

THIS COLLECTIVE AGREEMENT

made on the 31st day of August, 2005

between

THE CROWN IN RIGHT OF ONTARIO

Represented by Management Board of Cabinet

(Hereinafter referred to as the "Employer")

and

**THE ONTARIO PUBLIC SERVICE
EMPLOYEES UNION**

(Hereinafter referred to as the "Union")

for the

**CORRECTIONAL
BARGAINING UNIT**

**CORRECTIONAL BARGAINING UNIT
COLLECTIVE AGREEMENT**

TABLE OF CONTENTS

ARTICLE		PAGE
PART A – WORKING CONDITIONS		
COR1	Recognition	283
COR2	Hours of Work	283
	Schedule 3 and 3.7	283
	Schedule 4 and 4.7	283
	Schedule 6	283
	Schedule A	283
COR3	Days off	283
COR4	Scheduled Tour of Duty or Shift	284
COR5	Shift Schedules	284
COR6	Shift Premium	284
COR7	Rest Periods	285
COR8	Overtime	285
COR9	Call Back	286
COR10	Stand-by Time	286
COR11	On-call Duty	287
COR12	Meal Allowance	287
COR13	Holiday Payment	288
COR14	Indemnification	
PART B – REGULAR PART-TIME CIVIL SERVANTS		
COR15	Overtime	289
COR16	Stand-by Time	290
PART C – SALARY AND TERM		
COR17	Salary	290
	Implementation	291
COR18	Term of Agreement	291
PART D – APPENDICES		
	Appendix COR1 – Schedule A – Averaging of Hours of Work	292
	Appendix COR2 – Custodial Responsibility Allowance	295
	Appendix COR3 – Probation Officers Allowance	297
	Appendix COR4 – MERC Terms of Reference	298
	Appendix COR5 – Classification Adjustments	
	Appendix COR6 – Training and Development	
SALARY SCHEDULE		305

PART A - WORKING CONDITIONS

ARTICLE COR1 – RECOGNITION

- COR1.1 The Ontario Public Service Employees Union (OPSEU) for the purpose of this collective agreement is recognized as the exclusive bargaining agent for a bargaining unit consisting of all employees contained within the Correctional Bargaining Unit. The Correctional Bargaining Unit consists of all employees contained in the Correctional Bargaining Unit as described in Article 1.1 of the Central Collective Agreement, and such description is deemed to be incorporated in this collective agreement.
- COR 1.2 For greater certainty, such employees include classified, term classified, unclassified employees, students, GO Temps, and such other employees as may be mutually agreed.
- COR1.3 For greater certainty, this agreement shall apply to the employees in the Correctional Bargaining Unit and the bargaining unit shall be deemed to be amended in accordance with any agreement of the parties. A list of classifications is attached in the Salary Schedule.

ARTICLE COR2 - HOURS OF WORK

- COR2.1 SCHEDULE 3 and 3.7
- The normal hours of work for employees on these schedules shall be thirty-six and one-quarter (36-1/4) hours per week and seven and one-quarter (7-1/4) hours per day.
- COR2.2 SCHEDULE 4 and 4.7
- The normal hours of work for employees on these schedules shall be forty (40) hours per week and eight (8) hours per day.
- COR2.3 SCHEDULE 6
- The normal hours of work for employees on this schedule shall be a minimum of thirty-six and one-quarter (36-1/4) hours per week.
- COR2.4 SCHEDULE A
- Averaging of Hours of Work - see Appendix COR1 (Schedule A - Averaging of Hours of Work) attached.
- COR2.5 Where the Employer adjusts the number of hours per week on a schedule, the employee's weekly salary based on his or her basic hourly rate shall be adjusted accordingly. The adjustment will be discussed with the Union prior to such adjustment being made.

COR2.6 Where the Employer intends to transfer employees or an employee from one schedule to another schedule, the Employer will discuss the transfer with the Union prior to such transfer. When the transfer occurs, the employee's weekly salary based on his or her basic hourly rate shall be adjusted accordingly.

ARTICLE COR3 - DAYS OFF

COR3.1 There shall be two (2) consecutive days off which shall be referred to as scheduled days off, except that days off may be non-consecutive if agreed upon between the employee and the ministries.

ARTICLE COR4 - SCHEDULED TOUR OF DUTY OR SHIFT

COR4.1 A shift which does not commence and end on the same calendar day shall be considered as falling wholly within the calendar day on which the shift commences.

ARTICLE COR5 - SHIFT SCHEDULES

COR5.1 Shift schedules shall be posted not less than fifteen (15) days in advance and there shall be no change in the schedule after it has been posted unless notice is given to the employee one hundred and twenty (120) hours in advance of the starting time of the shift as originally scheduled. If the employee concerned is not notified one hundred and twenty (120) hours in advance he or she shall be paid time and one-half (1-1/2) for the first eight (8) hours worked on the changed shift provided that no premium shall be paid where the change of schedule is caused by events beyond the ministries' control.

COR5.2 Every reasonable effort shall be made to avoid scheduling the commencement of a shift within twelve (12) hours of the completion of the employee's previous shift provided however, that if an employee is required to work before twelve (12) hours have elapsed he or she shall be paid time and one-half (1-1/2) for those hours that fall within the twelve (12) hour period. It is understood that the term "shift" does not include any period of time in respect of which an employee is entitled to overtime payments or compensating leave in accordance with Article COR8 (Overtime) or Article COR9 (Call Back).

COR5.3 A shift may be changed without any premium or penalty if agreed upon between the employee and the ministries.

COR5.4 It is the intent of the parties that there shall be no split shifts provided however, that in circumstances where split shifts are currently in existence reasonable efforts shall be made to eliminate the split shifts.

COR5.5 The current practice of giving notice of shift schedules in advance under existing agreements where notice is in excess of fifteen (15) days shall be maintained.

ARTICLE COR6 - SHIFT PREMIUM

- COR6.1.1 Effective March 27, 1999, an employee shall receive a shift premium of one dollar (\$1.00) per hour for all hours worked between 5:00 p.m. and midnight. Where more than fifty percent (50%) of the hours worked fall within this period, the one dollar (\$1.00) per hour premium shall be paid for all hours worked.
- COR6.1.2 Effective March 27, 1999, an employee shall receive a shift premium of one dollar and fifty cents (\$1.50) per hour for all hours worked between midnight and 7:00 a.m. Where more than fifty percent (50%) of the hours worked fall within this period, the one dollar and fifty cents (\$1.50) per hour premium shall be paid for all hours worked.
- COR6.1.3 Effective June 24, 2005, a premium of three dollars (\$3.00) per hour shall be paid for all hours that commence on or after seven o'clock p.m. Friday, and end on or before seven o'clock a.m., Monday.
- COR6.2 Notwithstanding Articles COR6.1.1 and COR6.1.2, where an employee's hours of work normally fall within 7:00 a.m. and 5:00 p.m., the employee shall not be entitled to receive a shift premium for hours worked between 5:00 p.m. and 7:00 a.m.
- COR6.3 Shift premiums shall not be considered as part of an employee's basic hourly rate.
- COR6.4 Shift premium shall not be paid to an employee who for mutually agreed upon reasons works a shift for which he or she would otherwise be entitled to a shift premium excluding mutually agreed shift exchanges approved by the employer.
- COR6.5 Notwithstanding Article 15 (Central Agreement), the premium provided for under Article COR6.1.3 shall be payable in addition to any premium payable under Article COR6.1.1 or COR6.1.2, as the case may be.

ARTICLE COR7 - REST PERIODS

- COR7.1 The present practice for rest periods in each shift shall be maintained.

ARTICLE COR8 - OVERTIME

- COR8.1 The overtime rate for the purposes of this Agreement shall be one and one-half (1-1/2) times the employee's basic hourly rate.
- COR8.2.1 In the assignment of overtime, the Employer agrees to develop methods of distributing overtime at the local workplace that are fair and equitable after having ensured that all its operational requirements are met.
- COR8.2.2 In this article, "overtime" means an authorized period of work calculated to the nearest half-hour and performed on a scheduled working day in addition to the regular working period, or performed on a scheduled day(s) off.
- COR8.3.1 Employees in Schedules 3.7 and 4.7 who perform authorized work in excess of seven and one-quarter (7-1/4) hours or eight (8) hours as applicable, shall be paid at the overtime rate.

- COR8.3.2 Overtime shall be paid within two (2) months of the pay period within which the overtime was actually worked.
- COR8.4 Employees in Schedules 3 and 4 who perform authorized work in excess of seven and one-quarter (7-1/4) hours or eight (8) hours as applicable, shall receive compensating leave of one and one-half (1-1/2) hours for each hour of overtime worked, at a time mutually agreed upon. Failing agreement, the ministry shall reasonably determine the time of the compensating leave.
- COR8.5 Where there is mutual agreement, employees may receive compensating leave in lieu of pay at the overtime rate or may receive pay at the overtime rate in lieu of compensating leave.
- COR8.6 Compensating leave accumulated in a calendar year which is not used before March 31 of the following year, shall be paid at the rate it was earned. The March 31 date may be extended by agreement at the local or ministry level.
- COR8.7.1 Employees who are in classifications assigned to Schedule 6 and who are required to work on a day off, shall receive equivalent time off.
- COR8.7.2 Notwithstanding Article COR8.7.1 and Article COR13.7 (Holiday Payment), employees who are in classifications assigned to Schedule 6 and who are assigned to forest fire fighting or related duties, shall be paid one and one-half (1-1/2) times the employee's basic hourly rate, to be calculated on the basis of thirty-six and one-quarter (36-1/4) hours per week, for all such work after eight (8) hours in a 24-hour period.

ARTICLE COR9 - CALL BACK

- COR9.1 An employee who leaves his or her place of work and is subsequently called back to work prior to the starting time of his or her next scheduled shift shall be paid a minimum of four (4) hours' pay at one and one-half (1-1/2) times his or her basic hourly rate.
- COR9.2 Where an employee is contacted by the Employer outside the workplace prior to the starting time of his or her next scheduled shift, in circumstances where such contact is considered to be a "call back to work" but the employee is not required to physically attend at the workplace, the employee shall be paid a minimum of four (4) hours' of pay at one and one-half (1 1/2) times his or her basic hourly rate. The initial call and any subsequent calls during that same four-hour period, will be treated as a single "call back to work" for pay purposes.

ARTICLE COR10 - STAND-BY TIME

- COR10.1 "Stand-By Time" means a period of time that is not a regular working period during which an employee is required to keep himself or herself:
- (a) immediately available to receive a call to return to work, and
 - (b) immediately available to return to the workplace.

- COR10.2 No employee shall be required to be on stand-by unless such stand-by was authorized in writing by the supervisor prior to the stand-by period, except in circumstances beyond the Employer's control.
- COR10.3 Where stand-by is not previously authorized in writing, payment as per Article COR10.4 shall only be made where the supervisor has expressly advised the employee that stand-by duty is required.
- COR10.4 When an employee is required to stand-by, he or she shall receive payment of the stand-by hours at one half (1/2) his or her basic hourly rate with a minimum credit of four (4) hours' pay at his or her basic hourly rate.

ARTICLE COR11 - ON-CALL DUTY

- COR11.1 "On-Call Duty" means a period of time that is not a regular working period, overtime period, stand-by period or call back period during which an employee is required to respond within a reasonable time to a request for:
- (a) recall to the work place, or
 - (b) the performance of other work as required.
- COR11.2 It is understood that a return to the workplace may not be necessary in all situations.
- COR11.3 It is understood that there shall be no pyramiding of premium payments and where work is performed as outlined in Articles COR11.1(a) or COR11.1(b), call back pay or overtime pay shall be substituted, respectively, for the on-call premium.
- COR11.4 Should recall to the workplace be required the employee is expected to be able to return to the workplace within a reasonable time.
- COR11.5 No employee shall be required to be on-call unless such on-call duty was authorized in writing by the supervisor prior to the on-call period, except in circumstances beyond the Employer's control.
- COR11.6 Where on-call is not previously authorized in writing, payment as per Article COR11.7 shall only be made where the supervisor has expressly advised the employee that he or she is on-call.
- COR11.7 Where an employee is required to be on-call, he or she shall receive one dollar (\$1.00) per hour for all hours that he or she is required to be on-call.

ARTICLE COR12 - MEAL ALLOWANCE

- COR12.1.1 An employee who continues to work more than two (2) hours of overtime immediately following his or her scheduled hours of work without notification of the requirement to work such overtime, prior to the end of his or her previously

scheduled shift, shall be reimbursed for the cost of one (1) meal to ten dollars (\$10.00) except where free meals are provided or where the employee is being compensated for meals on some other basis.

- COR12.1.2 A reasonable time with pay shall be allowed the employee for the meal break either at or adjacent to his or her work place.
- COR12.2.1 Cost of meals may be allowed only:
- COR12.2.2 If during a normal meal period the employee is travelling on government business other than:
- (a) on patrol duties, except as provided under Article COR12.2.3, or
 - (b) within twenty-four (24) kilometres of his or her assigned headquarters, or
 - (c) within the metropolitan area in which he or she is normally working;
- COR12.2.3 If an employee on patrol duties is reimbursed for overnight accommodation required for the trip;
- COR12.2.4 If, in an unusual non-recurring situation, the department head authorizes such payment;
- COR12.2.5 If, in any recurring situation, Management Board has authorized such payments because of the special nature of the assignments.
- COR12.3 Gratuities and taxes are to be included in the actual cost of meals claimed.
- COR12.4 The total cost of meals for each day is to be shown.
- COR12.5 Before approving claims for meals, the branch head should be satisfied that the charges are reasonable for the locality.
- COR12.6 When an employee is authorized to pay meal expenses for guests and the group also includes other Crown employees, he or she may pay for the meals of the employees and claim the cost. These employees should, if they are submitting a claim for the same trip, indicate any meals covered in another employee's claim. They must not claim the cost again.
- COR12.7 Costs of meals will not be allowed in cases where meals are made available by the Employer at no cost to the employee, except in circumstances where an employee is required to follow a particular diet which has been medically prescribed or is mandated by the employee's religion and the Employer does not provide meals which meet the requirements of that diet.

ARTICLE COR13 - HOLIDAY PAYMENT

- COR13.1 Where an employee works on a holiday included under Article 47 (Holidays) of the Central Agreement, he or she shall be paid at the rate of two (2) times his or her basic hourly rate for all hours worked with a minimum credit of seven and one-quarter (7-1/4), eight (8), or the number of regularly scheduled hours, as applicable.
- COR13.2 In addition to the payment provided by Article COR13.1, an employee who works on the holiday shall receive either seven and one-quarter (7-1/4) or eight (8) hours pay as applicable at his or her basic hourly rate or compensating leave of seven and one-quarter (7-1/4) or eight (8) hours as applicable, provided the employee opts for compensating leave prior to the holiday.
- COR13.3 It is understood that Articles COR13.1 and COR13.2 apply only to an employee who is authorized to work on the holiday and who actually works on the holiday, and that an employee who, for any reason, does not actually work on the holiday shall not be entitled to the payments described herein.
- COR13.4 When a holiday included under Article 47 (Holidays) of the Central Agreement coincides with an employee's scheduled day off and he or she does not work on that day, the employee shall be entitled to receive another day off.
- COR13.5 Any compensating leave accumulated under Articles COR13.2 and COR13.4 may be taken off at a time mutually agreed upon. Failing agreement, such time off may be taken in conjunction with the employee's vacation leave or regular day(s) off, if requested one (1) month in advance.
- COR13.6 Any compensating leave accumulated under Articles COR13.2 and COR13.4 in a calendar year which is not used before March 31 of the following year shall be paid at the rate it was earned. The March 31 date may be extended by agreement at the local or ministry level.
- COR13.7 Notwithstanding anything in Article COR13, employees who are in classifications assigned to Schedule 6 and who are required to work on a holiday included in Article 47 (Holidays) of the Central Agreement shall receive equivalent time off.

ARTICLE COR14 - INDEMNIFICATION

- COR14.1.1 **LEGAL INDEMNIFICATION**
Subject to the other provisions of this Article:
- COR14.1.2 An employee charged with but found not guilty of a criminal or other federal offence, because of acts done in good faith in the performance of his/her duties as an employee, shall be indemnified for the necessary and reasonable legal costs incurred in the defense of such charges;
- COR14.1.3 An employee charged with but found not guilty of a provincial offence, because of acts done in good faith in the performance of his/her duties as an employee, shall be indemnified for up to five-thousand dollars (\$5,000) of the necessary and reasonable legal costs incurred in the defence of such charges;

- COR14.1.4 Where an employee is a defendant in a civil action for damages arising out of acts done in good faith in the performance of his/her duties, and a government lawyer (or in the case of an insured claim, counsel retained by the insurer) determines he/she is unable to act for the employee, the employee shall be indemnified for the necessary and reasonable legal costs incurred in defending the action, if the employee is not found to be liable. Any legal costs which are recovered by the employee in the action shall be deducted from the reimbursement; and
- COR14.1.5 Where an employee's conduct has been called into question in the course of a Public Inquiry or a Coroner's Inquest and the employee was acting in good faith in the performance of his/her duties and counsel acting on behalf of the Employer determines he/she is unable to act for the employee, the employee shall be indemnified for the necessary and reasonable legal costs incurred in defending the action.
- COR14.2.1 Employees shall not be indemnified for legal costs arising from:
- COR14.2.2 Grievances or complaints under the Collective Agreement between the Employer and the Union or under the Public Service Act; or
- COR14.2.3 The actions or omissions of employees acting in their capacity as private citizens; or
- COR14.2.4 Investigations and complaints under the Employer's Workplace Discrimination and Harassment Prevention Policy.
- COR14.3.1 For the purposes of COR14.1.2 and 14.1.3, an employee:
- COR14.3.2 Shall be deemed to have been found not guilty where: he/she is finally acquitted; the charges are withdrawn; or he/she is discharged following a preliminary inquiry; and
- COR14.3.3 Shall be deemed to have been found guilty where: he/she is given an absolute or conditional discharge; or he/she subsequently is found guilty of, or pleads guilty to other charges arising out of the same incident(s).
- COR14.4.1 Applications for approval for legal indemnification shall be made in writing to the Deputy Minister, as soon as the employee is aware of a legal proceeding in which he/she requires legal representation.
- COR14.4.2 Legal costs incurred prior to approval for legal indemnification will only be reimbursed where the Employer is satisfied that it was not possible in the circumstances for the employee to obtain prior approval and that the application for approval was made at the earliest opportunity.
- COR14.4.3 The employee shall enter into a written retainer agreement with counsel retained by the employee. The form and substance of the retainer, including the terms and conditions of the agreement, shall be subject to the approval of the Employer.

- COR14.4.4 Any account submitted by counsel retained by the employee is subject to review and approval of the Employer. In the event the Employer does not approve the actual costs disclosed on the account, the employee may have the account assessed on a solicitor and client basis by a court assessment officer. The Employer will reimburse the employee for the fee charged to the employee for filing a request for an assessment with a court assessment officer.
- COR14.5.1 For the purposes of this Article:
- COR14.5.2 The legal costs shall be deemed to have been incurred by the employee notwithstanding that the employee may have received financial assistance from the Union in respect thereof or that the Union paid or incurred the expenses directly; and
- COR14.5.3 “Employees” shall include a former employee or his/her estate where the charge and/or action arose out of a situation that occurred while the former employee was still an active employee of the employer.
- COR14.6.1 Any disputes regarding the granting of legal indemnification shall be resolved by way of grievance subject to the following:
a) Any finding of guilt in a statutory offence proceeding, or
b) Any finding of liability in a civil action for damages
Shall be determinative of the issue of guilt or liability for the purpose of any grievance proceeding in relation to this Article.
- COR14.7 For the purposes of this Article, a reference to an Act shall be deemed to include any Act that in the future is enacted in place of the Act referred to in this Article.
- COR14.8 Any compensation for legal costs incurred under this article shall be based on a maximum hourly rate of \$192.00 per hour, and the hourly rate of \$192.00 per hour, shall be the maximum amount that shall be reasonable and necessary for the purposes of this article. Despite the language of any retainer which may be submitted by the employee, or approved by the employer, the employer shall only be liable for up to a maximum of \$192.00 per hour.

PART B - REGULAR PART-TIME CIVIL SERVANTS

ARTICLE COR15 - OVERTIME

- COR15.1.1 "Overtime" means an authorized period of work, calculated to the nearest half-hour, and performed in excess of seven and one-quarter (7-1/4) or eight (8) hours, as applicable, on a normal working day and for all hours worked on a non-working day
- COR15.1.2 In the distribution of overtime, the Employer agrees to develop methods of distributing overtime at the local workplace that are fair and equitable after having ensured that all its operational requirements are met.
- COR15.2.1 Employees in classifications assigned to Schedules 3.7 and 4.7 who work authorized overtime shall be paid at one and one-half (1-1/2) times the basic hourly rate.
- COR15.2.2 Overtime shall be paid within two (2) months of the pay period within which the overtime was actually worked.
- COR15.3 Employees in classifications assigned to Schedules 3 and 4 who perform authorized overtime, shall receive compensating leave of one and one-half (1-1/2) hours for each hour of overtime worked, at a mutually agreed upon time. Failing agreement, the Employer shall determine the time of the compensating leave.
- COR15.4 Where there is mutual agreement, employees may receive compensating leave in lieu of pay at the overtime rate or may receive pay at the overtime rate in lieu of compensating leave.
- COR15.5 Compensating leave accumulated in a calendar year which is not used before March 31 of the following year, shall be paid at the rate it was earned. The March 31 date may be extended by mutual agreement.
- COR15.6 Employees who are in classifications assigned to Schedule 6 and who are required to work on a non-working day shall receive equivalent time off.

ARTICLE COR16 - STAND-BY TIME

- COR16.1 "Stand-By Time" means a period of time that is not a regular working period during which an employee is required to keep himself or herself:
- (a) immediately available to receive a call to return to work, and
 - (b) immediately available to return to the work place.

- COR16.2 No employee shall be required to be on stand-by unless such stand-by was authorized in writing by the supervisor prior to the stand-by period, except in circumstances beyond the Employer's control.
- COR16.3 Where stand-by is not previously authorized in writing, payment as per Article COR16.4 shall only be made where the supervisor has expressly advised the employee that stand-by duty is required.
- COR16.4 When an employee is required to stand-by, he or she shall receive payment of the stand-by hours at one-half (1/2) his or her basic hourly rate with a minimum credit of two (2) hours pay at his or her basic hourly rate.

PART C - SALARY AND TERM

ARTICLE COR17 – SALARY

COR17.1 (a) All wage rates to be increased across the board as follows:

January 1, 2005	-	2%
January 1, 2006	-	2.25%
January 1, 2007	-	2.5%
January 1, 2008	-	3%

(b) The salary rates for all classifications are contained in the Salary Schedule attached.

(c) Add an additional step on the grid to all CO2's and Youth Workers and Attendant 2-3 Oakridge within the Correctional Bargaining Unit, such step to be three percent (3%) above the current highest step in the classifications-effective January 1, 2005" and as per attached salary step grid.

(d) Effective January 1, 2005 increase the maximum rate for each of the following classifications by 0.5%;

50090	Attendant 1, Oak Ridge
50096	Attendant 4, Oak Ridge
51218	Cannery Supply Officer
51219	Cannery Supply Officer, Grp Ldr
50553	City Crew Officer
93008	Correctional Locksmith
50561	Correctional Officer 1
50565	Correctional Officer 3
93009	Grounds/Maintenance Worker
07556	Hairdresser Instructor
50550	Industrial Officer 1
50552	Industrial Officer 2
50554	Industrial Officer 3
09480	Obser & Deten Home Worker 1
09482	Obser & Deten Home Worker 2
09484	Obser & Deten Home Worker 3
10170	Probation Officer 1
10172	Probation Officer 2
10175	Probation Officer 3
50540	Provincial Bailiff 1
50541	Provincial Bailiff 2
50492	Recreational Offr 1, Corr Serv
50494	Recreational Offr 2, Corr Serv
50495	Recreational Offr 3, Corr Serv
10216	Rehab Officer 1, Correc Serv
10218	Rehab Officer 2, Correc Serv

40113	Steam Plant Engineer/Officer
50515	Supervisor Of Juveniles 1
50516	Supervisor Of Juveniles 2
07550	Trade Instructor 1
07552	Trade Instructor 2
07554	Trade Instructor 3
50104	Voc Instruct Offr 1, Oak Ridge
50106	Voc Instruct Offr 2, Oak Ridge

IMPLEMENTATION

COR17.2 The parties agree to co-operate to facilitate the expeditious implementation of this Agreement.

ARTICLE COR18 - TERM OF AGREEMENT

COR18.1 This Agreement covers the period from January 1, 2005, to December 31, 2008. The effective date of any changes to the terms of this Agreement from the previous Agreement, unless otherwise indicated, shall be June 24, 2005.. This Agreement shall continue automatically thereafter for annual periods of one (1) year each unless either party notifies the other in writing that it wishes to bargain for a new Collective Agreement in accordance with the *Labour Relations Act, 1995*, and the *Crown Employees Collective Bargaining Act, 1993*.

PART D - APPENDICES

APPENDIX COR1

SCHEDULE A - AVERAGING OF HOURS OF WORK

The number of hours of work per week prescribed shall be computed as a weekly average over one (1) year, where the duties of a civil servant require:

- that he or she work more than the number of hours per week prescribed at regularly recurring times of the year, or
- that the number of hours per week be normally irregular.

Averaging Period:

The averaging period for each class and/or position:

- will conform to the twelve (12) month calendar period which reflects the work cycle of that class and/or position, and
- will be reported to the bargaining agent.

Prorating:

Periods of employment of less than twelve (12) months in an averaging period (e.g., due to appointment, transfer, separation, etc.) will be prorated.

Hours Per Averaging Period:

The hours of work required shall correspond to a thirty-six and one-quarter (36-1/4) hour week or a forty (40) hour week averaged over the twelve (12) month calendar period.

Changes to Hours Per Averaging Period:

If at any time, a ministry requires a different hours base for a class or for a position within a class (e.g., equivalent of forty (40) hours per week instead of thirty-six and one-quarter (36-1/4) hours per week), the ministry must:

- alter the affected employees' salaries proportionately, and
- notify the Corporate Labour Relations/Negotiations Secretariat, Management Board Secretariat, and the Union of any such changes.

Record of Hours Worked:

A record will be maintained for each employee affected showing a running total of hours worked:

- on his or her regular working days, and
- during the averaging period.

Excessive Buildup of Hours Worked:

When an employee's buildup of hours worked is becoming excessive, he or she:

- may be required to take time off on an hour-for-hour basis, in order to bring his or her hours accumulation into line with the hours requirement for the averaging period, and
- will be given reasonable notice, where circumstances permit, of any such time off.

Calculation of Hourly Rate:

In all cases, the basic hourly rate of pay for employees on averaging is to be determined by dividing the weekly rate of the class by thirty-six and one-quarter (36-1/4) or forty (40) as applicable, unless the basic hourly rate of pay already exists.

Hours Worked Over Annual Requirement:

At the end of the averaging period, any excess hours standing to the employee's credit over and above the annual hours requirement will be considered as overtime.

Normally, the employee shall be paid for his or her overtime credits. Such payment shall be based on the basic hourly rate he or she was receiving on the last day of the averaging period. Compensating time off may be substituted for payment of overtime credits as follows:

- (a) Where there is insufficient work for an employee to the extent that his or her presence is not required for a period of time, in which case:
 - a ministry has the authority to direct that the employee take time off rather than receive pay for the overtime credits, and
 - such time off must be taken commencing during the first month of the next averaging period;

or

- (b) In circumstances other than the above and where the employee and his or her supervisor mutually agree to compensating leave, in which case the time off will commence:
 - within the first month of the next averaging period, or
 - at an otherwise mutually satisfactory time.

Hours Worked on Holidays or Other Than Regular Workdays:

- a) All hours worked on a holiday included under Article 47 (Holidays) of the Central Agreement shall be paid at the rate of two (2) times the basic hourly rate that the employee was receiving when the holiday was worked.

- b) All hours worked on a day that is not a regular working day for the employee will be treated as overtime and based on the rate he or she was receiving when the overtime was worked.

CUSTODIAL RESPONSIBILITY ALLOWANCE

September 23, 1985
Revised: March 29, 1996
June 24, 2005

Mr. A. Todd
Chief Negotiator
Ontario Public Service Employees Union
1901 Yonge Street
Toronto, Ontario
M4S 2Z5

Dear Mr. Todd:

Re: Custodial Responsibility Allowance (K1) - Article 7.8 of the Central Agreement

This will confirm that effective January 1, 1984, a Custodial Responsibility Allowance of two thousand dollars (\$2,000.00) per year is payable to employees of the Ministry of Community Safety and Correctional Services and the Ministry of Children and Youth Services and employees working in training schools operated by Ministry of Children and Youth Services, in addition to the rate of pay specified for the class of the positions to which they are assigned, provided they fulfil all of the following requirements:

- (a) they are not professional staff such as teachers, nurses, social workers or psychologists;
 - (b) the positions to which the employees are assigned are not covered by classes which already take into account responsibility for the control of inmates or wards, such as Correctional Officers, Industrial Officers, Supervisors of Juveniles, Observation and Detention Home Workers, Recreation Officers (Correctional Services), Trade Instructors and Provincial Bailiffs;
 - (c) (i) they are required, for the major portion of their working time, to direct inmates or wards engaged in beneficial labour;
or
(ii) as group leaders/lead hands, they are directly responsible, for the major portion of their working time, for operations involving the control of a number of inmates or wards engaged in beneficial labour;
- and
- (d) they are responsible for the custody of inmates or wards in their charge and are required to report on their conduct and lay charges where breaches of institutional regulations occur.

The Custodial Responsibility Allowance shall be paid according to the base rate of pay for the class involved.

- weekly rated classes - \$38.40/week
- hourly rated classes:
 - 40 hour week - \$0.96/hour
 - 36-1/4 hour week - \$1.06/hour

Yours truly,

P. Mooney
Senior Staff Relations Officer

APPENDIX COR3

PROBATION OFFICERS' ALLOWANCE

March 29, 1996
Revised: June 24, 2005

Mr. B. Gould
Negotiator
Correctional Bargaining Unit
Ontario Public Service Employees Union

Dear Mr. Gould:

Re: Probation Officers' Allowance

This will confirm that in recognition of the additional and flexible hours worked by Probation Officers within Ministry of Community Safety and Correctional Services, and the Ministry of Children and Youth Services, the parties hereby agree to the following terms for Probation Officers Allowance, effective the date of ratification of this agreement:

Probation Officers in the Correctional Bargaining Unit will be entitled to a minimum of seven (7) days off with pay and no loss of credits in a calendar year.

This allowance will be prorated for periods of active employment of less than one (1) year and may be advanced to the employee on January 1st of each year.

The seven (7) days described above shall be used within the calendar year or be forfeited, except where the employee is prohibited from using the allowance due to operational requirements. In such cases, an extension may be granted by the employee's manager upon written request of the employee, but in any event an extension will not be granted beyond March 1st of the following year.

Additional time off with pay and with no loss of credits may be granted at the discretion of the manager of the employee concerned.

All time off under this allowance shall be granted in a manner so as not to interfere with operational requirements.

It is understood by the parties that this agreement will supersede any other pre-existing agreements on this subject; however, any time credits earned under a pre-existing agreement will be carried over to this agreement on a prorated basis, and be treated in accordance with the terms of this agreement.

Yours sincerely,

Linda Barber
Corporate Staff Relations Officer

Memorandum of Agreement

Between

The Ministry of Correctional Services

(hereinafter referred to as the Ministry)

and

The Ontario Public Service Employees Union

(hereinafter referred to as the Union)

ARTICLE 1 – AUTHORITY

- 1.1 This Memorandum of Agreement is made under the authority of Article 16 (Local and Ministry Negotiations) of the Central Collective Agreement with respect to Working Conditions and Employee Benefits between the Union and the Crown in Right of Ontario represented by Management Board of Cabinet (hereinafter referred to as the Central Collective Agreement)
- 1.2 This Memorandum of Agreement covers all Ministry employees who are members of the bargaining units as defined in Article 1 of the Central Collective Agreement.
- 1.3 This Memorandum of Agreement cancels and replaces the Memorandum of Agreement dated October 11, 1994 between the former Ministry of Solicitor General and Correctional Services (MSGCS) and the Ontario Public Service Employees Union, including the appendant letter dated May 30, 1997 from Nancy Navkar, Co-Chair, C CLERC to Barry Scanlon, Co-Chair, C CLERC, approved by the parties at the MSGCS Ministry Employee Relations Committee meeting on September 3, 1997.

ARTICLE 2 – MANDATE

- 2.1 Subject to Article 3 (Exclusions) of this Memorandum of Agreement, the mandate for the Ministry Employee Relations Committees (MERCs) and any Local Employee Relations Committees (LERCs) is to promote and maintain a positive labour relations relationship between the parties. The following are mutual objectives:
 - a) The Ministry and the Union will strive to maintain satisfactory working conditions and terms of employment for all employees who are subject to this agreement;
 - b) The Union and the Ministry will work to improve and maintain effective communication between the parties;
 - c) The Ministry recognizes that its staff are its most valuable resource and that the effective utilization of staff is vital to the effective work of the Ministry;

- d) The Union and the Ministry, recognizing that regular attendance and a positive work environment are significant factors affecting operations, undertake to work co-operatively towards improving both;
- e) The Union recognizes the goals and principles of the Ministry's operations;
- f) The Ministry recognizes the legitimate role of the Union in representing its membership through the ERC process;
- g) The Ministry and the Union will maintain a high degree of individual respect for the personal dignity and integrity of all involved in the ERC process notwithstanding the party they represent;
- h) The Ministry and the Union will endeavour to resolve issues at the front line managerial level prior to the use of the grievance process;
- i) The Union and the Ministry will endeavour wherever and whenever possible to resolve complaints at Stage One and grievances at Stage Two of the grievance procedure;
- j) The Ministry and the Union agree to make reasonable efforts to ensure the continuity or representation at MERC and LERC meetings in an effort to maintain consistency throughout the decision-making process;

The basis of this relationship is found within this Memorandum of Agreement which captures the structural parameters for the Union and the Ministry. In addition, the parties will strive to promote the spirit of agreement and co-operation captured herein.

- 2.2 Where, as a result of discussion under this Memorandum of Agreement, an agreement is reached in any matter of continuing significance, such agreement may be reduced to writing in a Minute of Understanding.
- 2.3 This Memorandum of Agreement, MERC and LERC discussions, meeting minutes, or Minutes of Understanding shall not be subject to mediation or arbitration.
- 2.4.1 This Memorandum of Agreement and any minute of understanding shall be given effect by the signature of responsible officials of both parties, but no agreement shall be binding on the Ministry without the approval of the Deputy Minister or his/her nominee, and no agreement shall be binding upon the Union without the approval of the President of the Ontario Public Service Employees Union or his/her nominee.
- 2.4.2 Any minute of understanding negotiated and approved in accordance with subsection 2.4.1 of this Agreement is subject to Article 22 (Grievance Procedure) of the Central Collective Agreement.

It is agreed that alleged violations will be referred to the Ministry Employee Relations Committee for review/resolution prior to any grievance being filed. The Parties agree that time limits may be waived subject to mutual agreement. All grievances filed would be filed as Union or Ministry grievances.

ARTICLE 3 – EXCLUSIONS

- 3.1 It is agreed that the following will not be the subject of any agreement or Minute of Understanding:
- a) any matters specified in Section 4 of the *Public Service Act* (R.S.O. 1990, Chapter P.47) and which are directly controlled by the Civil Service Commission;
 - b) any matters which may involve amendments to legislation or regulations;
 - c) any matters of Ontario Public Service – wide concern (whether or not approval of a Central Agency is required);
 - d) any matters in the Central Collective Agreement, or a Bargaining Unit Collective Agreement with respect to working Conditions and Salaries, except where expressly provided for in the applicable Collective Agreement.
 - e) any matters which might more properly be the subject of a grievance;
 - f) at Local Employee Relations Committees, any matter which is of ministry-wide application;
 - g) at the Ministry Employee Relations Committee, any matter which is of local concern or application where such matter has not first been reviewed and referred by the relevant Local Employee Relations Committee.

ARTICLE 4 – MINISTRY EMPLOYEE RELATIONS COMMITTEES (MERCs)

4.1 Composition

- 4.1.1 The Deputy Minister will nominate one (1) senior ministry official to represent the Ministry, and that person may nominate not more than four (4) other senior staff to assist him/her. The Union will designate not more than five (5) bargaining unit members who are ministry employees (one of whom shall be a Probation and Parole Officer representative), or not more than four (4) bargaining unit members who are ministry employees (one of whom shall be a Probation and Parole Officer representative) plus one (1) Union staff representative, to represent the Union.
- 4.1.2 The Committee shall be co-chaired by Ministry and bargaining unit representatives.
- 4.1.3 Both sides will make every reasonable effort to ensure that their representatives reflect the major occupational groups of the Ministry.
- 4.1.4 With the prior agreement of both parties, either party may be accompanied by one or more persons to provide expertise and advice on specific items, or to act as observers or trainees.
- 4.1.5 On the Union side, for education purposes a local Union president or highest ranking local member other than and in addition to the Union team, may, by selection of the Union team, be in attendance at meetings.

4.2 Meetings

4.2.1 Meetings of the MERC shall be held not more frequently than once every two months. The places and times for such meetings shall be mutually agreed upon at least six months in advance of any meeting.

4.2.2 Notwithstanding Section 4.2.1, additional meetings may be requested in writing by either party, and held upon mutual consent.

4.3 Agenda and Minutes

4.3.1 Annotated agendas of reasonable length detailing issues in a clear and concise fashion will be exchanged by the parties at least two weeks prior to the scheduled date of the meeting. Agenda items should be of general concern to the parties as opposed to personal concerns of individual employees.

4.3.2 With mutual consent additional items may be added prior to, or at the meeting.

4.3.3 One set of minutes will be produced by the Ministry within fourteen days of each meeting. The minutes will reflect matters discussed and any agreement or disagreement on solutions proposed. Where a matter is deferred, the minutes will reflect which party is responsible for follow-up.

4.3.4 The minutes will be signed by a responsible representative of each party authorizing them for distribution.

4.3.5 Issues resolved informally by the parties between formal ERC meetings may, subject to mutual agreement, be reflected in the subsequent set of minutes of employee relations committee meetings.

4.3.6 The minutes are not binding on either party nor are they subject to the grievance procedure.

4.4 Referral of Unresolved Matters

4.4.1 Matters, which are not resolved at the MERC, may be referred to the Deputy Minister in accordance with Article 16.3 of the Central Collective Agreement.

4.4.2 Matters not resolved under Article 16.3 of the Central Collective Agreement may be referred to the Central Employee Relations Committee.

ARTICLE 5 – LOCAL EMPLOYEE RELATIONS COMMITTEES (LERCs)

5.1 Upon mutual consent, the parties will establish a LERC.

5.1.2 The Deputy Minister will nominate one (1) official of the ministry to represent management, and that person may nominate not more than two (2) others to assist him/her. A Human Resources staff official may attend as well to assist the designated official. The Union will designate not more than three (3) bargaining unit members who are ministry employees within the appropriate Local or unit. A Union staff representative may attend as well to assist the bargaining unit members.

5.1.3 With the prior agreement of both parties, either party may be accompanied by one or more persons to provide expertise and advice on specific items, or to act as observers or trainees.

5.1.4 Notwithstanding the reference to “Local or Unit” in 6.1.2, in probation and parole services the union will designate bargaining unit members who are ministry employees in the appropriate Region of the Ministry.

5.2 Meetings

5.2.1 LERC meetings may be held not more frequently than once every two months at a mutually agreed upon time and place.

5.3 Agenda and Minutes

5.3.1 Annotated agendas of reasonable length detailing issues in a clear and concise fashion will be exchanged by the parties at least two weeks prior to the scheduled date of the meeting. Agenda items should be of general concern to the parties as opposed to personal concerns of individual employees.

5.3.2 With mutual consent additional items may be added prior to, or at the meeting.

5.3.3 One set of minutes will be produced by the ministry within fourteen days of each meeting. The minutes will reflect matters discussed and any agreement or disagreement on solutions proposed. Where a matter is deferred, the minutes will reflect which party is responsible for follow-up.

5.3.4 The minutes will be signed by a responsible representative of each party authorizing them for distribution.

5.3.5 Issues resolved informally by the parties between formal ERC meetings may, subject to mutual agreement, be reflected in the subsequent set of minutes of employee relations committee meetings.

5.3.6 The minutes are not binding on either party nor are they subject to the grievance procedure.

5.4 Referral of Unresolved Matters

5.4.1 Matters, which cannot be resolved, after all reasonable efforts have been exhausted at the local level, may be referred to the Ministry Employee Relations Committee (MERC) at the request of either party.

5.4.2 Notwithstanding Section 5.4.1, it is agreed that informal consultation at the regional level may prove beneficial in resolving matters that have not been resolved at the LERC level. Consequently, the parties agree that one management and one Union representative from LERC will undertake to jointly consult with the appropriate regional administration on matters that have been resolved at a LERC meeting, where the Regional Director or his/her designee was not present at the meeting. The purpose of this joint consultation is to attempt to resolve matters in dispute so that they will not have to be referred to the MERC. Nothing in this section precludes the direct referral of an unresolved local issue to the MERC where local Union representatives and regional administrators are unable to consult within 20 working days of the LERC meeting at which the issue in dispute was discussed.

5.4.3 Where a LERC does not exist for the relevant Local or work unit, matters may be referred directly to the MERC.

ARTICLE 6 – ADMINISTRATION

- 6.1.1 Leave of absence without loss of pay or credits shall be granted to bargaining unit representatives of the MERC or a LERC for the purpose of attending meetings, unless such leave unduly interferes with the operating requirements of the Ministry. Leave requests shall not be unreasonably denied.
- 6.1.2 Bargaining unit representatives will not be entitled to receive pay for attending meetings on their own time. However, it is understood that rescheduling of the individual's time will be accommodated pursuant to Article 5.3 (Shift Schedules) of the applicable Bargaining Unit Collective Agreement with respect to Working Conditions and Salaries.
- 6.2 Leave of absence without pay shall be granted to bargaining unit representatives of the MERC or a LERC to accommodate reasonable travel time.
- 6.3.1 Bargaining unit representatives of the MERC shall be granted a maximum of eight (8) hours time off with pay and no loss of credits on the day before a MERC meeting to attend Union bargaining team caucus sessions.
- 6.3.2 Bargaining unit representatives of a LERC shall be granted a maximum of two (2) hours time off with pay and no loss of credits on the day of a LERC meeting to attend union bargaining team caucus sessions held immediately prior to the meeting.
- 6.4 Travel and other expenses as the result of leaves granted above shall be borne by the Union.
- 6.5 Any Minutes of Understanding created as a result of the agreement of the parties in the MERC and LERCs shall be given effect by the signature of responsible officials of both parties, but no agreement shall be binding upon the Union without approval by the President of the Ontario Public Service Employees Union or his/her designee, and no agreement shall be binding upon the Ministry without approval by the Deputy Minister or his/her designee.

ARTICLE 7 – VIEWING POSITION DESCRIPTION FORMS

- 7.1 Upon written request to the Manager, Human Resources Services, an employee shall be given a copy of the position specification applicable to their position.

ARTICLE 8 – PROBATION OFFICER ALLOWANCE

- 8.1 Probation Officer Allowance entitlements, formerly set out in the MERC agreement, are now set out Appendix COR3 of the Correctional Bargaining Unit Agreement.

ARTICLE 9 – TERM

- 9.1 This Memorandum of Agreement covers the period from November 4, 1999 to November 3, 2000, and shall continue automatically thereafter for annual periods of one (1) year each unless either party notifies the other in writing at least one month in advance of the year ending that it wishes to amend the Memorandum of Agreement.

**For the Ontario Public Service Employees
Union**

**For the Ministry of Correctional
Services**

APPENDIX COR5

CLASSIFICATION ADJUSTMENTS

1. The Employer shall undertake a review and update of the Probation Officer class standards and shall establish a Probation Officer 3 classification, effective January 1, 2002. The salary rates for the Probation Officer 3 level shall be:

01/01/02: \$978.70 \$1,009.87 \$1,041.98 \$1,075.99 \$1,111.83

2. The Employer shall establish a new classification entitled Youth Worker, and the salary rates shall be:

01/01/02: \$19.54 \$21.10 \$22.32

3. Effective January 1, 2002, a 4% increase to all rates in the salary range for the Probation Officer 1 and 2 classes and the range for the proposed Probation Officer 3 class.

Note: These classification adjustments shall not be challenged by either party under the *Pay Equity Act*, because they reflect adjustments to address skills shortages as contemplated by Section 8 (1) (e) of the *Pay Equity Act*.

CORRECTIONAL SALARY SCHEDULE

SALARY RATES

Hours of Work Schedule

CORRECTIONAL BARGAINING UNIT

The following Classifications apply to employees with an appointment status of classified and unclassified:

(SA = semi-annual progression)

						Hours of Work Schedule
50090	ATTENDANT 1, OAK RIDGE					4 - 7
	01/01/05	20.12	21.84	23.04		
	01/01/06	20.57	22.33	23.56		
	01/01/07	21.08	22.89	24.15		
	01/01/08	21.71	23.58	24.87		
50092	ATTENDANT 2, OAK RIDGE					4 - 7
	01/01/05	21.66	23.40	24.75	25.98	26.75
	01/01/06	22.15	23.93	25.31	26.56	27.35
	01/01/07	22.70	24.53	25.94	27.22	28.03
	01/01/08	23.38	25.27	26.72	28.04	28.87
50094	ATTENDANT 3, OAK RIDGE					4 - 7
	01/01/05	24.75	25.31	25.96	27.25	28.07
	01/01/06	25.31	25.88	26.54	27.86	28.70
	01/01/07	25.94	26.53	27.20	28.56	29.42
	01/01/08	26.72	27.33	28.02	29.42	30.30
50096	ATTENDANT 4, OAK RIDGE					4 - 7
	01/01/05	25.28	25.90	26.58	28.05	
	01/01/06	25.85	26.48	27.18	28.68	
	01/01/07	26.50	27.14	27.86	29.40	
	01/01/08	27.30	27.95	28.70	30.28	
51218	CANNERY SUPPLY OFFICER					4 - 7
	01/01/05	21.48	21.87	22.11	23.33	
	01/01/06	21.96	22.36	22.61	23.85	
	01/01/07	22.51	22.92	23.18	24.45	
	01/01/08	23.19	23.61	23.88	25.18	
51219	CANNERY SUPPLY OFFICER, GROUP LEADER					4 - 7
	01/01/05	25.54	25.87	26.52	28.00	
	01/01/06	26.11	26.45	27.12	28.63	
	01/01/07	26.76	27.11	27.80	29.35	
	01/01/08	27.56	27.92	28.63	30.23	
50553	CITY CREW OFFICER					4 - 7
	01/01/05	25.31	25.96	26.64	28.11	
	01/01/06	25.88	26.54	27.24	28.74	
	01/01/07	26.53	27.20	27.92	29.46	
	01/01/08	27.33	28.02	28.76	30.34	
93008	CORRECTIONAL LOCKSMITH					4 - 7
	01/01/05	23.30	23.90	25.21		

	01/01/06	23.82	24.44	25.78		
	01/01/07	24.42	25.05	26.42		
	01/01/08	25.15	25.80	27.21		
50561	CORRECTIONAL OFFICER 1					4 - 7
	01/01/05	20.12	21.84	23.04		
	01/01/06	20.57	22.33	23.56		
	01/01/07	21.08	22.89	24.15		
	01/01/08	21.71	23.58	24.87		
50563	CORRECTIONAL OFFICER 2					4 - 7
	01/01/05	21.66	23.40	24.75	25.98	26.75
	01/01/06	22.15	23.93	25.31	26.56	27.35
	01/01/07	22.70	24.53	25.94	27.22	28.03
	01/01/08	23.38	25.27	26.72	28.04	28.87
50565	CORRECTIONAL OFFICER 3					4 - 7
	01/01/05	24.75	25.31	25.96	27.39	
	01/01/06	25.31	25.88	26.54	28.01	
	01/01/07	25.94	26.53	27.20	28.71	
	01/01/08	26.72	27.33	28.02	29.57	
93009	GROUNDS/MAINTENANCE WORKER					4 - 7
	01/01/05	19.92	20.32	20.74	21.90	
	01/01/06	20.37	20.78	21.21	22.39	
	01/01/07	20.88	21.30	21.74	22.95	
	01/01/08	21.51	21.94	22.39	23.64	
07556	HAIRDRESSER INSTRUCTOR					4
	01/01/05	22.23	24.14	25.47	26.88	
	01/01/06	22.73	24.68	26.04	27.48	
	01/01/07	23.30	25.30	26.69	28.17	
	01/01/08	24.00	26.06	27.49	29.02	
50550	INDUSTRIAL OFFICER 1					4 - 7
	01/01/05	24.07	24.75	25.31	26.70	
	01/01/06	24.61	25.31	25.88	27.30	
	01/01/07	25.23	25.94	26.53	27.98	
	01/01/08	25.99	26.72	27.33	28.82	
50552	INDUSTRIAL OFFICER 2					4 - 7
	01/01/05	25.31	25.96	26.64	28.11	
	01/01/06	25.88	26.54	27.24	28.74	
	01/01/07	26.53	27.20	27.92	29.46	
	01/01/08	27.33	28.02	28.76	30.34	
50554	INDUSTRIAL OFFICER 3					4 - 7
	01/01/05	27.49	28.17	28.95	30.57	
	01/01/06	28.11	28.80	29.60	31.26	
	01/01/07	28.81	29.52	30.34	32.04	
	01/01/08	29.67	30.41	31.25	33.00	
09480	OBSERVATION AND DETENTION HOME WORKER 1					4 - 7
	01/01/05	18.35	20.06	21.29	22.46	
	01/01/06	18.76	20.51	21.77	22.97	
	01/01/07	19.23	21.02	22.31	23.54	

	01/01/08	19.81	21.65	22.98	24.25					
09482	OBSERVATION AND DETENTION HOME WORKER 2									4 - 7
	01/01/05	18.99	20.79	21.33	22.62	23.88				
	01/01/06	19.42	21.26	21.81	23.13	24.42				
	01/01/07	19.91	21.79	22.36	23.71	25.03				
	01/01/08	20.51	22.44	23.03	24.42	25.78				
09484	OBSERVATION AND DETENTION HOME WORKER 3									4 - 7
	01/01/05	22.19	22.78	23.43	24.05	25.37				
	01/01/06	22.69	23.29	23.96	24.59	25.94				
	01/01/07	23.26	23.87	24.56	25.20	26.59				
	01/01/08	23.96	24.59	25.30	25.96	27.39				
10170	PROBATION OFFICER 1									6
SA	01/01/05	805.12	828.92	854.56	880.32	908.02	935.74	964.51	1,017.81	
	01/01/06	823.24	847.57	873.79	900.13	928.45	956.79	986.21	1,040.71	
	01/01/07	843.82	868.76	895.63	922.63	951.66	980.71	1,010.87	1,066.73	
	01/01/08	869.13	894.82	922.50	950.31	980.21	1,010.13	1,041.20	1,098.73	
10172	PROBATION OFFICER 2									6
	01/01/05	1,025.81	1,058.47	1,092.13	1,127.78	1,165.35	1,229.73			
	01/01/06	1,048.89	1,082.29	1,116.70	1,153.16	1,191.57	1,257.40			
	01/01/07	1,075.11	1,109.35	1,144.62	1,181.99	1,221.36	1,288.84			
	01/01/08	1,107.36	1,142.63	1,178.96	1,217.45	1,258.00	1,327.51			
10175	PROBATION OFFICER 3									6
	01/01/05	1,128.39	1,164.32	1,201.36	1,240.56	1,281.87	1,352.71			
	01/01/06	1,153.78	1,190.52	1,228.39	1,268.47	1,310.71	1,383.15			
	01/01/07	1,182.62	1,220.28	1,259.10	1,300.18	1,343.48	1,417.73			
	01/01/08	1,218.10	1,256.89	1,296.87	1,339.19	1,383.78	1,460.26			
50540	PROVINCIAL BAILIFF 1									4
	01/01/05	25.26	25.90	26.58	28.05					
	01/01/06	25.83	26.48	27.18	28.68					
	01/01/07	26.48	27.14	27.86	29.40					
	01/01/08	27.27	27.95	28.70	30.28					
50541	PROVINCIAL BAILIFF 2									4
	01/01/05	25.90	26.58	27.22	28.72					
	01/01/06	26.48	27.18	27.83	29.37					
	01/01/07	27.14	27.86	28.53	30.10					
	01/01/08	27.95	28.70	29.39	31.00					
50492	RECREATION OFFICER 1, CORRECTIONAL SERVICES									4 - 7
	01/01/05	20.91	22.70	23.95	25.27					
	01/01/06	21.38	23.21	24.49	25.84					
	01/01/07	21.91	23.79	25.10	26.49					
	01/01/08	22.57	24.50	25.85	27.28					
50494	RECREATION OFFICER 2, CORRECTIONAL SERVICES									4 - 7
	01/01/05	22.05	23.82	25.27	26.66					
	01/01/06	22.55	24.36	25.84	27.26					
	01/01/07	23.11	24.97	26.49	27.94					
	01/01/08	23.80	25.72	27.28	28.78					

50495	RECREATION OFFICER 3, CORRECTIONAL SERVICES (BARGAINING UNIT)							4
	01/01/05	27.19	28.05	28.96	30.58			
	01/01/06	27.80	28.68	29.61	31.27			
	01/01/07	28.50	29.40	30.35	32.05			
	01/01/08	29.36	30.28	31.26	33.01			
10216	REHABILITATION OFFICER 1, CORRECTIONAL SERVICES							3 - 7
	01/01/05	723.25	744.72	766.53	790.00	833.66		
	01/01/06	739.52	761.48	783.78	807.78	852.42		
	01/01/07	758.01	780.52	803.37	827.97	873.73		
	01/01/08	780.75	803.94	827.47	852.81	899.94		
10218	REHABILITATION OFFICER 2, CORRECTIONAL SERVICES							3 - 7
	01/01/05	833.53	858.84	886.07	913.25	942.24	994.31	
	01/01/06	852.28	878.16	906.01	933.80	963.44	1,016.68	
	01/01/07	873.59	900.11	928.66	957.15	987.53	1,042.10	
	01/01/08	899.80	927.11	956.52	985.86	1,017.16	1,073.36	
40113	STEAM PLANT ENGINEER/OFFICER							4 - 7
	01/01/05	24.77	25.31	26.70				
	01/01/06	25.33	25.88	27.30				
	01/01/07	25.96	26.53	27.98				
	01/01/08	26.74	27.33	28.82				
50515	SUPERVISOR OF JUVENILES 1							4 - 7
	01/01/05	19.77	21.49	22.68				
	01/01/06	20.21	21.97	23.19				
	01/01/07	20.72	22.52	23.77				
	01/01/08	21.34	23.20	24.48				
50516	SUPERVISOR OF JUVENILES 2							4 - 7
	01/01/05	21.28	23.03	24.37	25.72			
	01/01/06	21.76	23.55	24.92	26.30			
	01/01/07	22.30	24.14	25.54	26.96			
	01/01/08	22.97	24.86	26.31	27.77			
07550	TRADE INSTRUCTOR 1							4 - 7
	01/01/05	19.81	21.50	22.81	24.07			
	01/01/06	20.26	21.98	23.32	24.61			
	01/01/07	20.77	22.53	23.90	25.23			
	01/01/08	21.39	23.21	24.62	25.99			
07552	TRADE INSTRUCTOR 2							4 - 7
	01/01/05	21.39	23.23	24.50	25.87			
	01/01/06	21.87	23.75	25.05	26.45			
	01/01/07	22.42	24.34	25.68	27.11			
	01/01/08	23.09	25.07	26.45	27.92			
07554	TRADE INSTRUCTOR 3							4 - 7
	01/01/05	27.74	28.49	29.24	30.86			
	01/01/06	28.36	29.13	29.90	31.55			
	01/01/07	29.07	29.86	30.65	32.34			
	01/01/08	29.94	30.76	31.57	33.31			
50104	VOCATIONAL INSTRUCTION OFFICER 1 , OAK RIDGE							4 - 7

01/01/05	24.92	25.60	26.17	27.61
01/01/06	25.48	26.18	26.76	28.23
01/01/07	26.12	26.83	27.43	28.94
01/01/08	26.90	27.63	28.25	29.81

50106 VOCATIONAL INSTRUCTION OFFICER 2, OAK RIDGE

4 - 7

01/01/05	26.17	26.86	27.55	29.06
01/01/06	26.76	27.46	28.17	29.71
01/01/07	27.43	28.15	28.87	30.45
01/01/08	28.25	28.99	29.74	31.36

50577 YOUTH WORKER

4 - 7

01/01/05	21.66	23.40	24.75	25.98	26.75
01/01/06	22.15	23.93	25.31	26.56	27.35
01/01/07	22.70	24.53	25.94	27.22	28.03
01/01/08	23.38	25.27	26.72	28.04	28.87