

**March 2014 York Branch NEWS LETTER**  
**Association of Postal Officials of Canada York Branch**  
**Next General Meeting is March 16<sup>th</sup> 2014 at 10:00 hr**  
**2750 14<sup>th</sup> Avenue Unit G-14 Markham, ON. L3R 0B6**

**President Sandra Burgess:** [president@apocyork.ca](mailto:president@apocyork.ca)

Annual Leave Consultations have now been resolved. I apologize for the delay with Delivery Office as the Annual Leave proposal from the Corporation could not be resolved at the local level and it was therefore escalated as per Article 29.2 of the Collective Agreement. The end result still was not what we had hoped for, but with limited blocks available during December 2014; I do hope members are able to bid on alternate Annual Leave blocks that would be made available during other months of the year as a result of the resolution. The delay with Gateway Office was due to the consultations not being held until January.

By the time you receive this newsletter, the timeline to address end of year appraisal rate challenges will be passed and therefore futile. Some members were concerned about their rating took the opportunity to contact the VP's and or representatives in their respective offices, and I am happy to say that there were some successes in the actions and initiatives that were taken to address the issues, keep up the good work to all of you.

Please be advised that the Local suggested to the Corporation that five (5) days is sufficient time for your team lead to approve or deny a leave request. Please utilize the electronic form that is available to you to submit your leave request in the future in order to have a reference date when your request was made. Alternatively, if you choose to submit a hard copy, please photocopy and retain it for your records until the pink copy is returned to you. This can be used as proof to support you if the need arises due to some unforeseen misunderstanding at a future date.

At the January general meeting, elections were held for representatives of the respective offices. Please familiarize yourselves with the representatives for your respective offices and contact them if you require assistance regarding APOC concerns that you may have.

Next general meeting is on March 16, 2014 at 10:00H.

**Philip Denny Secretary Treasurer:** [sectrea@apocyork.ca](mailto:sectrea@apocyork.ca) The APOC York Branch Constitution & By – Laws will be on the agenda at the March 16<sup>th</sup> 2014 general meeting along with discussions and voting on the constitutional changes that are presented. The APOC collective agreement negotiation team has been formed and the Association is at the beginning stage of a series of meetings with the Corporation. Submissions that were sent in by members of the York Branch were presented to our Regional representative on the committee. PIP is designed to assist members to improve their abilities to perform the required job function. It is not suppose to be applied as a punitive component or disciplinary action towards a member. Therefore, if you are put on a PIP by your manager or Superintendent please notify your APOC Divisional Representative or office Vice President as soon as possible. The PIP must have a starting date and it must be in a written form if it was done properly by your team leader. Also, specific objectives must be mentioned and time line must be set along with date of follow up meeting with the team leader and you to monitor your progress.

Proper coaching and guidance must be provided to you by the team leader, not a peer or co-worker. You are responsible to make copious notes on your own on a daily basis to assist. Be advised that the PIP procedure is not outlined in the collective agreement, therefore there will be some subjectivity and objectivity applied to the process. As a result, it would be in your best interest as a member to contact your Local APOC Office Rep for assistance and avoid calling the APOC national office if you have concerns or questions if you are placed on a PIP. Another thing to remember at this time of the year is the process of your Yearly Performance OBJECTIVE setting that your team leader may ask you to prepare and present to them. It is crucial that you seek some assistance from your APOC Local representative. I would suggest that for simplicity sake, you make your written presentation in point form and avoid writing it like a narrative. Try not to use the tool as a stage for complaining or making suggestions. Remember, it is you're your Performance Objective setting for a given period so state that in your presentation. SAP entries must be noted at all times to indicate why you made the entries. Keep it brief and to the point without violating the employee's privacy and confidentiality. Be Punctual, Professional, Prudent and Safe.

**Wendall Quintyne V-P Gateway wlppvice@apocyork.ca...416-459-1871**

I would like to take this time and opportunity to say happy New Year to all APOC members at Gateway. I want to let you know that we had our Annual Leave consultation on February 3, 2014. We could not agree to what The Corporation brought to the table to offer our members. So we had to defer the matter to the DVP and GM for discussions. A note of concern that I would like to address to members, it was brought to my attention by management that some members are not wearing their uniforms on the work floor and as a result APOC members cannot be identified as supervisors from the workers on the floor. Management is serious to say the least and we may see some actions taken by the management in this regard if members continue to adhere to the APOC uniform requirement and they maybe cracking down on this.

If any member is place on a PIP, I would strongly advise them to get your APOC Reps involve. Waiting until the end of the year to address the PIP issues can sometime be too late. If you are placed on a PIP please document everything you do or that is outlined in your PIP requirement procedures and expectations. I would also like to invite all Gateway APOC members to attend our general membership meetings where you can come and voice any concerns that you may have.

Meetings are held every third Sunday of every other Month and the next meeting will be on March 16th, 2014 at 10:00 hours, at the APOC York Branch office, please come out and join us then. Changes are coming to the TCR Office in the near future. If any member has a concern that they would like to have brought to consultations, please bring them to the attention of your shift representative or to your office APOC VP and it will be take up at consultations. Again, a word of caution to all members to just be careful when you are addressing your employees in the work place and please include all notes of any changes you do in SAP, also keep all note of your daily work activities because these can be used at any PIP meetings that you may be called in for. Your shifts Gateway Reps. are Carl Benjamin, Stone Blemano, Wendy Mitchell and Robert Penny. Please remember to visit our website at [www.apocyork.com](http://www.apocyork.com) to get all the latest information and news about APOC.

**Ian Sullivan V-P Delivery:** [delvice@apocyork.ca](mailto:delvice@apocyork.ca) ...I am pleased to announce and introduce our new reps for delivery: Dillon Lumsden, Roberto Tantsef, Abraham Gomez-Badell, and

Barbara Wilson. This is in addition to Isabel Mokhtarian and Steven Verschuren who have and is still serving us well, thank you all. Some members concerns about the release and distribution of our monthly consultations minutes. For information purposes, the agreement is that the corporation is responsible for supplying the minutes via the LR office. Lately there seems to be some misunderstanding as to this fact, therefore the matter will be discussed and clarified with the corporation at the APOC national level, the time windows and distribution of minutes will also be clarified and resolve. Some month the minutes are sent out late and sometimes just prior to the next consultation. Our last consultation was held January 14<sup>th</sup> and we are still waiting for the minutes as of February 13<sup>th</sup>. The collective agreement clearly states that the corporation is to provide a draft copy within 2 weeks of the meeting but this is not happening.

The Delivery annual leave has been resolved to some degree; while we are not fully satisfied with the outcome at present, at least members should be able to complete the bid process at the beginning of the fiscal year. Major points of concerns were: A complete blackout period from the first week in December to the first week in January. Instead of these weeks being offered by Zone they will be offered by Directorship, this means the five weeks will be offered to the most senior members in the Directorship and not the zone. The other issue of concern was in regards to the calculation of blocks required. APOC felt that it was too tight not to allow any movement or being able to bid carry over weeks. The main cause of concern was those transferring from one Directorship to another and members would not have anywhere to bid. Resolution: the corporation revisited the calculation and created more availability also members on STDP should be able to select annual leave. This was resolved where the corporation agreed to allow extra blocks to be superimposed through mutual agreement.

There are and will be concerns going forward so please be diligent in your duties and mindful of your responsibilities. Please plan to attend our meeting. END

**Anthony Medeiros VP Sales/service** [salesvice@apocyork.ca](mailto:salesvice@apocyork.ca) 416-347-7146 There were no submissions or concerns from the Sales & Serve Group / Offices.

**Mohamed Matadar V.P. South Central:** [slppvice@apocyork.ca](mailto:slppvice@apocyork.ca) There were no submissions or concerns from the SLPP Office.

**Wayne Burey V-P THM:** [thmvice@apocyork.ca](mailto:thmvice@apocyork.ca)