



## Joint Learning Program Programme d'apprentissage mixte

# Mental Health in the Workplace

## Timeline and Objectives

### TIMELINE:

- March, 2014 – National pilots
- April, 2014 – Material assessment and revision
- May / Jun 2014
  - Facilitator orientation clinics
  - Facilitator *Mental Health First Aid* training
- Summer 2014 – New workshop roll-out

### OBJECTIVES:

- Discuss the working conditions that affect mental health
- Explore the impact of different forms of stigma related to mental health problems
- Identify the indicators and workplace factors of psychological health and safety in the workplace
- Discuss the respective roles and responsibilities of the employees, the union and the employer in ensuring a healthy workplace
- Expand participants' understanding of the signs and symptoms of mental health problems and discuss different supports and accommodation measures
- Describe and discuss measures and resources that exist in the workplace that promote wellness and assist mental health recovery

# SAVE CANADA POST - STOP THE CUTS

**WHEREAS** Canada Post and the Conservatives are taking an axe to long-treasured postal services - killing good jobs, eliminating door-to-door delivery, closing post offices and drastically increasing postage rates;

**WHEREAS** 6,000 to 8,000 postal jobs will be destroyed and five million households will lose door-to-door delivery over the next five years;

**WHEREAS** these cuts will hurt seniors and people with disabilities in particular;

**WHEREAS** Canada Post barely held any consultations, effectively eliminating any opportunity for input from people who will be most affected; and

**WHEREAS** Canada Post offers a public service that needs to be protected;

*Public Service Alliance of Canada British Columbia Regional Council*

**BE IT RESOLVED THAT** the \_\_\_\_\_ write a letter to the Minister responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenues such as postal banking.

## MAILING INFORMATION

Please send your resolution to: Lisa Raitt, Minister of Transport, Place de Ville, Tower C, 29th Floor, 330 Sparks Street, Ottawa, Ontario, K2P 1Y3

Please send copies of your resolution to :

Denis Lemelin, President , Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario K2P 1Y3

*also cc Peter C Butcher (card attached) and Jayne Johns.*

Your member of Parliament.

*Thanks*

Claude Dauphin, President, Federation of Canadian Municipalities, 24 Clarence Street, Ottawa, Ontario, K1N 5P3

*Deepak Chopra, CEO*

*cc. Robyn Benzsa.*

## **SAVE CANADA POST – STOP THE CUTS**

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**WHEREAS** Canada Post barely held any consultations, effectively eliminating any opportunity for input from people who will be most affected; and

**WHEREAS** Canada Post offers a public service that needs to be protected;

**BE IT RESOLVED THAT** the Public Service Alliance of Canada B.C. Regional Council write a letter to the Minister Responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenue such as postal banking.



British Columbia

January 21, 2014

Honourable Lisa Raitt  
Minister of Transport  
Place de Ville, Tower C  
29<sup>th</sup> Floor - 330 Sparks Street  
Ottawa, Ontario K2P 1Y3

Ms Raitt,

We write to you today, on behalf of 17,000 members of the Public Service Alliance of Canada in B.C., and thousands more retired members, with regards to Canada Post's plan to eliminate home delivery entirely and dramatically increase stamp prices.

As you well know, Canada Post is a vital communications link that helps connect the country.

Indeed, so vital that your government introduced back-work-legislation to end a postal dispute in 2011.

Eliminating home delivery for millions of urban customers and slashing rural hours will unfairly impact seniors and people with disabilities.

Drastically increasing postal rates will make life even more expensive for cash-strapped families, small businesses and charitable organizations.

And lastly, these planned cuts will mean the loss of up to 8,000 good-paying jobs.

You cannot save a business by cutting service and raising prices.

Therefore, we call on the Government of Canada to stop these devastating cuts to our postal service and to look instead for ways to increase service and revenue such as postal banking.

Sincerely,

**PUBLIC SERVICE ALLIANCE OF CANADA B.C. REGIONAL COUNCIL**

Bob Jackson, PSAC Regional Executive Vice-President B.C.

cc: Robyn Benson, PSAC National President  
Peter Butcher, CUPW Local 741 President  
Deepak Chopra, President and CEO of Canada Post  
Denis Lemelin, CUPW President





Treasury Board of Canada  
Secretariat

Secrétariat du Conseil du Trésor  
du Canada

*Better government: with partners, for Canadians*

## Module 2: The Public Service Performance Agreement

Canada

## Section A: Personal Information

- **Employee's information**
- **Manager's/supervisor's information**
- **Probation status**
- **Action plan or talent management plan, if applicable**
- **Language of appraisal in bilingual regions only**
- **Language information**
- **Position requirements (security, occupational certification or professional standard, delegated authority information)**
- **For positions that have supervisory duties, mandatory training**

## Section B: Work Objectives

- **All employees must have:**
  - **Clear work objectives linked to business priorities**
  - **Work objectives relevant to their position and role**
  - **A performance indicator or standard for each objective**
- **In developing employee work objectives, you should consider the following:**
  - **Focus on important elements of the job**
  - **Leave room for the employee to exceed expectations**
  - **Best practices suggest no more than six objectives (three are recommended)**



The Public Service Performance Agreement

## Section C: Competencies

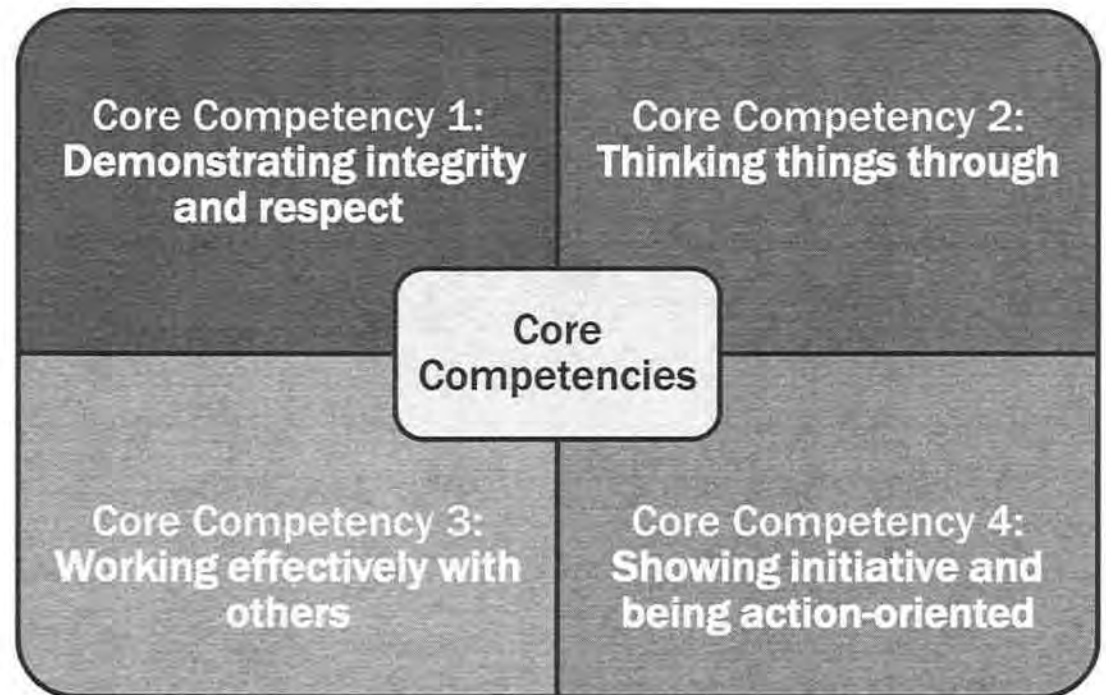
- **Competencies are behaviours that describe how all work is to be conducted.**
- **The performance agreement recognizes three distinct types of competencies:**
  - **Core**, which are essential for all employees of an organization such as the federal public service to possess;
  - **Functional**, which are applicable to a particular employee group such as client service agents, financial specialists, program analysts or HR professionals; and
  - **Technical**, which are applicable to a particular job.



## Section C: Competencies

### Core competencies:

- These are identified in the performance agreement and are not subject to change.
- They describe the fundamental behaviours required to effectively perform any work as federal public servants.
- All employees must be assessed against these competencies, **regardless of group or level.**



# The Public Service Performance Agreement

## Effective Behavioural Characteristics

### Core Competency 1: Demonstrating integrity and respect

#### Effective Behavioural Characteristics

#### Public service employees who are working effectively are likely to...

- Exhibit personal and professional behaviours that reflect the values of respect for democracy, respect for people, integrity, stewardship and excellence, as defined in the *Values and Ethics Code for the Public Sector*.
- Discuss ethical concerns with their supervisor or colleagues and, when necessary, seek out and use appropriate disclosure procedures.
- Conduct their work activities in a manner that reflects a commitment to client service excellence.
- Actively contribute to workplace well-being and a safe, healthy and respectful workplace.
- Support and value diversity and bilingualism.
- Act with transparency and fairness.
- Demonstrate respect for government assets and resources, using them responsibly, including by understanding and applying relevant government policies,

Online managers guide has "integrity" section for now.

The Public Service Performance Agreement

# Effective Behavioural Characteristics

**Core Competency 2: Thinking things through**

**Effective Behavioural Characteristics**

**Public service employees who are working effectively are likely to...**

- Plan and adjust their work based on a thorough understanding of their unit's business priorities and their own work objectives, seeking clarification and direction when uncertain or confused.
- Consider relevant information from various sources before formulating a view or opinion.
- Exercise sound judgment and obtain relevant facts before making decisions.
- Analyze setbacks and seek feedback to learn from mistakes.



The Public Service Performance Agreement

# Effective Behavioural Characteristics

<b>Core Competency 3: Working effectively with others</b>
<b>Effective Behavioural Characteristics</b>
<b>Public service employees who are working effectively are likely to...</b>
<ul style="list-style-type: none"><li>• Share information broadly while observing relevant policies.</li></ul>
<ul style="list-style-type: none"><li>• Listen actively to and respect, consider and incorporate the views of others.</li></ul>
<ul style="list-style-type: none"><li>• Recognize the contributions and celebrate the successes of others.</li></ul>
<ul style="list-style-type: none"><li>• Work collaboratively and relate effectively to others, embracing and valuing diversity.</li></ul>
<ul style="list-style-type: none"><li>• Demonstrate an understanding of their colleagues' roles, responsibilities and workloads, and be willing to balance their own needs with those of other team members.</li></ul>
<ul style="list-style-type: none"><li>• Elicit trust, particularly by following through on commitments.</li></ul>
<ul style="list-style-type: none"><li>• Deal proactively with interpersonal or personal matters that could affect their performance.</li></ul>
<ul style="list-style-type: none"><li>• Manage their own work-life balance and respect the work-life balance of others.</li></ul>

The Public Service Performance Agreement

# Effective Behavioural Characteristics

<b>Core Competency 4: Showing initiative and being action-oriented</b>
<b>Effective Behavioural Characteristics</b>
<b>Public service employees who are working effectively are likely to...</b>
<ul style="list-style-type: none"><li>• Stay up to date on team goals, work processes and performance objectives.</li></ul>
<ul style="list-style-type: none"><li>• Translate direction into concrete work activities, making the most of the time and resources at their disposal.</li></ul>
<ul style="list-style-type: none"><li>• Maintain a constructive attitude in the face of change, setbacks or stressful situations, and are open to different or new solutions or approaches.</li></ul>
<ul style="list-style-type: none"><li>• Communicate ideas, views and concerns effectively and respectfully, actively participating in exchanges of ideas with others.</li></ul>
<ul style="list-style-type: none"><li>• Identify early warning signs of potential problems and alert manager/supervisor and others, as needed.</li></ul>
<ul style="list-style-type: none"><li>• Embrace change and actively look for opportunities to learn and develop professionally and personally.</li></ul>
<ul style="list-style-type: none"><li>• Contribute to and participate in process improvements and new approaches.</li></ul>
<ul style="list-style-type: none"><li>• Pursue operational efficiencies, demonstrating an appreciation of the importance of value for money, including by willingly adopting new and more efficient ways of working.</li></ul>



## Section D: Learning and Development Plan

- A learning and development plan is mandatory for all employees.
- Discuss and establish learning needs with your employees.
- Ensure that employees are allocated time to participate in learning activities and apply their new knowledge and competencies as appropriate.
- The learning and development section of the performance agreement recognizes three types of learning activities:
  - Mandatory job-specific learning
  - Specialized job-specific learning
  - Career development learning

## Public Service Performance Agreement

### Disclaimer

This document is for information purposes only to provide details on the content and fields that will be in the automated performance agreement.

To make performance management more efficient and to allow managers/supervisors and employees to focus on the performance management discussion, the agreement is being automated. The performance agreement will be a common, online electronic form accessible across the core public administration. This will provide a standardized format for the consistent collection, storage and reporting on performance management data. The form and system will be developed, managed and maintained by the Office of the Chief Human Resources Office of Treasury Board of Canada Secretariat. No department or agency will need to do any development work to support access to and reporting on performance agreements. In the future, the performance agreement, information and process will become part of the common human resource management system as defined by the standard for PeopleSoft 9.1.

The automated performance agreement that managers/supervisors and employees will complete online will be made available in 2014. More information on the automation of the performance agreement will be provided soon.

### Privacy Notice

The information provided in this document is collected by *(name of department)* under the authority of section 12 of the *Financial Administration Act* to determine and maintain information on the level of performance of individual employees within federal government organizations. This information also identifies training and development needs, approval of performance pay and annual increments, retention of employees, extension of probation, and rejection of employees on probation.

This performance agreement fulfills the responsibility of the deputy head of *(name of department)* to establish an employee performance management program, including annual written performance assessments for all employees as set out in the *Directive on Performance Management*, issued pursuant to sections 7 and 11.1 of the *Financial Administration Act*. All employees are required to be assessed in accordance with their terms and conditions of employment.

The information provided may be used or disclosed for the purposes of policy analysis, research, audit, evaluation, statistics, staffing and recruitment, talent management and succession planning. Specifically, it may be shared with federal departments and agencies (listed in schedules I and IV of the F.A.A.) for staffing and recruitment purposes, talent management and succession planning, and with the Treasury Board of Canada Secretariat for policy analysis, research and evaluation purposes.

Personal information will be protected under the provisions of the *Privacy Act* and will be stored in Personal Information Bank PSE 912. Under the *Privacy Act*, you have the right to request access to your personal information that is held by a government organization and to request corrections should you believe your information contains errors or omissions. If you wish to exercise this right or if you require clarification about this statement, contact the Privacy Coordinator within your department. For more information on privacy issues and the *Privacy Act* in general, consult the website of Office of the Privacy Commissioner of Canada or call 1-800-282-1376.

Personal information that you provide about another individual may be accessible to that individual under the *Privacy Act*.

*Instructions for Completing the Public Service Performance Agreement*, designed to help employees and their managers/supervisors complete performance agreements, are accessible online.

### Section A: Personal Information

<b>Employee's information</b>		<b>Manager's/supervisor's information</b>		
<ul style="list-style-type: none"> <li>• PRI</li> <li>• Surname and given name</li> <li>• Position number [Optional]</li> <li>• Group and level</li> <li>• Province/territory</li> <li>• Department</li> </ul>		<ul style="list-style-type: none"> <li>• PRI (drop-down menu includes Military Service No. and RCMP Member No.)</li> <li>• Surname and given name</li> <li>• Position number [Optional]</li> <li>• Group and level</li> <li>• Period supervised: Beginning: Y-M-D; End: Y-M-D</li> </ul>		
Is the employee on probation? <input type="checkbox"/> Yes <input type="checkbox"/> No Period of probation: Beginning: Y-M-D; End: Y-M-D		Period of assessment: Beginning: Y-M-D; End: Y-M-D		
<b>Action plan (if required; can be indicated as required at any point during the performance assessment period)</b>				
The employee has an existing action plan (imported from previous cycle). <input type="checkbox"/> Yes <input type="checkbox"/> No				
The employee requires an action plan. <input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>Talent management plan (if required; usually indicated at year-end assessment)</b>				
The employee has an existing talent management plan (imported from previous cycle). <input type="checkbox"/> Yes <input type="checkbox"/> No				
The employee requires a talent management plan. <input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>Learning and development plan</b>				
The employee has a Learning and development plan. <input type="checkbox"/> Yes, in section D of this document <input type="checkbox"/> Yes, in a separate template <input type="checkbox"/> No				
<b>[Optional] Employee's employment status</b>				
<input type="checkbox"/> Indeterminate	<input type="checkbox"/> Acting Beginning: Y-M-D End: Y-M-D	<input type="checkbox"/> Assignment/Secondment Beginning: Y-M-D End: Y-M-D	<input type="checkbox"/> Term Beginning: Y-M-D End: Y-M-D	<input type="checkbox"/> Other (please specify): _____ Beginning: Y-M-D End: Y-M-D
<b>Second official language</b>				
<b>[Optional] Language designation of position:</b>		<b>[Optional] The employee's SLE<sup>1</sup> results meet the requirement of his or her position:</b>		<b>[Optional] Expiry dates</b>
Reading: _____ Writing: _____ Oral: _____		Reading: <input type="checkbox"/> Yes <input type="checkbox"/> No Writing: <input type="checkbox"/> Yes <input type="checkbox"/> No Oral: <input type="checkbox"/> Yes <input type="checkbox"/> No		Reading: Y-M-D Writing: Y-M-D Oral: Y-M-D
<b>Position requirements</b>				
<b>[Optional]</b>				
Security clearance of the position: <input type="checkbox"/> Level I (Confidential) <input type="checkbox"/> Level II (Secret) <input type="checkbox"/> Level III (Top Secret) <input type="checkbox"/> Other: _____				
The employee meets the security clearance of the position. <input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, does the employee have a valid security clearance for the entire performance assessment period? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>[Optional]</b>				
The essential qualifications of the position require one or more valid <b>occupational certifications</b> . <sup>2</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, specify the occupational certification(s): _____				
If yes, does the employee have the valid certification(s) for the entire performance assessment period? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>[Optional]</b>				
The essential qualifications of the position require one or more valid <b>professional standards</b> . <input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, specify the professional standard(s): _____				
If yes, does the employee have the valid professional standard(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>[Optional]</b>				
The position requires a valid <b>delegated authority</b> . <sup>3</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, does the employee have a valid delegated authority for the entire performance assessment period? <input type="checkbox"/> Yes <input type="checkbox"/> No				
The position involves supervisory responsibilities, including the responsibility for <b>evaluating employee performance</b> .				
<input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, has the employee completed the mandatory online course "Performance Management for the Government of Canada" (G140) and been awarded certification on performance management? <input type="checkbox"/> Yes <input type="checkbox"/> No				

1. Second language evaluation.

2. See "Occupational Certification" in the Treasury Board's *Qualification Standards*.

3. See [required training courses](#) available from the Canada School of Public Service.

**Section B: Work Objectives—Employee’s Contribution to Business Priorities:**  
 There should be a maximum of six work objectives; however, three are recommended.

Beginning of the Performance Management Cycle			Mid-Year Review	Year-End Assessment Results Achieved
Departmental Priorities or Ongoing Program Delivery / Operational Activities	Employee Work Objectives	Performance Indicator or Standard		
	<i>Work objective 1</i>		<input type="checkbox"/> On track to meet expectations <input type="checkbox"/> Performance results to date indicate need for improvement <input type="checkbox"/> Work objective no longer required <input type="checkbox"/> N/A	Manager/supervisor:
	<i>Work objective 2</i>		<input type="checkbox"/> On track to meet expectations <input type="checkbox"/> Performance results to date indicate need for improvement <input type="checkbox"/> Work objective no longer required <input type="checkbox"/> N/A	Manager/supervisor:
	<i>Work objective 3</i>		<input type="checkbox"/> On track to meet expectations <input type="checkbox"/> Performance results to date indicate need for improvement <input type="checkbox"/> Work objective no longer required <input type="checkbox"/> N/A	Manager/supervisor:
<b>Comments</b>				
Manager/supervisor: Employee:				

**Work Objectives Rating Descriptions and Assignment of Rating**

<input type="checkbox"/> 1. Did not meet	<input type="checkbox"/> 2. Succeeded -	<input type="checkbox"/> 3. Succeeded	<input type="checkbox"/> 4. Succeeded +	<input type="checkbox"/> 5. Surpassed
Performance <b>did not meet</b> expectations.  Performance results were <b>well below</b> expected performance indicators or standard defined for the work objectives and/or <b>hampered</b> the achievement of organizational goals and objectives.  Timely and significant improvement is required.	Performance <b>meets some</b> but not all expectations.  The employee demonstrates the potential and motivation to achieve his or her work objectives; however, occasional lapses have been observed during the performance management cycle.  Performance results indicate a <b>need for improvement or development</b> in some areas.	Performance <b>fully meets</b> all expectations.  The employee has effectively achieved all of his or her work objectives.  The employee makes a positive contribution toward the achievement of organizational goals and objectives.	Performance <b>exceeds</b> expectations and consistently generates strong results above those required of the position.  The employee makes a significant contribution toward the achievement of organizational goals and objectives.	Performance is outstanding.  The employee makes an <b>exceptional</b> contribution to strategic organizational goals and objectives and consistently surpasses position requirements.  The employee consistently delivers results that provide exceptional value to the team, stakeholders and the Department.



## Section C: Competencies (Expected Behaviours)

	Competencies (expected behaviours)	Mid-Year Review	Year-End Assessment Competencies Demonstrated
Core	1. Demonstrating integrity and respect	<input type="checkbox"/> On track to meet expectations <input type="checkbox"/> Competencies demonstrated to date indicate need for improvement	Manager/supervisor:
	2. Thinking things through	<input type="checkbox"/> On track to meet expectations <input type="checkbox"/> Competencies demonstrated to date indicate need for improvement	Manager/supervisor:
	3. Working effectively with others	<input type="checkbox"/> On track to meet expectations <input type="checkbox"/> Competencies demonstrated to date indicate need for improvement	Manager/supervisor:
	4. Showing initiative and being action-oriented	<input type="checkbox"/> On track to meet expectations <input type="checkbox"/> Competencies demonstrated to date indicate need for improvement	Manager/supervisor:
Functional	<b>[Optional]</b> Determined by manager/supervisor or organization (if deemed necessary). <b>Will not be rolled up in the 2014–15 overall year-end rating.</b>		
Technical	<b>[Optional]</b> Determined by manager/supervisor or organization (if deemed necessary). <b>Will not be rolled up in the 2014–15 overall year-end rating.</b>		
<b>Comments</b>			
Manager/supervisor:			
Employee:			

## Core Competencies Rating Descriptions and Assignment of Rating

<input type="checkbox"/> 1. Did not meet	<input type="checkbox"/> 2. Succeeded -	<input type="checkbox"/> 3. Succeeded	<input type="checkbox"/> 4. Succeeded +	<input type="checkbox"/> 5. Surpassed
While delivering on work objectives, the employee rarely or never demonstrated effective behaviours and often displayed ineffective behaviours.	While delivering on work objectives, the employee sometimes demonstrated effective behaviours and sometimes displayed ineffective behaviours.	While delivering on work objectives, the employee frequently demonstrated effective behaviours and rarely displayed ineffective behaviours.	While delivering on work objectives, the employee very often demonstrated effective behaviours and very rarely displayed ineffective behaviours.	While delivering on work objectives, the employee almost always or always demonstrated effective behaviours and almost never or never displayed ineffective behaviours.  The employee is a role model.



## Section II: Signatures and Year-End (or End-of-Probation Period) Assessment

Beginning of the Assessment Period				
<p><b>Employee:</b> My manager/supervisor and I have discussed the content of this performance agreement, including the commitments regarding the work objectives and the competencies (expected behaviours), and the learning and development plan. <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>Manager/supervisor:</b> The employee and I have discussed the content of this performance agreement, including the commitments regarding the work objectives and the competencies (expected behaviours), and the learning and development plan. <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Employee's signature check box: <input type="checkbox"/> Date: Y-M-D            Manager's/supervisor's signature check box: <input type="checkbox"/> Date: Y-M-D</p>				
Comments				
<p>Manager/supervisor:</p> <p>Employee:</p>				
Mid-Year Review				
<p><b>Employee:</b> My manager/supervisor and I have discussed my progress against the work objectives, the competencies (expected behaviours), and the learning and development plan, and have made updates to reflect any changes where applicable. <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>Manager/supervisor:</b> The employee and I have discussed the employee's progress against the work objectives, the competencies (expected behaviours), and the learning and development plan, and have made updates to reflect any changes where applicable. <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Employee's signature check box: <input type="checkbox"/> Date: Y-M-D            Manager's/supervisor's signature check box: <input type="checkbox"/> Date: Y-M-D</p>				
Comments				
<p>Manager/supervisor:</p> <p>Employee:</p>				
Year-End Assessment				
1: <input type="checkbox"/> Did not meet	2: <input type="checkbox"/> Succeeded -	3: <input type="checkbox"/> Succeeded	4: <input type="checkbox"/> Succeeded +	5: <input type="checkbox"/> Surpassed
<p>If unable to assess, specify reason:  <input type="checkbox"/> Retired <input type="checkbox"/> Extended leave <input type="checkbox"/> Training <input type="checkbox"/> Assignment out (organization: _____) <input type="checkbox"/> Other (specify): _____</p> <p><b>Employee:</b> My manager/supervisor and I have discussed the content of this performance agreement, including the assessment against the work objectives and the competencies (expected behaviours). <input type="checkbox"/> Yes <input type="checkbox"/> No  <i>(Note: This statement indicates that the process has taken place; it does not indicate agreement on the content.)</i></p> <p><b>Manager/supervisor:</b> The employee and I have discussed the content of this performance agreement, including the assessment against the work objectives and the competencies (expected behaviours). <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>Manager/supervisor:</b> The employee requires an action plan for the next period. <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Employee's signature check box: <input type="checkbox"/> Date: Y-M-D            Manager's/supervisor's signature check box: <input type="checkbox"/> Date: Y-M-D</p>				
Comments				
<p>Manager/supervisor:</p> <p>Employee:</p>				
For employees on probation (if applicable)				
<p><b>Manager/supervisor:</b> The employee successfully completed the probation period. <input type="checkbox"/> Yes <input type="checkbox"/> No            The employee probation period extends into the next performance assessment cycle. <input type="checkbox"/> Yes <input type="checkbox"/> No</p>				

Signature of a second reviewer, if required by your organization

Comments:

Second reviewer's name and signature check box: \_\_\_\_\_  Date: Y-M-D

Section F: Action Plan\*

Work Objective or Competency Where Improvement Is Required	Specific Area(s) of Improvement	Required Actions** (including dates)	Person Responsible for the Action(s)	Performance Indicators or Standard	Deadline	Progress Review	Comments	Status at Deadline
						<input type="checkbox"/> On track to succeed <input type="checkbox"/> Adjustment required to succeed	Manager/supervisor:  Employee:	<input type="checkbox"/> Succeeded <input type="checkbox"/> Did not succeed
						<input type="checkbox"/> On track to succeed <input type="checkbox"/> Adjustment required to succeed	Manager/supervisor:  Employee:	<input type="checkbox"/> Succeeded <input type="checkbox"/> Did not succeed
						<input type="checkbox"/> On track to succeed <input type="checkbox"/> Adjustment required to succeed	Manager/supervisor:  Employee:	<input type="checkbox"/> Succeeded <input type="checkbox"/> Did not succeed

\*An action plan, if required, is triggered in Section A: Personal Information.

\*\*Required actions include meetings between the employee and his or her manager/supervisor to discuss progress made.

It has been determined that you are not meeting the work objective(s) and/or not demonstrating the competency or competencies (expected behaviours) outlined above. This action plan documents the work objective(s) and competency or competencies for which improvement is required to correct unsatisfactory performance. This action plan has been developed following discussion with you concerning expected performance improvement and the time period in which to achieve this improvement. During this time period, you must demonstrate that you have the ability to perform all the responsibilities of your current position; otherwise, further action will be taken, which may include withholding your next scheduled pay increment, demotion, or termination of employment.

Action plan time period: Beginning: Y-M-D End: Y-M-D

Acknowledgement that the discussion of the action plan has taken place on: Y-M-D

Employee's signature: \_\_\_\_\_ Employee's signature check box:

Manager's/supervisor's signature: \_\_\_\_\_ Manager's/supervisor's signature check box:

TAB F

## Section D: Learning and Development Plan (Organizations can choose to use their own learning and development plan template or the one below)

Category*	Learning Objective (competency or skill to be developed or related to position requirement)	Learning Activity	Investment		Type	Date Completed / In Progress
			Cost	Time		
<input checked="" type="checkbox"/> Job-specific (mandatory) <input type="checkbox"/> Job-specific (other) <input type="checkbox"/> Career development	<i>Develop skills in employee performance management.</i>	<i>Take mandatory online training on performance management.</i>	To be confirmed	0.25 days	<input type="checkbox"/> On-the-job activities <input type="checkbox"/> Mentoring/coaching <input checked="" type="checkbox"/> Course <input type="checkbox"/> Developmental program <input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Completed on 2014-02-15 <input type="checkbox"/> In progress
<input type="checkbox"/> Job-specific (mandatory) <input checked="" type="checkbox"/> Job-specific (other) <input type="checkbox"/> Career development	<i>Develop skills in employee performance management.</i>	<i>Review Performance Management: A Shared Commitment to Sustaining a Culture of High Performance—Manager's and Supervisor's Guide and provide self-reflection to Director on potential challenges and opportunities.</i>	\$0	1 day	<input type="checkbox"/> On-the-job activities <input type="checkbox"/> Mentoring/coaching <input type="checkbox"/> Course <input type="checkbox"/> Developmental program <input checked="" type="checkbox"/> Other: ____ Self-directed: ____	<input checked="" type="checkbox"/> Completed on Y-M-D <input type="checkbox"/> In progress
<input type="checkbox"/> Job-specific (mandatory) <input checked="" type="checkbox"/> Job-specific (other) <input type="checkbox"/> Career development	<i>Develop employee management skills.</i>	<i>Take the Canada School of Public Service course "Having Difficult Conversations" (G131).</i>	\$365	1 day	<input type="checkbox"/> On-the-job activities <input type="checkbox"/> Mentoring/coaching <input checked="" type="checkbox"/> Course <input type="checkbox"/> Developmental program <input type="checkbox"/> Other: _____	<input type="checkbox"/> Completed on Y-M-D <input type="checkbox"/> In progress
<input type="checkbox"/> Job-specific (mandatory) <input type="checkbox"/> Job-specific (other) <input checked="" type="checkbox"/> Career development	<i>Identify career options in human resources.</i>	<i>Meet with the Director General of Human Resources and prepare a summary of your career options and professional interests.</i>	\$	days	<input type="checkbox"/> On-the-job activities <input checked="" type="checkbox"/> Mentoring/coaching <input type="checkbox"/> Course <input type="checkbox"/> Developmental program <input type="checkbox"/> Other: ____ Self-directed: ____	<input type="checkbox"/> Completed on Y-M-D <input type="checkbox"/> In progress
<input type="checkbox"/> Job-specific (mandatory) <input type="checkbox"/> Job-specific (other) <input checked="" type="checkbox"/> Career development	<i>Improve understanding of labour relations issues.</i>	<i>Participate in the Labour Relations project to develop training for managers on how to apply collective agreements.</i>	\$	days	<input type="checkbox"/> On-the-job activities <input type="checkbox"/> Mentoring/coaching <input type="checkbox"/> Course <input type="checkbox"/> Developmental program <input checked="" type="checkbox"/> Other: ____ Special assignment: ____	<input type="checkbox"/> Completed on Y-M-D <input type="checkbox"/> In progress
<b>For optional use by organizations as they see fit:</b>						
Manager/supervisor:						
Employee:						

**\*Category:**

- **Job-specific (mandatory):** Learning required to fulfill your current position requirements or mandatory learning/development required by your organization.
- **Job-specific (other):** Specialized learning that may support you in your current position.
- **Career development:** Learning that may support you in achieving your career development goals.



Here is a sample of an action plan. In it, we can see that the employee has had trouble meeting regular deadlines and working effectively with others. A series of activities to assist the employee in meeting the work objective and in demonstrating the competency are identified.

Protected B when completed  
**TABL**

**Section F: Action Plan\***

Work Objective or Competency Where Improvement Is Required	Specific Area(s) of Improvement	Required Actions** (including dates)	Person Responsible for the Action(s)	Performance Indicators or Standard	Deadline	Progress Review	Comments	Status at Deadline
Provide accurate and regular monthly budget variance reports: ongoing	Reports are frequently late; employee is having difficulty prioritizing work.	Meet with manager every Friday to assess weekly priorities.  a  Take course on effective time management.	Employee and manager   Employee	Reports are submitted on time. If reports are late, the manager will be aware of a competing priority.  Course successfully completed.	Reports for January, February and March are on time.  Course completed by November 23.	<input checked="" type="checkbox"/> On track <input type="checkbox"/> Adjustment required	Manager/supervisor: Assisting in priority setting is helping the employee complete reports on time.  Employee:	<input type="checkbox"/> Succeeded <input type="checkbox"/> Did not succeed
Work effectively with others	Employee does not share important and needed information with team unless explicitly requested; team not always aware of what to ask.	Meet with manager every Friday to discuss the week's occurrences and identify important information to be shared proactively.  Employee to share important information on own initiative at regular team meetings.	Employee and manager   Employee	Important information proactively shared.  Employee regularly shares information at team meetings without having to be asked.	No team errors or duplication of work due to missing information in possession of employee by December 15.  No information of importance omitted from team discussions by December 15.	<input type="checkbox"/> On track <input checked="" type="checkbox"/> Adjustment required	Manager/supervisor: Assisting in identifying important information is helping employee, but employee still reluctant to share unless requested. More effort is needed to ensure continued progress.  Employee:	<input type="checkbox"/> Succeeded <input type="checkbox"/> Did not succeed

						<input type="checkbox"/> On track <input type="checkbox"/> Adjustment required	<b>Manager/Supervisor:</b>  <b>Employee:</b>	<input type="checkbox"/> Succeeded <input type="checkbox"/> Did not succeed
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\*An action plan, if required, is triggered in Section A: Personal Information.

\*\*Required actions include meetings between the employee and his or her manager/supervisor to discuss progress made.

It has been determined that you are not meeting the work objective(s) and/or not demonstrating the competency or competencies (expected behaviours) outlined above. This action plan documents the work objective(s) and competency or competencies for which improvement is required to correct unsatisfactory performance. This action plan has been developed following discussion with you concerning expected performance improvement and the time period in which to achieve this improvement. During this time period, you must demonstrate that you have the ability to perform all the responsibilities of your current position; otherwise, further action will be taken, which may include withholding your next scheduled pay increment, demotion, or termination of employment.

Action plan time period: Beginning: Y-M-D End: Y-M-D

Acknowledgement that the discussion of the action plan has taken place on: Y-M-D

Employee's signature: \_\_\_\_\_ Employee's signature check box:

Manager's/supervisor's signature: \_\_\_\_\_ Manager's/supervisor's signature check box:

**Public Service Alliance of Canada**  
**BC Regional Council**  
**Priority Proposal – General Fund**

	2012	2013	2014
<b>Revenue</b>			
PSAC Regional Council Allocation	154,361.26	154,361.26	154,361.26
Regional Convention			177,630
Advertising Visibility			
Reserve and Other			
	<b>154,361.26</b>	<b>154,361.26</b>	<b>331,991.59</b>
<b>Expenses</b>			
Regional Convention			285,000
Regional Council Meetings	47,500	47,500	47,500
Donations and Memberships	5,500	5,500	5,500
Coordinator's Allowance	24,000	24,000	24,000
Conference/Meeting Assistance	6,000	6,000	6,000
Advertising and Visibility	5,500	5,500	5,500
Audit	4,480	4,480	4,480
Special Events/Meetings	5,500	5,500	5,500
Other	500	500	500
Assistance to Attend BC Fed	13,200	13,200	13,200
PSAC Convention Strategy Meeting	18,000	0	0
	<b>-130,180</b>	<b>-112,180</b>	<b>-397,180</b>
Excess (deficiency) of Revenue over Expenses	24,181.26	42,181.26	-65,188.41
Net Assets (beginning of year)	0	24,181.26	66,362.52
Net Assets (end of year)	24,181.26	66,362.52	1,174.11

**Public Service Alliance of Canada**  
**BC Regional Council**  
**Priority Proposal – Political Action Fund**

	2012	2013	2014
<b>Revenue</b>			
PSAC Regional Council Allocation	33,000	33,000	33,000
	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>
<b>Expenses</b>			
CCPA Affiliation	4,000	4,000	4,000
Campaigns/Elections	16,000	16,000	16,000
Political Action Committee	4,000	4,000	4,000
DLC Affiliations	4,800	4,800	4,800
Communications	4,200	4,200	4,200
	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>
Excess (deficiency) of Revenue over Expenses	0.00	0.00	0.00
Net Assets (beginning of year)	0.00	0.00	0.00
Net Assets (end of year)	0.00	0.00	0.00

**PSAC - B.C. Regional Council  
Political Action Fund Income Summary 01/01/2013 to 31/12/2013**

<u>Account No.</u>	<u>Account Name</u>	<u>Revenue</u>	<u>Expense</u>
<b>PA Campaign/Elections</b>			
4015	Political Action Allocation	16,000.00	
5035	Advertising and promotion		254.10
5058	Conference Calls		483.38
5066	Professional Fees		2,720.57
5400	Donations		3,000.00
5401	Membership Fees		750.00
		<u>16,000.00</u>	<u>7,208.05</u>
<b>REVENUE minus EXPENSE</b>		<b>8,791.95</b>	
<b>PA CCPA Affiliation</b>			
4015	Political Action Allocation	4,000.00	
5401	Membership Fees		4,000.00
		<u>4,000.00</u>	<u>4,000.00</u>
<b>REVENUE minus EXPENSE</b>		<b>0.00</b>	
<b>PA Communications</b>			
4015	Political Action Allocation	4,200.00	
5066	Professional Fees		3,000.00
5401	Membership Fees		1,500.00
		<u>4,200.00</u>	<u>4,500.00</u>
<b>REVENUE minus EXPENSE</b>		<b>-300.00</b>	
<b>PA DLC Affiliations</b>			
4015	Political Action Allocation	4,800.00	
5401	Membership Fees		300.00
		<u>4,800.00</u>	<u>300.00</u>
<b>REVENUE minus EXPENSE</b>		<b>4,500.00</b>	
<b>PA Political Action Committee</b>			
4015	Political Action Allocation	4,000.00	
<b>REVENUE minus EXPENSE</b>		<b>4,000.00</b>	



## **Notes to PSAC - BC Region**

### **Political Action Fund Income Summary 01/01/2013 to 31/12/2013**

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#### **PA Campaign/Elections**

Advertising and promotion includes fees to CNW Group for two media releases regarding the December 6 vigils in Metro Vancouver and Victoria

Conference Calls include the Regional Council teleconference regarding Bill C-4 (Nov) totaling \$483.38

Profession Fees includes the \$2000 contribution to the OHRC for the WAAA event with Dr. Naime and \$720.57 for the PSAC share of the North Island Coast Guard Rapid Poll (in partnership with the BCFED)

Donations include a \$3000 contribution to the BCFED for the campaign to support striking Teamsters at IKEA in Richmond

Membership Fees include 2013 membership to the Metro Vancouver Alliance for \$750.00

#### **PA Communications**

Professional Fees include PSAC B.C. regional share for production of PSAC union structure video (still in development) - overage is offset by funds remaining from 2012 budget

Membership Fees include contribution to CCPA to cover the loss of membership funds from BCNU (affiliates contributed additional funds to the CCPA to cover the loss of BCNU membership fees when it was decided to exclude BCNU from the CCPA)

**PSAC - B.C. Regional Council  
Coordinator Fund Income Summary 01/01/2012 to 31/12/2013**

<u>Account No.</u>	<u>Account Name</u>	<u>Revenue</u>	<u>Expense</u>
<b>RC Coordinator Allowances - Aboriginal Peoples</b>			
4020	Regional Council Allocation	2,160.00	
5010	Meals		-367.50
5011	Group Meals		220.00
5017	Travel Expenses		-106.75
5023	Mileage		-27.04
5085	Loss of salaries		1,338.89
		<u>2,160.00</u>	<u>1,057.60</u>
<b>REVENUE minus EXPENSE</b>		<b>1,102.40</b>	
<b>RC Coordinator Allowances - Alt REVP</b>			
4020	Regional Council Allocation	1,800.00	
5010	Meals		15.10
5017	Travel Expenses		6.00
5018	Parking fees / taxi		27.00
5023	Mileage		156.89
5085	Loss of salaries		544.61
		<u>1,800.00</u>	<u>749.60</u>
<b>REVENUE minus EXPENSE</b>		<b>1,050.40</b>	
<b>RC Coordinator Allowances - DCL</b>			
4020	Regional Council Allocation	900.00	
5010	Meals		117.50
5015	Accomodation		143.32
5017	Travel Expenses		129.40
5023	Mileage		155.48
		<u>900.00</u>	<u>545.70</u>
<b>REVENUE minus EXPENSE</b>		<b>354.30</b>	
<b>RC Coordinator Allowances - East Fraser Valley</b>			
4020	Regional Council Allocation	1,620.00	
5060	Office expenses		123.57
		<u>1,620.00</u>	<u>123.57</u>
<b>REVENUE minus EXPENSE</b>		<b>1,496.43</b>	
<b>RC Coordinator Allowances - H&amp;S</b>			
4020	Regional Council Allocation	900.00	
<b>REVENUE minus EXPENSE</b>		<b>900.00</b>	
<b>RC Coordinator Allowances - Metro Vancouver 1 (TL)</b>			
4020	Regional Council Allocation	900.00	
5010	Meals		29.70
5023	Mileage		39.60
5070	Registration fees		250.00
		<u>900.00</u>	<u>319.30</u>
<b>REVENUE minus EXPENSE</b>		<b>580.70</b>	

**PSAC - B.C. Regional Council  
Coordinator Fund Income Summary 01/01/2012 to 31/12/2013**

<u>Account No.</u>	<u>Account Name</u>	<u>Revenue</u>	<u>Expense</u>
<b>RC Coordinator Allowances - Metro Vancouver 2 (JM)</b>			
4020	Regional Council Allocation	900.00	
5055	Postage		6.62
5085	Loss of salaries		181.45
		900.00	188.07
<b>REVENUE minus EXPENSE</b>		<b>711.93</b>	
<b>RC Coordinator Allowances - Metro Vancouver 3 (SH)</b>			
4020	Regional Council Allocation	900.00	
5085	Loss of salaries		117.57
		900.00	117.57
<b>REVENUE minus EXPENSE</b>		<b>782.43</b>	
<b>RC Coordinator Allowances - MWD</b>			
4020	Regional Council Allocation	2,160.00	
5010	Meals		176.60
5017	Travel Expenses		264.10
5023	Mileage		135.01
		2,160.00	575.71
<b>REVENUE minus EXPENSE</b>		<b>1,584.29</b>	
<b>RC Coordinator Allowances - National Officers</b>			
4020	Regional Council Allocation	3,780.00	
5010	Meals		130.35
5011	Group Meals		541.45
5015	Accomodation		148.35
5016	Incidentals		17.30
5018	Parking fees / taxi		40.00
5085	Loss of salaries		326.91
		3,780.00	1,204.36
<b>REVENUE minus EXPENSE</b>		<b>2,575.64</b>	
<b>RC Coordinator Allowances - North Island</b>			
4020	Regional Council Allocation	2,880.00	
5010	Meals		29.45
5023	Mileage		710.60
5064	Supplies		28.54
5085	Loss of salaries		81.75
5400	Donations		100.00
		2,880.00	950.34
<b>REVENUE minus EXPENSE</b>		<b>1,929.66</b>	

**PSAC - B.C. Regional Council  
Coordinator Fund Income Summary 01/01/2012 to 31/12/2013**

<u>Account No.</u>	<u>Account Name</u>	<u>Revenue</u>	<u>Expense</u>
<b>RC Coordinator Allowances - Northeast BC</b>			
4020	Regional Council Allocation	3,780.00	
5010	Meals		157.25
5018	Parking fees / taxi		41.50
5023	Mileage		76.73
5055	Postage		23.79
5064	Supplies		149.15
5065	Print fees		433.82
5090	Meeting fees		112.02
5105	Miscellaneous expenses		20.16
		<u>3,780.00</u>	<u>1,014.42</u>
<b>REVENUE minus EXPENSE</b>		<b>2,765.58</b>	
<b>RC Coordinator Allowances - Northwest BC</b>			
4020	Regional Council Allocation	3,780.00	
5085	Loss of salaries		215.83
		<u>3,780.00</u>	<u>215.83</u>
<b>REVENUE minus EXPENSE</b>		<b>3,564.17</b>	
<b>RC Coordinator Allowances - Pride</b>			
4020	Regional Council Allocation	2,160.00	
5035	Advertising and promotion		912.55
5400	Donations		900.00
		<u>2,160.00</u>	<u>1,812.55</u>
<b>REVENUE minus EXPENSE</b>		<b>347.45</b>	
<b>RC Coordinator Allowances - Racially Visible</b>			
4020	Regional Council Allocation	2,160.00	
5010	Meals		268.51
5017	Travel Expenses		133.50
5018	Parking fees / taxi		20.00
5023	Mileage		80.28
5035	Advertising and promotion		440.69
5060	Office expenses		52.36
5120	Event tickets		240.00
		<u>2,160.00</u>	<u>1,235.34</u>
<b>REVENUE minus EXPENSE</b>		<b>924.66</b>	
<b>RC Coordinator Allowances - Reserve</b>			
4020	Regional Council Allocation	390.00	
5023	Mileage		52.70
5035	Advertising and promotion		120.00
		<u>390.00</u>	<u>172.70</u>
<b>REVENUE minus EXPENSE</b>		<b>217.30</b>	

**PSAC - B.C. Regional Council  
Coordinator Fund Income Summary 01/01/2012 to 31/12/2013**

<u>Account No.</u>	<u>Account Name</u>	<u>Revenue</u>	<u>Expense</u>
<b>RC Coordinator Allowances - South Interior 1 (SY)</b>			
4020	Regional Council Allocation	3,780.00	
5010	Meals		126.17
		<u>3,780.00</u>	<u>126.17</u>
<b>REVENUE minus EXPENSE</b>		<b>3,653.83</b>	
<b>RC Coordinator Allowances - South Interior 2</b>			
4020	Regional Council Allocation	3,780.00	
5060	Office expenses		123.57
5085	Loss of salaries		397.47
		<u>3,780.00</u>	<u>521.04</u>
<b>REVENUE minus EXPENSE</b>		<b>3,258.96</b>	
<b>RC Coordinator Allowances - South Island 1</b>			
4020	Regional Council Allocation	1,800.00	
5023	Mileage		123.22
5085	Loss of salaries		284.27
5090	Meeting fees		50.00
5400	Donations		50.00
		<u>1,800.00</u>	<u>507.49</u>
<b>REVENUE minus EXPENSE</b>		<b>1,292.51</b>	
<b>RC Coordinator Allowances - South Island 2</b>			
4020	Regional Council Allocation	1,800.00	
5085	Loss of salaries		255.22
5090	Meeting fees		50.00
5400	Donations		50.00
		<u>1,800.00</u>	<u>355.22</u>
<b>REVENUE minus EXPENSE</b>		<b>1,444.78</b>	
<b>RC Coordinator Allowances - West Fraser Valley</b>			
4020	Regional Council Allocation	1,350.00	
5010	Meals		200.00
5064	Supplies		75.56
5067	Honorariums		150.00
		<u>1,350.00</u>	<u>425.56</u>
<b>REVENUE minus EXPENSE</b>		<b>924.44</b>	



**PSAC - B.C. Regional Council  
 Coordinator Fund Income Summary 01/01/2012 to 31/12/2013**

<u>Account No.</u>	<u>Account Name</u>	<u>Revenue</u>	<u>Expense</u>
<b>RC Coordinator Allowances - Women's</b>			
4020	Regional Council Allocation	2,160.00	
5010	Meals		103.77
5015	Accomodation		274.83
5017	Travel Expenses		216.54
5018	Parking fees / taxi		55.64
5019	Per diem		51.90
5022	Airfare		377.06
5023	Mileage		411.35
5035	Advertising and promotion		60.00
5055	Postage		136.86
5057	Long Distance		11.20
5064	Supplies		123.30
5065	Print fees		96.30
5085	Loss of salaries		220.32
5105	Miscellaneous expenses		20.00
		2,160.00	2,159.07
<b>REVENUE minus EXPENSE</b>		<b>0.93</b>	
<b>RC Coordinator Allowances - Young Workers</b>			
4020	Regional Council Allocation	2,160.00	
5010	Meals		228.20
5017	Travel Expenses		6.25
5023	Mileage		61.21
5070	Registration fees		75.00
5085	Loss of salaries		428.35
5499	Advance		375.00
		2,160.00	1,174.01
<b>REVENUE minus EXPENSE</b>		<b>985.99</b>	

**Notes to PSAC - BC Region**

**Coordinator Fund Income Summary 01/01/2012 to 31/12/2013**

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**RC Coordinator Allowances - Aboriginal Peoples**

The negative expense amounts are reimbursements that were received from the member's Component in 2012 for the Coordinator's attendance at the BCFED Union Renewal Conference in 2011.

**PSAC - B.C. Regional Council  
General Fund Income Summary 01/01/2013 to 31/12/2013**

<u>Account No.</u>	<u>Account Name</u>	<u>Revenue</u>	<u>Expense</u>
<b>RC Advertising and Visibility</b>			
4020	Regional Council Allocation	5,500.00	
5035	Advertising and promotion		4,410.35
5120	Event tickets		760.00
		<u>5,500.00</u>	<u>5,170.35</u>
<b>REVENUE minus EXPENSE</b>		<b>329.65</b>	
<b>RC Assistance to Attend BC Fed</b>			
4020	Regional Council Allocation	13,200.00	
5085	Loss of salaries		1,402.23
		<u>13,200.00</u>	<u>1,402.23</u>
<b>REVENUE minus EXPENSE</b>		<b>11,797.77</b>	
<b>RC Audit</b>			
4020	Regional Council Allocation	4,480.00	
5067	Honorariums		200.00
5085	Loss of salaries		200.06
		<u>4,480.00</u>	<u>400.06</u>
<b>REVENUE minus EXPENSE</b>		<b>4,079.94</b>	
<b>RC Conference/Meetings Assistance</b>			
4020	Regional Council Allocation	6,000.00	
5110	Meeting/convention subsidies		2,000.00
		<u>6,000.00</u>	<u>2,000.00</u>
<b>REVENUE minus EXPENSE</b>		<b>4,000.00</b>	
<b>RC Donations and Memberships</b>			
4020	Regional Council Allocation	5,500.00	
5120	Event tickets		975.00
5400	Donations		4,025.00
5401	Membership Fees		500.00
		<u>5,500.00</u>	<u>5,500.00</u>
<b>REVENUE minus EXPENSE</b>		<b>0.00</b>	
<b>RC Other</b>			
4020	Regional Council Allocation	500.00	
<b>REVENUE minus EXPENSE</b>		<b>500.00</b>	

**PSAC - B.C. Regional Council  
General Fund Income Summary 01/01/2013 to 31/12/2013**

<u>Account No.</u>	<u>Account Name</u>	<u>Revenue</u>	<u>Expense</u>
<b>RC Regional Convention</b>			
4020	Regional Council Allocation	42,181.24	
4030	Regional Convention Allocation	88,815.00	
		<u>130,996.24</u>	0.00
<b>REVENUE minus EXPENSE</b>		<b>130,996.24</b>	
<b>RC Regional Council Meetings</b>			
4020	Regional Council Allocation	47,500.00	
5010	Meals		5,814.50
5011	Group Meals		996.91
5015	Accomodation		11,387.36
5016	Incidentals		1,453.20
5017	Travel Expenses		721.30
5018	Parking fees / taxi		1,061.23
5020	Room rental		420.00
5022	Airfare		6,923.41
5023	Mileage		1,474.75
5064	Supplies		15.65
5065	Print fees		8.96
5085	Loss of salaries		11,786.21
5090	Meeting fees		83.54
		<u>47,500.00</u>	<u>42,147.02</u>
<b>REVENUE minus EXPENSE</b>		<b>5,352.98</b>	
<b>RC Special Events and Meetings</b>			
4020	Regional Council Allocation	5,500.00	
5010	Meals		161.25
5011	Group Meals		187.80
5015	Accomodation		296.70
5016	Incidentals		69.20
5085	Loss of salaries		1,382.91
5120	Event tickets		700.00
		<u>5,500.00</u>	<u>2,797.86</u>
<b>REVENUE minus EXPENSE</b>		<b>2,702.14</b>	

**PSAC - B.C. Regional Council  
General Fund Income Summary 01/01/2013 to 31/12/2013**

<u>Account No.</u>	<u>Account Name</u>	<u>Revenue</u>	<u>Expense</u>
<b>Unallocated Fund</b>			
4035	Income interest	5.24	
4040	Other income	25.61	
5055	Postage		-315.37
5056	Courier Charges		-14.54
5066	Professional Fees		-373.45
5105	Miscellaneous expenses		686.51
5110	Meeting/convention subsidies		280.69
		30.85	263.84
<b>REVENUE minus EXPENSE</b>		<b>-232.99</b>	

**Notes to PSAC - BC Region**  
**General Fund Income Summary 01/01/2013 to 31/12/2013**

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**RC Advertising and Visibility**

Expense of \$4410.35 was for the notepads with the new PSAC B.C. logo

Expense of \$760 is for tickets to the North Central Labour Council IWD breakfast in Prince George (\$160 for 8 tickets) and for tickets the Sue Hammel "Kick Up Your Heels" IWD brunch (\$600) - both events attended by PSAC members

**RC Assistance to Attend BC Fed**

Expense of \$1402.23 was for the loss of salary for incurred by Sister Sam Wiese and Linda Harding for their attendance at the BC Federation of Labour 2012 Convention (invoiced to the Regional Council by PSAC National in 2013)

**RC Regional Convention**

Revenues include first installment of the national allocation from PSAC (\$88,815.00) received in 2013 and the 2013 amount budgeted by the Regional Council in the PriorityProposal (These revenues do not include revenues allocated in prior years)

**RC Regional Council Meetings**

Group meals line only include expenses for September-December 2013

**RC Special Events and Meetings**

Expense of \$700 is for the CCPA Annual Fundraising Gala (attended by PSAC members)

Loss of salaries, incidentals, accommodation, meals expenses related to Committee meetings held in advance of the September Regional Council meeting (By-laws, Convention, Finance)

**Unallocated Fund**

Negative expense of \$315.37 was the recovery of funds from PSAC National in March 2013 for the November 2012 Victoria By-Election Mailout (postage charges)

Negative expenses of \$14.54 was the recovery of funds from PSAC National in March 2013 for the November 2012 Victoria By-Election Mailout (courier charges)

Negative expenses of \$373.45 was the recovery of funds from PSAC National in March 2013 for the November 2012 Victoria By-Election Mailout (Professional Fees)

Miscellaneous expenses of \$686.51 are expenses billed in error to the Regional Council by PSAC National for a member's attendance at a BCFED Committee meeting. This amount will be credited back in 2014 via credit note

Meeting/convention subsidies expenses of \$280.69 are for a cheque replacement issued to Daphne Ho for stale dated cheque 2840 (issued in December 2011), which was provided to the REVP Office

This expense is offset in the 2011 year reports



**PSAC - BC Region Council and Political Action Funds  
Income Statement 01/01/2013 to 31/12/2013**

**REVENUE**

**Revenue PSAC**

Registration Fees	0.00
Political Action Allocation	33,000.00
Regional Council Allocation	154,361.24
Regional Convention Allocation	89,059.88
Other income	0.00
<b>Total revenue PSAC</b>	<u>276,421.12</u>

**TOTAL REVENUE** 276,421.12

**EXPENSE**

**Expenses - PSAC BC Region**

Meals	6,431.08
Group Meals	1,946.16
Accommodation	12,002.41
Incidentals	1,539.70
Travel Expenses	1,084.84
Parking fees / taxi	1,138.23
Per diem	51.90
Room rental	420.00
Other rental	0.00
Airfare	7,300.47
Mileage	2,167.77
Regional operating budget	0.00
National operating budget	0.00
Donations	0.00
Advertising and promotion	5,417.69
Web expenses	0.00
Subscriptions	0.00
Postage	-280.97
Courier Charges	-14.54
Long Distance	0.00
Conference Calls	483.38
Office expenses	0.00
Supplies	366.74
Print fees	8.96
Professional Fees	5,347.12
Honorariums	350.00
Registration fees	-717.00
Interest and bank charges	0.00
Contribution / Sponsorship	0.00

Loss of salaries	16,225.06
Grant participation	0.00
Reimbursement registration fees	0.00
Meeting fees	83.54
Hospitality Suite	0.00
Formation	0.00
Miscellaneous expenses	706.51
Meeting/convention subsidies	2,280.69
Meetings - Regional council	0.00
Event tickets	2,675.00
Donations	7,625.00
Membership Fees	7,050.00
Advance	0.00
<b>Total Expenses - PSAC BC Region</b>	<u>81,689.74</u>
<b>TOTAL EXPENSE</b>	<u>81,689.74</u>
<b>NET INCOME</b>	<u><u>194,731.38</u></u>

**PSAC - BC Region  
Balance Sheet As at 31/12/2013**

**ASSET**

**Current assets**

Cash - Master account	298,987.07
GIC - Regional Council Funds	90,000.00
Cash - Convention	0.00
Cash - Health & Safety	0.00
Cash - Regional Communications	0.00
Cash - Local development	0.00
Cash - Area Councils	0.00
Cash - Human Right committees	0.00
Cash - RWC	0.00
Accounts receivable	0.00
Prepaid expenses	0.00
<b>Total current assets</b>	<u>388,987.07</u>

**TOTAL ASSET** 388,987.07

**LIABILITY**

**Current liabilities**

Accounts payable	0.00
Accrued liabilities	0.00
<b>Total current liabilities</b>	<u>0.00</u>

**TOTAL LIABILITY** 0.00

**EQUITY**

**Equity - PSAC BC Region**

Retained Earnings	44,529.10
Current Earnings	273,645.39
Transfert Reserve Fund	0.00
<b>Total equity - PSAC BC Region</b>	<u>318,174.49</u>

**Equity - Reserve Fund**

Retained Earnings - Reserve Fund	70,812.58
Current Earnings - Reserve Fund	0.00
<b>Total Equity - Reserve Fund</b>	<u>70,812.58</u>

**TOTAL EQUITY** 388,987.07

**LIABILITIES AND EQUITY** 388,987.07

# Public Service Alliance of Canada

## B.C. Region

### Priority Proposal – General Fund

	2012	2013	2014	2015	2016	2017
<b>Revenue</b>						
PSAC Regional Council Allocation	154,361.26	154,361.26	154,361.26	154,361.26	154,361.26	154,361.26
Regional Convention			177,630			177,630
Regional Political Action and Campaigns				33,000	33,000	33,000
Advertising Visibility						
Reserve and Other						
	154,361.26	154,361.26	331,991.26	187,361.26	187,361.26	364,991.26
<b>Expenses</b>						
Regional Convention			285,000			299,250
Regional Council Meetings	47,500	47,500	47,500	49,875	49,875	49,875
Donations and Memberships	5,500	5,500	5,500	5,500	5,500	5,500
Coordinator's Allowance	24,000	24,000	24,000	24,000	24,000	24,000
Conferences and Conventions Subsidy	6,000	6,000	6,000	6,000	6,000	6,000
Advertising and Visibility	5,500	5,500	5,500	6,000	6,000	6,000
Audit	4,480	4,480	4,480	3,000	3,000	3,000
Special Events/Meetings	5,500	5,500	5,500	7,000	7,000	7,000
BC Federation of Labour Convention Subsidy	13,200	13,200	13,200	0	15,000	0
PSAC Convention Strategy Meeting	18,000	0	0	19,000	0	0
Honours & Awards Committee	0	0	0	500	500	500
Other	500	500	500	250	250	250
Regional Political Action and Campaigns*				33,000	33,000	33,000
	-130,180	-112,180	-397,180	-154,125	-150,125	-434,375
Excess (deficiency) of Revenue over Expenses	24,181.26	42,181.26	-65,188.74	33,236.26	37,236.26	-69,383.74
Net Assets (beginning of year)	0	24,181.26	66,362.52	0	33,236.26	70,472.52
Net Assets (end of year)	24,181.26	66,362.52	1,173.78	33,236.26	70,472.52	1,088.78

\*Note: Per the PSAC Budget 2013-2015 pages C-19 to C-21, the Regional Political Action and Campaigns budget enables regions to supplement national political action priorities, and to fund political action activities that are specific to the regions where members live and work. These funds can also be used to forge region-specific coalitions and membership participation in municipal elections.

Such expenditures may include political action of standing committees of the PSAC B.C. Regional Council, CCPA affiliation, DLC affiliation, etc.

## RESOLUTION #1

### Housekeeping – Standard Language

WHEREAS the PSAC B.C. Region has adopted standard language at previous Regional Conventions that are consistent with the language in the PSAC Constitution and grammatical conventions

WHEREAS there are sections of the PSAC B.C. Regional By-Laws and Regulations that were not updated to these standards

WHEREAS these changes to language do not change the intention of a resolution, By-Law or Regulation

**BE IT RESOVED** that the following changes be adopted and the current By-Laws and Regulations be amended as follows:

FROM	TO
Bylaw(s) or By-law(s) <ul style="list-style-type: none"><li>• example: title page By-laws</li></ul>	By-Law(s) <ul style="list-style-type: none"><li>• By-Laws</li></ul>
BC <ul style="list-style-type: none"><li>• example: SECTION 14 Sub-Section (3) The BC Regional financial statements...</li></ul>	B.C. (except for references to the BC Federation of Labour) <ul style="list-style-type: none"><li>• The B.C. Regional financial statements....</li></ul>
1 to 9 where expressing a number, not a numeral <ul style="list-style-type: none"><li>• example: in SECTION 8 Sub-Section (1) a) nine months prior</li></ul>	one (1) to nine (9) <ul style="list-style-type: none"><li>• example: nine (9) months prior</li></ul>
PSAC-B.C or PSAC-BC <ul style="list-style-type: none"><li>• example: SECTION 5 Sub-Section (5) a) Communicate with PSAC-B.C. Regional Women's Committees.....</li></ul>	PSAC B.C. <ul style="list-style-type: none"><li>• Communicate with PSAC B.C. Regional Women's Committees.....</li></ul>

<p>locals, sub-locals or branches</p> <ul style="list-style-type: none"> <li>• Example: SECTION 1 Sub-Section (1) a)</li> </ul> <p>All members within B.C., their Locals, sub-locals and branches are under the jurisdiction of the B.C. Regional Council and are encouraged to participate in its activities and decision-making processes</p> <p>and</p> <ul style="list-style-type: none"> <li>• SECTION 7 Sub-Section (4) a</li> </ul> <p>a) Communicate with the locals/branches and Area Councils in their geographic area;</p>	<p>Locals, Sub-Locals or Branches</p> <p>All members within B.C., their Locals, <b>S</b>ub-<b>L</b>ocals and <b>B</b>anches are under the jurisdiction of the B.C. Regional Council and are encouraged to participate in its activities and decision-making processes</p> <p>and</p> <p>a) Communicate with the <b>L</b>ocals/<b>B</b>anches and Area Councils in their geographic area;</p>
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**BE IT FURTHER RESOLVED** that future changes to the By-Laws and Regulations reflect these standards to ensure continuity

**RESOLUTION #1A**

**Housekeeping – Other**

**BE IT RESOLVED** that the following changes be made to the PSAC B.C Regional By-Laws

FROM	TO

**BE IT RESOLVED**



## RESOLUTION #2

### Coordinators

WHEREAS in PSAC B. C. Regional By-Law SECTION 5 Sub-Section (1) coordinators are referred to as coordinators for districts.

“The B.C. Regional Council shall consist of the REVP, the Alternate REVP, and coordinators from each of the following districts and constituencies

WHEREAS the PSAC B. C. Regional By-Law SECTION 11 Sub-section (1) states:

Geographic Coordinators and alternate(s) shall be members in good standing of the PSAC and live and/or work in the geographic district they are to represent and shall be elected at the B.C. Regional Triennial Convention from amongst the delegates of and by the delegates from the geographic district they are to represent. Where there is more than one coordinator within a geographic district, the determination of the areas of responsibility of the coordinators will be decided by the delegates from the district and will be guided by the preamble to the bylaws.

**BE IT RESOLVED** that PSAC B. C. Regional By-Law SECTION 11 Sub-section (1) be amended as follows:

Geographic **District** Coordinators and alternate(s) shall be members in good standing of the PSAC and live and/or work in the geographic district they are to represent and shall be elected at the B.C. Regional Triennial Convention from amongst the delegates of and by the delegates from the geographic district they are to represent. Where there is more than one coordinator within a geographic district, the determination of the areas of responsibility of the coordinators will be decided by the delegates from the district and will be guided by the preamble to the **By-Laws**.

## **RESOLUTION #3**

### **Membership Rights**

WHEREAS the PSAC B. C. Regional By-Law SECTION 4 Sub-Section (1) a) states:

Every member in good standing is entitled:

- a) To be free from any act or omission on the part of the B.C. Regional Council or its members that would discriminate against the member on the basis of age, gender, colour, national or ethnic origin, race, religion, marital status, physical or mental disability, sexual orientation, language, political belief or employer.

WHEREAS the PSAC Constitution Section 5 (b) states:

(b) to be free from any act or omission on the part of the union, or other members, that would discriminate against the member on the basis of age, sex, colour, national or ethnic origin, race, religion, marital status, family status, criminal record, physical or mental disability, sexual orientation, gender identity, language, political belief, social and economic class or employer;

**BE IT RESOLVED** that PSAC B. C. Regional By-Law SECTION 4, Sub-Section (1) a) be amended as follows:

Every member in good standing is entitled:

To be free from any act or omission on the part of the B.C. Regional Council or its members that would discriminate against the member on the basis of age, ~~gender, colour, national or ethnic origin, race, religion, marital status, physical or mental disability, sexual orientation, language, political belief~~ sex, colour, national or ethnic origin, race, religion, marital status, family status, criminal record, physical or mental disability, sexual orientation, gender identity, language, political belief, social and economic class or employer;

## **RESOLUTION #4**

### **B.C. Regional Council Members' Roles and Responsibilities**

WHEREAS the PSAC B. C. Regional By-Law SECTION 7 Sub-Section (6) states:

All reports submitted by Council members should be submitted to the Locals in their geographic districts or to the groups and committees that they represent. Reports should be distributed to Local Presidents, Regional Women's Committees and Equity groups.

WHEREAS reports submitted by Council members are now posted online at <http://psacbc.com/our-organization/bc-regional-council/council-reports> and are available for all members to review

BE IT RESOLVED that the PSAC B. C. Regional By-Law SECTION 7 Sub-Section (6) be amended as follows:

All reports submitted by Council members should be ~~submitted to the Locals in their geographic districts or to the groups and committees that they represent~~ made available online.

## **RESOLUTION #5**

### **B.C. Regional Triennial Convention**

WHEREAS the PSAC B. C. Regional By-Law SECTION 8 Sub-Section (3) b) states:

The B.C. Regional Triennial Convention shall:

Deal with all resolutions and matters submitted to it by the Locals, Branches, Regional Women's Committees, Area Councils in good standing, and nationally and regionally recognized committees;

WHEREAS the B. C. Regional By-Laws SECTION 7 B.C. REGIONAL COUNCIL MEMBERS' ROLES AND RESPONSIBILITIES Sub-Section (1) specifies explicitly that:

The Council shall be able to submit resolutions to the B.C. Regional Triennial Convention.

**BE IT RESOLVED** that the PSAC B. C. Regional By-Law SECTION 8 Sub-Section (3) b) be amended as follows:

Deal with all resolutions and matters submitted to it by the **B.C. Regional Council**, Locals, Branches, Regional Women's Committees, Area Councils in good standing, and nationally and regionally recognized committees;

## **RESOLUTION #6**

### **Representation and Voting at the B.C. Regional Triennial Convention**

WHEREAS the PSAC B. C. Regional By-Law SECTION 9 Sub-Section (2) b) states:

PSAC members who hold a PSAC national elected office, National Aboriginal Peoples' Circle (NAPC) representatives, Equal Opportunities Committee elected equity representatives and Component National Officers who are members of the B.C. Regional Caucus shall be entitled to attend B.C. Regional Triennial Conventions as delegates.

WHEREAS the Equal Opportunities Committee has been replaced by the National Human Rights Committee and there are no longer elected equity representatives

**BE IT RESOLVED** that the PSAC B. C. Regional By-Law SECTION Sub-Section (2) b) be amended as follows:

PSAC members who hold a PSAC national elected office, National Aboriginal Peoples' Circle (NAPC) representatives, ~~Equal Opportunities Committee elected equity representatives~~ and Component National Officers who are members of the B.C. Regional Caucus shall be entitled to attend B.C. Regional Triennial Conventions as delegates.

## **RESOLUTION #7**

### **Election of Regional Executive Vice President (REVP) and Alternate REVP**

WHEREAS the PSAC B. C. Regional By-Law SECTION 10, Sub-Section (3) c) states:

c) Nominations for the office of REVP and Alternate REVP filed with the Nominations Committee shall be in writing, signed by a nominator and a seconder, each of whom shall be an accredited delegate.

i. Nominees who are not present at the Convention must submit a nomination form to the PSAC Regional Coordinator, in confidence, prior to the start of the B.C. Regional Triennial Convention.

ii. Nominees who are delegates to the B.C. Regional Triennial Convention can submit a nomination form to the Regional Coordinator, in confidence, prior to the start of the Convention or be nominated from the floor of the Convention.

The Regional Coordinator will provide the sealed nomination forms received prior to the commencement of Convention to the Chair of the Nominations Committee as soon as the Nomination Committee has been ratified by Convention.

WHEREAS some B.C. Regional Council members have the title "Coordinator" and the reference to the PSAC Regional Coordinator in this By-Law may be confusing

**BE IT RESOLVED** that PSAC B. C. Regional By-Law SECTION 10 Sub-Section (3) be amended as follows:

c) Nominations for the office of REVP and Alternate REVP filed with the Nominations Committee shall be in writing, signed by a nominator and a seconder, each of whom shall be an accredited delegate.

i. Nominees who are not present at the Convention must submit a nomination form to the PSAC Regional Coordinator, in confidence, prior to the start of the B.C. Regional Triennial Convention.

ii. Nominees who are delegates to the B.C. Regional Triennial Convention can submit a nomination form to the **PSAC** Regional Coordinator, in confidence, prior to the start of the Convention or be nominated from the floor of the Convention.

The **PSAC** Regional Coordinator will provide the sealed nomination forms received prior to the commencement of Convention to the Chair of the Nominations Committee as soon as the Nomination Committee has been ratified by Convention.

## **RESOLUTION #8**

### **Youth**

WHEREAS the PSAC Constitution Section 15 Sub-Section (1) was amended in 2012 to define youth and to recognize Youth Committees and now states:

The organization and operation of Regional Women's, Aboriginal Peoples, Racially Visible Persons, Pride (Gay, Lesbian, Bisexual and Transgendered Persons), Access (Persons with Disabilities) and Youth (persons 30 years of age and under) Committees should be encouraged by the PSAC as a matter of policy, provided that not more than one Regional Women's, Aboriginal Peoples, Racially Visible Persons, Pride, Access and Youth Committee may be organized in any area that can be reasonably encompassed by one Regional Women's,

Aboriginal Peoples, Racially Visible Persons, Pride, Access and Youth Committees.

WHEREAS PSAC B. C. Regional By-Law SECTION 3 Sub-Section (2) states:

Affiliation to the B.C. Regional Council shall be open to the following:

- a) Locals/Branches
- b) Regional Women's Committees
- c) Equity seeking group committees
- d) Area Councils
- e) Other bodies approved and recognized by the B.C. Regional Council

WHEREAS the PSAC B. C. Regional By-Law SECTION 7 Sub-Section (5) a) states:

Communicate with PSAC-B.C. Regional Women's Committees, Equity Seeking Groups Committees, Directly Chartered Locals/Separate Employer Units, National Officers, B.C. Regional Union Safety and Health (BRUSH) Committee and youth respectively;

WHEREAS the PSAC B. C. Regional By-Law SECTION 11 Sub-Section (2) f) states:

The Coordinator for Youth and their alternate(s) shall be a young worker, whether term, indeterminate or student who is under thirty years of age and shall be elected by the self-identified youth delegates and registered full-time attending youth observers at Convention.

WHEREAS the PSAC B. C. Regional By-Law SECTION 18 Sub-SECTION (6) states:

For the purposes of these Bylaws, Youth shall be defined as young workers less than thirty (30) years of age

**BE IT RESOLVED** that PSAC B. C. Regional By-Law SECTION 3 Sub-Section (2) be amended as follows:



Affiliation to the B.C. Regional Council shall be open to the following:

- a) Locals/Branches
- b) Regional Women's Committees
- c) Equity seeking group committees
- d) Area Councils
- e) Youth Committees
- f) Other bodies approved and recognized by the B.C. Regional Council

**BE IT FURTHER RESOLVED** that PSAC B. C. Regional By-Law SECTION 7 Sub-Section (5) a) be amended as follows:

Communicate with PSAC B.C. Regional Women's Committees, Equity Seeking Groups Committees, Directly Chartered Locals/Separate Employer Units, National Officers, B.C. Regional Union Safety and Health (BRUSH) Committee and youth Youth Committees respectively;

**BE IT FURTHER RESOLVED** that PSAC B. C. Regional By-Law SECTION 11 Sub-Section (2) f) be amended as follows:

The Coordinator for Youth and their alternate(s) shall be a person young worker, whether term, indeterminate or student who is ~~under thirty years of age~~ 30 years of age and under and shall be elected by the self-identified youth delegates and registered full-time attending youth observers at Convention.

**BE IT FURTHER RESOLVED** that PSAC B. C. Regional By-Law SECTION 18 Sub-SECTION (6) be amended as follows:

For the purposes of these Bylaws, Youth shall be defined as ~~young workers less than thirty (30) years of age~~ persons 30 years of age and under

## **RESOLUTION #9**

### **Definitions**

Whereas the PSAC B. C. Regional By-Law Section 18 Sub-Section (3) state:

For the purposes of these Bylaws, the above-mentioned districts or geographic jurisdictions are defined as follows:

6. East Fraser Valley—Pitt Meadows, Maple Ridge, Mission, Aldergrove, Abbotsford, Chilliwack and Hope
7. West Fraser Valley—Surrey, Langley, Delta and White Rock

Whereas Aldergrove is a community in the Township of Langley

**BE IT RESOLVED** that the PSAC B. C. Regional By-Law Section 18 Sub-Section (3) (6) be amended as:

6. East Fraser Valley—Pitt Meadows, Maple Ridge, Mission, Abbotsford, Chilliwack and Hope

## **RESOLUTION #10**

### **National Board of Directors (NBoD)**

WHEREAS the PSAC Constitution SECTION 12 Sub-Section (3) states:

When a vacancy occurs on the NBoD from among the National President, the NEVP, the seven (7) REVPs or their alternates, it shall be filled in accordance with the provisions of Sub-Section (11) of Section 23 of this Constitution.

WHEREAS there is no Sub-Section (11) of Section 23 of the Constitution

WHEREAS Section 23 Sub-Section (10) states:

- (a) In the event of a vacancy in the office of National President, the position shall be filled by the NEVP.
- (b) A vacancy in the office of the NEVP shall be filled by the Alternate NEVP. A

vacancy in the position of Alternate NEVP shall be filled in accordance with paragraph (d) of this Sub-Section.

- (c) A vacancy in the office of the REVP shall be filled by ascension of the Alternate REVP from the same region. A vacancy in the office of Alternate REVP shall be filled in accordance with the applicable Regional By-Laws.
- (d) Subject to the limitations imposed by paragraphs (a), (b) or (c) of this Sub-Section, in the event of a vacancy occurring six (6) months or more prior to the National Triennial Convention in any of the positions on the NBoD, other than those occupied by REVPs or representatives of Components, nominations shall be called by the AEC from amongst the membership in good standing of the PSAC. A period of not more than thirty (30) days from the date of notice of the vacancy shall elapse and the AEC shall ensure that the nominees are members in good standing and are prepared to stand for office. If an election is necessary, it shall be conducted by the AEC in accordance with procedures adopted by the NBoD, except that only those delegates from the last Convention still in good standing shall be eligible to vote.

**BE IT RESOLVED** that the PSAC B. C. Regional Convention submit a resolution to the PSAC National Convention to amend SECTION 12 Sub-Section (3) as follows:

When a vacancy occurs on the NBoD from among the National President, the NEVP, the seven (7) REVPs or their alternates, it shall be filled in accordance with the provisions of ~~Sub-Section (11)~~ of Section 23 Sub-Section (10) of this Constitution.

## **RESOLUTION #11**

WHEREAS the PSAC B. C. Regional By-Law SECTION 9 Sub-Section (2) c) states:

A National Officer who is unable to attend the B.C. Regional Triennial Convention is entitled to be replaced by their alternate providing they are a member of the B. C. Regional caucus.

**BE IT RESOLVED** that the PSAC B. C. Regional By-Law SECTION 9 Sub-Section (2) c) be amended as follows:

A National Officer who is unable to attend in their role as a National Officer the B.C. Regional Triennial Convention is entitled to be replaced by their alternate/assistant providing they are a member of the B. C. Regional caucus.

Committee Recommendation: non concurrence

## **General Resolution: Policy Paper on Water**

Because water can be viewed as Canada's most valuable natural resource, which is essential to the lives of all Canadians;

Because the Federal Government has considerable jurisdiction over water and its uses in Canada, including Navigable Waters, Environmental Assessment, Fisheries Act, International waters and federal lands;

Because the Federal Government's commitments to protect fresh water for all Canadians and to ensure a sustainable resource have declined markedly in the last two decades:

That the PSAC B.C. adopt the Policy Paper on Water as drafted by the B.C. Regional Council Environment Committee as a means to raise awareness on water and its importance to the economy and life, and as a means to advocate for the sustainability of this important natural resource for all Canadians with Government, Non-Governmental Organizations, and environmental groups. Moreover that the PSAC B.C. Region send a resolution to the 2015 PSAC National Triennial Convention calling for the adoption of the policy paper on water by the PSAC Nationally.

Submitting body: B.C. Regional Council

## Policy Paper on “Water”

The Public Service Alliance of Canada (PSAC) recognizes water as Canada’s most valuable natural resource and essential to our lives as Canadians.

The Federal Government has considerable jurisdiction over water and its uses in Canada including Navigable Waters, Environmental Assessment, Fisheries Act, International waters and federal lands. It used to be that we could look to the federal government to protect fresh water for all Canadians with the establishment of institutions such as: The Inland Waters Directorate, Canada Centre for Inland Waters, Canada Water Act, Great Lakes Water Quality Agreement and in 1987 the Federal Water Policy.

Unfortunately this commitment towards ensuring a sustainable water resource for all Canadians has declined markedly in the past two decades. The Inland Water Directorate was disbanded in the 1990’s and almost nothing from the Federal Water Policy was ever implanted. In addition the current federal government has to all intents and purposes done away with the Navigable Waters Act, Environmental Assessment Act, Section 35 of the Fisheries Act and with the implementations of Bill C-45 we have gone from 2.5 million protected lakes and rivers in Canada to 159 lakes and rivers protected. Compounding this abrogation of responsibility by the Federal Government has been the hundreds of millions of dollar cuts to both Environment Canada and Fisheries and Oceans Canada.

“From groundwater protection on federal lands to enforcement of the Fisheries Act, these cuts will tie the hands of Environment Canada to protect the nation’s water heritage for future generations,” declared Randy Christensen, lawyer with Ecojustice. “Going Forward, our environment, our health and our prosperity will require that Canada manage water better and these cuts will cripple Canada’s ability to do that.”

A reinvigorated federal role in water sustainability begins with rebuilding and enhancing our country’s capacity to deal with our freshwater challenges. Federal inaction does not arise from a lack of mandate; it comes from a lack of political will.

The PSAC will support and promote:

- The UN Human Rights Council’s resolution that places certain responsibilities upon governments to ensure that people can enjoy “[s]ufficient, safe, accessible and affordable water, without discrimination”
- That water is a public good, not a commodity and as such will oppose any bulk water exports of Canadian water. The need for a ban is pressing due to the pressure to send water to serve drought prone areas of the United States.



- The exclusion of water from NAFTA and all future trade agreements. Under NAFTA water is defined as a service and an investment. If a corporation is granted permission to export water anywhere in Canada, it becomes a tradable good under NAFTA, and other provinces will have to grant similar access to corporations seeking water export rights. Only a clear exclusion of water from NAFTA and other trade agreements will avert this threat.
- Including bottled water in the banning of bulk water exports from Canada. Water in 20 litre containers is not at the moment considered bulk water. The continuation of bottled water exports could set a precedent allowing for water to be treated as a commodity under NAFTA. The energy required to extract water from natural sources, manufacture water containers, bottle the water in a factory, transport the water by truck to ships before being loaded into more trucks producing enormous carbon emissions.
- PSAC will continue to promote the use of public tap water at all PSAC events and in our members' daily lives.
- The development of water conservation strategies that benefit the Canadian economy, communities and the environment.
- The establishment of national enforceable drinking water standards.
- The declaration of surface and ground water as a **public trust**. Under a public trust doctrine private water use would be subservient to the public interest. The public trust concept means water is a public resource owned by the people of Canada, with the government acting as a trustee responsible for taking care of the resource. The public trust doctrine is becoming increasingly common and established in modern water legislation and has been incorporated in the environmental legislation in the Yukon, Northwest Territories and Quebec.
- The creation of a national public water infrastructure fund. Decades of cuts in infrastructure funding, coupled with the downloading of programs and services to municipal governments, have resulted in a "municipal infrastructure deficit" conservatively estimated at \$123 billion by the Federation of Canadian communities.

A strategy to address water pollution concerns including:

*(Although regulation water pollution falls mostly under provincial jurisdiction, the Federal Government is responsible for protecting fish-bearing waters through the Fisheries Act and controlling toxic substances under the Canadian Environmental Protection Act.)*

- Standards for industry and agribusiness, which would include the enforcing of strict laws against industrial dumping, use of pesticides and discharge of toxins into waterways.
- A slowdown of tar sands production and increased monitoring by federal agencies on water usage and water pollution. Toxins connected to the tar sands have been found as far downstream as the Athabasca delta, one of the largest fresh water deltas in the world.
- Removal of Schedule 2 from the Fisheries Act. Lakes that would normally be protected as fish habitat by the Fisheries act are now being redefined as “tailing impoundment areas” in a 2002 schedule added to the Metal Mining Effluent Regulations of the Act Under this schedule, healthy freshwater lakes lose all protection and become dump-sites for mining waste. Canada is the only industrialized country to allow this practice.
- National enforceable standards for sewage treatment. Canada has no national standards for municipal sewage treatment and wastewater effluent quality. As a result, 200 billion litres of raw sewage are flushed into our waterways every year.
- The restoration of historical funding levels to both Environment Canada and Fisheries and Oceans Canada investing in the country’s freshwater heritage-surely our greatest heritage – in a world running out of clean, accessible water.

BC PSAC Regional Council  
Environment Committee



## **PURPOSE**

Underlying the criteria established is the desire to establish an acceptable method to recognize members of the Region who have rendered service of the greatest distinction and of singular excellence in any field of endeavour, benefiting the PSAC or its members.

## **AMINISTRATION**

Nomination forms will be available on the PSAC BC website and are to be returned to the Office of the REVP-B.C. who will distribute the information to the Honours & Awards Committee for their review based on the established criteria that follows.

## **CRITERIA**

The B.C. Regional Council has established criteria to govern the granting of the Solidarity Excellence Award in the B.C. Region of the Public Service Alliance of Canada.

The criteria established are as follows:

- The Solidarity Excellence Award will only be awarded to a person who holds a PSAC membership in good standing of at least five years.
- Nominees must have demonstrated their commitment to achieving the aims and objectives of the PSAC by engaging in an outstanding action or providing service of a high caliber over a period of time.
- Nominations must be submitted in writing on an approved application form with all relevant information attached.
- Applications must include a short biography for the nominee including information on the nominee's activism in the community and/or in the union and the time devoted to each cause.
- Applications for the Solidarity Excellence Award may be sponsored by a Local, an Area Council, a Regional Committee (RWC, HRC, Young Workers, BRUSH) or a member of the B.C. Regional Council.
- The B.C. Regional Council Honours & Awards Committee will review all applications, and present the nomination with their recommendation to the B.C. Regional Council at each meeting. Following ratification by the Regional Council; awards, certificates, and pins will be forwarded to the sponsoring body for presentation and distribution.

International Solidarity Committee report January 2014



**BC PSAC  
International  
Solidarity**

Committee

Paul Kelly Shawna Jennifer

The committee has been busy trying to organize an International Solidarity event with CoDev where a Young Worker would be selected to go to a South American country for a Social Justice experience. The response from CoDev (Barbara Wood executive director) was very positive and she indicated that for \$3000.00 all in one person can do a trip to places like Honduras/Nicaragua or somewhere in Central America to experience what sweatshops are and get a tour of these countries with translation etc., included. Flight and room and board are also included. Codev is in the beginning stages to create this tour to meet with two of our partners in the areas, March 2014. Probably a bit soon, but could be done.

The way such an endeavour would be realized would normally be through the Social Justice Fund (National) or by requesting Donations from various sources: \$500.00 (each) from the International Solidarity Committee, the Donations Committee, the Okanagan Human Rights Committee, Vancouver Human Rights Committee, Young Workers Committee (perhaps nationally), Vancouver Island Human Rights Committee, Area Councils and the REVP BC Budget

Last time this was done was in 2011. We feel that this is a very effective way to publicise our Social Justice work. In addition to Social Justice we are putting our Union in a positive community light as well as the International spot light to show that we truly are ALL Affected!

After the trip we would suggest that the Young Worker comes back and reports out to our Council or reports to BC PSAC Convention. If it turns out that the financial part is impossible to complete prior to the trip's scheduled departure we would suggest that the financing made possible thus far are returned to the respective donating bodies who may decide to donate the funds to CoDev or not.

Solidarity is Unity, and we believe that another world is possible.

International Solidarity follow-up to BC PSAC Convention from notes submitted at the previous council meetings. At Convention the International Solidarity Committee will have a booth where pictures are taken of the membership (individually) holding signs with statements from the members on "what does international Solidarity mean to you" along with a variety of other ideas and events. These photos will be used in a collage to be presented to Convention. The Committee is excited to be an active participant at Convention.

## **PSAC B.C. Regional Council Political Action Committee Terms of Reference**

The following Terms of Reference have been finalized by the Political Action Committee with the understanding that they are fluid and can be changed at any time by a simple majority vote of Committee members.

This committee is a standing committee of the PSAC B.C. Regional Council.

This Committee provides advice to the REVP and the PSAC B.C. Regional Council on political action campaigns, issues/concern to all PSAC members. The committee's purpose and objectives include, but are not limited to, the following:

1. Keeping informed about union campaigns and labour political actions in the province.
2. Invite the Regional Council to refer political issues to the Committee for discussion, advice, action and lead on campaigns
3. Promote communication to member's on political action issues
4. Promote education to members on how to lobby politicians/talking points on specific campaigns
5. Serve as a mechanism to gather and vocalize political concerns of PSAC members
6. Liaise with other like minded groups in BC to work on issues of mutual interest/concern
7. Participate in appropriate/labour political actions or conferences
8. The Committee will receive updates through the REVPs office from the BC Fed Political Action Committee meetings/action items within 30 days
9. The PSAC B.C. Regional Council Political Action Committee shall report as per Section 12 of the By-Laws of the BC Regional Council

West Coast LEAF Presents the 27th Annual

# Equality Breakfast

with **Dr. Samantha Nutt**

Tuesday March 4, 2014 from 7:00–9:00am (Doors open at 6:30am)  
Fairmont Hotel Vancouver, 900 West Georgia Street



## Celebrate The Rights That Women Have Achieved

Join West Coast LEAF and members of the legal, business, and social service communities to celebrate and engage in advancing women's rights. Our Equality Breakfast is an eagerly anticipated annual fundraising event that attracts high profile guests. Becoming a sponsor is an opportunity to reach key professionals and build awareness about your organization and its values within this influential community. Your participation demonstrates that you share our vision of a society where women are full participants in social, economic, and political activities.

For our Annual Equality Breakfast this coming March, we are delighted to present distinguished humanitarian and accomplished physician, Dr. Samantha Nutt, as our keynote speaker. Dr. Nutt is the founder of War Child Canada.

## Become A Partner In Equality

Your sponsorship helps West Coast LEAF continue its litigation, law reform, and public legal education programs that strive to uphold women's equality guarantees in the *Canadian Charter of Rights and Freedoms* and advance women's rights in BC. Funds raised at last year's event enabled our interventions at the BC Supreme Court in *Inglis v. Ministry of Public Safety and Solicitor General of BC*, and publications such as the 2013 *CEDAW Report Card* and *Supporting Mothers or Shutting Them Out*. Funds also supported public legal workshops with advocates around the province, our ongoing youth education programs preventing sexual assault and workplace discrimination, and much more.



## Join A Distinguished Group Of Sponsors

### A big Thank You to our sponsors of last year's Equality Breakfast

Fasken Martineau; CBC BC; BCGEU; CUPE BC; Heenan Blaikie; Miller Thomson; Borden Ladner Gervais LLP; Gowlings; Health Sciences Association of BC; Hospital Employees Union; Lawson Lundell LLP; McCarthy Tetrault LLP; Moore Edgar Lyster; Stikeman Elliott LLP; Trial Lawyers Association of BC; Vancity; Victory Square Law Office LLP; Alexander Holburn Beaudin + Lang LLP; Black Gropper; BC Nurses' Union; COPE 378; Dye & Durham Corporation; and Harper Grey LLP.

**Transforming Women's Future [www.westcoastleaf.org](http://www.westcoastleaf.org)**

West Coast LEAF Presents the 27th Annual

# Equality Breakfast

with **Dr. Samantha Nutt**

Tuesday March 4, 2014 from 7:00–9:00am (Doors open at 6:30am)

Fairmont Hotel Vancouver, 900 West Georgia Street



***Dr. Samantha Nutt. Award-winning humanitarian, best-selling author, and self-described “squeaky wheel”.***

We are delighted to present distinguished humanitarian, bestselling author of *Damned Nations: Greed, Guns, Armies, and Aid*, and accomplished physician Dr. Samantha Nutt as our keynote speaker. Dr. Nutt is the founder of War Child Canada.

In a career spanning more than two decades, Dr. Nutt has witnessed the atrocities and human cost of modern conflict all over the world. Her humanitarian career began in 1995, when she arrived in Somalia to assess maternal and child health as a recent medical school graduate and UNICEF field volunteer. Unable to shake

off what she saw—armed gangs, a crumbling aid agency, and dying children—Dr. Nutt founded War Child Canada four years later. War Child Canada strives to enable local citizens in war-torn areas to become the architects of their own countries’ recovery and rebuilding.

Her advocacy work for justice and peace has included countries like Iraq, the Democratic Republic of Congo, Sierra Leone, and Sudan. In addition, Dr. Nutt is an author, staff physician at Women’s College Hospital in Toronto, and Assistant Professor of Medicine at the University of Toronto. Her work has been recognized by the World Economic Forum and Time Magazine, and in 2011, she was appointed to the Order of Canada.

Dr. Nutt is also a fierce and outspoken advocate for the rights of women and girls. Despite the relative comforts and freedoms women enjoy here at home, especially in comparison with female experiences in failing states, she is no less adamant about the struggle for gender equality in the developed world.

“In North America, women are now free to work inside and outside the home, but neither is without prejudice,” she wrote for Thompson Reuters. “Despite the strides women have made in many parts of the world over the past half century, the confounding social constructs of beauty, youth, wife and mother still remain. And they are just as hard to overcome. “

**Transforming Women’s Future [www.westcoastleaf.org](http://www.westcoastleaf.org)**



West Coast LEAF Presents the 27th Annual

# Equality Breakfast

with **Dr. Samantha Nutt**

Tuesday March 4, 2014 from 7:00–9:00am (Doors open at 6:30am)

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## Diamond Presenting Sponsor \$5500

- Status as “Proud Presenter of the 27th Annual Equality Breakfast”
- Verbal recognition at event with brief speaking opportunity (introducing keynote speaker)
- Company banner or sign placed at event stage (provided by sponsor)
- Logo in pre-event publicity in broadcast & print media (upon receipt of logo)\*
- Logo in event program on sponsor recognition page\*
- Prominent full-page advertisement in event program\*
- Acknowledgement across social media platforms (i.e., facebook event page, twitter feed)
- One complimentary table at event (10 seats) – unused seats can be donated to charity of your choice or law student(s)
- Front row VIP seating and signage at your table with company logo
- Industry exclusivity and first right of refusal for 2015
- Other benefits to be negotiated (e.g., past presenting sponsors hosted post-event VIP reception)

## Gold Sponsor \$3000

- Name mention in broadcast and print media pre-event publicity\*
- Logo in event program on sponsor recognition page\*
- Half-page advertisement in event program\*
- Acknowledgement across social media platforms (i.e., facebook event page, twitter feed)
- One complimentary table at event (10 seats) – unused seats can be donated to charity of your choice or law student(s)
- VIP seating and signage at your table with company logo

## Silver Sponsor \$2000

- Acknowledgement across social media platforms (i.e., facebook event page, twitter feed)
- One complimentary table at event (10 seats) – unused seats can be donated to charity of your choice or law student(s)
- VIP seating and signage at your table with company logo\*

## Bronze Sponsor \$500

- Receive 2 tickets to the event and 2 others donated to students or low-income guests

## Additional benefits for all Sponsors

- Recognition on signage at event entrance
- Acknowledgement on powerpoint visuals
- Name mention in event program
- Listing in West Coast LEAF’s newsletter (distribution 1,000)
- Link and name mention on the West Coast LEAF website
- Invitation to 9:15 AM special post-event coffee with keynote

\* Please note that logo and ad files must be submitted in an EPS format to West Coast LEAF by **Friday February 7, 2014**



West Coast LEAF Presents the 27th Annual

# Equality Breakfast

with **Dr. Samantha Nutt**

Tuesday March 4, 2014 from 7:00–9:00am (Doors open at 6:30am)

Fairmont Hotel Vancouver, 900 West Georgia Street



Sponsor Benefits	Diamond \$5500	Gold \$3000	Silver \$2000	Bronze \$500
Brief speaking opportunity at event	✓			
Company banner placed at event stage	✓			
Logo in pre-event publicity	✓			
Name mention in pre-event publicity	✓	✓		
Logo in event program on sponsor recognition page	✓	✓		
Full page advertisement in event program	✓			
Half-page advertisement in event program		✓		
Complimentary table (10 seats) at event; VIP seating; signage at your table with company logo	✓	✓	✓	
Acknowledgement across social media platforms	✓	✓	✓	
Name mention in event program on sponsor recognition page			✓	✓
Recognition on signage at event entrance	✓	✓	✓	✓
Acknowledgement on powerpoint visuals	✓	✓	✓	✓
Listing in West Coast LEAF's newsletter (distribution 1,000)	✓	✓	✓	✓
Link and name mention on the West Coast LEAF website	✓	✓	✓	✓

*OpenMedia.ca is an award-winning civic engagement organization that engages, educates, and empowers people to safeguard the open and affordable Internet.*



## **Partnering to Ensure Privacy and Social Justice**

Canada's social movements are under attack. Progressive charities are targeted for audits and legislation like Bill C-377 target unions and the social movements they support. Organizations that are critical of the government have been put on enemy lists and new revelations have shown that the government is spying on Canadians.

It's in this context that Canada's privacy commissioner has found that the Justice department has violated section 4 of the Privacy Act by inappropriately gathering the personal information of First Nations child care advocate Cindy Blackstock.

The Harper government blocked Cindy from attending events where her expertise had been requested; they sent "officials" to "monitor" her activities at over 75 different events.

The government monitored her personal social media profiles and they also gathered information from the profiles of her personal friends and family.

Cindy Blackstock's story is indicative of the government's multi-faceted approach to silence its critics. OpenMedia.ca is building a broad-based coalition to push back and assert our right to privacy and free expression. We hope you'll consider supporting this critical work before the government tightens its grip even further.

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Dear Mr. Bragg,

It is appalling that social movements are under attack by the Harper government. Those of us on Harper's "enemy list" need to work together now more than ever. According to online surveillance expert Ron Deibert, a secretive Canadian government agency is collecting our sensitive private information illegally. It's expensive and out of control.

Taken in the context of the Harper government's muzzling of scientists, Bill C-377 and enemy lists -- these spying projects should be a concern to all of us who are working towards social change.

However the conservative government's spying initiatives are also an essential opportunity to shift the balance in our favour. **Privacy is an issue that can divide Harper's base.** By highlighting their concerns about privacy, this effectively undermines a key constituency he relies on for support.

OpenMedia.ca previously led the fight to stop online spying Bill C-30. During the campaign commentators noted that the issue was causing the Conservatives to lose support amongst their base. Even a plurality of Conservative voters, 47 percent, ended up thinking the bill had gone too far. The opposition to the bill was strongest in the Tory-heartland of Alberta, where 66 percent believed it was too intrusive.

### **The plan**

Working with a broad coalition and with tools we've perfected to deliver citizen voices, we'll push back against the government's spying initiatives. We've launched a pro-privacy coalition, and will be producing a series of Op-Eds and Letters to the Editor, an Interactive website, ongoing social media outreach, and PSA videos. We've included a more detailed list of actions below.

We're just getting started but we're proud to already have the following organizations on board the coalition: Amnesty International Canada, BC Civil Liberties Association, BCGEU, BC Library Association, CAUT, Communications Workers of Canadian Media Guild, Council of Canadians, Freedom of Information and Privacy Association, Greenpeace Canada, LeadNow, Media Democracy Project, NUPGE , Privacy & Access Council and the United Steelworkers.

### **Why OpenMedia?**

OpenMedia has a track record of taking on the conservative agenda and winning. We mobilized over 150,000 people to successfully defeat the government's online spying Bill C-30. We're proud that we put a dent in the government's efforts to silence its critics. We know that pushing back on spying initiatives and weakening support amongst the Conservative base, helps make related initiatives like Bill C377 that much more difficult to implement.

Now that it's been revealed that secret and likely illegal, spying is ongoing -- we'd like to take the next step. The Harper government is too big to take on alone and I hope we can count on PSAC to contribute towards this effort. Please consider making a contribution towards the \$40,000 we need to continue moving forward.

Sincerely,

Steve Anderson  
OpenMedia.ca  
Executive Director

David Robinson  
CAUT- Associate Executive Director  
Director of the Board at OpenMedia.ca

OpenMedia.ca is an award-winning civic engagement organization that engages, educates, and empowers people to safeguard the open and affordable Internet.



## Multi-point plan

### 1. Launch a pro-privacy coalition

Develop a simple statement of agreement to bring together a broad-based collaborative coalition. Publicizing this coalition will demonstrate the diversity of proponents of pro-privacy practices and legislation pertaining specifically to the government's access and use of citizen data. Use the launch of the coalition and subsequent coalition activities to highlight broad-based concerns about the government's access and use of citizen data, and to attract a wider array of member organizations and people.

### 2. Curate a series of Op-Eds on privacy and data security (October-January)

In collaboration with coalition members and media partners (hopefully one of the major papers), curate a series of op-eds about core privacy and data security issues relating to federal government activities. The series should include op-eds developed with some of Canada's leading experts in privacy, law, and technology.

### 3. Interactive educational website and online outreach campaign (November 2013)

Develop a catchy, possibly interactive, website that educates Canadians about privacy issues pertaining to the government's access and use of citizen data (focus specifically on threats like breaches, information sharing, poor information security), and inspires engagement with the wider campaign. This website could include a peer-to-peer component, which would encourage users to share it across their networks, thereby expanding the website's reach.

*Examples:*

No Snoopers' Charter

<http://www.liberty-human-rights.org.uk/campaigns/no-snoopers-charter/index.pp>

Shit Harper Did

<http://www.shd.ca/>

#### **4. “Stop...” -style online action (Started at <http://secretspying.ca> more to come)**

Design a web-based targeted action or petition asking Canadians to stand against threats to their privacy by government authorities use/access to citizen data. The focus could be one of the data breaches or something else that comes up during the campaign and should make mention of the fact that government's have access to more sensitive personal information than any other entities. This will be a low-barrier action meant to engage as many citizens as possible in privacy issues, and prepare them for higher levels of engagement with privacy issues.

*Examples:*

Stop Online Spying

<http://stopspying.ca>

Dear Ottawa: Stop Online Spying

<http://openmedia.ca/mp>

#### **5. PSA-style video (January 2014)**

Produce a high-quality thirty-second online video in the style of a public service announcement (PSA), with the intention of having it go viral on the web. Ideally, this video would also become a news story unto itself and be picked up by the media.

*Examples:*

The cost of online spying: Your privacy and your wallet

<http://openmedia.ca/stand>

Canadians take a stand against online spying

<http://openmedia.ca/educate>

#### **6. Local MP calling campaigns using a Click-to-Call software tool. (January 2014)**

This is a good way engage citizens, especially at the local rural level. The government takes rural ridings very seriously.

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## **7. Social media engagement (June-February)**

Engage citizens across multiple platforms, including Facebook, Twitter, Pinterest, YouTube, and Google Plus, and provide them with a variety of options to engage with the project using social media and blogs, including viral-ready share images, badges, and embeddable online tools. This will provide the campaign with some staying power.

OpenMedia will draw on its extensive experience facilitating highly engaging, interactive, and diverse social media environments. Citizens would have access to a rich social media environment that will empower them to discuss, share, and distribute materials amongst one another. OpenMedia would encourage the social media community that develops to take the consultation into their own hands, and we would amplify their best ideas and activities.

## **8. Citizen letters in local papers (February 2014)**

Produce a letter-to-the editor tool that would enable citizens to easily submit letters to be printed in newspapers across the country. This would help solidify the pro-privacy frame and messaging, and it would target MPs at the local riding level.

## **9. Develop and promote a pro-privacy and citizen data policy plan (March 2014)**

Develop a basic policy plan, pertaining specifically to the government's access and use of citizen data, with input from privacy experts, and if possible informed by Canadians through social media (crowdsourcing), and/or a telephone town hall (see Tactic 6).

*Examples:*

Casting an Open Net: A Leading-Edge Approach to Canada's Digital Future  
<http://openmedia.ca/plan>

Time for an Upgrade: Demanding Choice in Canada's Cell Phone Market  
<http://openmedia.ca/upgradeCanada>

## **About OpenMedia.ca**

OpenMedia.ca is an award-winning civic engagement organization that engages, educates, and empowers people to safeguard the open and affordable Internet. We empower people to participate in Internet governance through fresh & engaging citizens' campaigns.

Our campaigns are citizen-driven and we regularly bring citizen voices to government through regulatory proceedings, meeting with politicians to push for more citizen-centred policies, and by creating tools that allow citizens to communicate directly with their MPs and other decision-makers. We also develop informed, in-depth research that shapes Internet and telecommunications policy.

## Regional Convention Subsidy

**Whereas** Regional Executive Vice-Presidents and alternate Regional Executive Vice-Presidents are elected at Regional Triennial Conventions; and

**Whereas** Regional Triennial Conventions can submit resolutions to the PSAC National Triennial Convention and should have autonomy to conduct the business of the Region; and

**Whereas** the cost for members attending their Regional Triennial Convention is not fully covered by the PSAC;

**Be it resolved** that the Regional Convention Subsidy line item be increased by \$50,000 per region per year to assist regions in holding Regional Triennial Conventions.

**Be it further resolved that** PSAC B.C. forward this resolution to the PSAC National Triennial Convention.

Submitted by the PSAC B.C. Regional Council.