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Workload for members of the HSPBA

Excerpt from Collective Agreement:

38.05 Workload

An employee who believes that her/his workload is unsafe or consistently excessive shall discuss the problem with her/his immediate supervisor. If the problem is not resolved in this discussion, the employee may seek a remedy by means of the grievance procedure. If the matter is not resolved in the grievance procedure, it may be referred to a troubleshooter who shall

- (a) investigate the difference;*
- (b) define the issue in the difference; and*
- (c) make written recommendations to resolve the differences.*

Therefore, HSPBA members with an unsafe or excessive workload are asked to take the following action:

1. Write your supervisor and/or team lead, either as an individual or as a group, to explain the workload issue in as much detail as possible.
 - a. Copy your shop steward when sending this letter.
 - b. Request a specific resolution to the workload problem by a set date. For example: “Backfill my work while I am absent” or “Reduce my caseload to a maximum of 80 cases” and “I/we request that this change be made by... [2 weeks to one month to make a change]”
2. Should the employer fail to resolve the workload situation, contact your shop steward to file a grievance on your behalf.

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