i>	

ARTICLE 22 - OVERTIME

22.01 Overtime

Overtime must be pre-approved by the employees' supervisor, or their designate, prior to the commencement of the overtime; except in emergency situations where the overtime will be reported to the supervisor, or their designate, following the shift in which the overtime was performed.

The employee must relay, in writing indicate in the payroll system or by other means set out by the Employer, their wish to have their overtime paid out or placed in the overtime bank.

22.02 Overtime Bank and Lieu Time Scheduling

- (a) Employees shall have the option of being compensated for over time in cash or compensatory time off.
- (b) Upon termination of employment or promotion, the employee will be paid out for all unused overtime at the prevailing hourly rate.

22.03 Scheduled Overtime

The Employer will use its best efforts to provide as much notice as possible in the scheduling of overtime, but in any event no less than eight (8) hours in advance of the commencement of the overtime work to be performed, to those employees who actually work overtime. This work shall be deemed as scheduled overtime for the purpose of this Agreement.

Where the Employer has a requirement for overtime work to be performed, the Employer shall ask, in seniority order from highest to lowest, the employees who normally perform the available work if they want to work the overtime and those employees who accept shall thereby be scheduled in order of seniority to perform the overtime work. If the Employer is unable to secure sufficient personnel to meet the overtime work requirements, the Employer shall have the right to schedule employees in the reverse order of seniority, from lowest to highest, who normally perform the available work, and these employees shall perform the overtime work.

22.04 Unscheduled Overtime

Where an employee who is to work overtime is not advised at least eight (8) hours in advance of the commencement of the overtime work to be performed, such work shall be deemed to be unscheduled overtime for the purpose of this

Agreement. The Employer shall notify affected employees for overtime no later than the second hour after the Employer becomes aware the overtime is required.

Where the Employer has a requirement for the performance of unscheduled overtime, the Employer will assign the overtime in reverse order of seniority, from lowest to highest, employees who normally perform the available work and these employees shall perform the overtime work.

22.05 Overtime on Standard Work Day

One and a half times (1.5x) the regular rate of pay will be paid for all time worked on any standard work for:

- (a) daily overtime where an employee has worked in excess of eight (8) hours in a day; or
- (b) weekly overtime where an employee has worked in excess of forty (40) hours in a week, provided that for weekly overtime, only the first eight (8) hours worked in any day will be counted (no pyramiding of overtime).

22.06 Work on Scheduled Day Off

An employee required to work on their regularly scheduled day off will be compensated at the rate of one and a half times (1.5x) the employee's straight-time rate for all hours worked.

22.07 Work on Paid Holiday

Time worked on any paid holiday, will receive their average day's pay and be compensated at the rate of one and a half (1.5x) time the employee's straight-time rate for all hours worked.

22.08 Rest Period After Overtime

Except for an emergency, the Employer will ensure that each employee has at least eight (8) consecutive hours free from work between shifts. Where an employee returns to work before the expiration of the eight (8) consecutive hours, they shall receive double time (2x) for each hour worked between the return to work and the expiration of the eight (8) consecutive hours of rest.

22.10 Overtime Meal Break

Where an employee is required to work two (2) or more hours of overtime as defined in **Article 22.05**, before or after their regular shift, a one-half (.5) hour paid meal break will be allowed.

22.11 Minimum Paid Periods

- (a) A Regular or Fixed-term full-time employee scheduled to work on their scheduled day off will be compensated for a minimum of four (4) hours at overtime rates.

6+06 Signed this 7th Day of May 2026

For the ~~Company~~ ^{Union}

 Ken Sturge

For the Employer:

Sameer Ismail



Union			
Number	Affected Article/MOU	Date: May 14, 2026	Time: 10:30 am
UP 23	23	<i>Sign off copy</i>	

ARTICLE 23 - VACATIONS AND VACATION PAY

23.01 Vacation

- (a) Full-time Regular Employees shall be entitled to the vacation pay accrual as set forth in the table below. Full-time Regular Employees accrue the corresponding vacation time (which will be credited on a bi-weekly basis and may be used after being credited rather than waiting until the end of the year in which it accrues) and which must typically be used no later than the year after which it accrues, Employees may request to carry over vacation accruals from year to year, and such requests will not be unreasonably denied by the Employer, provided that such requests are at all times compliant with **Article 23.04**.

Months of Service	Vacation Time Entitlement	Vacation Pay Accrual
0-24 months	3 weeks	6%
25-60 months	4 weeks	8%
61-120 months	5 weeks	10%
Over 120 months	6 weeks	12%

- (i) Full-time Regular Employees accrue vacation time and pay separately as per the table above and the Employer shall account for vacation time accrued and taken separately from vacation dollars accrued and paid.
- (ii) Where a Part-time Regular or Casual employee converts to Full-time Regular status, their vacation entitlement will be determined based on the Full-time (equivalent) start date as calculated in **Article 9.03(b) – Calculation of Seniority**.
- (b) Part-time Regular, Casual, and Fixed Term Employees will receive vacation pay in accordance with the *Employment Standards Act* and the Employer will pay vacation pay to such Employees on each pay deposit.
- (c) Vacation accrual of time and dollars are calculated based on the employee's last date of employment.
- (d) Vacation pay shall be paid out at the employee's prevailing wage rate, it being understood that once vacation pay out has exhausted an employee's vacation pay accrual, there will be no further pay even if the employee has remaining vacation time.

- (e) When an employee's employment ends, they are entitled to be paid any vacation pay accrued and outstanding.

23.02 Proration of Vacation Entitlement

An employee who is absent from work on leave covered by Part 6 of the *Employment Standard Act* or any applicable legislation shall not have their vacation entitlement reduced.

23.03 Vacation Selection

- (a) Vacation schedules, and subsequent changes to vacation schedules, require the prior approval of the Employer. Approval of or changes to an employee's vacation schedule will not be unreasonably denied and are subject to operational requirements. Where conflicts arise between employees concerning vacation, subject to operational requirements, seniority will be the governing factor in arranging vacation schedules.
- (b) In the event that an employee is called out to work during their scheduled vacation they will receive another day's vacation as well as an additional day's pay for the call-out.
- (c) Employees may request vacations in periods of less than one week, but vacation periods must be in increments of one (1) day.
- (d) Employees may request a vacation in excess of the vacation pay or time accrued. The additional time off shall be considered personal leave without pay.
- (e) Upon request, employees will receive a statement of vacation pay accrued and taken, and vacation time earned and taken for the current year.
- (f) Blackout periods for vacation scheduling shall be clearly communicated to the bargaining unit via written notice at the beginning of the calendar year, and such dates may vary on a department-by-department basis.

23.04 Banking Vacations

- (a) Employees may carry forward a maximum of ten (10) vacation days from year to year.

23.05 Postponement of Scheduled Vacation

- (a) An employee's period of vacation, once approved, will only be postponed by the Employer due to extraordinary operational requirement; and such postponed vacation shall be rescheduled to a time mutually agreed by the Employer and the employee.
- (b) The Employer will reimburse the employee for any direct costs incurred by the employee due to the postponement of a scheduled vacation at the Employer's request.

23.06 Paid Holiday Coinciding with a Day of Vacation

Where a paid holiday occurs during an employee's vacation, the provisions of **Article 24.07 Holiday Coinciding with a Day of Vacation** shall apply.

23.07 Overlap of Vacation with Leave(s)

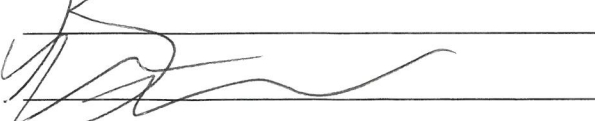
Should the employee become disabled or ill during their vacation period, upon presentation of reasonable proof to the Employer, the employee shall be permitted to reschedule vacation days and to utilize accumulated Sick Leave or Bereavement Leave days for a period corresponding to the period of disability, bereavement or serious illness.

23.08 Termination of Employment

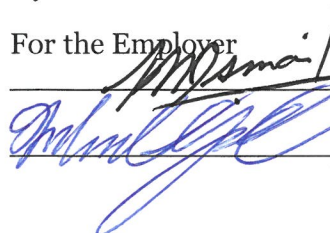
- (a) On termination of employment, an employee will receive vacation pay in accordance with **Article 23.01 Vacation** less any pay actually received for vacation taken.
- (b) On termination, an employee will be paid all vacation entitlements based upon the wage rate at the time the entitlements were earned.
- (c) On termination, the Employer is entitled to repayment of any vacation pay advanced to an employee in excess of their entitlement and to deduct that amount from the employee's final pay.

E&OE
Signed off this 14th day of MAY 20 26

For the Union



For the Employer

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Union			
Number	Affected Article/MOU	Date: April 10, 2026	Time: 4:30 pm
UP 24	24	<i>Sign Off Copy</i>	

ARTICLE 24 - PAID HOLIDAYS

24.01 Paid Holidays

- (a) For the purpose of this Agreement, the following are acknowledged as paid holidays:

New Year's Day	Family Day
Good Friday	Easter Monday
Victoria Day	Canada Day
BC Day	Labour Day
National Day for Truth and Reconciliation	
Thanksgiving Day	Remembrance Day
Christmas Day	Boxing Day

- (b) In addition to the above, any other public holiday gazetted, declared or proclaimed by the Province of British Columbia shall be deemed to be a paid holiday for the purposes of this Agreement.

(c) Office Closure Days

- (i) The Employer agrees that any office closure days shall be paid at the employee's current wage rate with no expectation of bargaining unit work being performed by any employee remotely.
- (ii) The Employer shall communicate workplace closures. Office closures shall not affect any employee's pay and entitlements.
- (iii) The Employer's operations will ordinarily temporarily cease for a two-week period to be set by the Employer which includes Christmas Day, Boxing Day and New Year's Day. Regular Employees shall be granted paid leave of absence during this closure. If a bona fide operational need arises requiring bargaining unit work to be performed, they may be called in to work and will not be entitled to additional compensation other than provided for in [short shift premium] or **Article 24.01 – Paid Holidays**.

(d) Religion Practice

- (i) The Employer agrees to make every reasonable effort to grant unpaid time off for employees to observe worship services or celebrate holidays consistent with the employee's faith.

24.02 Holiday Pay

All full-time employees shall be paid holiday pay equivalent to a normal day's work at straight- time rates regardless of which day of the week the holiday falls.

24.03 Holidays Falling on Saturday or Sunday

When a paid holiday falls on an weekend, the Employer shall observe the holiday on either the preceding Friday or the succeeding Monday and the Employer shall advise the employees at least three (3) months before the end of the calendar year, for the subsequent calendar year.

24.04 Holidays Falling on a Day of Rest

When a paid holiday falls on an employee's rest day, the employee shall be granted holiday pay in accordance with the *Employment Standards Act*.

24.05 Work on a Scheduled Holiday

- (a) An employee who works on a scheduled paid holiday shall be paid one and a half times (1.5x) their base hourly rate for the hours worked on that day, and the employee shall be given a day off work with pay in lieu of the holiday. Scheduling of the day off work in lieu of the holiday shall be by mutual agreement between the employee and the Employer.
- (b) A minimum of four (4) hours at one and a half times (1.5x) the employee's base hourly rate will apply to any work on a paid holiday, or day in lieu.

24.06 Scheduling Work On Paid Holidays

- (a) Where the Employer has a requirement for work to be performed on any paid holiday, or day in lieu, the Employer will, subject to the employees' ability to perform the work, offer the work to the employees who normally perform the available work in accordance with their seniority order from highest to lowest.
- (b) If the Employer is unable to secure sufficient personnel to meet the work requirements on a paid holiday or day in lieu, the Employer may, subject to the employees' ability to perform the work, schedule employees who normally perform the available work to do the work in reverse order of seniority, from highest to lowest.
- (c) The Employer will, except in the case of a bona fide emergency beyond its control, use its best efforts to give as much notice as possible to the employees affected prior to scheduling work on any paid holiday or day in lieu.

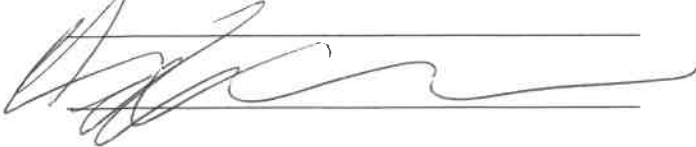
24.07 Holiday Coinciding with a Day of Vacation

For each paid holiday, or day in lieu thereof, which falls within an employee's vacation period, the employee shall be paid holiday pay and they shall receive one (1) extra day of paid vacation, to be taken in conjunction with the employee's vacation, or at another time mutually agreed between the Employer and the employee.

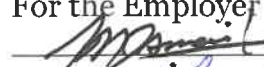
E&OE

Signed off this 10th day of April 2026

For the Union



For the Employer

 SAMEER / SMAIL
 Roland Grase /

Union			
Number	Affected Article/MOU	Date: June 22, 2026	Time: 2:30pm
UP 25	25	Sign Off Copy	

ARTICLE 25 - LEAVE OF ABSENCE

25.01 Leaves of Absences under the *Employment Standards Act*

Job-protected leaves of absences in accordance with Part 6 of the *Employment Standards Act* include illness or injury leave (sick leave), maternity and parental leave, family responsibility leave, compassionate care leave, critical illness or injury leave, reservists' leave, leave respecting the disappearance or death of a child, domestic or sexual violence, bereavement leave, and jury duty leave. The scope of the job-protected leaves of absences under the *Employment Standards Act* may be amended in accordance with legislated improvements from time to time. The definition of immediate family are set out in Article 25.03. All job-protected leaves under this Article will not affect an employee's classification, vacation entitlement, sick leave entitlement, benefit coverage or seniority unless specified otherwise

25.02 Union Business

Leave of absence without pay may be granted to employees for the purpose of attending union business with the approval of the Employer. The Union will request such leave by giving the Employer at least one (1) weeks' notice. Such request shall not be unreasonably denied.

25.03 Bereavement Leave

- (a) Leave of absence with pay for five (5) working days shall be granted an employee in the event of a death in the employee's immediate family, defined as:
- i) Partner/spouse of the employee;
 - ii) Child, step-child, foster child, or child otherwise in the care of the employee or of the employee's partner/spouse;
 - iii) Parent, step-parent or foster parent of the employee or of the employee's partner/spouse;
 - iv) Grandparent or step-grandparent of the employee;
 - v) Grandchild or step-grandchild of the employee;
 - vi) Sibling of the employee;

E&OE
Signed off this 22nd day of June 2026

For the Union



For the Employer

 Roland Gage

- vii) A relative of the employee who permanently resides with the employee and who is dependent upon the employee for care and assistance;
 - viii) for individuals who are like a close relative, whether or not they are related by blood, adoption, marriage or common law relationship, or in the event of a person not listed above an employee can request bereavement leave and consideration will be made by the employer.
- (b) An additional two (2) days shall be granted to employees who must travel, out of the municipality where the employee lives, to attend to the funeral of any relative of the employee, or a relative of the employee's spouse.
 - (c) In the event of the death of any other family member, employees shall be granted one (1) days' paid leave in order to attend the funeral of that family member.
 - (d) In the case of the death of any person close to an employee but not listed in this Article, an employee may request bereavement leave, and such request will be considered by the Employer.
 - (e) Leaves of absence under Article 25.03(a) shall only apply within one month of the death of the family member or other close person listed in this Article; otherwise all such leaves shall be without pay and in accordance with the *Employment Standards Act*.
 - i) Where an employee can demonstrate within three (3) months of the death of the family member or other close person listed in this Article, and where the purpose of such bereavement leave request is related to attendance at or planning of a funeral, memorial, celebration of life, or other similar observance, an employee can request bereavement leave and consideration will be made by the Employer.

25.04 Jury Duty and Court Leave

The Employer encourages employees to fulfill their civic responsibilities. Employees will be paid their base salary, less pay received from the court for those days participating in selection for or serving on a jury to a maximum of ten (10) days or being subpoenaed as a witness or representing the Employer in their official capacity. However, the employee will be required to show their supervisor the summons to participate in selection for or serve on a jury prior to the time they are scheduled to serve. After completion of jury duty, they must furnish the supervisor with evidence of having served on a jury for the time claimed.

25.05 Illness or Injury (Sick) Leave

- (a) Employees shall not be granted paid illness or injury leave during the first ninety (90) calendar days of their employment. Upon expiry of the ninety (90) day period, an employee shall be granted illness or injury leave in accordance with the *Employment Standards Act*, such leave not to be less than five (5) paid days and three (3) unpaid days per calendar year.
- (b) Designated statutory holidays which fall within an Employee's sick leave shall not be charged against the employee's accumulated sick leave entitlement.
- (c) Sick pay shall be calculated in increments of one (1) average day of pay.

- (d) Unused illness or injury leave shall not carry over from year to year.
- (e) In the event that Employer requests any medical certificate to support an employee's illness or injury absence as set out in the *Employment Standards Act*, the Employer shall bear the costs. The employee's medical certificate from the employee's personal physician, or from an Independent Medical Examiner, as the case may be, will specify the nature and prognosis of the illness, as well as any other factors related to the employee's ability to perform their duties of work and/or any limitations that may require accommodation by the Employer.
- (f) Any hours and pay accrued from the Employer's Sick Plan policy prior to ratification shall be maintained. On the last pay period of 2026, all accrued Sick Plan hours and pay shall be transferred to the employee's Personal Time bank, described in **Article 25.08 – Personal Time**.

25.08 Personal Time

- (a) Scheduling of Personal Time:
- Personal Time may be added to any scheduled vacation time.
 - Each period of an employee's Personal Time taken shall be in increments of one (1) hour.
 - Personal Time shall be recorded as such on Avanti or, if applicable, on the employee's weekly timesheet.
- (a) Regular Employees are entitled to Personal Time after completion of probation. Regular Employees shall be entitled to Personal Time pay, at an accrual rate of two percent (2%).
- (b) Personal Time pay shall be paid out at the employee's prevailing wage rate, it being understood that once pay out has exhausted an employee's Personal Time pay accrual, there will be no further pay.
- (c) Personal Time requests shall be subject to approval by the employee's respective manager. Such request shall not be unreasonably denied.
- (d) Employees may accrue and bank up to one hundred twenty (120) hours of Personal Time at their prevailing wage rate.
- (i) At the end of the second to last pay period in a normal pay year, the Employer will calculate the amount of Personal Time Pay accrued, and shall pay out to the employee on the pay associated with that pay period any Personal Time money accrued in excess of one hundred twenty (120) hours.
- (e) If an employee who has five (5) or more years of continuous years of service with the Employer permanently leaves their employment, any hours of accrued Personal Time exceeding forty-eight (48) hours shall be paid out to the employee.

25.09 Religious Holidays

Leave of absence without pay for religious holidays may be granted provided the employee gives appropriate notice to the Employer. The approval of such leave shall not be unreasonably denied by the Employer.

25.10 First Responder Leave

Employees who are volunteer emergency and rescue workers will receive up to five (5) days paid leave, for up to four (4) incidents per calendar year, to provide emergency services when dispatched.

25.11 Domestic or Sexual Violence Leave

The Employer will grant an employee up to five (5) days of paid leave per calendar year to deal with issues related to domestic violence. Notwithstanding the above, the employer also agrees that requests for unpaid leaves of absence submitted by employees in order for them to deal with issues related to domestic violence shall not be unreasonably denied.

25.12 Voting Leave

Any employee who is eligible to vote in any Federal or Provincial elections or referenda shall be entitled to time off in accordance with the applicable legislation.

25.13 Other Leaves of Absence

Subject to the approval of the Employer, a leave of absence without pay may be granted to an employee where there are compelling circumstances, personal reasons or any other reasons which are not contemplated in Article 25 Leave of Absences. Wherever possible leave of absence shall be requested in writing at least two (2) weeks before the leave is to commence by providing such request to the Manager of People & Culture. The employee must state the anticipated date of their return to work in their written request. The Employer shall approve or deny within three (3) working days of receipt of the employee's request.

Signed off this 22nd of June, 2026



for the Union



for the Employer

BCIT Student Association
PROPOSALS 2026
Union Proposal

Union			
Number	Affected Article/MOU	Date: February 13, 2026	Time: 9:30am
UP 26	26	<i>Sign Off Copy</i>	

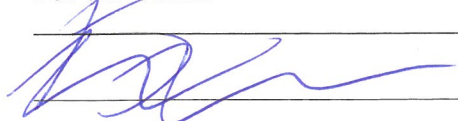
ARTICLE 26 – JOB DESCRIPTIONS

- (a) The Employer shall provide the Union with the job descriptions for all positions in the bargaining unit. Any changes to these job descriptions during the life of this agreement will be provided to the Union.
- (b) An employee assigned to a higher job classification or temporarily replacing another employee in such higher classification, shall be paid at the higher rate as determined by Appendix A-1, for the period so employed.
- (c) Where employees assume additional responsibilities without an actual change in classification, the Union and the Employer shall meet to decide if the added responsibilities are sufficient to change the job level and if so, shall set a new salary level. Where disagreement arises, the matter may be referred to Step II in Article 10 Grievance Procedure and Arbitration.

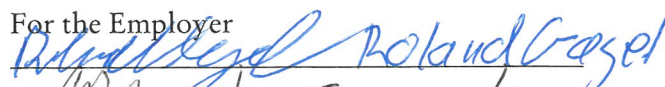
E&OE

Signed off this 13 day of February 2026

For the Union



For the Employer


 SAMEER / SMAIL

Union			
Number	Affected Article/MOU	Date: February 13, 2026	Time: 9:30 am
UP 27	27	Sign Off Copy	

ARTICLE 27 - SAVINGS PROVISIONS

27.01 Government Action Affecting Agreement

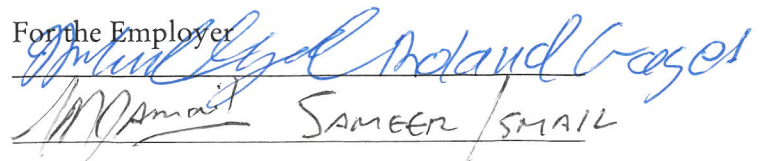
- (a) If any article or provision or part thereof of this Agreement shall be rendered null and void, or materially altered, or otherwise be declared invalid, inoperative or unenforceable, by any competent authority or applicable legislation arising from the legislative or judicial branch of the federal or provincial governments, the following shall apply:
- (i) The remaining provisions of the Agreement shall remain in full force and effect for the life of the Agreement.

E&OE
Signed off this 13th day of February 2026

For the Union



For the Employer


Manait SAMEER / SMAIL



BCIT Student Association PROPOSALS 2024 Union Proposals (UP Item)

(Canadian Office and Professional Employees Union, Local 378)

Union			
Number	Affected Article/MOU	Date: August 28, 2025	Time: 2:36pm
UP 28	28	ER Counter	

ARTICLE 28 - NO STRIKE OR LOCKOUT

28.01 No Strike or Lockout

The parties hereto agree that there shall be no strike, slowdown, stoppage of work, or lockout while this Agreement continues to operate in accordance with the applicable provisions of the *Labour Relations Code* of British Columbia.

28.02 Right to Refuse to Cross Picket Lines

All employees covered by this Agreement shall have the right to refuse to cross a picket line arising out of a strike or lockout as defined in the *Labour Relations Code* of British Columbia, and which has not been declared illegal by either the Labour Relations Board or a Court of competent jurisdiction. Any employee thus failing to report for duty at the premises of the Employer shall be considered to be on leave of absence without pay and shall not be subject to any disciplinary action, discharge, termination or any other penalty or prejudice.

E&OE

Signed off this 28th day of August 2025

For the Union

For the Employer

Union			
Number	Affected Article/MOU	Date: March 24, 2026	Time: 3:00pm
UP 29	29	Sign Off Copy	

ARTICLE 29 - GENERAL PROVISIONS

29.01 Preparation and Distribution of the Collective Agreement

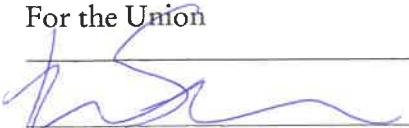
- (a) The Union and the Employer desire every employee to be familiar with the provisions of this Agreement, and their rights under it. For this reason, sufficient copies of the Agreement will be printed for distribution to employees. The cost of such printing and distribution shall be borne equally by the Employer and the Union, and such printing will be carried out by the Employer's print shop where reasonably practicable.
- (b) Prior to printing any copy of this Agreement for distribution to bargaining unit employees, the Employer shall consult with the Union with respect to the design and format for the Agreement.

29.02 Licenses and Certifications

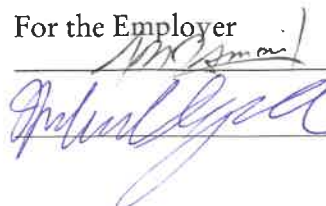
- (a) As a condition of continued employment, all Employees must possess such licenses and certifications as are required for their job classification by federal or provincial law. The Employer will include required licenses and certification in the job description.
- (b) Upon demand by the Employer's People and Culture Manager, an Employee must provide forthwith to the Employer proof of such valid license(s) or certification(s) in a form satisfactory to the Employer.

E&OE
Signed off this 26th day of March 2026

For the Union



For the Employer

 SANGER / MAIL
Roland Gage /

Union			
Number	Affected Article/MOU	Date: May 14, 2026	Time: 10:30 am
UP 30	30	<i>Sign off copy</i>	

ARTICLE 30 – REGISTERED PENSION PLAN

30.01 Registered Pension Plan

The Employer's Registered Pension Plan is designed to supplement the government programs and to provide the employee with retirement income. This Registered Pension Plan is a Defined Contribution Plan.

30.02 Participation in the Registered Pension Plan

Participation in the Retirement Plan shall be optional for all eligible employees in the bargaining unit, upon meeting the eligibility criteria as set out in **Article 30.03 Contributions**.

30.03 Contribution

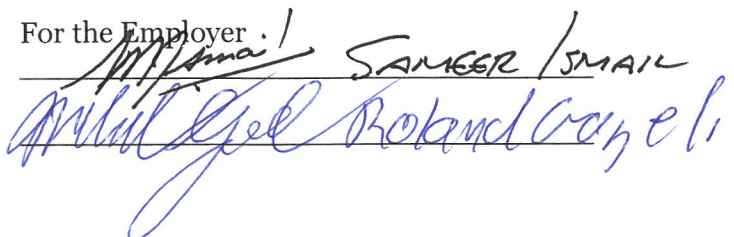
- (a) All regular employees shall be entitled to participate in the Employer's Carrier Group Registered Pension Plan upon the completion of one year of employment.
- (b) Employer contribution to the Retirement Plan is six (6) percent of all wages earned per pay period.
- (c) Employees who opt into the plan must contribute at least six percent (6%) percent of their earned wages to this Pension Plan. Participating employees may contribute up to an additional four (4) percent of their wages to the Plan, but such additional contribution will not be matched by the Employer.

E&OE
Signed off this 14th day of MAY 2026

For the Union



For the Employer

 SANGER / SMALL
Michael Robert Cangel

Union			
Number	Affected Article/MOU	Date: February 13, 2026	Time: 2:30pm
UP 32	32	<i>Sign Off Copy</i>	

ARTICLE 32 – DUTY TO ACCOMMODATE

32.01 Accommodation

The Parties agree that the duty to accommodate can arise at any point in the employment relationship, and it is intended to provide and ensure equitable access to employment opportunities and fair treatment in the workplace. Accommodation refers to modifying employment requirements, rules or policies that could be considered discriminatory because they have a negative effect on an individual or protected group under the *Human Rights Code* (the “Code”).

The parties recognize that the duty to accommodate is a tripartite process that involves the Employer, the Union and the employee, who will work together to attain the objective set out in the Code, and as such, the parties understand the following:

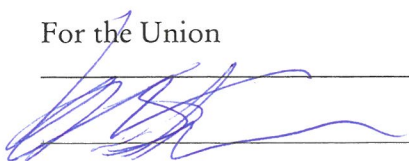
- (a) The parties recognize that, despite the advantages of a collaborative approach to accommodation issues, clear and timely decisions are required in order to:
 - (i) avoid unnecessary delay and uncertainty; and,
 - (ii) allow the Parties to pursue dispute resolution steps.
- (b) An employee seeking accommodation will submit their request in writing, outlining:
 - (i) the nature of the accommodation request and on which prohibited ground the employee is seeking to be accommodated.
 - (ii) sufficient information or documentation that is reasonably necessary to substantiate the accommodation request.
- (c) The Employer, upon receipt of the request, will provide it to the Union Representative and the parties will arrange to consult and engage in the duty to accommodate process. The Employer, the Union and the employee shall participate in accommodation related discussion(s).
- (d) The Employer and the Union shall respect the right to privacy of the worker seeking accommodation to the extent possible. For greater clarity, the Employer is not entitled to the employee’s diagnosis, clinical history

or any other medical data unrelated to the employee's accommodation request.

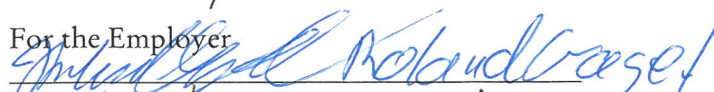
- (e) Once an accommodation arrangement is agreed to, the parties will finalize such agreement with an Accommodation Agreement to reflect the terms and conditions of the accommodation agreement.
- (f) If an agreement cannot be reached, the Employer will make every reasonable effort to establish accommodation up to the point of undue hardship. The employee will have the ability to address such conditions through **Article 10 Grievance Procedures and Arbitration.**

E&OE
Signed off this 13th day of February 20 26

For the Union



For the Employer


SAMEER / SMAIL

Union			
Number	Affected Article/MOU	Date: July 23, 2026	Time: 12:45 pm
UP 33	33	<i>Sign Off Copy</i>	

ARTICLE 33 – SCOPE AND DURATION OF AGREEMENT

33.01 Duration

This Agreement shall be binding and remain in full force for the period from the date of ratification of this Agreement to and including May 31st, 2028.

The following provisions shall take effect and be binding upon the Employer and the Union for the period commencing on the date of ratification of this Agreement and ending the 31st day of May, 2028, SAVE AND EXCEPT as may be expressly required herein or as may be required from time to time by the statutes of British Columbia.

33.02 Notice to Bargain

Either party may at any time within four (4) months immediately preceding the expiry date of this Agreement, by written notice, require the other party to commence collective bargaining.

33.03 Pre-Bargaining Meetings

- (a) Prior to the commencement of collective bargaining, the parties shall meet to preview matters of concern, execute a bargaining protocol agreement, and to develop plans and procedures to optimize the effectiveness of direct collective bargaining in bringing about an Agreement.
- (b) The parties shall exchange particulars of desired changes to this Agreement not later than the date of the first meeting of negotiations.

33.04 Continuation of the Agreement

- (a) Despite the expiry of the term of this Agreement, the provisions of this Agreement will continue in full force and effect until the earlier of the date on which:

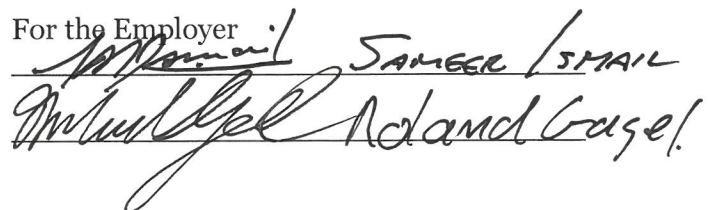
- (i) A strike or lockout occurs; or

E&OE
Signed off this 23rd day of July 20 26

For the Union



For the Employer

 SANGER / SMAIL
Adland Gage!

Number	Affected Article/MOU	Date: August 18, 2026	Time: 10:00am
	Appendix "A-1" Appendix "A-2"	<i>Sign Off Copy</i>	

APPENDIX "A-1"

WAGES

2026 Wage Grid - To take effect June 7, 2026

Grade	Grade Description	26-27 Start		Start Year 1		Start Year 2		Start Year 3		Start Year 4	
		Hourly	Per Year*	Hourly	Per Year*	Hourly	Per Year*	Hourly	Per Year*	Hourly	Per Year*
1	Restaurant Worker 1 (Tipped worker)	\$ 18.25	\$ 37,960	\$ 18.70	\$ 38,880	\$ 19.15	\$ 39,820	\$ 19.60	\$ 40,780	\$ 20.10	\$ 41,760
2	Restaurant Worker 2 Fixed Term Student/ Customer Service I	\$ 18.75	\$ 39,000	\$ 19.20	\$ 39,940	\$ 19.65	\$ 40,900	\$ 20.15	\$ 41,890	\$ 20.65	\$ 42,900
3	Skilled Worker 1	\$ 22.10	\$ 45,970	\$ 22.40	\$ 46,600	\$ 22.70	\$ 47,240	\$ 23.00	\$ 47,890	\$ 23.35	\$ 48,550
4	Customer Service Supervisor I Restaurant Worker 3 (Line Cooks)	\$ 23.90	\$ 49,760	\$ 24.25	\$ 50,440	\$ 24.60	\$ 51,130	\$ 24.90	\$ 51,830	\$ 25.25	\$ 52,540
5	Skilled Worker 2 (Coordinator Level)	\$ 25.90	\$ 53,870	\$ 26.25	\$ 54,610	\$ 26.60	\$ 55,360	\$ 27.00	\$ 56,120	\$ 27.35	\$ 56,890
6	Professional Staff I Skilled Worker 3 Customer Service Supervisor 2/Skilled Work Supervisor I	\$ 28.05	\$ 58,310	\$ 28.40	\$ 59,110	\$ 28.80	\$ 59,920	\$ 29.20	\$ 60,740	\$ 29.60	\$ 61,570
7	Professional Staff 2/ Professional Supervisor I	\$ 30.35	\$ 63,120	\$ 30.80	\$ 64,110	\$ 31.30	\$ 65,110	\$ 31.80	\$ 66,130	\$ 32.30	\$ 67,160
8	Professional Staff 3	\$ 32.85	\$ 68,330	\$ 33.35	\$ 69,400	\$ 33.90	\$ 70,490	\$ 34.40	\$ 71,590	\$ 34.95	\$ 72,710

Grade	Grade Description	Start Year 5		Start Year 6		Start Year 7		Start Year 8		Start Year 9	
		Hourly	Per Year*	Hourly	Per Year*	Hourly	Per Year*	Hourly	Per Year*	Hourly	Per Year*
1	Restaurant Worker 1 (Tipped worker)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	Restaurant Worker 2 Fixed Term Student/ Customer Service I	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	Skilled Worker 1	\$ 23.65	\$ 49,220	\$ 24.00	\$ 49,890	\$ 24.30	\$ 50,570	\$ -	\$ -	\$ -	\$ -
4	Customer Service Supervisor I Restaurant Worker 3 (Line Cooks)	\$ 25.60	\$ 53,260	\$ 25.95	\$ 53,990	\$ 26.30	\$ 54,730	\$ -	\$ -	\$ -	\$ -
5	Skilled Worker 2 (Coordinator Level)	\$ 27.75	\$ 57,670	\$ 28.10	\$ 58,460	\$ 28.50	\$ 59,260	\$ -	\$ -	\$ -	\$ -
6	Professional Staff I Skilled Worker 3 Customer Service Supervisor 2/Skilled Work Supervisor I	\$ 30.00	\$ 62,410	\$ 30.40	\$ 63,270	\$ 30.85	\$ 64,140	\$ -	\$ -	\$ -	\$ -
7	Professional Staff 2/ Professional Supervisor I	\$ 32.80	\$ 68,210	\$ 33.30	\$ 69,280	\$ 33.85	\$ 70,360	\$ 34.35	\$ 71,460	\$ 34.90	\$ 72,580
8	Professional Staff 3	\$ 35.50	\$ 73,850	\$ 36.05	\$ 75,010	\$ 36.65	\$ 76,180	\$ 37.20	\$ 77,370	\$ 37.80	\$ 78,580

1. Implementation of Wage Grid

Retroactive to June 7, 2026, the Employer's proposed wage grid previously tabled (included above for reference) will be implemented, subject to the amendments set out below.

Each current employee will be placed at the higher of:

- a) the step on the applicable wage grid corresponding to the employee's completed years of service in their current classification or
- b) the first step on the wage grid that provides the employee with an increase of at least 2% over their pre-implementation hourly rate.

In no circumstance will the implementation of the wage grid result in a reduction to a current employee's hourly rate or an implementation increase of less than 2%.

For greater certainty, it is the intention of the Parties that the term 'current employee' shall be construed to refer only to those employees in roles represented by the Union, with an employment start date on or before August 10, 2026.

2. Existing Above-Grade and Above-Grid Employees

Where no step on the applicable wage grid provides a current employee with an increase of at least 2%, or when a current employee is currently in receipt of an hourly rate in excess of all pay grades and steps on the grid, the employee will receive a blue-circled hourly rate equal to their hourly rate immediately before implementation, increased by 2%.

Blue-circled employees will receive all negotiated general wage increases in the same manner and on the same effective dates as employees paid directly from the wage grid.

An employee will continue to receive their blue-circled rate unless the Parties mutually agree to their placement into another pay grade group within the grid.
All blue circled employees will be captured below for tracking :

EMPLOYEE #	POSITION	BLUE-CIRCLED HOURLY RATE (Pre-implementation +2%)
217	Bartender Lead	\$20.91
471	Sales Associate: Geared Up	\$21.22
1176	Administrative Assistant – SCS	\$25.14
629	Line Cook	\$26.52
1001	Line Cook	\$28.25
198	Senior Accounting Assistant	\$32.49
1042	Senior Accounting Assistant	\$31.21
280	Senior Marketing Strategist	\$35.19
1124	EDI Specialist (P/T)	\$43.96

3. General Wage Increase

Effective June 6, 2027, all hourly rates contained in the wage grid will be increased by 2%.

All blue-circled rates will also be increased by 2% effective June 6, 2027.

2027 Wage Grid - To take effect June 6, 2027				Increase to Grid		2.00%					
Grade	Grade Description	26-27 Start		Start Year 1		Start Year 2		Start Year 3		Start Year 4	
based on 2080 hours worked per year at corresponding hourly rate				Hourly	Per Year	Hourly	Per Year*	Hourly	Per Year*	Hourly	Per Year*
1	Restaurant Worker 1 (Tipped worker)	\$ 18.62	\$ 38,730	\$ 19.07	\$ 39,666	\$ 19.53	\$ 40,622	\$ 20.00	\$ 41,600	\$ 20.48	\$ 42,598
2	Restaurant Worker 2 / Fixed Term Student/ Customer Service 1	\$ 19.13	\$ 39,790	\$ 19.59	\$ 40,747	\$ 20.06	\$ 41,725	\$ 20.54	\$ 42,723	\$ 21.04	\$ 43,763
3	Skilled Worker 1	\$ 22.54	\$ 46,883	\$ 22.85	\$ 47,528	\$ 23.16	\$ 48,173	\$ 23.48	\$ 48,838	\$ 23.80	\$ 49,504
4	Customer Service Supervisor 1 / Restaurant Worker 3 (Line Cooks)	\$ 24.40	\$ 50,752	\$ 24.73	\$ 51,438	\$ 25.07	\$ 52,146	\$ 25.41	\$ 52,853	\$ 25.76	\$ 53,581
5	Skilled Worker 2 (Coordinator Level)	\$ 26.41	\$ 54,933	\$ 26.77	\$ 55,682	\$ 27.14	\$ 56,451	\$ 27.51	\$ 57,221	\$ 27.89	\$ 58,011
6	Professional Staff 1/ Skilled Worker 3/ Customer Service Supervisor 2	\$ 28.59	\$ 59,467	\$ 28.98	\$ 60,278	\$ 29.38	\$ 61,110	\$ 29.78	\$ 61,942	\$ 30.19	\$ 62,795
7	Professional Staff 2/ Professional Supervisor 1	\$ 30.95	\$ 64,376	\$ 31.43	\$ 65,374	\$ 31.92	\$ 66,394	\$ 32.42	\$ 67,434	\$ 32.93	\$ 68,494
8	Professional Staff 3	\$ 33.50	\$ 69,680	\$ 34.02	\$ 70,762	\$ 34.55	\$ 71,864	\$ 35.09	\$ 72,987	\$ 35.64	\$ 74,131

Grade	Grade Description	Start Year 5		Start Year 6		Start Year 7		Start Year 8		Start Year 9	
		Hourly Per Year*	Hourly Per Year*	Hourly Per Year*	Hourly Per Year*	Hourly Per Year*	Hourly Per Year*	Hourly Per Year*	Hourly Per Year*	Hourly Per Year*	Hourly Per Year*
*based on 2080 hours worked per year at corresponding hourly rate											
1	Restaurant Worker 1 (Tipped worker)	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
2	Restaurant Worker 2 / Fixed Term Student/ Customer Service 1	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
3	Skilled Worker 1	\$ 24.13 \$ 50,190	\$ 24.46 \$ 50,877	\$ 24.80 \$ 51,584	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
4	Customer Service Supervisor 1 / Restaurant Worker 3 (Line Cooks)	\$ 26.11 \$ 54,309	\$ 26.47 \$ 55,058	\$ 26.83 \$ 55,806	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
5	Skilled Worker 2 (Coordinator Level)	\$ 28.27 \$ 58,802	\$ 28.66 \$ 59,613	\$ 29.05 \$ 60,424	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
6	Professional Staff 1 / Skilled Worker 3 / Customer Service Supervisor 2	\$ 30.60 \$ 63,648	\$ 31.02 \$ 64,522	\$ 31.45 \$ 65,416	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
7	Professional Staff 2 / Professional Supervisor 1	\$ 33.45 \$ 69,576	\$ 33.97 \$ 70,658	\$ 34.50 \$ 71,760	\$ 35.04 \$ 72,883	\$ 35.59 \$ 74,027					
8	Professional Staff 3	\$ 36.20 \$ 75,296	\$ 36.77 \$ 76,482	\$ 37.35 \$ 77,688	\$ 37.93 \$ 78,894	\$ 38.52 \$ 80,122					

4. Grid Placement

Emp #	Position	Grade	2026 2% Min	2027 Grid + 2% GWI
903	Server	1	\$18.69	\$19.53
1062	Server	1	\$19.14	\$20.00
1229	Bartender/Server	1	\$19.14	\$20.00
1231	Server	1	\$19.14	\$20.00
1250	Server	1	\$18.69	\$19.53
1253	Server	1	\$18.69	\$19.53
1263	Bartender/Server	1	\$19.14	\$20.00
217	Bartender Lead	2	\$20.91	\$21.33
471	Sales Associate: Geared Up	2	\$21.22	\$21.64
1020	Sales Associate: Printshop	2	\$19.20	\$20.54
1133	Sales Associate: Stand South	2	\$19.66	\$20.54
1171	Sales Associate: Stand Central	2	\$19.20	\$20.06
1213	Sales Associate: Stand South	2	\$19.20	\$20.06
1236	Link Editor	2	\$19.20	\$20.06
1237	Link Designer	2	\$20.62	\$21.04
1239	Sales Associate: Geared Up	2	\$19.20	\$20.06
1243	Link Editor	2	\$19.20	\$20.06
1244	Sales Associate: Stand South	2	\$19.20	\$20.06
1259	Sales Associate: Stand South	2	\$19.20	\$20.06
1176	Administrative Assistant - SCS	3	\$25.14	\$25.65
1207	Administrative Assistant - ADM	3	\$22.71	\$23.48
629	Line Cook	4	\$26.52	\$27.05
838	Store Supervisor: Geared Up @ NE1	4	\$26.32	\$26.83
1001	Line Cook	4	\$28.25	\$28.82
1224	Line Cook	4	\$23.92	\$24.73
1251	Line Cook	4	\$23.92	\$24.73
1212	Wellbeing Program Coordinator	5	\$27.35	\$28.27
1227	Clubs Program Coordinator	5	\$26.98	\$27.89
1258	Events Coordinator	5	\$26.26	\$27.14
198	Senior Accounting Assistant	6	\$32.49	\$32.14
1042	Senior Accounting Assistant	6	\$31.21	\$31.84
1197	Engagement Operations Supervisor	6	\$30.83	\$31.45
280	Sr. Marketing Strategist	7	\$35.19	\$35.89
833	Creative Design Strategist	7	\$31.79	\$32.93
985	Creative Design Strategist	7	\$33.31	\$34.50
1093	Career Specialist	8	\$36.06	\$37.35
1107	Career Specialist	8	\$36.06	\$37.35
1124	EDI Specialist (P/T)	8	\$43.96	\$44.84
1166	Business Systems Specialist	8	\$33.88	\$35.09
1180	Career Specialist	8	\$33.88	\$35.09
1196	Career Specialist	8	\$33.88	\$35.09
1211	Student Wellbeing Specialist	8	\$33.88	\$35.09
1220	Advocacy Specialist	8	\$36.06	\$37.35
1225	Career Specialist	8	\$33.88	\$35.09
1226	Advocacy Specialist	8	\$33.88	\$35.09

5. Wage Progression

Employees will progress through the wage grid based on completed years of service within their classification, referred to as their classification date. Where an employee is promoted to a higher classification, they will be placed at the lowest step on the pay grid of their new classification that represents an increase in pay of at least 2% above their wage prior to promotion.

Movement through the wage grid will be in addition to any negotiated general wage increase to the wage grid.

Employees will continue to progress annually on their established classification date unless the Parties mutually agree to a different progression date.

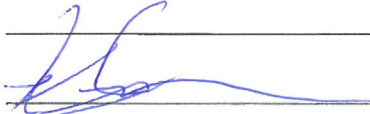
APPENDIX "A-2"

JOB CLASSIFICATIONS

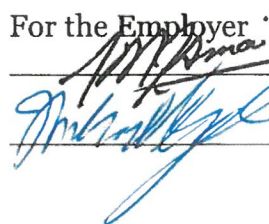
Wage Grid Group	Classification
G1	Restaurant Worker I (Tipped Workers – Server, Bartender, Server/Bartender)
G2	Customer Service I (Sales Associate – Retail, Sales Associate – Print Shop) Fixed Term Student (Link Editor, Link Designer) Restaurant Worker II (Lead Bartender)
G3	Skilled Worker I (Administrative Assistant – ADM, Administrative Assistant – SCS, Events Assistant)
G4	Customer Service Supervisor I (Store Supervisor) Restaurant Worker III (Cook)
G5	Skilled Worker II (Communications Coordinator, Clubs Program Coordinator, Events Coordinator, Wellbeing Coordinator)
G6	Professional Staff I (Senior Accounting Assistant) Skilled Worker III (Engagement Operations Supervisor)
G7	Professional Staff II (Wellbeing Specialist, Senior Marketing Strategist, Creative Design Strategist)
G8	Professional Staff III (Advocacy Specialist, EDI Specialist, Business Systems Specialist, Career Specialist, Entrepreneurship Specialist)

E&OE
Signed off this 18th day of August 2026

For the Union



For the Employer:

 SAMEER / SMAIL
Roland Gage

Number	Affected Article/MOU	Date: July 23, 2026	Time: 2:45 pm
EP 40	Appendix "B"	<i>Sign off copy</i>	

"APPENDIX B" --STUDENT EMPLOYEE FEES

Calculation of Fee

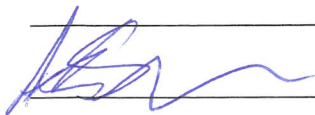
Where this Agreement provides a fee to be paid to the Union in consideration of certain employees to be excluded from the bargaining unit, the Employer shall pay an amount equivalent to the union dues that would otherwise have been payable.

Remittance of Fee

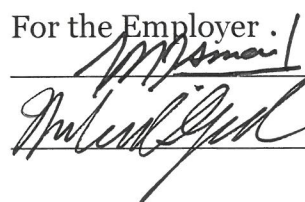
The Employer shall remit the applicable fee on each pay period. Such remittance shall be accompanied by information specifying the names, date of hire, position, and hours worked of the employees to whom the fee is attributed.

E&OE
Signed off this 23rd day of July 2026

For the Union



For the Employer:

 SAMEER ISMAIL
Mukul Patel Holand Case



(Canadian Office and Professional Employees Union, Local 378)

BCIT Student Association PROPOSALS 2024 Union Proposals (UP Item)

Union			
Number	Affected Article/MOU	Date:	Time:
UP 38	Appendix "D"	<i>New – UR submits this appendix as a counter to ER's position on Article 31. UR will withdraw their proposal at Article 31 upon agreement of this Appendix.</i>	

APPENDIX "D" - ISSUES IN FOCUS

Commitment to Biannual Discussions

The Parties agree to meet twice a year to:

- Discuss the administration of the Collective Agreement.
- Discuss new or ongoing workplace issues.
- Discuss strategies for mutual implementation of solutions.
- Establish a mutually agreed agenda for each meeting to ensure productive and focused discussions.
- Record and distribute minutes of each meeting.

Issues in Focus

Generative AI Policy

The Employer, with input from the Union, will develop an AI Policy with application to the bargaining unit.

Conclusion

The Parties commit to engaging in these discussions in good faith, fostering a collaborative environment that prioritizes equity, inclusivity, and the well-being of employees. It is the Parties' mutual hope that removing these discussions out of the pressures of normal collective bargaining will lead to the kinds of creative and collaborative thinking that the Parties aspire to.

E&OE

Signed off this 26th day of MARCH 20 26

For the Union

For the Employer

Samuel Sanger / Samuel Sanger
Roland Gravel

- (ii) Both Parties have ratified a renewal of this agreement (subject to any agreement between the Parties in respect of the retroactive effect of any provisions in a renewal agreement).

(b) Section 50 Exclusion

The parties agree to exclude the operation of Section 50(2) and 50(3) of the *Labour Relations Code* of British Columbia, or any subsequent equivalent legislative provisions.

The parties hereto agree to the exclusion of the operation of Section 50, subsection (2) of the *Labour Relations Code* of British Columbia (in accordance with Section 50 (4) thereof).

- (c) The following memoranda attached to this Agreement are incorporated and form part of the Agreement unless specified in the memoranda:

- (d) Wherever the singular or masculine is used in this Agreement, the same shall be construed as meaning the plural or the feminine where the context or the parties hereto so require.

Union			
Number	Affected Article/MOU	Date: June 2, 2026	Time: 5:00pm
EP 39	NEW LOU	<i>Sign Off Copy</i>	

LETTER OF UNDERSTANDING #__

Between

THE STUDENT ASSOCIATION OF THE BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

And

CANADIAN OFFICE AND PROFESSIONAL EMPLOYEES UNION, LOCAL 378

RE: Canada Summer Jobs Grant Students

The Union and the Employer hereby agree to the following terms and conditions related to the status of employees hired as part of the Canada Summer Jobs Grant program ("CSJ Students"):

1. CSJ Students shall be considered to fall under **Article 8.04 – Work Experience Student Employees** with the following exceptions:
 - a. CSJ Students may work up to three hundred (300) hours before being considered to be included as part of the bargaining unit;
 - b. The Employer may assign CSJ Students to work in any role approved by the Government of Canada as part of the program; and
 - c. The Employer may not employ more than four (4) CSJ Students at any given time.

E&OE
Signed off this 2nd day of June 20 26

For the Union



For the Employer



Union			
Number	Affected Article/MOU	Date: August 18, 2026	Time: 10:00am
EP 41	LOU 2	<i>Sign Off Copy</i>	

LETTER OF UNDERSTANDING #2

Between

**THE STUDENT ASSOCIATION OF THE BRITISH COLUMBIA INSTITUTE
OF TECHNOLOGY**

And

**CANADIAN OFFICE AND PROFESSIONAL EMPLOYEES UNION, LOCAL
378**

RE: Disputed Managers

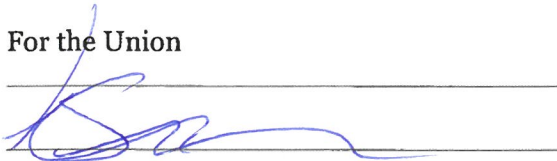
Regarding Labour Board Application Case No. 2025-001544, The Union and the Employer hereby agree to the following terms and conditions related to the status of roles subject to determination by Vice-Chair Bobby Sangha as to their inclusion or exclusion in the bargaining unit (the 'Disputed Managers'):

1. It is understood that the Disputed Managers are:
 - a. Marketing Manager;
 - b. Events Manager;
 - c. Publications Manager;
 - d. Print Shop Manager; and
 - e. Entrepreneurship Manager.
2. It is agreed between the Parties that in the event that the Labour Relations Board rules that one or more of the Disputed Managers are properly included in the Bargaining Unit, that the Parties shall enter into discussions pursuant to Articles 3.01(a)(iv) and Article 14.03 to seek agreement regarding the placement of such individuals on the wage grid.

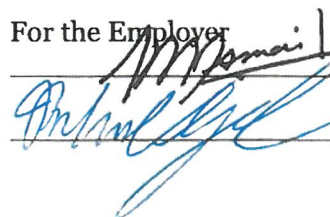
3. Under no circumstances shall any agreement reached between the Parties prejudice the right of either Party to take any position regarding the placement on the wage grid of any Disputed Manager determined to be properly included in the Bargaining Unit.

E&OE
Signed off this 18th day of August 2026

For the Union



For the Employer

 SAMEER / SHAIL
Robert George

Union			
Number	Affected Article/MOU	Date: August 31, 2026	Time: 3:30pm
EP 41	LOU 3	<i>Sign Off Copy</i>	

LETTER OF UNDERSTANDING #3

Between

**THE STUDENT ASSOCIATION OF THE BRITISH COLUMBIA INSTITUTE
OF TECHNOLOGY**

And

**CANADIAN OFFICE AND PROFESSIONAL EMPLOYEES UNION, LOCAL
378**

RE: Formerly Categorized Salaried Employees

WHEREAS: The Union and the Employer came to a tentative agreement on a first collective agreement on August 18th, 2026;

AND WHEREAS: The Parties became mutually aware of the foregoing scheduling practice for certain employees following the tentative agreement;

AND WHEREAS: The Parties agree with the continuance of the practice for the term of the Collective Agreement and will discuss the practice in the next round of bargaining.

THEREFORE, BE IT RESOLVED THAT:

1. Regarding current employees who were categorized as salaried employees prior to ratification, but who will be categorized in accordance with Article 8 and paid in accordance with Appendix "A" upon ratification, the Union and the Employer agree that notwithstanding **Article 21.02(a) – Breaks and Overtime** the 30-minute meal break for such employees will be paid.
2. It is understood that paid meal breaks actually taken shall not be counted as time worked for the purposes of calculating overtime. It is understood that employees are not required to work or be available to work during their breaks.
3. It is understood that this Letter of Understanding only applies to the individuals named below, and that any employees hired after ratification are not covered by this Letter of Understanding.

4. Employees covered by this Letter of Understanding are captured below:

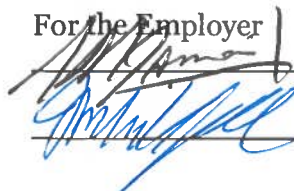
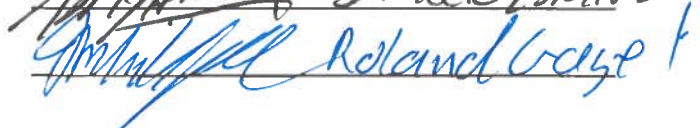
Name	Position
Michael Berg	Senior Marketing Strategist
Marc Campbell	Engagement Operations Supervisor
Reena Didi	Entrepreneurship Specialist
Nohemi Fuchs	Senior Accounting Assistant
Natalya Gazbuyan	Senior Accounting Assistant
Laura Grujic Stephan	Events Coordinator
Athenaise Guertin	Advocacy Specialist
Delaney Kamstra	Clubs Program Coordinator
Libo Kong	Career Specialist
Julia Lewis	Career Specialist
Tina Ling	Wellbeing Specialist
Leah Medos	Advocacy Specialist
Sheku Nafisi	Creative Design Strategist
Gia Huy Nguyen	Administrative Assistant
Caroline Svenson	Career Specialist
Marcus Tang	Career Specialist
Erika Wada	Wellbeing Coordinator
Cathy Ye	Creative Design Strategist
Christina Yin	Business Systems Specialist

E&OE
Signed off this 31st day of August 2026

For the Union


Kai Sharpe

For the Employer

 SAMER / SMAIL
 Roland Gray