



DEATH IN SERVICE

PURPOSE

1. The Government makes every effort to deal with terminations due to death as quickly and compassionately as possible.

APPLICATION

2. These guidelines and procedures apply to all employees.

PROVISIONS

All Employees

3. When an employee dies, all advanced but unearned leave is forgiven.
4. Severance is paid to the deceased employee's estate.
5. Payment is made for salary and benefits earned up to and including the date of death.
6. Relocation on termination provisions apply to the dependants of deceased employees. One hundred percent (100%) removal is provided to any destination in Canada. Costs for the shipping of the body are included.
7. Pension and insurance benefits are paid to the beneficiary or estate according to the provisions of each benefit.

Nunavut Employees Union (NEU) Bargaining unit Employees

8. For employees in the NEU bargaining unit on strength as at September 1, 1995, severance is calculated as the weekly rate of pay, multiplied by the number of years of service to a maximum of 30 years of service less the number of years of service for which severance was previously paid.

Senior Managers and Excluded Employees

9. For senior managers and excluded employees taken on strength on or after January 1, 1995 with ten or more years of continuous service, severance is calculated as the weekly rate of pay, multiplied by the number of years of service less the number of years of service for which

**TERMINATION OF EMPLOYMENT****Human Resource Manual****Death in Service****Section 1807**

severance was previously paid, to a maximum of 26 years of service, divided by two.

For senior managers and excluded employees on strength as at December 31, 1994, severance is calculated as the weekly rate of pay, multiplied by the number of years of service to a maximum of 30 years of service less the number of years of service for which severance was previously paid.

Teachers (NTA) Bargaining Unit

10. For employees in the NTA Teachers' bargaining unit taken on strength after September 1, 1994 with ten or more years of continuous service, severance is calculated as twice the daily rate of pay, multiplied by the number of years of service to a maximum of 26 years of service, less the number of years of service for which severance was paid.

For teachers on strength as at September 1, 1994, severance is calculated as five times the daily rate of pay, multiplied by the number of years of service to a maximum of 30 years of service, less the number of years of service for which severance was previously paid.

11. When notified of the death of an employee, the Compensation and Benefits Division contacts the spouse or dependants listed.
12. Compensation and Benefits coordinates all final documentation with the deceased employee's department.
13. Compensation and Benefits makes arrangements for the payment of severance, insurance benefits and superannuation.



TERMINATION OF EMPLOYMENT
Death in Service

Human Resource Manual
Section 1807

AUTHORITIES AND REFERENCES

14. Collective Agreement with the NEU
Article 30 Severance Pay
15. Collective Agreement with the NTA
Article 17 Severance Pay
16. Senior Managers' Handbook
Severance Pay, Death
17. Excluded Employees' Handbook
Severance Pay, Death

CONTACTS

18. For further information or clarification, please contact:

Director Compensation and Benefits
Department of Finance
Iqaluit, Nunavut
975-5881