



WOMEN OF THE UNION

The PSAC Regional Women's Committee Handbook

*This handbook is dedicated to
the first woman National President
of the Public Service Alliance of Canada,
Sister Nycole Turmel*



Public Service Alliance of Canada
Alliance de la Fonction publique du Canada



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Message from the National Board of Directors

The Public Service Alliance of Canada has a proud history of activism by the women of the union. They have been at the heart of our major strikes and campaigns. On a daily basis they are active in PSAC locals informing, organizing and representing members. Our accomplishments as a union reflect their vision, energy, and commitment. Women keep our union vital and strong.

PSAC women have always challenged the union to address complex issues, to develop alternative ways of being effective, and to reach out to those members who, in the past, have been on the margins of union activity. Through their effort and determination we are building an inclusive union solidly based in principles of justice and equality.

At the same time, we know we can count on the support of PSAC women. They bring to the union a solid belief in the necessity of collective action by workers. Whenever the call goes out, PSAC women respond with creativity, enthusiasm and tireless effort. They put their hearts on the line and they walk the talk!

The PSAC National Board of Directors is pleased to encourage and support active Regional Women's Committees (RWC) throughout the country. As a focal point for mobilizing women members, the RWCs are essential to a strong union presence in the regions. They embody the spirit of grassroots organizing and membership participation. Member-based structures such as the RWCs are the vehicles that directly contribute to our power, effectiveness and relevance as a dynamic union.

We hope this handbook will be a useful resource to PSAC Regional Women's Committees and to all women activists who provide initiative and leadership. We look forward to working with you in sisterhood and solidarity.

– *The National Board of Directors*



Section I

Forming a Regional Women's Committee

Regional Women's Committees (RWCs) are part of the formal structure of the Public Service Alliance of Canada. They receive their mandate and authority from the PSAC Constitution, Section 15 (*see Appendix 'A'*).

RWCs serve an important purpose in our union including increasing the participation of women activists and leaders. RWCs are also a safe venue for PSAC women to identify and work on issues of particular concern in a local or region to women. RWCs also encourage the development of strong networks of women that cross racial, sexual, ability and class lines.

Membership

A Regional Women's Committee can be established within a geographic area serviced by a PSAC Regional Office. This can be a city or a wider area in which members have common interests. Membership in the Committee is open to all Locals and members at large in the specified area. A Local can have one or more women representatives on the Committee.

Components and Directly Chartered Locals are each entitled to one *official representative*. In Components, this person is selected by the Local representatives from the Component. If more than one woman representative attends from a Directly Chartered Local, a decision is made from amongst the women attending, as to who will be the official representative. When decisions cannot be made using the consensus decision-making process (*see page 16*) at a Regional Women's Committee meeting, it becomes necessary that a vote be taken and it is the role of official representatives to vote.

Steps to follow

The PSAC Regional Council Representative responsible for Women, through the Regional Office, is available to assist women who wish to initiate the formation of a Regional Women's Committee. Following are the steps involved:



- Interested women submit motions to their Locals, e.g., ***“Be it resolved that our Local initiate steps to form a Regional Women’s Committee in (name of region)”***

Women should be prepared to speak in support of the motion. It is also useful to discuss the proposed Committee with the Local Executive Officers prior to the motion being presented. This gives the Executive an opportunity to ask questions and learn about the role of the Committee.

- Where the Local belongs to a Component, the Local President writes to the Component President to request the Component seek approval from the Alliance Executive Committee (AEC) to form a Regional Women’s Committee. In the case of “Directly Chartered Locals” the Local President writes to the Alliance Executive Committee officer responsible for Directly Chartered Locals, requesting approval to form a Regional Women’s Committee.
- When at least three Components or Directly Chartered Locals have submitted a request from a given geographic area, the responsible Executive Vice President places these requests before the AEC for approval.
- Once approval is granted, all Locals in the jurisdiction of the proposed Regional Women’s Committee are notified. Also at this time, the Committee may request a start-up grant to cover the expenses of initial organizing activities. A grant of \$500 is available for this purpose.
- A founding meeting of the ***approved*** Regional Women’s Committee is held. At this meeting, the Committee receives its Charter and officially becomes an ***established*** Regional Women’s Committee. The women members in attendance decide who will be the official representatives from Components and Directly Chartered Locals. They also choose a Chairperson, Treasurer, and Secretary.

Refer to the next section for more information on the structure of the Committee and the roles and responsibilities of representatives and officers.



Section II

The Roles & Responsibilities of Regional Women's Committees: Working Together and Staying Active

Why Regional Women's Committees?

- **to inform and educate women** on the political, social, economic, and workplace issues that affect them;
- **to speak for women** with a strong, common voice and advocate policies that promote all women's rights;
- **to mobilize women** to participate in the union and take action on the issues;
- **to empower women** with the knowledge, skills and confidence they need to exercise effective leadership;
- **to support women** through a network that links them to each other, to the union, and to the community; and
- **to work side by side with racialized & Aboriginal women, lesbians, bisexual & transgender women and women with disabilities** to advance **real equality** and make the PSAC an inclusive union.

Regional Women's Committees make things happen. Some typical **projects and activities** might include:

- conducting special education seminars and skills building workshops;
- developing and distributing information leaflets sponsoring guest speakers;
- publishing a Regional Women's Committee newsletter;
- working with other community groups to hold conferences and issue forums;
- sponsoring or participating in demonstrations, rallies, marches and other activities designed to focus public attention on important issues;
- conducting strategy sessions to plan and coordinate support for collective bargaining demands and for convention resolutions;



- organizing special events to celebrate or commemorate designated days (e.g., March 8th – International Women’s Day or December 6th – Day of Action on Violence Against Women);
- participating in ongoing union functions and activities to ensure women’s voice and presence;
- collaborating with women from other equality-seeking groups in our communities to participate in strategies and action plans that advance human rights;
- engaging in fundraising activities to support community organizations which support women;
- planning strategies and actions to strengthen union campaigns and highlight moments, interests and concerns;
- supporting international solidarity actions and campaigns that strengthen women’s rights globally

These are just a few examples of what a Regional Women’s Committee can do to strengthen PSAC women and the union’s presence in the region. New ideas for building support and promoting activism are encouraged and welcome. What we do know from experience is that the best results occur when the focus is on **actions that are creative with goals that are achievable.**



Guidelines for Members of a Regional Women’s Committee

STRUCTURE

a) Local Representation

All Locals within the geographic area shall be notified in writing of Alliance Executive Committee approval and should be requested to select women representatives to the Regional Women’s Committee. Locals will not be restricted to one representative, except for specified voting purposes.

b) Component Representation

The Constitution (Section 15, sub-section 3) reads: “Regional Women’s [...] Committees shall consist of women representatives who should come from each Component with members in the jurisdiction of the Women’s [...] Committee”. Each Component may have one Local representative and this representative shall be selected by the Local representatives from each Component. If these Local representatives choose to conduct an election, they will do so on the basis of one vote per Local.

Only those Component representatives shall have the right to vote on issues where a recorded vote is taken. The representative from each Component shall be responsible for liaising with their Local or Locals, their Component Representative on the PSAC Equal Opportunities Committee and their Component National Office, ensuring all of the above are informed of the Regional Women’s Committee activities.

c) Observers

Observers shall have voice but not vote, unless the Committee decides for specific periods that they shall not have voice.

d) Officers

Each Committee shall elect a Treasurer and a Secretary. The Committee may elect a chairperson, or may rotate chairing of the meeting. The Committee



may designate other positions and may structure sub-committees if required. The term of office shall be for one year.

e) *Meetings*

In order to be deemed active, the Committees must meet at least four times per year. The Committee will determine which meeting expenses will be reimbursed and will do so from the approved operating budget.

f) *Minutes*

Minutes of the meetings shall be forwarded to the Regional Executive Vice-President and the Regional Council Representative responsible for Women and copied to the assigned Regional Office and to the National PSAC Women's Program Officer.

Operating a Regional Women's Committee

Regional Women's Committees are autonomous decision-making bodies with the authority to run their own affairs. There are certain requirements that apply to aspects of the Committee's operations, specifically, meetings, minutes, votes, operating budget, and other sources of funding.

ANNUAL BUDGET

Central to a Committee's effective operation is the annual budget. This determines the amount of funds the Committee will require to carry out its activities.

What's in a Budget?

The budget should be prepared for a fiscal period January 1 to December 31, and should include meeting expenses, operating expenses including lost wage requirements and project costs. Project costs should be itemized separately and priorities identified if more than one project is planned.



Who do we submit the Budget to?

The proposed budget is submitted to the **Regional Executive Vice-President and the Regional Council Representative responsible for Women** for approval and copied to the assigned **Regional Office and the National PSAC Women's Program Officer**.

When do we submit the budget proposal?

A first budget should be submitted as soon as possible after the Committee is established. For subsequent years, the annual budget should be submitted, along with the year-end financial report and bank book balance. Check with your Regional Office about established timelines and deadlines.

Once approved, funds are disbursed to the Committee. When a Committee has budgeted for wages, this amount is deducted from the approved budget funding and held in Ottawa. Payment of lost wages for a RWC member is made by Ottawa upon receipt of a completed PSAC Expense Claim Form.

Other Sources of Funding

Regional Women's Committees may use funds received from other bodies, such as Regional Councils, for start-up costs, meeting expenses or projects and activities. Prior approval by the Alliance Executive Committee is required for any funds requested from sources outside the PSAC.

Accounting and Reporting

The RWC should maintain a chequing account with a financial institution. Two members, one of whom is the Treasurer, should be selected as signing officers for the account. **Proper records of receipts and disbursements MUST be maintained throughout the year.**

The RWC is also responsible for preparing and submitting **annual financial reports** for the year ending December 31 to the REVP and Regional Council Representative responsible for Women. The annual report should record expen-



ditures for the year and indicate how they compare with the total budget. The bank statement for the month of December must also be attached to this report.

Continued funding in any given year is only granted upon presentation of a budget and the prior year's financial reports and meeting minutes in the appropriate format.

SAMPLE YEAR END FINANCIAL REPORT

Year-End Financial Report of the (name of Region) Regional Women's Committee

Revenues: Grants <i>(must name sources)</i>	\$3,000.00
Donations <i>(name sources)</i>	\$10.00
Other <i>(name sources)</i>	\$275.00
	\$3,285.00

Expenses: Meetings	\$575.00
Newsletter	\$175.00
Education *	\$1,050.00
Travel *	\$175.00
Loss of Salary	\$425.00
Coalition Work *	\$385.00
Administration	\$3.00
Total Expenses	\$2,788.00

* *Financial reports should be accompanied by summary activity reports which would give more details on the expensed items.*

Excess of Revenues over Expenditures	\$497.00
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Reconciliation:	
Bank Balance at December 31, 1995	\$732.00
Less: Outstanding Cheque #5	(\$60.00)
Less: Outstanding Cheque #8	(\$175.00)
	\$497.00

NB: Proper records of receipts and disbursements MUST be maintained and may be requested to accompany any Report at any given time.



Section III

Working Together and Staying Active: Introduction to the Feminist Process

One of the main goals of Regional Women's Committees is the empowerment of PSAC women. Working together, women have the opportunity to grow as individuals and as a collective. For empowerment to happen in a meaningful way, it is important that women be conscious of "how" they work together. This is called "process" and it is just as important to the end result as are the specific tasks involved.

The way in which women work together reflects our beliefs about how democracy is practiced. Women's groups have discovered that the traditional exercise of democracy through a hierarchical system of representation and authority has not worked well for them. Its disadvantages are part of our real life experiences. It tends to empower individuals rather than, and over and above, the group. Conflict is more common than solidarity. Minority voices are lost or suppressed with the effect that whole segments of the group's population can feel alienated and marginalized. For those in the positions of responsibility, the pressures are intense. Good leaders burn out.

FEMINIST PROCESS

Many women's groups choose to practice an alternative form of democracy, one that focuses on participation rather than representation. The name we give it is **feminist process**. This is a method of working together and an approach to organizational structure that moves away from hierarchies and authoritarianism.

Feminist process is based in the principle of equality. **It emphasizes shared goals, authority, responsibility and accountability.**

The advantage of using feminist process is that it is inclusive, rather than exclusive. Power is shared by many, not concentrated in the hands of a few. Differences are incorporated, not suppressed. The growth of individuals is seen to



strengthen, not threaten, the collective. Unity and solidarity flow from the process; they are not forced or demanded. Where feminist process is consciously followed, sisters are more likely to feel good about themselves, each other, and the work they accomplish together.

How can RWCs put feminist process into practice if they so choose?

- **Work towards inclusiveness.** Work with the Regional Office, with Locals and with PSAC Regional Human Rights Equity Committees to make contact with women who may be interested in participating on the Committee. Make outreach an ongoing activity of the Committee once it is established.
- **Clearly identify your common goals.**
- **Establish a group agreement** which sets out what women expect and need from each other in order for the Committee to be a safe, inclusive and empowering forum in which to work together.
- **Explore the issue of power within the group.** How is power distributed? Do the women have equal power? What influences how much, or how little, power an individual woman brings to the group? What is the effect of dominant culture? The purpose of this analysis is to determine what changes the group may need to make in order to share power equally.
- **Pay attention to individual needs.** Do the physical arrangements of meetings enable all to participate? Are necessary accommodations made? Has the RWC enquired with the Regional Office about assistance from the PSAC accom-modation fund to help offset costs?
- **Rotate the chairing of committee meetings and officer responsibilities.** The practice of rotating responsibilities is essential to empowerment and avoiding burn-out.
- **Make decisions by consensus.** Consensus stresses the cooperative development of a decision with group members working together rather than competing against each other. It helps to maximize individual input, satisfaction and fairness. *(For more details on consensus decision-making,*



see Avery, Michel, Brian Auvine, Barbara Streibel and Louise Weiss ***Building United Judgment: A Handbook for Consensus Decision-Making*** (The Centre for Conflict Resolution: Madison, Wisconsin), 1981.)

- **Share tasks equitably.**
- **Conduct frequent check-ins**
- **Build in shared accountability through a process of Committee evaluation.** Members have the opportunity to identify what is working well and what needs improvement. Regular evaluations keep the Committee vital and relevant. Timely and necessary adjustments can be made before problems become major or even destructive.

Many women are new to feminist process and, through practice, we learn how to use it effectively. This is not necessarily easy and mistakes are made along the way. However, by being patient with each other and persisting in the face of setbacks, women can create Committees that are more truly reflective of our democratic principles.

While RWCs are encouraged to practice Consensus decision-making, it is important to note that this process CAN be modified to work with the voting procedure when time is a factor. For example, when a time limit is set for discussion and decision on a particular agenda item: if, after that time limit is exhausted and no further time can be allotted, consensus has not been reached, the RWC may decide to go to a vote or extend the time for further discussion.

ATTITUDES THAT SUPPORT CONSENSUS

- Cooperation
- Mutual trust
- Common ownership of ideas
- Valuing feelings
- Valuing conflict
- Valuing the contributions of *all* members
- Making an effort to equalize power

GROUP CONDITIONS THAT SUPPORT CONSENSUS

- Unity of purpose
- Equal access to power for all members
- **Time**
- Willingness in the group to attend to process
- Willingness in the group to attend to attitudes
- Willingness in the group to learn and practice skills for meeting participation, facilitation, listening, communication



Staying Active

Even the most active and well organized Committee can go through periods when members feel exhausted or depleted. People put a lot of time, effort and personal commitment into their work for social change. For this reason it is crucial that members attend to the “health” of the RWC. Severe burn-out can be avoided if measures are taken to maintain and, when necessary, revitalize the Committee.

Maintaining the Committee

To keep a Committee active, it is important that information flow easily and quickly, that potential new members be identified and encouraged, that skills be developed, and that tasks be simplified and shared. This can happen when a Committee has:

- an up-to-date membership list with addresses, telephone numbers, and emails;
- a speedy communications system;
- a schedule of well publicized meetings;
- a newsletter or bulletin published at regular intervals;
- attention to and accommodation of special needs;
- orderly files and records that are kept up-to-date;
- a well thought-out and comprehensive “plan of action” that covers a one year or two year period;
- a system of sub-committees to focus energies and interests on specific tasks such as recruitment, education, communications, community outreach, resources, social events, etc..

Most of these ideas reflect the need for basic planning and organizing. They might seem bureaucratic and mundane, but they will save a Committee valuable time and energy which are more productively spent on the issues and strategies that will advance the Committee’s goals.



Section IV

Political Action

Political decisions have a major impact on our daily lives. They can bring into effect policies and programs that advance social and economic equality for women. Policy changes can also have adverse effects and statistics reveal that these tend to fall disproportionately on women and equality-seeking groups. Women therefore have a significant stake in the political decisions that are made in this country. It is important to step into the wider political arena and speak out on issues that are decided at the municipal, provincial, and national levels.

Political Action Committees

In order to act effectively on political issues, the PSAC Regional Councils constitute Political Action Committees (PAC). The main activities of the PAC's include:

- working with Locals and members to provide them with information on the actions of government, or proposed actions, that affect them;
- mobilizing members to participate in national and regional campaigns designed to aid in achieving our goals or stopping government actions which will be detrimental to PSAC members;
- lobbying MPs and other elected representatives on issues of concern to PSAC members; and
- working with groups in the community who share common goals.

Networking & Coalition-Building

Regional Women's Committees do not operate in isolation of the rest of the union or of the women's movement inside and outside the Labour movement. It is important to build ties with groups, both inside and outside the PSAC, who share the goals of the RWC. This creates opportunities to cooperate on strategy, share information, provide mutual support and pool resources.



Within the PSAC

Regional Women's Committees will want to work together with these bodies:

Local Women's Committees

Component Women's Committees

PSAC National Equal Opportunities Committee (EOC)

PSAC National Aboriginal, Inuit & Métis Network (NAIM)

PSAC Regional Human Rights/Equity Committees

Area Councils

Political Action Committees

Other Regional Women's Committees

Within the broader Labour movement

Regional Women's Committees will want to outreach and mobilize on issues of concern to working women with:

Regional Women's Committees of local Sister Unions

Women's Committees of District Labour Councils

Women's Committees of Provincial Federations of Labour

The CLC National Women's Committee PSAC Representative

(Contact the PSAC National Women's Program Officer)

COALITION-BUILDING

Regional Women's Committees are part of a larger women's rights movement. On the national, regional, and local levels there are many organizations and groups actively seeking social, economic, and political justice for women. By making links with these organizations, Regional Women's Committees become part of a broader, stronger power base and mutual support network.



What's a Coalition?

A coalition is a group of organizations that agree to adopt a common strategy and work together in order to further their shared vision, values and goals. The individual groups feel it is in their best interest to join a coalition because they recognize either an opportunity to gain or a threat to lose something they each value (*e.g., programs and services; legislation*). The coalition may be organized around a single issue or for long-term objectives.

Some examples of Coalitions that PSAC women have joined or women's organizations that we have worked with closely in the past are:

- The National Association of Women and the Law (NAWL)
- The Canadian Association of Sexual Assault Centres (CASAC)
- The Native Women's Association of Canada (NWAC)
- The Child Care Advocacy Association of Canada (CCAAC)
- The Canadian Committee of the World March of Women



National & Regional Women's Conferences

A PSAC National Women's Conference is held every three years. The Conference brings together PSAC women from across the country to, among other things, discuss and adopt recommendations on issues and policies that affect them. These recommendations reflect the direction and action that women want to take to further the status of women in the union, at the workplace and in society. The recommendations form the substance of the National Women's Conference Report which is submitted directly to the PSAC Triennial National Convention.

The National Women's Conference is also an opportunity for PSAC women to share with and learn from each other, to create networks and to feel empowered. It brings the union closer to women and women closer to their union. It is a time for learning, for decision-making and for celebration.

Active Regional Women's Committees are each entitled to send ONE delegate to the National Women's Conference.

Regional Women's Conferences

Once every three years, each Region organizes a regional women's conference in which Regional Women's Committees play a crucial role. These conferences have traditionally served as introductory union events to newer women activists and have more of an educational focus to them. Contact your REVP and Regional Council Representative responsible for Women for more information on Regional Women's Conferences.



Excerpts from the PSAC Constitution

SECTION 15

REGIONAL COMMITTEES

Sub-Section (1)

The organization and operation of Regional: Women's; Unity (Aboriginal, Inuit and Métis Peoples and Racially Visible Persons); Pride (Gay, Lesbian, Bisexual and Transgendered Persons); and Access (Persons with Disabilities) Committees should be encouraged by the PSAC as a matter of policy, provided that not more than one Regional: Women's; Unity; Pride; and, Access Committee may be organized in any area that can be reasonably encompassed by one Regional: Women's; Unity; Pride; and Access Committees.

Sub-Section (2)

- (a) Women's; Unity; Pride; and, Access Committees of the PSAC may be organized where there are at least three (3) Components and/or Directly Chartered Locals willing to participate and upon application to the Alliance Executive Committee.
- (b) Notwithstanding Sub-Section (2) (a), the Alliance Executive Committee may approve the organization of Regional: Unity, Pride and Access Committees where less than three (3) Components and/or Directly Chartered Locals are able to participate when it is satisfied that the Committee can be viable.
- (c) Notwithstanding Sub-Section (2) (a) and (b), Regional Human Rights' Committees consisting of members of the Unity, Pride and Access Equity Groups may be organized where there are at least three (3) Components and/or Directly Chartered Locals willing to participate, and upon application to the AEC.
- (d) Notwithstanding Sub-Section (2) (a), (b) and (c), the AEC may approve, in exceptional cases, the organization of Regional: Unity, Pride and Access



Committees jointly as a Human Rights Committee when it is satisfied that the members are willing to participate and the Committee can be viable.

Sub-Section (3)

Regional: Women's, Unity, Pride and Access Committees, or Regional Human Rights Committees shall consist of representatives who should come from each Component with members in the jurisdiction of the Women's; Unity; Pride; and, Access Committees.

Sub-Section (4)

Regional Human Rights Committees or Regional: Women's; Unity; Pride; and, Access Committee meetings shall be held at least four (4) times a year. One such meeting shall occur prior to the PSAC National: Women's, Unity, Pride and Access Conferences.

Sub-Section (5)

Regional Human Rights Committees or Regional: Women's, Unity, Pride and Access Committees shall be fully funded by the PSAC.



POLICY 23B

PSAC ANTI-HARASSMENT POLICY:

THE UNION

The Public Service Alliance of Canada believes that every individual has the right to dignity and respect both within the union and in the workplace. This policy, which compliments Section 5, Membership Rights, of the PSAC Constitution outlines the Alliance’s responsibilities and responses as a membership-based organization in cases involving harassment within our union. This policy should be seen as a companion policy to “Policy 23A – PSAC Anti-Harassment Policy: The Workplace”, which addresses harassment in the workplace for which we could provide representation to our members.

Harassment is an expression of power and superiority by one person or group over another person or group, often for reasons of sex, race, ethnicity, age, sexual orientation, disability, family or marital status, social or economic class, political or religious affiliation, or language. Harassment can also be personal in nature and unrelated to the grounds listed above. Harassment can include, but is not limited to, the following type of behaviour:

- unwelcome remarks, jokes, innuendoes, taunts, or other discriminatory communication in any media;
- insulting gestures or practical jokes which cause someone embarrassment or discomfort;
- display of offensive or pornographic pictures, graffiti, or other materials;
- placing unreasonable limitations on someone because of a perceived need (e.g., disability, pregnancy, etc.);
- leering (sexually suggestive staring);
- demands for sexual favours;
- unnecessary physical contact such as touching, patting or pinching;
- physical assault.



Harassment may occur between members of our union at union-related events such as education courses, conferences, local meetings and so on. It can also occur in interactions between individuals in a union-related context.

Harassment can also occur between members and staff of our union. As an employer, the Alliance is legally obligated to provide a workplace free from harassment for our staff.

Unions are political organizations that represent the interests of the membership. In order to do this, our Union must be able to take positions on various issues and situations. Determining what our members' interests are and deciding how to balance competing interests is an intense process and one that can involve energetic debate. For our Union to be strong and vibrant, it is essential that these debates take place and that we grow individually and collectively by working through sometimes difficult issues. A union where members are afraid to express their opinion is neither democratic nor healthy.

That being said, it is equally important that these necessary debates take place in a respectful way. Harassment not only poisons our union for the individual(s) being harassed but for all of those who witness the harassment. The Alliance will not tolerate it.

It is not the intention that this policy chill or prevent debate and discussion, or that it be used to chill debate and discussion. Rather, this policy should be used as a tool to assist us in working together in ways that strengthen our Union and help us reach our goals.

Where allegations of harassment have risen, the Alliance is committed to ensuring that all members of our union have:

- the right to fair and due process and to confidentiality, subject to appropriate disclosure to those involved, and
- assistance in settling the matter at the earliest stage possible.

As an ongoing campaign to support this policy, the Alliance will ensure that a statement is read at each Alliance event providing members with information



about harassment and how to address it. All levels of our Union are encouraged to undertake this initiative.

Guidelines to assist in the implementation of this policy have been developed and will be revised as necessary and based on input from the membership.

Any member of the Public Service Alliance of Canada who is found guilty of harassment may be disciplined in accordance with PSAC Regulation 19 and Section 25 of the PSAC Constitution (*See Appendix B of Policy 23B, Guidelines for Implementation*).



PSAC POLICY PAPER 24

(adopted 1988)

CHILD CARE

The Alliance believes that the provision of comprehensive child care arrangements is a social responsibility to be shared by all Canadians.

Specifically, the Alliance has advocated and continues to promote a system of publicly funded, non-profit high quality child care that provides an equal benefit across Canada.

Until such time as the Government of Canada enacts a National Child Care Program that ensures universal access to low cost, quality child care, the Alliance will act in accordance with the following principles:

- pressure the federal and territorial governments to enact a National Child Care Act that provides for publicly funded, non-profit and high quality child care for all Canadians;
- pressure the federal and territorial governments, as employers, together with other employers with whom the PSAC bargains, to create or expand their child care policies to meet the child care demands of all Alliance members;
- promote parental leave for a minimum period of one year for care and nurturing of new born infants;
- pursue, through collective bargaining, provisions that will eliminate the financial hardship currently faced by working parent(s).

In consideration of this policy, the Alliance will join forces with the Canadian Labour Congress, the Canadian Day Care Advocacy Association and other child care coalitions in campaigns aimed at ensuring that Canadian children receive the best possible care at the least possible cost to their parents.



PSAC POLICY 25

FAMILY CARE ALLOWANCE

OBJECTIVE

The objective of this policy is to help address a barrier which prevents members from participating in the Union.

- The Family Care Allowance (FCA) is intended to assist the member in covering additional costs incurred as a direct result of attending an Alliance activity.
- It is not the intention of this policy to reimburse normal family care costs that would ordinarily accrue had the member been at his/her place of work.
- The FCA shall not be paid for services provided by a spouse or a relative residing in the household.

Who is covered?

For the purpose of this policy, members are entitled to claim expenses relating to the care for the following individuals (referred to as dependants) who are permanently residing with the member:

1. A child (under 17 years of age);
2. A person with disabilities;
3. An aged person.

For what activities?

A Family Care Allowance shall be paid to all Alliance members who require it **to**:

1. attend a recognized PSAC course, be it a weekend, or in-residence course;
2. attend a PSAC convention as a delegate;
3. attend a PSAC conference as a participant;
4. participate in a Committee whose existence flows (is derived) from the



PSAC Constitution, its conventions, or Regulations, and the sitting member is designated or elected to so sit (e.g. Alliance Bargaining Committees, Alliance Negotiating Teams, Political Action Committees, etc.).

In all cases above, the FCA can only be paid if attendance can be supported through a formal registration (courses, conventions, conferences, etc.) or through published minutes of committee meetings.

Costs compensated?

Where the Alliance is paying the costs of the function, the compensation for each dependant is as follows upon submission of a receipt:

1. A maximum of \$25.00 per day during in-residence activities (i.e. courses, conferences) equal to the number of nights of accommodation. If care is required on the last day of the activity, the maximum payable shall be \$15.00.
2. a maximum of \$15.00 per day during activities which are not held in-residence (i.e. weekend courses, meetings).
3. Where a member uses licensed family care facilities or child care centres when participating in PSAC functions (i.e. overnight child care costs), PSAC will reimburse the full amount of these additional costs.
4. Consideration will be given to any supported claim where special needs or circumstances arise that are not covered in the above paragraphs.

The reverse section of the Family Care Allowance expense claim form must be completed. Incomplete forms will not be processed for payment.

Adopted 1983

Amended 1984, 1986, 1988, 1993, 1986, 1988, 1993



HERSTORY FACTSHEET

The Seventies

- 1976** First woman National Director elected to PSAC National Board of Directors, Eleanor Ryan
- 1976** 24% of delegates to PSAC Triennial Convention are women
- 1976** First woman elected to the Alliance Executive Committee, Aileen Manion
- 1976** Establishment of PSAC Equal Opportunities Committee
- 1979** 20% of delegates at PSAC Triennial Convention are women

The Eighties

- 1980** CR Strike
- 1980** Leave negotiated for care and nurturing of pre-school children
- 1980** Adoption leave negotiated
- 1980** Maternity leave allowance negotiated for CR group
- 1980** Leave for relocation of spouse negotiated
- 1980** First pay equity settlement – Library Science (LS) group
- 1981** Establishment of the PSAC weekend course “Fighting Discrimination: The Local’s Role”
- 1982** Establishment of PSAC family care allowance for participation in union activities
- 1982** Pay equity increases won for the Food Services, Laundry Services and miscellaneous personal service members within the General Services Group
- 1982** Discrimination within the HS classification standard recognized and corrected with a reclassification of 250 Registered Nursing Assistants



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- 1983** PSAC files pay equity complaint on behalf of CR group (Canada Post) with the Canadian Human Rights Commission
 - 1984** First woman Component President elected, Sandra Messer, Union of Veterans Affairs Employees
 - 1984** Establishment of PSAC in-residence course, “Women at Work”
 - 1984** Adoption of PSAC Sexual Harassment Policy
 - 1984** PSAC files pay equity complaint on behalf of the CR group (Treasury Board) with the Canadian Human Rights Commission
 - 1985** First National Women’s Conference (500 participants) “Yesterday, Today and Tomorrow: The Changing Role of Women”
 - 1985** 24% of delegates to PSAC Triennial Convention are women
 - 1985** Constitutional recognition of Triennial National Women’s Conferences to report to the PSAC Triennial National Conventions and to have their recommendations voted on
 - 1985** Funding at 6 cents per member/month established for Regional and National Women’s Conferences
 - 1986** Sexual harassment protection clause negotiated
 - 1986** No discrimination clause negotiated
 - 1986** Maternity leave provisions negotiated for all other PSAC Treasury Board Units
 - 1986** Alliance International Women’s Day (IWD) activities – “Getting Organized: Bargaining for Equality”
 - 1986** Establishment of PSAC weekend course on Technological Change
 - 1986/87** First Regional Women’s Conferences “Equality For a Change”
 - 1987** Establishment of PSAC weekend course, “Men and Women Talking: A Vision of Equality”
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- 1987** Second woman Component President elected, Lynn Ray, Union of Solicitor General Employees
- 1987** Supreme Court decision (Robichaud case): employer responsible for maintaining a harassment free work environment
- 1987** Alliance IWD theme “Blueprint for the future: Our future is our children”
- 1987** Second National Women’s Conference, “Women’s Action: The Power of Change”
- 1987** HS members receive pay equity adjustments retroactive to 1980
- 1988** Union of Postal Communications Employees (UPCE) strike
- 1988** 27% of delegates at PSAC Triennial Convention are women
- 1988** Constitutional recognition and funding of Regional Women’s Committees by PSAC Triennial National Convention
- 1988** PSAC Human Rights Policy adopted at Convention
- 1988** Two women elected to the Alliance Executive Committee (AEC), Susan Giampietri and Joane Hurens
- 1988** Funding for Regional and National Women’s Conferences increased to 21 cents per member per month
- 1988** Alliance IWD theme “Quality Child Care”
- 1988/89** Second series of Regional Women’s Conferences “Women’s Action: The Power of Change”
- 1989** Letter of Understanding between PSAC and Treasury Board on Workplace Child Care
- 1989** Hospital Services (HS) strike over pay equity
- 1989** Joint union-management pay equity study begins for Northern workers members
- 1989** Alliance IWD theme “Pay Equity: Putting it Together”
- 1989** PSAC Lesbian and Gay Support Group is formed



The Nineties

- 1990** Third woman Component President elected, Bernice Wilson, Union of Energy, Mines and Resources
- 1990** Third National Women's Conference "Women's Action: The Power of Change"
- 1990** Treasury Board makes partial payments to CR, ST, and EU members as a result of JUMI pay equity study
- 1990** Federal separate employers such as CSIS, SSHRC, CSE, and AG follow suit and make partial pay equity payments to same groups
- 1990** Canadian Human Rights Commission appoints a Tribunal to hear the largest Pay Equity complaint filed in Canadian history for the CR, ST, HS, LS, EU groups
- 1990** 35 Regional Women's Committees established
- 1990** PSAC Equality Action Group is formed by visible minority members to work on race relations issues
- 1990** Alliance IWD theme "Women's Action for Economic Equality"
- 1991** PSAC video "Harassment at Work" produced
- 1991** 34% of delegates at PSAC Triennial Convention are women
- 1991** Three women, out of five AEC positions, are elected at PSAC Convention, Nycole Turmel, Susan Giampietri, and Joane Hurens
- 1991** Hospital Services (HS) Pay Equity Tribunal decision
- 1991** Alliance IWD theme "Tech Change Under Control"
- 1991** PSAC National Strike of Treasury Board units, regarded as the largest strike in Canadian history/herstory
- 1991** An additional three Regional Women's Committees established
- 1991** Treasury Board recognizes need for major overhaul of public service classification system to remove gender bias



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- 1992** Equal Opportunities Committee expanded by eight seats in order to ensure the representation of groups covered by Human Rights Policy
 - 1992** Alliance IWD theme “In Diversity is Unity”
 - 1992** PSAC woman member, Lynn Jones, elected to Canadian Labour Congress Executive Council – visible minority affirmative action position
 - 1992** NBOD adopts resolution to commemorate the United Nations Day for the Elimination of Racial Discrimination (March 21st)
 - 1992** Third series of Regional Women’s Conferences “After the Strike: Women, Power and Politics”
 - 1992** First contract negotiated for Yukon Women’s Transition Home (PSAC members), using a “consensus bargaining” approach
 - 1992** A tribunal is finally appointed, ten years after the filing of a pay equity complaint by the PSAC on behalf of the CR group at Canada Post
 - 1992** On behalf of our members, PSAC negotiates travel insurance policy that recognizes same-sex spouses
 - 1992** PSAC produces December 10th, Human Rights Day poster (members with arms linked representing various concerns)
 - 1993** Fourth woman Component President elected, Valerie Denesiuk, Supply & Services Union
 - 1993** PSAC Harassment Policy and Complaint Procedure is adopted by the National Board of Directors. This policy undertakes to maintain a harassment free environment at all PSAC functions and, unlike the Sexual and Personal Harassment Policy, pertains to harassment on all prohibited grounds cited in the PSAC Human Rights Policy (e.g., race, disability and so on)
 - 1993** Visible minority and Aboriginal members, as well as LGBT members begin to form their Regional Committees across the country
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- 1993** Funding is provided for pilot project weekend education seminars for visible minority members (Halifax and Toronto). Visible minority members play an active role in planning, developing, organizing and delivering the seminars
- 1993** Workshop on “Anti-Racist Facilitator Training” is conducted at the annual conference for education staff
- 1993** The policy on Sexual Orientation is drafted by the PSAC Lesbian and Gay Support Group and presented to the Equal Opportunities Committee for discussion
- 1993** Members with Disabilities in the Montreal region form le Comité régional des membres ayant un handicap (MDAC)
- 1993** PSAC produces March 8 International Women’s Day poster, conceptualized by an Aboriginal member of the Equal Opportunities Committee, around the graphic depiction of an Aboriginal “medicine wheel”, under the theme “Voices of Power”
- 1993** Systems Review of Alliance Centre employment policies and practices completed as part of the Employment Equity Plan for PSAC staff. This plan is being jointly developed by the PSAC and the two staff unions, the Canadian Union of Labour Employees (CULE) and the Alliance Employees’ Union (AEU) for designated groups including women
- 1993** Fourth National Women’s Conference held, “Women, Power and Politics”
- 1994** 38% of delegates at PSAC Triennial Convention are women
- 1994** 28% of members of the National Board of Directors (NBOD) are women
- 1994** PSAC participates in the first joint Canadian Labour Congress (CLC) and affiliate International Women’s Day campaign under the theme of “Weavers of World Rights”
- 1994** Federal Court orders the Canadian Human Rights Tribunal to re-examine their rulings on the Mary Pitawanakwat case. A settlement



is later reached giving Mary Pitawanakwat \$200,000 to cover damages and credits for all annual leave and sick leave

- 1994** The PSAC completes the representation of its case before the Canadian Human Rights Tribunal in the pay equity complaint for the CR, ST, HS, LS, EU Treasury Board units
- 1994** During round of collective bargaining, female dominated group at Canada Post receive gains as a result of pay grid re-structuring that cuts the wage gap for women significantly in some cases
- 1994** PSAC Convention addresses a broad range of human rights issues:
Women's Policy Paper
Sexual Orientation Policy
Policy on Aboriginal Workers
Policy on the provision of Alternate Media
PSAC Action Plan Regarding Employer Initiatives
Employment Equity for Persons with Disabilities
Establishment of a Local Accessibility Fund
Mandate to hold the first National Conference for Visible Minority and Aboriginal members
- 1994** PSAC wins Arbitration with Canada Post establishing that the employer must include same-sex spouses in its benefit plans. The employer, predictably, appealed this ruling
- 1995** The founding convention of the PSAC Québec Council was held in St. Hyacinthe on May 6 & 7. The 150 delegates elected 10 officers to the Council, including a vice-president for women's issues
- 1995** The second Access Conference is held in August for members with disabilities following a NBoD resolution to provide funding. Entitled "Access 95: Taking Our Place", the conference focused on the impact of cuts to social programs and to employment on persons with disabilities



- 1995** August 30 marked the opening of the Fourth World Conference on Women held in Beijing, China. Sister Nycole Turmel, PSAC 1st Vice-President, was part of the Canadian NGO delegation. Canadian delegates proposed an International Women’s March against poverty for the year 2000, which captured the imagination of many. Support for the march is gaining momentum
- 1995** 1995 United Nations Survey known as the “human development index” reported Canada rates as the #1 country in which to live – unless, as the Canadian Press put it, you’re a woman. The rating then drops to #9
- 1995** In an effort to put pressure on the Québec government to negotiate on nine demands to fight women’s poverty, hundreds of women in the province marched 20 kms a day for 10 days as part of the Québec March Against Women’s Poverty. The march began May 26 from Montreal, Longueuil and Riviere-du-Loup and ended June 4th in Québec City with thousands joining them, to demand an end to women’s poverty
- 1995** Full day of National Board of Directors meeting dedicated to training on systemic discrimination, harassment and human rights concepts
- 1995** The PSAC National Women’s Conferences Organizing Committee mandated to plan the PSAC Women’s Conferences is struck and includes direct representation of equity group members
- 1995** July 10th, Sister Mary Pitawanakwat dies after a long battle with cancer
- 1995** The PSAC Employment Equity Plan is signed by representatives of the PSAC and the two staff unions
- 1995** Pay Equity Tribunal to decide equal pay owed to 3,000 clerical workers at Canada Post continues to meet. The tribunal hearings began in 1993
- 1995** The PSAC appealed to the Federal Court to reverse a pay equity tribunal decision which did not provide full retroactivity to employees of Non-Public Funds Headquarters



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- 1995** PSAC members at Bryony House, a women’s shelter, successfully negotiated their first contract after organizing community support to elect a new board of directors
 - 1995** The PSAC teams up with the National Action Committee (NAC) to provide training to activists and staff across the country, on incorporating coalitions in the fightback campaign
 - 1995** PSAC woman member, Marianne Mackinnon elected as President of the Yukon Federation of Labour
 - 1995** PSAC members at Purolator Courier Ltd., a female dominated bargaining unit, maintained a solid picket line during 57 days of lock-out and achieved their first collective agreement
 - 1996** Establishment and pilot of PSAC advanced course in “Human Rights”
 - 1996** Fifth woman Component President elected, Jackie Simpson, Union of Northern Workers
 - 1996** Fourth series of Regional Conferences “From the Margins to the Mainstream”. This is the first series of Regional Conferences that are completely decentralized to the regions
 - 1996** The first National Conference for members of the PSAC who belong to visible minority groups and aboriginal groups is held. The theme of the conference is “Unity, Strength, Power: Together Against Racism”
 - 1996** February 15, the Canadian Human Rights Tribunal rules that data assembled over four years during the course of the joint employer-union equal pay study are valid. This decision has provided hope that Pay Equity will become a reality in the federal public service. Arguments with respect to retroactively and amounts owing are continuing before the Tribunal
 - 1996** Women’s Across-Canada March Against Poverty, organized by NAC and the CLC, begins May 15 in Vancouver British Columbia, May 19 in St. John’s Newfoundland, and culminates June 15th in Ottawa where
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some 25,000 people gathered in LeBreton Flats and marched in a throng to Parliament Hill

- 1996** Women in Quebec hold a 24-hour vigil in Quebec City, at the National Assembly, organized by the Federation des femmes du Quebec (FFQ) to commemorate the anniversary of the Quebec Bread and Roses March. They are joined by the Women's March Against Poverty eastern caravan
- 1996** PSAC member Lois Moorcroft re-elected as MLA for the Yukon New Democratic Party in the Yukon legislature as Minister responsible for Education, Justice and Women's Directorate
- 1996** Currently there are 10 workplace child care centres established, the most recent being a centre located near the Laval Penitentiary Complex which can accommodate 60 children
- 1996** There are 47 Regional Women's Committees established, and a request pending for the establishment of the 48th committee in Newfoundland
- 1996** The Canadian Human Rights Commission ordered Treasury Board to provide same-sex couples with same benefits as opposite-sex couples
- 1996** The Federal Court of Appeal rules that the Pay Equity Complainants of the Non-Public Funds should receive the full retroactivity sought by the PSAC, i.e one year prior to the date of the complaint
- 1996** Fifth National Women's Conference held, "From the Margins to the Mainstream"
- 1997** 40.5% of the delegates to the Triennial Convention are women, double the number at the 1979 convention (20%)
- 1997** 34.6% of the National Board of Directors (NBoD) are women, an increase of 6% over 1994
- 1997** In the new regionalized structure of the PSAC, almost 50% of the AEC are women (4 of 9)
- 1997** Two PSAC members are elected in the federal election held in June: Louise Hardy from the Yukon Employees Union, representing the riding



of Yukon; and Angela Vautour, from National Component, representing the riding of Beauséjour-Petitcodiac, both for the New Democratic Party

- 1998** The first PSAC course on harassment is piloted in February
- 1998** In the Nova Scotia election held in March, the efforts of PSAC members help to elect the first black woman to the legislature. Yvonne Atwell, well-known community activist, represents the riding of Preston for the New Democratic Party
- 1998** Women around the world begin preparations for the World Women's March Against Poverty, to be held in the year 2000. By July 1998, 617 women's groups in 86 countries have indicated their interest
- 1998** At the Common Issues Bargaining Table during negotiations with the Treasury Board, the PSAC negotiates a top-up of parental benefit leave, in addition to the benefits for maternity leave, to a total of 25 weeks
- 1998** The Public Service Alliance of Canada undertakes an internal pay equity initiative with two of its staff unions
- 1998** There are now 14 PSAC-workplace childcare centres
- 1998** June 29 – the PSAC wins a “landmark” decision in its 14-year battle for pay equity on behalf of federal public service workers in female-dominated groups. The Canadian Human Rights Tribunal decision includes:
- retroactivity to March 8, 1985 (the date the joint pay equity study was announced);
 - simple interest, based on the Canada Savings Bond interest rate;
 - interest will continue to accumulate until the payments are made;
 - calculation of the wage gap to be based on the Canadian Human Rights Commission methodology, which is close to that of the PSAC;
 - integration of the pay equity adjustment into the wage rate as of July 29, 1998



In the wake of the decision, PSAC members sound the rallying cry from coast to coast: “Don’t delay – just pay!”

- 1998** August 14 – The Federal Court dismisses Treasury Board’s appeal of the Akerstrom and Moore Human Rights Tribunal decision. At issue in this case is the heterosexual specific definition of ‘spouse’ in the federal government’s collective agreements with its bargaining agents
- 1998** August 27 – The Federal government announces it will appeal the Canadian Human Rights Tribunal decision in the global pay equity complaint. The PSAC immediately embarks on a national campaign of protest
- 1998** September – the PSAC officially endorses the World March of Women 2000 and contributes \$2,000 to enable a delegate from the South to attend the first international planning meeting held in Montreal in October
- 1998** December 29 – following many months of intense bargaining, the first negotiated collective agreements in over 10 years are signed by PSAC and Treasury Board covering workers at 5 Tables. Improvements include:
- a new definition of common-law spouse to include same-sex couples and equivalent access to the provisions of the collective agreement;
 - Family-Related Leave is expanded to provide for care of an elderly member of the employee’s family; the clause now also provides that employees can use Family-Related Leave in order to make alternate care arrangements for a family member’s longer illness;
 - Maternity-Related Reassignment of Leave – the employer must modify an employee’s job functions or reassign her for the period from the beginning of pregnancy to the end of the 24th week following pregnancy; if such modifications are not reasonably practicable, the employee is entitled to leave without pay.



- Pay Equity – For LS workers, all equal pay adjustments paid since 1990, in addition to Special Pay Adjustments offered by the employer when pay equity conciliation talks broke down in September 1998, were rolled into base salary before the application of the economic increase. Other workers involved in the pay equity complaint (CRs, DAs, EUs, and STs) also received Special Pay Adjustments which were rolled into base salary before the economic increase was applied; however, the previous pay equity adjustment made unilaterally by the employer is not part of base salary

- 1998/99** Regional Women’s conferences and seminars are held in every Region
- 1999** May – marks the 300th day of hearings in the PSAC’s pay equity complaint against Canada Post Corporation. The complaint on behalf of CRs at Canada Post was filed on August 24, 1983
- 1999** May 31 – The Federal Court (Trial Division) begins hearing the government’s appeal of the Pay Equity Tribunal decision. PSAC members in the NCR organize daily events in front of the Federal Court Building for the entire two-week period, including guest speakers, an appearance by the political satire group, the Raging Grannies, and hot dog lunches. A decision is anticipated before the end of 1999
- 1999** June 9 – the Public Alliance of Canada and the Congress of Aboriginal Peoples (CAP) sign a partnership agreement aimed at finding solutions to the under-representation of Aboriginal Peoples in the labour force
- 1999** July 7 – Canadian Human Rights Tribunal hearings begin in the pay equity complaint filed in 1989 on behalf of the workers employed by the Government of the Northwest Territories (GNWT). Hearings are scheduled through to June 2000
- 1999** July 13 – in the face of continued stalling tactics by the Treasury Board since the pay equity decision was issued July 29, 1998, the PSAC asks that the Tribunal be reconvened to deal with outstanding issues, some of which include: methodology, interest, equal treatment for the HS



group, and how the total amount of money owed will be divided up among the various levels

- 1999** Negotiated Child Care Fund for our members at Canada Post
- 1999** Evans Decision comes down regarding the government's appeal and ruled for the union and said "Justice delayed was justice denied"
- 1999** October 29, Agreement was signed on how to implement the Tribunal's Order

The New Millenium

- 2000** PSAC 12th Triennial Convention elects first Woman National President: Nycole Turmel
- 2000** 40% delegates to the 12th Triennial Convention are women
- 2000** 3 out of 9 members of the Alliance Executive Committee are women: Nycole Turmel, Patty Ducharme and Robyn Benson
- 2000** 5 out of 18 Component Presidents are women
- 2000** Triennial Convention grants delegate status to PSAC EOC representatives to Convention
- 2000** World March of Women in the Year 2000 is launched on March 8 (International Women's Day) and culminates with 50,000 women on Parliament Hill on October 15 (International Day for the Elimination of Poverty)
- 2000/01** Negotiated Protective Reassignment for pregnant workers for the CX's at Corrections Canada and the Technical Table at Treasury Board
- 2001/02** Pay Equity Task Force is established and mandated to organize public consultations on the Pay equity Act and make recommendations by Spring of 2003
- 2002** Seventh PSAC National Women's Conference in Ottawa under the theme: Act Now! Build Our Future!



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- 2003** Triennial Convention re-elects Sister Nycole Turmel as National President
 - 2003** 43% of delegates to the 13th Triennial Convention are women
 - 2003** 37% of the National Board of Directors elected are women and the 3 women AEC members are re-elected
 - 2003/04** Pay Equity government Taskforce releases its recommendations for a new Proactive pay equity law
 - 2005** Eighth National Women's Conference in Vancouver under the theme: "Changing the Face of Power"
 - 2005** REVPs elected in their respective Regions and 3 out of 7 are women: Jeannie Baldwin, Robyn Benson and Patty Ducharme
 - 2005** 4 women elected to President position at Component Conventions and 1 as VP for international members: Betty Bannon, Heather Brooker, Jeanette Meunier-Mackay, Claudia Thompson and Andrée Massicotte
 - 2005** Tribunal issues decision in favour of Canada Post Pay Equity Complaint – Employer appeals right away



EQUITY DAYS

February	Black/African Heritage Month
March 8	International Women's Day
March 21	United Nations Day for the Elimination of Racial Discrimination
June	Pride Day/Week
June 21	Aboriginal Solidarity Day
December 1	World Aids Day
December 3	United Nations International Day of Disabled Persons
December 6	Day to end violence against women
December 10	Human Rights Day



Some Acronyms used by the PSAC

A

- AEC:** Alliance Executive Committee
AFL: American Federation of Labour
AFL: Alberta Federation of Labour
AGR: Agriculture Union
(*PSAC Component*)
APSAR: Association of Public Service
Alliance Retirees
AS: Administrative Services group
ASD: Alternative Service Delivery

B

- BCFL:** British Columbia Federation
of Labour

C

- CALM:** Canadian Association of
Labour Media
CCOHS: Canadian Centre
for Occupational Health
and Safety
CCPA: Canadian Centre
for Policy Alternatives
CEIU: Canada Employment
& Immigration Union
(*PSAC Component*)

- CEUDA:** Customs Excise Union
Douanes Accise
(*PSAC Component*)
CHRA: Canadian Human Rights Act
CHRC: Canadian Human
Rights Commission
CIRB: Canada Industrial
Relations Board
CLC: Canada Labour Code
CLC: Canadian Labour Congress
CM: Communications group
CPC: Canada Post Corporation
CR: Clerical and Regulatory group
CSE: Communications
Security Establishment

D

- DCL:** Directly Chartered Local
DD: Drafting and Illustration group
DI: Disability Insurance
DLC: District Labour Councils

E

- ED:** Education group
EG: Engineering and Scientific
Support group



- EI:** Employment Insurance
EOC: Equal Opportunities Committee
ETOs: Employee Takeovers
EU: Educational Support group

F

- FR:** Firefighters group
FSD: Foreign Services Directives

G

- GL/GLT:** General Labour & Trades group
GS: General Services group
GSU: Government Services Union
(*PSAC Component*)
GT: General Technical group

H

- H&S:** Health and Safety
HP: Heating, Power & Stationary Plant Operation Group
HS: Hospital Services group

I

- ILO:** International Labour Organization
IPA: Isolated Posts Allowance
IS: Information Services group
IWD: International Women's Day
(*March 8*)

J

- JCTC:** Joint Career Transition Committee
JOSH: Joint Occupational Safety and Health

L

- LAA:** Local Airport Authority
LCD: Living Costs Differential
LI: Light-keepers group
LS: Library Science group

M

- MCS:** Multiple Chemical Sensitivity
MDAC: Members with Disabilities Ad-hoc Committee
MFL: Manitoba Federation of Labour
MOU: Memorandum of Understanding
MP: Member of Parliament
MPP: Member of Provincial Parliament
(*in Ontario only*)
MLA: Member of the Legislative Assembly
MNA: Member of the National Assembly
(*in Quebec only*)



N

- NAAW:** National Access Awareness Week
- NAFTA:** North American Free Trade Agreement
- NBoD:** National Board of Directors
- NBFL:** New Brunswick Federation of Labour
- NCR:** National Capital Region
- NDP:** New Democratic Party
- NEU:** Nunavut Employees' Union (*PSAC Component*)
- NEVP:** National Executive Vice-President
- NFL:** Newfoundland/Labrador Federation of Labour
- NHWU:** National Health and Welfare Union (*PSAC Component*)
- NJC:** National Joint Council
- NRU:** Natural Resources Union (*PSAC Component*)
- NPF:** Non-Public Funds
- NSFL:** Nova Scotia Federation of Labour
- NVP:** National Vice-President
- NWTFL:** Northwest Territories Federation of Labour

O

- OFL:** Ontario Federation of Labour

P

- PAC:** Political Action Committee
- PEIFL:** Prince Edward Island Federation of Labour
- PI:** Primary Products Inspection group
- PM:** Programme Administration group
- PR:** Printing Operations group
- PSC:** Public Service Commission
- PSDCP:** Public Service Dental Care Plan
- PSDIP:** Public Service Disability Insurance Plan
- PSHCP:** Public Service Health Care Plan
- PSI:** Public Services International
- PSSA:** Public Service Superannuation Act
- PSMA:** Public Service Modernization Act
- PY:** Photography group

Q

- QFL:** Quebec Federation of Labour

R

- RAA:** Regional Airport Authority
- RCM:** Royal Canadian Mint



- REVP:** Regional Executive Vice-President
- RO:** Regional Office
- RSI:** Repetitive Strain Injury
- RVAC:** Racially Visible Action Committee
- RVP:** Regional Vice-President
- RWC:** Regional Women's Committee

S

- SC:** Ships' Crews group
- SFL:** Saskatchewan Federation of Labour
- SOA:** Special Operating Agency
- ST:** Secretarial, Stenographic and Typing group

T

- TB:** Treasury Board
- TI:** Technical Inspection group

U

- UCTE:** Union of Canadian Transportation Employees
(PSAC Component)
- UEW:** Union of Environment Workers
(PSAC Component)
- UMCC:** Union Management Consultation Committee

- UNDE:** Union of National Defence Employees
(PSAC Component)
- UNW:** Union of Northern Workers
(PSAC Component)
- UPCE:** Union of Postal Communications Employees
(PSAC Component)
- USGE:** Union of Solicitor General Employees
(PSAC Component)

- UTE:** Union of Taxation Employees
(PSAC Component)
- UVAE:** Union of Veterans Affairs Employees
(PSAC Component)

W

- WFAD:** Work Force Adjustment Directive
- WP:** Welfare Programmes group
- WTO:** World Trade Organization

Y

- YEU:** Yukon Employees Union
(PSAC Component)
- YFL:** Yukon Federation of Labour



PSAC Regional Offices

North

Iqaluit Regional Office

P.O. Box 220, Building #1412
Iqaluit, NU X0A 0H0
Tel.: (866) 268-7097 or (867) 979-7430

Whitehorse Regional Office

2285-2nd Avenue, Suite 100
Whitehorse, YT Y1A 1C9
Tel.: (867) 667-8887 or (867) 667-2331

Yellowknife Regional Office

4916-49th Street, P.O. Box 637
Yellowknife, NT X1A 2N5
Tel.: General Information
1-800-661-0870 or (867) 873-5670

British Columbia

Victoria Regional Office

1497 Admirals Road, Suite 210
Victoria, BC V9A 2P8
Tel.: (250) 953-1052 or (250) 953-1050

Vancouver Regional Office

5238 Joyce Street, Suite 200
Vancouver, BC V5R 6C9
Tel.: (604) 430-5631

Prairies

Calgary Regional Office

Hillhurst Professional Building
301-14th Street, Northwest, Suite 302

Calgary, AB T2N 2A1

Tel.: AB/NWT only – 1-800-461-8914
or (403) 270-6555

Edmonton Regional Office

10130-103rd Street, Suite 205
Edmonton, AB T5J 3N9
Tel.: AB/NWT only – 1-800-814-3948
or (780) 423-1290

Regina Regional Office

2445-13th Avenue, Suite 200
Regina, SK S4P 0W1
Tel.: (306) 757-3575

Saskatoon Regional Office

511-1st Avenue, North, Suite 5
Saskatoon, SK S7K 1X5
Tel.: (306) 244-3033

Winnipeg Regional Office

175 Hargrave Street, Suite 460
Winnipeg, MB R3C 3R8
Tel.: (204) 947-1601

Ontario

Thunder Bay Regional Office

1205 Amber Drive, Suite 109
Thunder Bay, ON P7B 6M4
Tel.: (807) 345-8442

London Regional Office

480 Sovereign Street, Unit 11
London, ON N6M 1A4
Tel.: (519) 659-1124



Toronto Regional Office

90 Eglinton Avenue East, Suite 608
Toronto, ON M4P 2Y3
Tel.: (416) 485-3558

North Bay Regional Office

222 McIntyre Street West, Suite 411
North Bay, ON P1B 2Y8
Tel.: (705) 472-9421

Kingston Regional Office

Cornell Towers
234 Concession Street, Suite 203
Kingston, ON K7K 6W6
Tel.: (613) 542-7322

National Capital Region

Ottawa Regional Office

15 Holland Avenue, Suite 101
Ottawa, ON K1Y 4T2
Tel.: (613) 560-2560

Gatineau Regional Office

Place du Centre
200 Promenade du Portage, Suite 310
2nd Floor, Gatineau, QC J8X 4B7
Tel.: (819) 777-4647

Québec

Montréal Regional Office

3300 Côte-Vertu Boulevard, Suite 400
St-Laurent, QC H4R 2B7
Tel.: (514) 875-7100

Québec Regional Office

2140 Ste-Anne Boulevard
Québec City, QC G1J 1X8
Tel.: (418) 666-6500

Atlantic

Moncton Regional Office

505D St-George Street
Moncton, NB E1C 1Y4
Tel.: (506) 857-4220

Charlottetown Regional Office

Yates Building
1 Harbourside
Charlottetown, PE C1A 8R4
Tel. : (902) 892-5481

Gander Regional Office

The Polaris Building
61 Elizabeth Drive
Gander, NL A1V 1G4
Tel.: General Information
1-800-663-7744 or (709) 651-3727/8

St. John's Regional Office

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The Structure of the PSAC

