

of subjects with which they deal may be matters for legislation in other countries.

It is not possible in a short paper to refer to the large number of subjects that may be covered in a collective agreement, but brief reference is made below to certain of the more important matters that are found in most agreements — wages, hours of work and overtime, paid vacations and holidays, health and welfare benefits, seniority, union security, grievance procedure.

Wage-rates are matters for negotiation in all collective bargaining situations and, as a rule, collective bargaining contracts contain detailed wage schedules. These take the form of a listing of occupations covered by the contract with the rate — hourly, daily, weekly, piece, etc., as the case may be — to be paid to each. Any adjustments to the rates during the term of the contract and the dates on which they will become effective are also included in the schedules.

The periods of work during which the rates set out in the wage schedule apply are usually set forth in terms of hours a day, hours a week and days a week. Virtually all agreements require that any and all work beyond these hours must be paid at premium rates — one and a half times or twice the regular rate, in specified circumstances. Collective agreements may also set forth, with varying degrees of detail, regulations pertaining to starting

and stopping times, meal periods and rest periods and, where shift work is involved, details regarding the rotation of shifts and the amount of any premium rates to be paid for night-shift work.

Most collective bargaining contracts in Canada provide for annual paid vacations. As a rule, the number of weeks of vacation varies according to length of service with the firm and may range from two weeks for recently-hired employees to five or six weeks for very long-term employees. Most agreements also name certain recognized holidays as days for which employees will be entitled to pay even though they do not work. Any employees required to work on such days will be paid at premium rates in accordance with conditions laid down in the contract. The number of days to be recognized annually as paid holidays varies among contracts but a range of eight to 12 is common.

Among the many types of health and welfare benefits to be found in Canadian collective agreements, sickness indemnity payments or sick leave, supplemental hospital benefits, supplemental medical-surgical benefits, supplemental lay-off benefits and retirement benefits are common.

Seniority, long an important factor in collective bargaining, depends mainly on length of service and provides certain advantages to employees on