

 <p style="text-align: center;"><b>UNION MANAGEMENT RELATIONS</b></p>	<p style="text-align: center;"><b>Human Resource Manual</b></p>
<p style="text-align: center;"><b>Joint Consultation</b></p>	<p style="text-align: center;"><b>Section 603</b></p>

## JOINT CONSULTATION

### PURPOSE

1. A joint consultation process exists to deal with problems in the work place. Joint consultation meetings occur between the Government, the Nunavut Teachers Association and the Nunavut Employees Union as often as mutually required.
2. The purpose of consultation is to develop and encourage the exchange of information and the discussion of problems and common concerns. Discussion will center around high-level issues that directly affect employees in the short or long term. These issues include, but are not limited to, organizational changes, major policy changes, impact of changes to legislation and issues involving services to employees by departments of the Nunavut Government. Joint consultation committees have been established and operate at the executive, regional and/or local level to discuss matters of concern to the Nunavut Employees Union.

### APPLICATION

3. These guidelines and procedures apply to all employees covered by the collective agreement with the Nunavut Teachers Association (NTA) and the Nunavut Employees Union (NEU).

### PROVISIONS

4. The joint consultation process is not intended to replace the negotiation process or other formal channels of communications.
5. Meetings are held at a mutually agreed upon location at times agreed upon by the representatives. Where feasible, meetings are scheduled during working hours. At a minimum, meetings will be scheduled quarterly or more often when the parties agree that it is necessary.
6. Joint consultation may result in clarification of existing policy, the development of new policies, or revisions to the Human Resource Manual. Any material released or publicized as a result of a joint consultation meeting must be done so with the consent of the parties.
7. With regard to joint consultation with the NTA the Government is represented by the Assistant Deputy Minister of Education or his/her

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designate. The NTA is represented by the President of the Association. By mutual agreement, representatives from other Government departments may be invited to assist in the resolution of particular issues.

8. At each committee level, in the NEU process, the Government is represented by the Department of Human Resources and, as far as possible, by employees designated as managerial or confidential exclusions from the bargaining unit. Employee's Association representatives consist of officers of the bargaining unit or employees appointed by the Employee's Association.
9. Representatives on the consultation committee choose a chairman, (usually a representative from each side on a rotating basis).
10. The Government provides administrative support to the committees.
11. The parties will agree on an agenda prior to the meeting. Notice of the meeting, including time and place is provided to the representatives at least one week in advance.

**AUTHORITIES AND REFERENCES**

12. Collective Agreement with Nunavut Teachers Association  
Article 27, Joint Consultation

**CONTACTS**

13. For clarification or more information on this topic contact:

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