

2.25 Staff Relations

There should be the greatest possible degree of cooperation and understanding in employee-employer relationships. Management and staff are expected to fulfil their respective obligations and respect the rights of others as set out in the relevant collective agreements and the *Public Service Staff Relations Act*.

Persons designated as "managerial exclusions" are expected to discharge their particular responsibilities faithfully as representatives of management interests in conformity with the spirit and intent of the Act. Managerial personnel are enjoined from participating in, or interfering with the formation or administration of, any employee organization. They must scrupulously avoid discrimination against, intimidation or other abuse of any individual in relation to hiring, establishing terms and conditions of work, participation in employee organizations, or the exercise of any other right under the Act.

Employees not designated as managerial are similarly expected to discharge faithfully their responsibilities as public servants. Specific provision is usually made in the collective agreements for rights and restrictions pertaining to the use of the employer's premises, time off with pay for grievance investigation, etc. Employees are expected to be acquainted with and conform to these provisions of the collective agreement and legislation. As a general rule, the employer's time may not be used for non-work-related activity except as specifically authorized.

2.26 Discipline

This Code of Conduct reflects a number of special obligations which employees accept in becoming public servants and representatives of Canada abroad. It does not purport to cover all the situations that may arise but merely attempts to indicate the Canadian Government's expectations in certain particular circumstances.

The breach of the principles and behavioural expectations described in this Code can result in disciplinary sanctions. For more details on discipline, employees should consult the departmental discipline booklet to be included in Chapter 3 of this Manual.