	<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>Contracting Out</b></p>	<p style="text-align: center;"><b>Section 604</b></p>

## CONTRACTING OUT

### PURPOSE

1. The Government must inform the Nunavut Employees Union (NEU) and seek its views prior to taking any action that could result in the elimination of any position in the bargaining unit by the contracting out of work.

### APPLICATION


2. These guidelines and procedures apply to all positions in the bargaining unit of the NEU.

### DEFINITIONS

3. **Contracting Out** means the tendering and contracting of work required to fulfil a Department's mandate to the private sector. This may include work previously performed by Government employees.

### PROVISIONS

4. The Government will seek the views of the NEU before finalizing any plans to contract out work which could result in positions which are in the NEU bargaining unit becoming redundant.
5. The Deputy Head advises the NEU of the potential for work being contracted out and provides relevant information including the rationale.
6. The NEU has 15 days to provide its views in writing. This timeline can be extended by mutual consent.
7. In all cases where the Union provides its views in writing within the 15 day deadline, the Deputy Head provides a formal response to the NEU's views prior to finalizing plans to contract out.
8. The Deputy Head may lay-off employees after careful analysis of the implications of the lay-off.
9. If lay-off is deemed appropriate, the Deputy Head writes to the employee to advise of the lay-off.

	<b>UNION/MANAGEMENT RELATIONS</b>	<b>Human Resource Manual</b>
<b>Contracting Out</b>	<b>Section 604</b>	

## **AUTHORITIES AND REFERENCES**

10. Main Collective Agreement with NEU  
Article 36, Contracting Out

## **CONTACTS**

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

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