

FOR UNION MANAGEMENT CONSULTATION COMMITTEE (UMCC)

BACKGROUND TO THE ESTABLISHMENT OF AN OPERATIONAL- LEVEL UMCC

1. UMCCs, or Labour-Management Relations Committees (LMRCs), have operated at the national and local levels of the Department since 1970, and at the Command level of the air force since 1994. With the organizational restructuring of the air force on 1 August 1997, an operational-level committee was seen as the appropriate vehicle to facilitate consultation on issues which cannot be resolved by individual wings/units, and which are not appropriate for discussion at the strategic level of the organization.

COMMITTEE PURPOSE AND SCOPE

2. Management of 1 Canadian Air Division (1 CAD), along with representatives of its major bargaining agents - the Union of National Defence Employees (UNDE), the Professional Institute of the Public Service of Canada (PIPSC), and the International Brotherhood of Electrical Workers (IBEW) - are committed to cooperatively establishing effective union-management relations across the air force on matters of mutual interest.

3. The purpose of the Union-Management Consultation Committee (UMCC) is to provide a forum for consultation on specific matters which impact on the civilian workforce within the air force. In that context, the term 'consultation' is defined as the two-way exchange of information, the provision of advice and expression of views, and the discussion of problems. Consultation is intended to focus on policy issues, conditions of employment, new programs, joint union-management programs, and changes to existing programs. UMCC discussions and agreements are not intended to modify basic operating policies of the air force or to change the intent of a collective agreement; nor is the committee intended as a forum for the discussion of matters for which other predetermined channels of communication have already been established.

4. The committee will have as its primary focus the improvement of civilian working conditions, workforce health and safety, and operational efficiency. In pursuit of those aims, the nature of any agreements reached by the UMCC will dictate the methods of their implementation.

COMMITTEE COMPOSITION

5. The committee shall be composed of representatives of management, elected union officials, and other ex-officio members, as follows:

a. Management representatives:

- (1) A1 (Co-Chairperson)
- (2) A1 Pers
- (3) A1 Res
- (4) A5 Comptroller
- (5) A4 Airfield Engineering
- (6) A7

b. Union representatives:

- (7) UNDE VP, Man/Sask (Co-Chairperson)
- (8) UNDE VP, Quebec
- (9) UNDE VP, Nfld/Lab/NB
- (10) IBEW representative
- (11) PIPSC representative

c. Other attendees:

- (12) A1 CHRM (Secretariat)
- (13) Coordinator DCHRSC (Prairie)
- (14) Recording secretary (provided by management)
- (15) Other agreed-upon invitees based on specific agenda items

COMMITTEE PROCEDURES

6. The role of Chair shall alternate between the management and union co-chairs for each meeting of the UMCC. The chairperson may, at the request of either party, invite speakers to address the committee on selected topics.

7. Management and employee representatives shall provide agenda for distribution to the members at least three working days in advance of scheduled meetings. Items not identified in advance of meetings may still be discussed, subject to the agreement of the Co-chairs.

8. The secretariat will: prepare agendas, maintain a record of discussion, compile minutes for the review and approval of the Co-Chairs, and distribute minutes to members within a reasonable period of time.

9. Meetings will be held semi-annually, or more frequently based on need and mutual agreement.

AMENDMENT PROCEDURES

10. These terms of reference may be amended at any time by agreement of the committee.

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