

# HR POLICY AND OPERATIONS BUREAU

## 5. Staff Relations Division

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Overview

Human Resources Policy Division




Staffing & Classification Division

Locally Engaged Staff Division

Staff Relations Division

#### LABOUR MANAGEMENT

#### Delivery Standard

LABOUR MANAGEMENT		Delivery Standard
<b>1. Designations</b>		
<ul style="list-style-type: none"> <li>➔ Advise management to identify positions to be designated for next round of bargaining</li> <li>➔ Propose the designation of positions to various unions</li> <li>➔ Advise management of the result of negotiations</li> <li>➔ Refer positions in dispute to the Designation Review Panel</li> </ul>	 <i>These are part of the collective bargaining process and timelines are established accordingly</i>	
<b>2. Exclusions</b>		
<ul style="list-style-type: none"> <li>➔ Review the request to determine if the position qualifies for exclusion</li> <li>➔ Propose the exclusion to various unions</li> <li>➔ Advise management of the result of the negotiations</li> <li>➔ Refer positions in dispute to Treasury Board</li> </ul>	10 days 10 days 10 days 10 days	
<b>3. Collective Agreement interpretation</b>		
<p><i>Oral requests</i></p> <ul style="list-style-type: none"> <li>➔ Routine</li> <li>➔ Complex, requiring research</li> </ul> <p><i>Written request</i></p> <ul style="list-style-type: none"> <li>➔ Acknowledgement</li> <li>➔ Response</li> </ul>	1 day 10 days (may be longer if TBS & Legal involved, etc.) 3 days 10 days (may be longer if TBS & Legal involved, etc.)	
<p><b>4. Union management</b> - channel of communications between management and employees through union representatives</p>	Union/Management consultations - 6 per year DFAIT/Joint/CSL - 2 per year	