

Calling in Sick?

There are specific guidelines regarding how you should inform your supervisor or their designate in case you need to take time off from work.

Article 9.8(f) of the Collective Agreement states:

“Employees who are sick and unable to report for work shall notify their supervisor or other designated person by telephone no later than thirty (30) minutes prior to the commencement of the shift. Telecom Operators shall notify the designated person at the RCMP detachment at least four (4) hours before the work shift commences. In the case of Lifeguard/Swim Instructors, notification of their absence shall be provided no less than two (2) hours in advance of the commencement of their shift.”

Please note the following:

- You are only required to inform your supervisor or their designate, and no other person.
- You are not required to arrange your own coverage.
- You are not obliged to use various methods of communication to inform your supervisor or their designate (such as texting, emailing, etc.).
- Your supervisor, their designate, or manager are not allowed to call you at home and interrogate you about your absence, or inquire if you will be able to attend work the following day.

Should you encounter any challenges in this matter, please do not hesitate to seek assistance. You may contact a Local 403 Shop Steward or Executive member for support, or alternatively, reach out to the Union office directly. You can contact us at 604.530.6185, or send an email to office@cupe403.ca. We are here to help and support you in any way we can.

