



July 20, 2017

To: Regional Vice Presidents
Branches & Facilities

Optional Severance Payout: Important Clarification

If you voluntarily select your one-time opportunity (before August 31) to have your severance paid out, you will **not** receive any severance payment when you **retire**.

However, please note that you will still continue to accumulate one (1) week of severance entitlement for every future complete year of continuous employment to be used in the event of **layoff** or **death**. Any such future severance payment would, of course, be reduced by the amount of your voluntary severance payout this year, as well as any previous severance benefit (e.g. the 1996 payout from Transport Canada).

If you have any question on this point, please contact your Regional Vice President.

In solidarity,

Doug Best
Executive Vice President