 <p style="text-align: center;">UNION/MANAGEMENT RELATIONS</p>	<p style="text-align: center;">Human Resource Manual</p>
<p style="text-align: center;">Union Use of Employer Premises, Facilities and Services</p>	<p style="text-align: center;">Section 605</p>

UNION USE OF EMPLOYER PREMISES, FACILITIES AND SERVICES

PURPOSE

1. Government premises, facilities and services are to be used for Government business only, except where other use is allowed under the collective agreements. In unusual circumstances the Government may allow the Nunavut Teachers Association (NTA) or the Nunavut Employee's Union (NEU) to use Government facilities and services.

APPLICATION


2. These guidelines and procedures apply to all employees.

DEFINITIONS

3. **Premises** means structures and land owned, leased or otherwise occupied by the Government.
4. **Facilities** are all items owned, leased or used by the Government, other than premises. This includes Government equipment and services such as computers, communications network and telephones.

PROVISIONS

5. Government equipment and facilities are not to be used by employees for personal purposes.
6. The internal mail system can be used for the delivery of any mail from the NTA to its members. The Government's communications network can be used by NEU members for Union business subject to the usage constraints inherent in these systems.
7. If the NEU is unable to obtain meeting rooms for union meetings, Government facilities may be made available.
8. The Government shall provide places on its premises for union literature.
9. The Government shall provide bulletin board space in each work location, exclusively for union postings of notices regarding NEU or NTA elections, appointments, meeting dates, news items and social or recreational

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activities. For the NTA, this bulletin board space will be located in the school staff room.

10. When an employee is found to be using Government equipment or facilities for personal use, disciplinary action may be taken at the discretion of the employee's supervisor or Deputy Head.
11. Accredited representatives of the NEU and NTA must obtain permission before entering restricted areas. A shop steward may contact the Director of a Division or the Deputy Head of a Department for permission. Permission is not unreasonably denied.
12. Given reasonable notice, the Government will allow NEU and NTA representatives' access to unrestricted areas. For the NTA, the staff room is considered an unrestricted area.
13. Upon request, the Government may make meeting space available to the Union to make 60 minute presentations to new employees in their home communities.

AUTHORITIES AND REFERENCES

14. Main Collective Agreement with NEU
Article 9, Union Access to Employer Premises, Provision of Bulletin Board Space and Other Facilities
15. Collective Agreement with NTA
Article 7, Information

CONTACTS

16. For clarification or further information please contact:

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