



April 30, 2020

**TO: REGIONAL VICE PRESIDENTS  
BRANCHES & FACILITIES**

### **Voluntary Early Retirement Incentive Program Rollout**

As previously communicated last week, NAV Canada approached all unions and proposed a Voluntary Early Retirement Incentive Program (ERI). The attached document outlines the framework for the ERI program. For those eligible, the program is intended to provide employees with an incentive to retire earlier than they may have planned. This program is **completely voluntary** and will be offered in eligibility phases as described in the document. Any member voluntarily taking the ERI will be ineligible for the departure incentive package under the Employment Security provisions (Article 33) of the Collective Agreement should it be invoked in the future. At this time, the union has no knowledge of the company's future intention to utilize Article 33 to reduce its workforce.

The program allows, in phases, the ability to retire from NAV Canada and benefit with either a lump sum equal to a six-month base salary or a six-month base salary continuance depending on your eligibility phase. Base salary for CATCA members is equal to salary plus ATC premium. In addition, NAV Canada is waiving the six-month notice requirement to take end of career TOIL or sick leave if you have a bank and want to utilize it. The banks may be combined, however, the maximum allowable is six months with balances remaining to be paid out.

The Union wants to stress that we are not giving advice on this matter and are simply presenting you with the highlighted information. In considering any decision regarding this program, CATCA urges each qualifying member to carefully review the documentation supplied by NAV Canada regarding the program, read their collective agreement, consider their personal situation and seek advice from a financial advisor as necessary. Having considered the ERI and their personal circumstances in their totality, each person must then make a decision that is best for them.

At this time NAV Canada has not translated the attached document which summarises the program. When the translated version becomes available to CATCA we will attach it to the French version on the webpage. In addition to the program overview there is a limited Q&A for you to review which follows the outline of the document.

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The rollout of phase one of the program as explained to CATCA by NAV Canada is expected to be Monday May 4<sup>th</sup>, 2020. Members will be given a few days to have questions answered. The first phase of the program will be open May 7<sup>th</sup> to May 17<sup>th</sup>. Acceptance of the ERI offer will close for phase one May 17<sup>th</sup> and will not be available after that date. Phase two will roll out after NAV Canada has evaluated the uptake of the first phase with the expectation that phase three would be the same. At this time members are advised that NAV Canada has not guaranteed proceeding to either phase two or three as a staffing evaluation must be done to ensure staffing is not below an accepted level to ensure the ability to continue providing air traffic services.

For further questions please consult with your local manager as they have been briefed on this initiative.

The Program documentation is [attached](#).

On Behalf of the Executive Board;

Peter Duffey  
President

Doug Best  
Executive Vice President

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