



May 6, 2020

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

Schedules and Leave

CATCA and NAV Canada have signed an agreement today to keep all COVID-19 schedules in place across the country until September 15, 2020. This agreement comes with the same proviso that existed before that if the unforeseen happens or as traffic returns, either side may exit the agreement by providing a 7 day notice in writing and return to the schedules in place before the pandemic hit. This agreement will bring a degree of certainty going forward.

An agreement has also been reached on the scheduling of leave. The RVP's will be working with Branch Chairs to ensure a leave system is executed to ensure members have fair access to leave and that all required leave is scheduled. Article 27.04 of the collective agreement directs NAV Canada to schedule all leave in the year in which it was earned. Article 27.06 (c) supports that position and also references a carryover clause (now at 21 days). NAV Canada has made it clear they will schedule leave in accordance with those articles if members do not schedule it when given the opportunity. NAV Canada has also clearly stated they will not allow the payout of any leave at years end. Leave will need to be taken or marked for carryover under current guidelines.

We strongly suggest that members schedule their leave when they want it within the leave planning process. NAV Canada has indicated they will begin scheduling leave that remains in peoples banks come the fall of 2020. The exception will be any leave that is allowed to be carried over (21 days less any amount carried this year into the 2020/2021 leave year).

The agreement to extend schedules and the guiding principles on leave can be read [here](#).

Please direct any questions on this topic to your Branch Chair who will be briefed by your RVP.

On Behalf of the Executive Board;

Peter Duffey
President

Doug Best
Executive Vice President

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