

**Corrections Component 1.1 Committee Agreement between
Fraser Regional Correctional Centre
and BCGEU Local 104**

Article 2(b) – Substitution & Functional Workgroups

Objective

To enhance the security, safety and effective management of the Fraser Regional Correctional Centre, while maintaining the principal of seniority as outlined in Article 2(b) of the Correctional Services Component as the basis for substitution.

Workgroups Defined

For the purposes of substitution, according to Article 2(b) and the Letter of Understanding Re: Article 2(b) of the Corrections Component Agreement, it is agreed that Fraser Regional Correctional Centre has the following functional workgroups:

- Operations
- Programs
- Sentence Management Unit

Guidelines for Substitution

1. Selections shall be based upon service seniority from persons with a satisfactory appraisal and placement within a functional workgroup who are on shift when the approved substitution occurs.
2. Employees must apply to substitute within their functional workgroups in writing or via e-mail to the Assistant Deputy Warden of Staffing. The employer will respond to an application within 15 working days. An employee may withdraw an application to substitute at any time in writing or via e-mail to the Assistant Deputy Warden of Staffing.
3. The employer will prepare, post and maintain an eligibility list of employees who are available to substitute in a specific classification/functional work group.
4. Employees returning from an extended absence or a transfer from another Centre will be required to complete an orientation before becoming eligible for substitution.
5. Employees moving to a new functional workgroup are required to complete a minimum of eight (8) shifts in their new workgroup before becoming eligible for substitution.

6. Employees must complete the "Occupational Health and Safety – The Supervisors Role" on-line self directed ACTS course before becoming eligible for substitution.
7. Training for substitution shall be made in order of seniority of those who applied; training will commence within a reasonable time commencing from the date the employee submits their letter requesting substitution. "Trained", for the purposes of this agreement, shall be defined as any specialized instruction received which is post, or work area specific, and qualifies as an imperative component of the job description, including front line supervision, integrated offender management, scheduling, records, classification, fisheries, conditional release coordination and core program facilitation.
8. Based on the stated objective in this letter of understanding re: Article 2(b), it is agreed that consistency of supervision and/or performance is imperative to the security, safety and good management of the Centre. To meet this objective, approved substitution will be granted to the senior qualified employee, who is on shift, for the duration of the substitution or for the most significant part of the shift.

Duration

This agreement remains in effect for the duration of the 17th Component Agreement or until mutually amended.

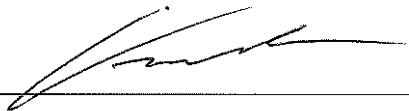
Signed on Behalf of Local 104 BCGEU

Signed on Behalf of the FRCD



C. Jack, Local Chair

S. DiCastrì, Warden



C. Faulkner, Worker Rep.

MARCA 19 2014

March 20, 2014

Date

Date