

# *UFCW*

UFCW CANADIAN REGION  
POLICIES & PROCEDURES

POLITIQUES ET PROCEDURES  
DE LA REGION CANADIENNE DES TUAC

# *TUAC*

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UFCW CANADIAN REGION POLICY PAPERS,  
STATEMENT AND NATIONAL OFFICE PROCEDURES

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## UFCW CANADIAN REGION POLICY

### *CHANGES OR AMENDMENTS TO THE CANADIAN REGION POLICY*

In an attempt to increase the channels of communication between the members and the Officers of the Canadian Region, the Officers of the Region welcome from members, at all times, suggested changes and amendments to Canadian Region Policy.

Suggested changes or amendments to Canadian Region Policy should be submitted to the Canadian Director.

On receipt of such suggested changes or amendments, the Canadian Director, in consultation with the Executive Assistants to the Canadian Director, the presiding Officer of the Canadian Council, and if necessary, the International President, shall review the suggested changes or amendments and shall determine the feasibility of implementing the changes or amendments to the Region Policy, subject to adoption by the next Regional Conference.

During Conference years, the Canadian Region Policy shall be presented to the delegates in attendance at the Canadian Conference for discussion and adoption.

## UFCW CANADIAN REGION POLICY

### *LEGISLATION PROTECTING WORKERS AGAINST ACCIDENTS AND DISEASES*

The UFCW shall make every effort to lobby for the development and implementation of -which protects working people against accidents and diseases in the workplace. The UFCW should also ensure that governments across Canada enforce legislation, which improves the health, safety and livelihood of working people. In negotiating Collective Agreements, Local Union should seek protections, which clearly worded go beyond basic legislation and opens new areas of action in the workplace.

## UFCW CANADIAN REGION POLICY

### *VIOLENCE AGAINST WOMEN*

UFCW condemns violence against women in our society and the backlash that is occurring against women who are fighting for social and economic equality. UFCW, together with the Canadian Labour Congress, should call upon the Federal and Provincial governments to establish December 6 as a Day of Mourning, both to commemorate the deaths of the women killed at the Montreal Polytechnical Institute, and to acknowledge the continuing unacceptable violence against women in society.

## UFCW CANADIAN REGION POLICY

### *THE NEW DEMOCRATIC PARTY*

The UFCW is committed to the education of its members on political action and support for the New Democratic Party. The UFCW, along with the Canadian Labour Congress, Provincial Federations of Labour and District Labour Councils, shall continue to support all efforts to elect NDP candidates and NDP Governments. Employees of UFCW (at all levels) are urged and encouraged to become NDP members and supporters. In the Province of Qu6bec, the Qu6bec Local Union membership through the UFCW Qu6bec Provincial Council may decide to support a provincial political party that best espouses their aspirations and ideals.

## UFCW CANADIAN REGION POLICY

### *ORGANIZING*

The UFCW shall continue, as a priority, its commendable organizing program by:

1. Holding conferences with like-minded organizations to increase efforts of organizing in traditional UFCW jurisdictions, to better coordinate organizing efforts and develop dynamic strategies.
2. Exposing the conditions faced by the unorganized.
3. Aggressively seeking changes in labour legislation to make organizing legally easier.
4. Preparing and having available basic organizing materials in various languages in addition to French and English.

## UFCW CANADIAN REGION POLICY

### *APARTHEID*

The UFCW congratulates South African Workers on the successful dismantling of apartheid. We must now look to the future and recognize that the economic effects of apartheid will continue to affect South African Workers for years to come. Working through the Canadian Labour Congress, we must end all remaining boycotts and pledge to work with South African trade unions so that working people can fully participate in building a new South Africa.

## UFCW CANADIAN REGION POLICY

### *COLLECTIVE BARGAINING POLICIES AND GOALS*

**Hot Cargo Clause** - Refusal to cross picket lines and/or handle scab products is a fundamental trade-unionism principle. Hot Cargo clauses shall be sought, maintained and strengthened to allow a meaningful and practical show of solidarity among unionized workers.

**Strikes/Lockouts** - The economic well being of our members while on strike or lockout is essential. UFCW Local Unions shall continue and where possible increase their financial support to other UFCW Locals engaged in a dispute.

**Boycotts** - To be successful, boycotts have to be promoted within the labour movement and to the public. UFCW Local Unions are asked to increase their involvement in boycotts.

**Union Security Provisions** - These provisions shall be secured, maintained and strengthened to ensure the well being of our members and the resources of the union. This will allow the union to service our members and not have to constantly reorganize the unit.

**Single Multi-Local/Multi-Employer Agreements** - These agreements shall be sought to the extent practical. Locals in the same area, or negotiating nationally, shall pursue coordinated bargaining and common expiration dates. Communication between Local Unions during negotiations is imperative.

**Concessions** - The union's policy is to increase the economic well being of our members. Concessionary bargaining, when anticipated, should be addressed in an aggressive but informed manner. Where circumstances change making economic accommodations necessary to advance the longer range interests of our members, such accommodations should be accompanied by **pre-expiration restoration language and counter-accommodations** or quid pro quos. This includes language improvements that enhance the security of our members as well as improvements of a non-economic nature that strengthen the union and ensure its growth.

## UFCW CANADIAN REGION POLICY

**Multi-Tiered Wages and Benefits** - These shall be opposed for their fundamental unfairness, their undemocratic nature, and their inherent divisiveness. They defer contractual problems rather than address them; their elimination should be pursued where they exist.

**Union Principles** --These principles shall be protected to strengthen the bond between union members and to prevent employer discipline of members who respect the legal work actions of other members.

**Pay Equity** - This shall be pursued as a matter of basic justice regardless of race, sex, or other arbitrary or irrelevant factors.

**Progression** - Where they exist, progressions should~ be based on continuous employment, not hours, and should not be ridiculously stretched.

**Defined Benefit Plans** - The union shall seek defined benefit plans as the primary retirement benefit to best assure members of a predictable benefit level when they retire. Other retirement, profit-sharing or savings programs shall only be considered to the extent that they do not jeopardize the basic defined benefit plan.

**Participation In The C.C.W.I.P. Plan** - At the bargaining table, the union shall strive for participation in the C.C.W.I.P. Plan to ensure that earned pension service credits are not lost due to a change of employer or location.

**Work Preservation Clauses** - These clauses shall be secured, maintained and strengthened to ensure the employment of UFCW members at UFCW contract standards.

**Joint Health and Safety Committees** - At the bargaining table, the Union shall pursue the establishment of joint health and safety committees at each workplace to ensure the Union's day-to-day role in guaranteeing the safest work environment for all of its members.

**Jointly Trusteed Health and Welfare Plans** - At the bargaining table, the Union shall pursue jointly trusteed health and welfare plans to ensure the Union's day-to-day role in guaranteeing the best possible benefits to its members.

## UFCW CANADIAN REGION POLICY

**Protections Against Layoff or Closure** - At the bargaining table, the Union shall pursue provisions that will serve to protect members against job loss due to layoff or plant closure, including provisions with regard to: advance notice; a duty to bargain a layoff or closure agreement; severance pay; employer participation and funding of an adjustment committee and related activities; recall and transfer rights; etc.

**Training Trust Fund** - At the bargaining table, the Union shall pursue the establishment of jointly Trusteed Training Trust Funds with employer contributions on a cents per hour basis, to ensure that members receive the training, skill upgrading, retraining and other educational courses they require. Where such funds are negotiated, the first one cent per hour is to be forwarded to the National Office for the UFCW National Training Trust Fund.

**Preferential Hiring** - At the bargaining table, the Union will pursue provisions that secure preferential hiring rights for members of UFCW who have lost their jobs because of layoff or plant closure - such members would be given preference in any new hiring at UFCW organized workplaces.

**Accretion or After-Acquired Store Clauses** - These clauses must be secured, maintained and strengthened in order to preserve area standards and the stability of collective bargaining units. In no case, shall such clauses be negotiated away or weakened.

**Favoured Nations Clauses** - The union shall pursue the highly desirable goal of labour contract parity. Favoured nations clauses shall be vigorously rejected wherever proposed and shall be eliminated where they exist because they are ultra rigid and counter-productive.

**Jointly Administered Employee Benefit Plans** - These plans shall be sought, maintained and strengthened to ensure the union's day-to-day role in guaranteeing the best possible benefits for its members.

**Maximum Full-Time Employment** - The union shall pursue maximum fulltime employment as the keystone to meaningful, rewarding careers which will lead to an informed, committed and cohesive membership.

## UFCW CANADIAN REGION POLICY

While the union recognizes that some industries require the flexibility of some part-time employment and that many members desire part-time employment, the union will seek to incorporate full-time/part-time ratios in collective bargaining agreements which will guarantee as many fulltime hours as practical in all circumstances.

**Minimum Number of Hours A Week For Part-Time Employees** - In the interest of stable, predictable and rewarding employment, the union will seek guarantees of minimum number of hours a week per part-time employee and seek the same benefits as for the full-time employees.

**Jointly Trusteed Dental Plan** - At the bargaining table, the union shall pursue a jointly trusteed dental plan and should work to establish one multi-local/multi-employer dental plan per province.

**Jointly Trusteed Health & Welfare Plans** - At the bargaining table, the union shall pursue jointly trusteed health and welfare plans to ensure the union's day-to-day role in guaranteeing the best possible benefits for all of its members.

**Union Education Trust Fund** - In order to assure better representation and uniform contract administration, the union will seek a Union Education Trust Fund to provide educational programs for union member. The employer contribution to this fund shall be made on a cents (0) per hour basis.

**Protections Against Layoff or Closure - At the bargaining table**, the Union shall pursue provisions that will serve to protect members against job loss due to layoff or closure, as well as the loss of hours of work. Provisions in this regard should include those dealing with: advance notice; guaranteed hours of work; a duty of bargain reduced hours and/or a layoff or closure agreement; severance pay; employer participation in and funding of an adjustment committee and related activities; recall and transfer rights; etc.

**Expedited Arbitration** – The Union will pursue the negotiation of collective agreement provisions that allow for expedited arbitration to ensure that the grievance/arbitration process can be sped up and that grievances cannot be unnecessarily delayed by employers.

## UFCW CANADIAN REGION POLICY

### *SUNDA Y SHOPPING*

The Union supports the maintenance of a Common Pause Day. We vigorously denounce and oppose Sunday store openings. We recognize, however, that in some jurisdictions this practice has been forced on workers by governments. This movement must be halted. UFCW will oppose any further efforts to open stores on Sunday in any jurisdiction and will urge Canadian Labour Congress and the Provincial Federations of Labour to do all in their power to assist the UFCW in efforts to resist this regressive practice.

## UFCW CANADIAN REGION POLICY

### *EDUCATION*

The UFCW shall maintain educational instructors for the purpose of holding courses, implementing schools on a wide range of topics for its Local Unions and members and shall encourage participation in the Canadian Labour Congress, Provincial Federations of Labour and District Labour Council courses. UFCW Locals should also participate in the Education Committees of the above.

Where viable, the UFCW Canadian Region shall establish Provincial and Regional courses in each Provincial in conjunction with the UFCW Provincial Council in the respective Province. Whenever possible, courses shall be held on weekends.

The UFCW Canadian Region shall establish programs in issues of the day for Local Unions in Canada.

## UFCW CANADIAN REGION POLICY

### *NEW MEMBERS' PROGRAMME*

Each Local Union shall develop some form of New Members' Programme to educate people on the UFCW, the Local Union and our membership generally. Assistance for those Locals that have not yet developed New Members' Programmes will be made available through the National Office Education Services.

## UFCW CANADIAN REGION POLICY

### *FEDERATIONS OF LABOUR AND LABOUR COUNCILS*

The UFCW supports Federations of Labour and Labour Councils and urges all Local Unions of the UFCW to affiliate with their respective Federation of Labour and District Labour Council. When affiliated, Local Unions of the UFCW should become fully involved in the activities of the various Federations of Labour and Labour Councils.

## UFCW CANADIAN REGION POLICY

### *STRIKE/LOCKOUT TASK FORCE*

A Strike/Lockout Task Force shall be established in each Province or Region by the Local Unions.

Upon the request of the Local Union involved in the strike or lockout, a meeting will be called by a representative of the National Office with the Task Force in the area to discuss areas of assistance. The Task Force will then call a meeting of the Local Unions in the area to request their participation and assistance. -

The National Office will establish programmes to endeavour to ensure that National Staff and Task Force members have expertise in all strike/lockout related matters such as media, boycotts, administration and strategy.

The National Office upon receiving a strike authorization form from a Local Union will mail a copy to the Strike/Lockout Task Force Policy to the President of the Local Union.

## UFCW CANADIAN REGION POLICY

### *MEMBERSHIP COMPLAINTS*

Member(s) having a complaint against a Local Union Officer or Local Executive Board's decision shall respect the complaint procedure within the Bylaws of the Local Union.

Where an established complaint procedure does not exist, the complaint shall be discussed with the presiding Officer of the Local Union.

The member(s) complaining, if they so wish, shall have the right to forward the complainants, in writing, to the Canadian Director, with a copy of the complaint forwarded to the presiding Officer of the Local Union.

When more than one member is involved in the complaint, the complaints shall designate one member as the representative of the others for filing the complaint and receiving correspondence.

The Canadian Director, on receipt of a complaint, may in his judgement appoint a member of the International Staff to investigate the complaint.

International Staff appointed by the Canadian Director to investigate a complaint shall report their findings and recommendations to the Canadian Director.

The Canadian Director on review of the investigators' findings and recommendations, shall inform the signatory to the written complaint and the presiding Officer of the Local Union, of his decision.

The decision of the Canadian Director may be appealed in accordance with Article 26(C) of the International Constitution.

## UFCW CANADIAN REGION POLICY

### *RACISM*

The United Food and Commercial Workers International Union in Canada is proud to add its voice and contribute its efforts to those who share in the important mission of making Canada a place where all people can live in dignity, peace and harmony.

We, in the UFCW, have no illusions about the difficulty of achieving those ideals. Our history as a Union tells us that injustice sometimes seems intractable, that process is painfully slow, especially in trying to dislodge discouraging and destructive social attitudes.

We deeply regret those attitudes, but, our own experience shows that goodwill, a committed leadership, with carefully constructed and enforced policies, can make an important difference in race relations.

### **UFCW Response To Racism**

The United Food and Commercial Workers represents over 170,000 people who work in every region of Canada. Our membership works in a broad spectrum of industrial, service and government sectors. We have a multi-racial membership.

Our members know in detail, and first hand, the unmentionable effects of racism at work. They have seen racial harassment and discrimination both in and out of the workplace. Victims of racism are filled with anger and complete frustration when their aggressors are fellow workers. These feelings are often accompanied by guilt and despair when the harassment and discrimination comes from persons in authority.

In speaking about racism, the American writer James Baldwin once said,

“You can only face in others what you can face in yourself”

Our Union, the UFCW, has taken this to heart. This Union wants to promote human values that we all must strive to achieve. It will not be easy. There is no magic formula. It takes leadership and resources. The most important factor, we believe, is the admission of the problem.

## UFCW CANADIAN REGION POLICY

UFCW anti-racism and human rights programmes must include:

1. The development and dissemination of a comprehensive policy against any form of racism in the workplace or in our own Union organization or structure.
2. Institution of a confidential procedure for mediating and resolving racism amongst our members.
3. Assigning staff to assist Local Unions on implementing the policy.
4. Conducting human rights conferences and workshops on a regular basis.
5. Developing human rights and anti-racism courses and materials to aid our human rights programmes.
6. Establishing human rights committees in as many of our Councils and Local Unions as possible.
7. Training individuals to handle racial incidents which occur on the job or at Union gatherings.
8. The UFCW is committed to the implementation of Employment Equity in the workplace (as outlined in the UFCW policy on Employment Equity).

We recognize that this is only the beginning. We still have a long way to go. A programme is only as effective as the determination of those who administer it. We will work on it and we will make progress.

## UFCW CANADIAN REGION POLICY

### *LOCAL UNION ELECTIONS*

All Local Union shall abide by or conform to the Article 35 of the UFCW International Constitution and all UFCW Local Unions shall adopt the Local Union election procedure from the UFCW International Constitution and the Local Union Model Bylaws.

#### Article 35

#### Local Union Elections

- (A) An active member in the Local Union, who has been an active member in the Local Union, or who had been a member of another organization merged with the Local Union, for a continuous aggregate of at least one year immediately preceding the month in which nominations are held, or an active member in the Local Union who has been an active member in the International Union continuously for at least two years immediately preceding the month in which nominations are held, shall be eligible to hold any Local Union office provided that said member maintains continuous active membership.
- (B) The constitutional officers of the Local Union shall be elected as provided in Article 35(C); and unless otherwise provided in the Local Union's bylaws, the term of all officers shall be three years. In the event applicable law allows a term longer than three years, the Local Union may amend its bylaws to provide for such longer term. Bylaw amendments establishing terms of office shall be effective following the next election after their adoption. Terms of office shall expire on December 31, unless the Local Union's bylaws provide that they shall expire on the last day of another month.
- (C) 1. Nominations shall be conducted during the six-month period preceding the expiration of the term of office. Not less than 15 days prior to nominations, notice shall be mailed by the Local Union to each member at his or her last known home address, setting forth the times, dates, and places, for conducting the nominations. The nominations shall be conducted at such time and places as will afford all active members a reasonable opportunity to nominate.

## UFQW CANADIAN REGION POLICY

2. Elections shall be conducted during the six month period preceding the expiration of the term of office, as provided in the Local Union's bylaws. Not less than 15 days prior to elections, notice shall be mail by the Local Union to each member at his or her last known home address, setting forth the times, dates, and places for conduction the election. The elections shall be conducted at such times and places as will afford all active members a reasonable opportunity to vote. If the Local Union members are so widely dispersed that they must travel an unreasonable distance to vote at a single polling place, the Local Union shall provide for multiple polling places. Any active member in the Local Union, as defined in Article 4(B) of this Constitution, shall be eligible to vote in the Local Union's elections.
3. Notice of nominations and elections may be combined into a single notice, which shall be mailed not less than 15 days prior to nominations.
4. No member may run for more than one office in any election, and no member may hold more than one Local Union elected office at any one time. The regular employees of the Local Union shall not constitute more than 50 percent of the membership of the Local Union Executive Board.
5. The Local Union President shall select a general chairperson, who shall be a member of the United Food and Commercial Workers, to supervise the conduct of the nominations and elections and not less than three months to act as election judges to assist the general chairperson. The general chairperson and election judges, who together shall constitute the election committee, shall not be candidates for Local Union office. The general chairperson shall establish the applicable dates, times, places, manner, and procedures for the nominations and election. The

## UFCW CANADIAN REGION POLICY

elected committees shall maintain custody for all ballots and election registers during the conduct of the elections. Where multiple polls are used, at least one election judge or the general chairperson shall supervise the election at each polling place.

6. Each eligible member desiring to vote shall sign an election register authorized by the general chairperson of the election. The voter shall be given a ballot authorized by the general chairperson and shall be provided an opportunity to vote his or her ballot in secrecy. Ballots shall bear no number or marks which might identify the voter. After marking his or her ballot, the voter shall fold and place it in a secured ballot receptacle provided by the election committee. Alternative procedures for voting by machine, adequate to ensure the secrecy of the ballot, may be provided. Candidates may have observers, who shall be active members of the Local Union. Adequate safeguards to ensure a fair election shall be provided by the Local Union officers and election officials.
7. Where the election is conducted at a single membership meeting, the results shall be tallied and recorded by the general chairperson of the election and the election judges at the close of the voting.
8. Where the election is conducted at multiple times or polls, the general chairperson of the election and not less than three election judges designated by the general chairperson shall meet not later than the second day following the last day on which the election was held and at a time and place to be specified by the general chairperson to tally and record the results of the election. As may be determined by the general chairperson prior to the balloting, the ballots may be counted at the close of each polling place, provided that the general chairperson or at least one election judge is present, and provided further that the general chairperson and not less than three election judges designated by the general chairperson shall tally and record the final results of the election as provided above in this paragraph.

## UFCW CANADIAN REGION POLICY

9. The general chairperson of the election may determine to conduct the election by a mail referendum in its entirety or in outlying areas in lieu of or in addition to the election procedures specified in Article 35(C). If a mail referendum is conducted, members shall be provided with two envelopes for returning mail ballots, one of which shall be a secret ballot envelope with no identifying number or marks, and the other of which shall be a ballot return envelope which shall be pre-addressed to a post office box used solely for the purpose of the mail referendum. The general chairperson shall establish a deadline for the receipt of return mail ballots, which shall be no earlier than 15 days or later than 30 days after the date upon which the ballots are mailed to the members; provided that, if separate notice setting forth the manner and the dates that the ballots will be sent to the membership and that the return mail ballots must be received has not previously been mailed to each member at his or her last known home address, the receipt deadline shall be no earlier than 20 days after the date upon which the ballots are mailed to the members. If only a portion of the election is conducted by mail ballot, the receipt deadline shall be within the limits provided above and, in addition, the same as the date established for the close of voting in the non-mail portion, if any, of the election. Adequate safeguards to ensure the secrecy of each voter's ballot and the fairness of the mail referendum shall be provided by the Local Union officers and election officials.
10. Write-in candidates and proxy voting shall not be permitted.
11. A plurality of votes cast shall be required for election, except as to the officers of Local Union President and Secretary-Treasurer, where a majority of votes cast shall be required for election. Where the election for an office other than President or Secretary-Treasurer results in a tie or where no nominee for Local Union President or Secretary Treasurer receives a majority of votes cast, a runoff election between the two nominees with the higher number of votes shall be conducted.

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12. When nominations have been completed and there are unopposed candidates, such unopposed candidates shall be deemed elected by acclamation.
13. The ballots and all other records pertaining to the nominations and elections, including the membership mailing lists which were used to send the notices of the nominations and elections, shall be preserved for not less than one year by the Local Union President.
14. A copy of the results of the election shall be immediately mailed to the International President.
15. Formal installation of the newly elected officers may be either before or after the start of their term of office to suit the convenience of the Local Union, but in any event, during either the month preceding or the two months following the start of their term of office; provided, however, that no officer shall be deemed to be in office unless bonded where required by the Constitution and laws of the International Union.
16. No funds of the International Union or any of its chartered bodies shall be used to promote candidacy of any person for any elective office within any chartered body. -
17. ' No publication sponsored by or supported by the International Union or any chartered body shall be used to promote the candidacy of any person for elective office within any chartered body.
18. In the event any candidate for the office of President dies between the nominations -and the completion of the election shall be postponed. New nominations for all offices and an election for same shall be conducted prior to the conclusion of the present term of office, unless compliance with the other time provisions of this Article of the Local Union's Bylaws is not possible. Notice of the rescheduled nominations and election shall be mailed to the membership pursuant to the provisions of Article 35(C)1, 2 and 3.

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19. Not more than 15 days subsequent to the election, all challenges to the election shall be submitted to the general chairperson of the election. The Local Union general chairperson and election judges shall consider any such challenge and take such remedial action as they deem appropriate. Not more than 15 days subsequent to such decision, an aggrieved challenging party may appeal such decision to the International President. Where the general chairperson of the election and the election judges fail to render a decision within 30 days of the Local Union election, the challenging party may appeal to the International President not later than 15 days thereafter.
  20. The decision of the International President may be appealed to the International Executive Board not later than 30 days after such decision has been rendered.
  21. The International President or International Executive Board shall take whatever steps deemed necessary to resolve the challenge to the election and enforce their respective decisions.
  22. Any challenge or appeal which could have been presented in compliance with filing requirements, but was not, shall be deemed to have been waived.
- (D) 1. Where vacancies occur in any office of a Local Union, the Local Union Executive Board, not later than 90 days after the vacancy occurs, shall fill the vacancy for the balance of the term. However, a vacancy in the office of Local Union President shall be filled no earlier than 30 days nor later than 90 days after the vacancy occurs. Any member filling a vacancy must satisfy the eligibility requirements of Article 35(A) as applicable to the filling of vacancies.
2. In the case of vacancy in the office of Local Union President, the Secretary-Treasurer of the Local Union shall perform the duties of such office until a new President is elected by the Local Union Executive Board.

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- (E) If any officer shall fail to attend three successive Local Union Executive Board meetings, without satisfactory excuse, the office shall be declared vacant by the Local Union Executive Board.

And that any Local wishing to use the procedure for election by mail referendum mentioned in the United Food and Commercial Workers International Union's Constitution may refer to Article XII Section (H) of the Local Union Model Bylaws which states:

### "Section H(22)

1. In lieu of or addition to the election procedure provided for above, the general chairperson of the election may determine to conduct the election by mail referendum in its entirety or in outlying areas.
2. An election by mail referendum shall be conducted as follows:
  - (a) The general election chairperson and election judges will send by first-class mail to each active member of the Local Union eligible to vote by mail ballot the following: (1) instructions as to the procedure to be used by the members in casting their secret ballots by mail; (2) one official ballot and one envelope bearing only the words "Secret Ballot", with no identifying number or marks; and (3) a ballot return envelope with a space for a return address which shall clearly call for the members's printed name and social insurance number, and which shall be pre-addressed to a post office box secured solely for the purpose of the mail referendum.
  - (b) The Local Union general chairperson and election judges establish a deadline for the receipt of return mail ballots which shall be no earlier than 15 days or later than after the date upon the ballots are mailed to the members; provided that if separate notice setting forth the manner and the dates that the ballots will be sent to the membership and that the return mail ballots must be received has not previously been mailed to each member at his or her last known home address, the receipt deadline shall be no earlier than 20 days after the date upon which

## UFCW CANADIAN REGION POLICY

the ballots are mailed to the members. If only a portion of the election is conducted by mail ballot, the receipt deadline shall be within the limits provided above and, in addition, the same as the date established for the close of voting in the non-mail portion, if any, of the election.

- (c) On the day of the receipt deadline, after 12:00 noon, the general chairperson and election judges shall together pick up the mail referendum ballots and return them unopened to the location provided for tabulating the election results. The general chairperson and - the election judges shall remove the "Secret Ballot" envelope containing the ballot from all ballot return envelopes verified to have been sent by eligible voters. After the "Secret Ballot" envelopes have been separated from the return ballot envelopes, they shall be opened and the votes tabulated by the general chairperson and election judges along with the votes to be counted from the non-mail portion, if any, of the election.
- (d) Adequate safeguards to ensure the secrecy of each voter's ballot and fairness of the mail referendum shall be provided by the Local Union officers and election officials.
- (e) In all other applicable respects, the provisions of the International Constitution and these bylaws relating to the election of Local Union officers shall govern."

## UFCW CANADIAN REGION POLICY

### *LEUKEMIA RESEARCH FUND*

It is the policy of UFCW to support the Leukemia Research Fund as the official charity of our Union. Leukemia strikes thousands of Canadians every year and is the largest killer of children between the ages of 2 and 15, after accidental deaths.

At one time almost certainly fatal, leukemia research in the last 20 years has produced great results - more than 50 per cent of children with the disease now stand a good chance of being cured.

Research of this kind, plus the various care programs provided by the Leukemia Research Fund, require large amounts of money. UFCW members have shown great generosity in supporting the efforts of the Leukemia Research Fund in past years.

UFCW's goal is to raise over 1 million dollars per year for leukemia research. In addition, our Union wishes to promote and support the establishment of branches of the Leukemia Research Fund across Canada.

Those afflicted with leukemia now, and those who may unfortunately contract the disease in future, rely on the humanitarian goodwill of UFCW members. **We urge your generous participation.**

## UFCW CANADIAN REGION POLICY

### *BILINGUALISM AND LANGUAGE USAGE*

The UFCW will provide its services in the two official languages of Canada throughout the country, wherever the need for such exists.

All services of UFCW Canadian Region's Representatives and Officers, including Education, Women's Concerns, and Communications and Publication, will be made available in both official languages, as practicable.

All publications of UFCW Canadian Region for national distribution including the UFCW International Constitution, UFCW Canadian Region Model Bylaws, general membership publications such as UFCW *Canada Action* magazine, mailings to Local Unions and chartered body leaders, and any organization or informational packages for general membership or public distribution - will be made available in both official languages, except where time-valuable information exchange precludes translation.

A number of UFCW Canadian Region's Staff are fully bilingual, and several other able to deal in a second language to a more limited extent. In addition, UFCW Canadian Region's administrative staff includes bilingual staff members and a full-time translator.

In both languages, particularly with regard to publications, UFCW Canadian Region's policy is to ensure that the usage of language conforms to our Union's other policies, particularly in avoiding racist or sexist connotations. Phrases with racist or other potentially insulting interpretations - such as "too many chief, not enough Indians" - are never used.

In English, non-sexist terminology means using terms such as "worker" instead of "workman", "spokesperson" instead of "spokesman", "human race" instead of "mankind"; not, however, applying to some usages without etymological reference or where non-sexist terms are not in usage, such as "foreman".

In French, nouns are more complicated, since most have a gender-specific connotation. For example, the term "travailleur" does not, in the modern context, include or recognize "travailleuses". This recognition has been made in our International Constitution in our Union's name:

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"Travailleurs et travailleuses unis de l'alimentation et du commerce", and it is the policy of UFCW to ensure that the contribution of women in our Union and in society is reflected in linguistic use. Due to the complexities of the French language in this regard, the following guidelines are used:

Instead of using a masculine form of a plural noun which includes both women and men, both forms are used in the first instance. In determining which form should take precedence, the proportion of women and men in the group is considered.

- In all cases, grammatical agreement follows traditional guidelines, employing the masculine plural: "Chaque bureau regional remettra un formulaire aux participants et aux parricipantes, afin qu'As puissent le remplir
- Where space does not allow, such as in a headline, or in the interest of keeping text concise and readable, a contracted form of the noun is used, employing a hyphen: "travailleurs-euses". Parentheses are not used ("travailleur(euse)s") since they make the enclosed ending secondary in importance.
- Where possible, a neuter term should be used. For example, "members" is in many cases interchangeable with "employes et employees"; "grevistes" can often replace 'piqueteuses et piqueteurs".

## UFCW CANADIAN REGION POLICY

### PAY EQUITY

In the past few years pay equity has been legislated in several provinces, providing an opportunity for organized labour to help correct the imbalance that exists in the workplace.

What is at issue, first and foremost, is the economic gap between men and women, expressed in the form of low pay, inferior benefits, scant job security and limited opportunities. The dimensions of this gap are well documented:

- the average female worker continues to earn approximately 35 -36% less than the average male worker;
- the jobs women hold are overwhelmingly concentrated in the bottom half of the income ladder;
- 55% of single-parent families headed by women earn incomes below the poverty line.

For women who belong to visible minorities the incidence of unemployment, low wages and poverty is substantially greater. What we are dealing with as a union are three unacceptable realities:

- the majority of women workers are low-wage earners;
- the majority of low-wage earners are women;
- and, the majority of women workers are employed in sectors where there is no collective bargaining and frequently in small workplaces where pay equity legislation does not apply.

#### **Women Workers and the Low-Wage Economy**

The unequal economic position of women is reinforced by changes that are now taking place in the way employers are organizing work. The past decade has seen a marked growth in what are called "marginalized"

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categories of workers. To some that is a new term, but it is an important term. To be "marginalized" means to be excluded from the economic mainstream. It is *not to be confined to an economic dead-end where wages are low and where there is neither security nor opportunity.*

The "marginalized" are overwhelmingly found in sectors dominated by small employers. *Increasingly*, however, they are being found among large employers where they are often designated "casual", "part-time", or "temporary" workers. The "marginalized" include the workers caught up in the contract/tender system: cleaners; food preparation workers (including many UFCW members), security employees, and others who work for service contractors. "Marginalized" workers are also found in small manufacturing plants that do increasing amounts of subcontracting work for large employers. They are also a low-wage labour force that is the foundation of the retail and financial sectors of the economy. Three points are important:

- the number of "marginalized" workers is increasing as is their share of the labour force;
- "marginalized" categories of labour are often created by large employers as a means of reducing labour costs;

and most importantly,

- the vast majority of theses "marginalized" workers are women. For visible minority women, the chances of being forced into one of the marginal categories are even greater.

The growth of the "marginalized" categories of workers is no accident. It stems from deliberate employer decisions. We can categorize workplaces based on wages and working conditions. First, there is a "core sector" where wages are usually decent, there is a degree of security, and there sometimes is a measure of opportunity. This core sector is composed mainly of large employers in manufacturing, transportation, communications and the public sector. Outside this core are the small employers and the large chains (banks and department stores). Among these employers, wages and working conditions are substantially inferior. Two trends are apparent. The first is that workplaces outside the "core" are increasing in proportion to total

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employment. The second trend pertains to the reorganization of work within the core. Quite simply, decent jobs are being eliminated within the "core".

Technological change eliminates many jobs, but other strategies are also at work. Privatization in the public sector, sub-contracting in industry, contracting out, "part-timing" and "casualization" - employers use these devices on a systematic basis. Their purpose is always the same, to cut labour costs by reorganizing work in order to reduce the proportion of workers who are directly or securely employed by the core sector of the economy. In large measure, the employers have succeeded. Their success reinforces the economic gap between men and women workers.

The economic gap between men and women workers is based on the segmentation of the labour force that we have just described. But there is more to it than that. For workers to be divided into well paid and low paid classes, segmentation must be supported by ideologies that sanction discrimination. Economic discrimination feeds on and reinforces these **discrimination ideologies**. There is no shortage of such of ideologies but racism and sexism are the most durable and the most effective. It is, after all, always easier to operate a cheaper labour policy when some people are "supposed" to get low wages.

Segmentation of the work force and discrimination ideologies go hand and hand. Their first victims are women workers and visible minorities. But in the longer run, the victims are the labour movement and social democracy. Segmentation erodes the social basis for solidarity and collective bargaining.

We referred to the three unacceptable realities about segmentation of the workplace: that the majority of women workers are low-wage earners, that the majority of low-wage earners are women and that the majority women workers are employed in sectors where there is no collective bargaining and frequently where pay equity legislation does not apply. The conclusion that we draw from these facts are equally unacceptable. For working class women, the fight to abolish the economic gap means first and foremost fighting against the legal and economic foundations of the low-wage system. And, second, it means putting in place the kind socially provided support that will enable women workers to participate fully in the economic life of this country. If we accomplish

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these tasks, our movement will grow. If we do not, then we need only look at the United States to see where the process of segmentation will take us.

### **Breaking the Low Wage System**

Real pay equity for women workers and real economic justice for all low wage workers will only come about when we have broken the legal foundation of the low wage system. To break that system, UFCW takes specific aim at the way in which employers create "marginalized" categories of workers.

### **First Objective - Make Collective Bargaining Agreements Fully Binding**

There is only one way to prevent employers from creating "marginalized" jobs through sub-contracting and contracting out. UFCW must continue to push for amendments to the provinces' Labour Relations Acts to prohibit contracting out and sub-contracting during the term of a Collective Agreement. Our members' employers must not allowed -to walk away from signed Collective Agreements. A Collective Agreement must be as binding on an employer as it is on us.

### **Second Objective - Make Successor Rights Absolute**

Under existing labour legislation in Canada, an employer can often deunionize by moving its plant. When work such as cleaning or food preparation is contracted out to a service contractor, a union can be eliminated simply by changing contractors. Employers must not be allowed to de-unionize. When workers have chosen to bargain collectively nothing an employer can do should be able to nullify that choice. Real equality means making successor rights absolute. UFCW continues to strive for this objective.

### **Third Objective - Effective Employment Standards**

There is only one way to reverse the "casualization" and "part-timing" of labour - only one way to stop the erosion of secure jobs. Employers must be limited in their ability to turn secure, full-time jobs into part-time or casual jobs. The "part-timing" and "casualization" of work must be reversed. UFCW members who are employed at less-than-standard hours must have the same rights, the same **benefits and the same**

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security as regular full-time workers. And when work is permanent, the workers who do that work must also be permanent. In short, there must be no economic dividend to discrimination, nor any financial incentive to "casualize" or make work "part-time". The minimum wage must also be raised.

### **Fourth Objective - Get Collective Bargaining into the Small Employer Sector and Make it Effective**

The small-employer sector is largely protected by natural obstacles to collective bargaining. The costs of organizing are greater and the cost of supporting collective bargaining even greater. In that sector, the system of employer-by-employer bargaining helps to keep out collective bargaining. Workers in the small-business sector - mostly women - will only have practical access to collective bargaining if it is organized on a sectoral basis. One way this can work can be seen by looking at Qu6bec: any union can apply to have a group of employers designated as a sector and subjected to economic terms of its principal Collective Agreements. The effect of Qu6bec's **Collective Agreement Decrees Act** has been to extend collective bargaining into economic sectors which had been previously excluded. If we are to break the low-wage system, we must have the means to provide workers in the small-business sector with access to collective bargaining.

### **Fifth Objective - Give Workers In Franchise Operations and Chains a Fair Chance to Unionize**

Many workplaces in which women are concentrated pose particular obstacles to unionization. Banks and other financial institutions have the economic power that goes with being a large employer. UFCW knows from bitter experience that the branch system used by banks and other financial institutions poses significant barriers to both unionization and to effective collective bargaining. UFCW members in many retail chain and franchise operations are in the same position. To be effective in these types of chains and branch operations, collective bargaining must function on a regional basis or across an entire chain. We need amendments to the provincial Labour Relations Act (and for the banks, the Canada Labour Code) to enable UFCW to move quickly from certification at a branch or single-unit level to certification at a regional or chain-wide level.

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The five objective we have outlined are intended to constitute a programme to break the legal foundation of the low-wage system. The position of women workers in the economy is inextricably bound up with continued operation of that system. Women from visible minorities are oppressed by this -system in even greater proportions.

We in UFCW have always understood that the struggle for pay equity, while it affects women workers first and foremost, is in fact, a workers' issue.

This policy, is therefore, to be used as a guide in the collective bargaining and lobbying activities of all UFCW Officers and Representatives.

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### *HARASSMENT IN THE WORKPLACE*

Personal harassment is more than cruel, destructive and vulgar behaviour - at the workplace, it can destroy the solid base of our Union.

Union solidarity is based on the principle that all workers are brothers and sisters, and that all are equal. Harassment destroys that principle by assuming that certain of our members are inferior to others.

Harassment is anti-union behaviour and cannot be tolerated within the UFCW. Every UFCW member - male or female - has the right to work free from all forms of harassment.

The policy of this Union covers harassment on the following grounds: sex, sexual orientation, disability, race, religion and age.

The participation of UFCW Local Union leaders is crucially important to make this policy work. But every UFCW member must challenge harassment when it occurs. Stopping harassment is the responsibility of everyone in the UFCW.

If we respect each other and confront harassment whenever it occurs in our workplace, a stronger, more viable, and compassionate Union will endure and grow.

### **DEFINITION AND IMPLEMENTATION OF HARASSMENT POLICY**

#### **What is Harassment?**

Harassment is not a joke. It is cruel and destructive behaviour against others that can have devastating effects. Harassment among coworkers, in particular, is contrary to our basic Union principles of solidarity and equality.

It is an expression of perceived power and superiority by the harasser over another person, usually for reasons over which the victim has little or no control: sex, race, creed, colour, marital status, sexual orientation, disability, political or religious affiliation, or place of national origin.

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Harassment on any of these grounds can be made the basis of a legitimate complaint to most Provincial and Federal Human Rights Commissions.

Harassment can be defined as any unwelcome action by any person(s) -in particular by management or a co-worker - whether verbal or physical, on a single or repeated basis, which humiliates, insults or degrades.

"Unwelcome" or "unwanted" in this context means any action which the harasser knows, or ought reasonably to know, is not desired by the victim of harassment.

### Sexual Harassment

Sexual harassment is any unwanted attention of a sexual nature, remarks about appearance or personal life, or offensive written or visual actions such as graffiti or degrading pictures, physical contact of any kind, and sexual demands.

Men, as well as women, can be victims of sexual harassment. In the overwhelming number of instances, however, women are sexually harassed by men.

Most often, the harasser is in a position of authority over the victim, such as a supervisor. In cases in which the harasser wields some economic clout over the victim, this can be resolved with the backing of the Union.

The toughest harassment situations occur **when the harasser and** the victim are co-workers. Even when both the harasser and the victim are UFCW members, the Union has an obligation to deal with the situation. Ignoring harassment penalizes the victim and erodes Union solidarity.

### Racial Harassment

Racial harassment is any action, whether verbal or physical, that expresses or promotes racial hatred or derision in the workplace. Examples are racial slurs, written or visually offensive actions, jokes or other unwanted comments or acts.

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Workers did not create racism. The roots of racism go back deep into the history of our society. Racism has served employers well as a justification for exploiting certain groups of workers more than others, and generally dividing workers and their organizations.

### **Why is Harassment A Union Issue?**

By pitting certain groups of workers - such as women or ethnic minorities - against others, harassment creates a climate of intolerance and division among the membership. By eroding our unity and strength, it can weaken our effectiveness at the bargaining table or on a picket line. Also, obviously, it demeans the quality of the victim's life at the workplace. It is management's responsibility to ensure the workplace is free of harassment. Leaving it up to management is not good enough.

Our goal as a Union must be to help create a workplace environment free of harassment. That means not only dealing with complaints when they arise, but also watching for instances of harassment and confronting the source.

### **How Does The UFCW Harassment Policy Work?**

The involvement of the Local Union is crucial in combatting harassment in the workplace. The Local leadership plays a key role in providing support for victims of harassment and assisting them in resolving incidents without delay.

The experience of harassment can be overwhelming for the victim. People can often react with shock, humiliation and intense anger. Harassment victims may not feel comfortable going through the normal channels for resolving such a problem.

That is why under UFCW policy, harassment victims can report an incident and initiate a complaint with any number of elected Local Union people or the National Office.

What about the Human Rights Commission? Nothing in the UFCW harassment policy prevents members from filing a complaint with the Human Rights Commission. The complaint process at the Commission is so lengthy and slow that it could take months or years to get a

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resolution. To be considered, a claim must be filed with most Human Rights Commissions within six (6) months of the occurrence of the incident.

If a worker believes that he or she is being harassed **at work** and wants help:

1. The harassed victim can approach any Local Union elected person or official, including members of the Womens' Committee, Human Rights Committee and Affirmative Action Committee;
2. The incident must be brought to the immediate attention of the Unit Chairperson, Steward, Business Representative or the Local Union President by the victim(s) or whoever they have chosen to assist them;
3. The Local Union President, Steward, Business Agent or the Unit Chairperson can contact the UFCW's National Director or his or her designate and, if necessary, meet with senior Company Representative (s) to investigate.
4. Within ten (10) working days of notifying the Local Union, the issue must be resolved, and the resolution of the harassment complaint must reflect the serious nature of such act(s).
5. Confidentiality must be respected throughout the process.

This policy encourages all of us as Union members to challenge harassment whenever it occurs. We must make sure that harassment does not threaten the dignity of UFCW members anywhere in the workplace.

By respecting our brothers and sisters and confronting harassment in the workplace, we can build a stronger and more effective Union.

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*"CALL ME SISTER, CALL ME BROTHER "*

"The thing that bothers me is that if you're going to call me a brother, and if you're going to call a woman a sister, mean it. Because you don't go out and assault your brother, and you don't go out and attack your sister. This is a big family, then, when we say brother; we mean brother." --  
'Pogo'.

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### *LOCAL UNION OFFICER'S AND STEWARDS OATH*

All Officers and Stewards should be sworn in using the following Oath:

1, (Officer's/Steward's name), do solemnly and sincerely pledge, on my word of honour, before the members and other witnesses here assembled, to faithfully perform and diligently execute, to the best of my ability, the duties and responsibilities of the office to which I have been elected as prescribed by the Constitution and Local Union Bylaws of this International Union. I pledge that I will, to the best of my ability, protect and promote the democratic institutions and processes, human rights and liberties and the highest traditions of social and economic justice for our members in Canada. I pledge to deliver to my successor in office all books, papers and other property of the International and Local Union that may be in my possession or under my control at the close of my official term. Further, I pledge at all times to bear true and faithful allegiance to the International and this Local Union and to uphold and support its Constitution and Local Bylaws, as becomes a member and Officer of this Union.

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### *MEMBERSHIP OATH*

All members should be sworn in using the following oath:

"I, (give name), hereby pledge my word of honour that I will be true to the United Food and Commercial Workers International Union and its principles as long as I am a member thereof; that I faithfully comply with all the provisions of the International Constitution and Bylaws of this Local Union; that I will consider every one of its members as my friend and brother or sister; that I will not reveal any business or proceedings of any meeting of this Union except to those who have a right to such knowledge; that I will comply with the orders, regulations and laws of this Union, and that I will at all times abide by the regulations and decisions of the United Food and Commercial Workers International Union; that should I fail to keep these promises I shall be punished with expulsion from this Union."

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### *BORROWED MANPOWER*

Borrowed personnel may be obtained from either a Local Union or at the International level.- Expenses for borrowed personnel obtained from a Local Union are as follows: the daily per them rate established for International Staff plus the actual cost of hotel, reimbursement for all gasoline used in connection with the program, coach air transportation to and from assignment should the representative be instructed to fly or an amount per mile (or kilometre) equivalent to the amount established for International Staff for all business miles traveled if the business representative uses his/her personal car. Incidental miscellaneous expenses, such as tolls, business related parking, local telephone calls, etc., are also allowable. Expenses for borrowed personnel obtained at the International level are the same as those expenses which apply to each representative per his/her Collective Bargaining Agreement.

Representatives will be required to submit expense vouchers, with receipts, and a written report (for each two-week period that the program is in effect). The original of the expense voucher, with receipts, is to be sent to the International Headquarters in the salmon envelopes marked "Accounting". Copies of the expense vouchers and written reports must be mailed to the Regional Director in whose region the Representative is working. The original of the written report must be sent to the Chief Executive Officer of the Local Union with a copy to the Regional Director (when a Representative is borrowed at the International level) to whom the Representative is permanently assigned.

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### *SUBSIDIES*

Subsidy programs to Local Unions are determined by the Canadian Director depending on the needs of the Local Unions.

Subsidy programs may be used to assist the Local Unions in organizing programs, in hiring new employees or to assist Local Unions in financial difficulty. Subsidy programs are established for a specified period of time, up to six months, and can be renewed by the Canadian Director for an additional period of time thereafter.

The Chief Executive Officer of the Local Union receiving a subsidy shall submit a progress report of the program to the International President for each month that the subsidy is in effect. A copy of this report will be sent to the Canadian Director. Forms for the report of the Chief Executive Officer shall be sent to the Local Union by the International. Upon receipt of the report of the Chief Executive Officer, the International will reimburse the Local Union for its share of the subsidy.

The International President's letter to the Local Union, establishing the program will advise the dates the reports are due, and supply the forms to be used when submitting the reports.

Financial assistance shall not be granted on a retroactive basis. Therefore, the appropriate reports must be received the week following the period of the report covered.

The Local Union should submit a written request for any renewal of a subsidy.

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### *REQUESTING AUTHORIZATION TO STRIKE*

#### **Notification and Negotiations**

During the open period, before the expiration of a current contract or following certification in a new bargaining unit, notification should be given as quickly as possible so that negotiations can commence.

Registered letters should be forwarded to the Company to open the negotiations and a copy of the registration slip kept on file in the Union Office.

Negotiation meetings should commence as quickly as possible with the employer and every attempt should be made during good faith bargaining to reach a Collective Agreement.

If negotiations have a tendency to drag or slow down or the Company ceases negotiating in good faith then the Local Union should proceed as quickly as possible to conciliation, mediation, or whatever other avenue is available to it.

#### **Conciliation.**

When negotiations have failed to progress as well as the Local Union membership and/or leadership could reasonably expect, then an application for conciliation should be made, a meeting of the members should be held to inform them of this action and a "first" strike vote should be taken.

The strike vote will do two things:

1. the Negotiating Committee will then have this power or club in conciliation and hopefully this could strengthen their bargaining position;
2. the request for strike sanction can be made to the International President as is called for in the Constitution, far enough in advance of any of the strike deadline so that the procedures can be put in motion to have strike sanction granted in a timely fashion.

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Every Local Union will undoubtedly take another strike vote at the end of its negotiations, conciliation or mediation efforts, prior to going on strike. Usually, this strike vote does not leave enough time for the procedures to be followed within the required time limits under the International Constitution.

### **Strike Sanction**

When requesting strike authorization, all Local Unions must fill out the "Request for Authorization to Strike" form. All copies of this form, including copies for the International must be sent to the Canadian Office *ONLY* (You should, however, retain your copy).

Requests should be sent at least 30 days in advance of any contemplated strike action. Please note that no telegram or telepost is required.

The forms must be signed by the President and Secretary-Treasurer of the Local Union. Should one of the signatures be missing, the form will then have to be sent back to your Local for proper signatures. Should you anticipate being on holidays, etc., it might not be a bad idea to have a few of these signed ahead of time.

*If no strike occurs within 90 days, the strike request must be renewed by the Local Union by filling out a new form.* It should be renewed approximately 15 days ahead of expiration of the 90 day period following the granting of strike sanction by the International. Again the renewal should be sent to our office *ONLY* and no telegram or telepost is required.

When you receive the telepost (U.S. Mailgram) from Washington granting strike authorization, you should note that on the telepost it says: "pending final release from Vice-President Kukovica".

However, in order to obtain this final release, the following must be done:

- 1 . Prior to your actually engaging in strike action you will have to notify the Canadian Region Office prior to the strike date, should we need to become involved in the negotiations.

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2. Then, on the actual day of the strike, you must obtain final release verbally from the Canadian Region Office.

### During the Strike

1. The payment of strike benefits, assuming strike authorization is granted, is payable at the end of the second week of the strike at the rate of \$60 per week, per striker, retroactive to the 8th day the strike was in effect.
2. The Local Union must fill out the Strike or Defense Benefit Report of Receipts and Disbursements and the questionnaire which accompanies the Report of Strike Expenditures, each week, and return to the International President.
3. Strike benefits (financial assistance) will commence two full weeks from the date of the strike. It should be noted that a strike does not have to start on a Sunday, but for example, can be from a Tuesday to a Tuesday.

Strike benefits will be paid after you **have forwarded the "Report on Strike Expenditures"** sheets to the International Headquarters Office in Washington and strike benefits will be \$60 per signature.

### After the Settlement

When you reach a settlement or following ratification, *whether having gone on strike or not, you must notify in writing* the Canadian Office following the date of said settlement or ratification or as soon as possible, indicating the date that the strike was settled or ratified in order that we may then remove these from our "Strike and Boycott" report.

### General

It is understood that the procedure in some of the Local Unions may vary from that set out above, and the areas we have dealt with are intended as a guide to the Local Unions to assist them for the utmost benefit of their members.

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We invite you to carefully read. Article 23, Section (E) and (F) of the International Constitution.

The Office of the Canadian Director will attempt to cooperate with all Local Unions in respect to the above matters and, if there are problems which arise, we would appreciate being informed so that we can be of assistance to you and your members.

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### *FREE TRADE*

Canada is a trading nation. More than 30 per cent of the Gross National Product and some 3 million Canadian jobs are dependent upon international trade.

As a nation, Canada has always supported fair trade between nations designed to benefit the people of the countries involved in trade. Canada has supported and promoted the economic development of all nations as a basis for economic and social progress for the working people of those countries.

In recent years, the corporate agenda in Canada, the United States, and a number of other countries, has focussed on so-called "free trade". Under this banner, corporations and their allies in government have promoted the removal of all "barriers" to unfettered trade, as well as the mobility of capital, resources, and people between nations. They have promoted the creation of a "level playing field", neglecting to point out that when it comes to social programmes, labour legislation, environmental protections, and the standard of living for workers, what is really desired is a "swamp" based on the lowest common denominator of conditions.

The Canada-U.S. Free Trade Agreement (FTA), extended and expanded into the North American Free Trade Agreement (NAFTA), is a comprehensive economic integration agreement. It covers trade in services as well as goods, capital mobility as well as enhanced labour mobility for professional and business groups, and the activity of corporations as well as the management of resources. Directly or indirectly, little of Canadian economic, social or environmental policy has been untouched by it.

According to statistics Canada, from December 1984 to December 1988 (the last month before the trade deal was implemented), 1.3 million jobs were **created** (1.1 million full-time) and the unemployment rate was 7.5%. During the following four and a half years, the economy added zero jobs (291,000 full-time jobs were lost).

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Ultimately, the FTA and NAFTA represent a further shift in power in favour of capital, reinforcing globalization and the ascendance of transnational corporate power, further constraining government policy, and weakening the power of labour and other social groups. The two agreements lock in a deregulated trade and investment regime with no agreed-upon or enforceable social and environmental rules within which competition must take place. Different areas within the continental economic space vie for absolute cost advantages, resulting in a downward spiral of standards, wages, taxes, etc.

UFCW Canada demands that the federal government take action to protect workers and industries that are being adversely by free trade. In addition, new policies are needed that will promote growth in the economy and the development of Canadian industries.

Rather than cut back on federal support for skills retraining, the Prime Minister must substantially increase the federal commitment. Workers who lose their jobs through plant closures or downsizing must have access to first class retraining, fully sufficient relocation allowances and full maintenance of earnings during the retraining and job search period.

Rather than rely on employers to carry out retraining, the Prime Minister must ensure that workers' representatives themselves are at least equal partners in the design and implementation of retraining programmes. The Prime Minister must establish Advisory Committees with *union representation* giving a real voice to the workers affected by the trade deal.

The UFCW does not intend to suffer the membership losses that have weakened our brothers and sisters in other jurisdictions. We know the threats **these trade agreements pose** for the working people of Canada. *We urge that the Prime Minister and his government move immediately to implement the following:*

- 1 . bring in serious plant closure legislation, as exists in European jurisdictions, requiring companies to justify and downsizing decisions or face financial liability obligations for unjustified closures;

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2. oblige companies closing or downsizing to provide substantially greater notice to workers and to cooperate with government and unions in finding alternative employment for laid off workers;
3. oblige companies, but especially those relocating their production, to improve their early retirement and severance benefits;
4. establish an insurance fund that would secure workers' claims for back wages, termination notice, pension credits, benefits and severance pay when a company becomes insolvent;
5. substantially increase Federal financial support for skills development;
6. restore and expand public sector employment and, through Crown Corporations and public investment, embark on a manufacturing job creation programme. These steps will prevent Canada from becoming a low-wage economy based on warehouses and the personal service sector.

Having won their trade deal, some corporations will now " " to take us on the bargaining table. Our message to them is clear, *no concessions*. Concession bargaining undermines the very reason for the existence of the trade union movement. We will mobilize every resource available to us in the struggle against concession-seeking employers. **Workers** *were, after all, promised an increase in living standards, not a reduction.*

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### *EMPLOYMENT EQUITY*

UFCW is committed to addressing the issue of employment equity in workplaces where our members are employed. For UFCW, employment equity is a natural and highly desirable condition that must be brought into place across Canada.

UFCW will work to implement employment equity through the negotiation of "Employment Equity Plans". In these plans we will establish, with employers, targets and timetables that will enable balanced representation of all groups in society within each workplace. Plans will cover matters such as hiring, recruitment, training and promotion, together with specific action measures that will be taken to ensure that established goals are met. In addition, plans will include phase-in provisions to ensure that equity can be achieved in the context of the conditions present in the workplace.

IJFCW recognizes that the implementation of employment equity will require a number of changes in many workplaces. While seniority will continue to be a fundamental part of collective agreements and their administration, it will be necessary to apply seniority in a manner consistent with both labour's principles of fairness and equity, and employment equity plans that are negotiated.

#### **Explanatory Note:**

In no way should the Policy be construed as to condone the dismantling of seniority provisions or concessionary bargaining. UFCW's Policy calls for progressive negotiation of a plan to promote employment equity which will be implemented, over time, fairly and equitably. Education and training will be required to promote the implementation of negotiated plans.

## UFCW CANADIAN REGION POLICY

### *STRIKES/LOCKOUTS AND BOYCOTTS*

The UFCW is committed to representing the interests of its members across Canada and to the protection of the rights of UFCW members. In meeting these commitments, the UFCW will use whatever means are at its disposal and will take whatever actions are required.

The economic well being of UFCW members who are on strike or are faced with a lockout is essential. UFCW Local Unions shall provide whatever financial support they can to other UFCW Local Unions engaged in a dispute.

In some cases, it may be appropriate to use boycotts. To be successful, boycotts have to be promoted within the labour movement and with the public. UFCW Local Unions are encouraged to increase their involvement in boycotts.

## UFCW CANADIAN REGION POLICY

### *ACCESS FOR DISABLED PERSONS*

The UFCW believes in and is committed to equal access for all Canadians. Access, in this respect, means more than removing physical barriers. It also means changes in attitudes and support systems that will allow Canadians with visible and invisible disabilities (e.g. learning, intellectual or psychiatric) to be part of the community and nation in which they live.

The UFCW is committed to bringing about changes in the workplace and in the community so that equal access can be secured. UFCW encourages its Local Unions to work with government and community and social groups in pursuit of this goal and to become involved in positive programs such as National Access Awareness Week.

## UFCW CANADIAN REGION POLICY

### *ENVIRONMENT*

UFCW is committed to protecting and improving the condition of the environment. We recognize the importance of reducing the accumulation of waste and the increased interest of consumers in recycling.

About sixteen per cent of waste is made up of non-returnable containers. Such containers can and should be recycled. Recycling would, however, require additional costs, with these charges falling on government and on consumers and taxpayers.

UFCW supports Product Stewardship as a way of dealing with all packaging. We believe that producers of packaging should pay their fair share of the cost of recovery and disposal. The model currently proposed by the industry is similar to one proposed by environmental groups and included funding for research. We shall continue to support this model and work for the protection of workers' jobs which may be threatened as a result of changes which are good for the environment.

## UFCW CANADIAN REGION POLICY

### *COMMUNICATIONS AND PUBLICATIONS OFFICE*

It is the policy of the UFCW in Canada to provide its members with the services of a Communications and Publications Office.

This Office is staffed by two Communications and publications Representatives under the direction of the Canadian Director and the administrative Executive Assistant to the Canadian Director, with the support of UFCW Secretarial, Translation and Research staff.

*The primary objective* of the Communications and Publications Office is to promote and improve the image of UFCW to members as well as to the public. This is achieved through gathering information from UFCW members, the production of UFCW official publications for the Canadian Region in both official languages, dealing with reporters in print and electronic media, providing assistance to Local Unions and other chartered bodies in their efforts in communications and publicity, and working cooperatively with communications and publications personnel from other unions and central labour bodies, particularly through the auspices of the Canadian Association of Labour Media (CALM) and the International Labour Communications Association YLCA).

*The primary role* of the Communications and Publications Office is to produce the quarterly membership publication *UFCW Canada Action* magazine and the monthly *Interaction* update of UFCW Leaders. The Communications and Publications office also prepares special publications on behalf of the Canadian Director, and on behalf of Local Unions and other chartered bodies as required and as time allows, and assists the Research Office in the collection of material for the *Clippage* service. Where possible, the Communications and Publications Office also provides assistance and liaison between UFCW officers and staff and out-sourced production companies for projects such as videotapes, banners, signs, and other special projects.

Among other activities of major importance, UFCW Communications and Publications Representative also prepares news releases and policy statements for timely dissemination to print and electronic media, and respond to media and public enquiries with statements of policy and other information as well as redirecting these enquiries to appropriate International Officers or staff, or to Local Unions or other chartered bodies. The Communications and Publications Office also works, in conjunction with the Education and Research Offices, in assisting Local Unions and other chartered bodies with the preparation of various Communications materials and programmes.

The material and information for all official publications, new releases and other official statements, and special projects is gathered by UFCW Communications and Publications Representatives from Local Unions and other chartered bodies and their members, as well as from other appropriate sources. Material and information is gathered on an ongoing basis under the direction of the Canadian Director. The active participation of all members, Local Unions, and other chartered bodies in providing guidance and ideas, as well as submitting information or response directly, is strongly solicited.