



March 18th, 2015

TO: BRANCHES AND FACILITIES

Call for Nominations – Contract Committee

Nominations will open for the Contract Committee, April 1st, 2015 and must be received by the National Office no later than 12:00 ET, April 14th, 2015.

Roles and responsibilities of Contract Committee:

- To faithfully reflect and bring forward the views and concerns of the members in each area and facility, as well as the membership as a whole;
- To provide necessary guidance and resources to the negotiators at every stage;
- To regularly communicate with and update the members; and
- To deliver the best possible tentative agreement for the members' approval.

It is important to remember that while the Contract Committee makes all decisions leading up to the tentative agreement, it does not conduct the actual negotiations, nor do Contract Committee members individually bring contract proposals to the table. Contract proposals must be discussed, adopted, and submitted by branch meetings called for that purpose.

For the information of persons considering running for Contract Committee, please note that the first meeting of the committee will take place in Ottawa from **May 20-22, 2015**. Travel for most to Ottawa will take place on **May 19** and travel home for most will be on the evening of **May 22**.

Our intention is to hold ad hoc meetings from **September – November**. Bargaining will open the week of **November 30th**. We will meet again for two-week periods beginning **January 11th**. We will then break for two weeks, then meet again for two weeks (and so on) until the conclusion of Bargaining. The exception will be **March 29th** when we will return to bargain until completion. The schedule is strictly tentative at this point in time and subject to change as circumstances dictate.

Nominations must be accompanied by the nomination form attached to this letter. Candidate biographies can be submitted and will be distributed with election packages. All forms must be received electronically to National Office at catca@catca.ca. No faxed copies will be accepted.

In solidarity,

Peter Duffey
President

Doug Best
Executive Vice President



NOMINATION FORM – CONTRACT COMMITTEE

I _____ nominate _____

for the position of _____.

(Signature of Nominator)

I _____ accept the nomination.

(Signature of Nominee)

I certify that the nominee is an Active Member in good standing.

(Signature of President)