

MEDIA 1

Policies

April 23, 2009

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CEP Media One Expense Policy

The purpose of this policy is to set out clearly the process and procedure for the collection of dues by the M1 and the expenses paid by M1.

Of the 2% dues collected, 0.34% will go to the M1 defense fund. 70% of the 1.66% left, after National deductions, will be returned to the Units, and the remaining 30% will be retained by the Local.

M1 may impose a special assessment of dues only in the same manner as changing membership dues.

In order to attend M1 Board meetings the delegate's travel, ground transport, hotel and per diem expenses and one observer's travel and ground transport expenses shall be paid from the M1 funds. Units may send additional observers at their own expense.

M1 will pay travel & leave expenses related to the performance of the duties of any executive board member as required by M1. This does not apply to attendance at M1 Board meetings.

Executive members shall receive an honorarium of \$100 per month.

Any changes to this policy must be passed by a majority of voting delegates in accordance with the procedure as set out in the M1 Bylaws at a regular or special meeting of the M1 Board.

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CEP Media One Finance Policy

PURPOSE:

To set criteria for the administration of all Media One finances while being transparent and accountable to each and every contributing member of Media One.

FINANCE COMMITTEE & TRUSTEES

- Media One shall have two financial trustees who shall be separate from the Executive and shall have complete unfettered access to all financial records.
- These trustees along with the Media One Treasurer shall form the Finance Committee.
- The Finance Committee shall review, recommend and advise the Media One Board on investments and finances.
- Each trustee must be a member in good standing of Media One

FINANCIAL REPORTS

- The Treasurer of Media One shall present a quarterly financial report that must be approved by the Trustees and presented to members at unit meetings.

SIGNATORIES

- Media One shall have three signatories from the Executive on all accounts, two of whom must sign off on each disbursement.

ANNUAL BUDGET

- During the first Media One Board meeting of the year, the Media One Executive shall present an annual budget.
- The budget year shall be the calendar year.
- This budget shall include projected income and expenditures for the year.
- This budget must be approved by a 2/3 majority of the Media One Board.
- Once approved the budget shall be distributed to the units and presented to the members at unit meetings.

CONTRACTING

Any work payable by Media One and requiring the signing of a contract must first have said contract presented to and approved by a majority of the Media One Executive.

DONATIONS POLICY

The M1 Finance committee shall set aside an amount in the annual budget for the purposes of supporting CEP and other locals involved in a dispute. The M1 Executive shall have complete discretion regarding the disbursement of funds. Amounts in excess of the budgeted amount must first be approved by 2/3 majority vote of the M1 Board.

SPENDING AUTHORITY

Discretionary spending of up to \$5000, not necessarily budgeted for, may occur with a majority vote of the M1 Executive. Discretionary spending beyond \$5,000 must first be approved by 2/3 majority vote of the M1 Board.

The Media One Executive shall make a full presentation and disclosure of any discretionary spending at the next Media One Board Meeting.

The Media One Executive is not authorized to disperse funds where such dispersal would cause a negative balance or reliance on an overdraft in any Media One bank account.

BARGAINING EXPENSES

The Local is responsible for all costs related to the negotiation and administration of the Collective Agreement(s) that are not covered or paid for either by the company, the Media Council Bargaining Fund, or by the National Union.

1. The Local shall pay travel expenses (Hotel, Transportation, Per Diem, and Wage Loss) for one(1) delegate from each unit within their respective bargaining unit to attend pre-bargaining caucus meeting(s).
2. The Local shall pay travel expenses (Hotel, Transportation, Per Diem, and Wage Loss) for each member of the negotiating committee in the bargaining unit(s) to attend negotiation sessions with the company.
3. The Local shall pay for the cost of preparation and distribution of negotiations related material to the membership.
4. The Local shall pay the Local's portion of Collective Agreement(s) printing and distribution to the units.

TRAVEL POLICY

Per diem and mileage rates will be in accordance with the CEP National policies. Travel days will be paid at the full day rate.

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CEP Media One Bargaining Policy

NEGOTIATING COMMITTEES

The Unit Presidents, or his/her designee(s), shall form the negotiating committee in each of the bargaining units.

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CEP Media One Communication Policy

The purpose of this policy is to set out a simple and straightforward way of dealing with the communication of information amongst the M1 Board.

The M1 Executive will ensure that decisions and actions of the M1 Executive will be made known to all M1 Board members between regular M1 Board meetings.

If an issue arises that has national implications or must be dealt with in a timely manner, the issue will be presented to the M1 Board. The M1 Executive will make every reasonable effort to contact each delegate.

In matters that require a motion, the President and the Secretary of M1 will conduct a vote as per article 6 of the M1 bylaws.

The officers of the M1 Board will make reports of their activities at every regular meeting of the M1 Board.

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CEP Media One Grievance & Arbitration Policy

The purpose of this policy is to set out a process for M1 to deal with grievances and arbitrations.

The grievance procedure that is contained in the collective agreement(s) will serve as the guideline for units to use.

The CEP National Union through the National Vice President Media and/or his/her designee (CEP National Staff Representative) will continue the practice of dealing with any grievance filed by a member of M1.

Grievances shall be numbered in the following manner:

Unit – Year – Grievance Number

Example: (M1 Calgary – 2009 – 01)

When a grievance arises at a Unit, the Unit President will inform both the National Representative(s) and the M1 Master Steward.

The Master Steward shall establish and maintain a tracking system for all grievances.

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CEP Media One Defense Fund Policy

The primary purpose of the fund will be to supplement benefits in the event of a dispute.

Any member who is laid off and no longer has recall rights and is no longer in the employ of CanWest shall be reimbursed all monies they have contributed to the M1 Defense Fund.

Any member who returns to, or stays at work during a lockout or strike without written permission from the Union, shall forfeit their contribution to the fund.

This fund shall be administered by the Local.

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CEP Media One Strike and Lockout Policy

In the event that any bargaining unit becomes involved in a Labour Dispute in pursuit of any of the common issues or to defend its collective agreement against concessions demanded by the Employer(s), the bargaining units not involved in a Labour Dispute agree to:

A) Allow M1 to retain an additional 50% of each unit's monthly union dues rebate. The increase to 80% (from 30%) shall commence in the month in which the dispute begins and shall continue until the dispute is resolved and the members return to work. The additional 50% shall be dispersed to the bargaining unit(s) under dispute.

B) The disbursement of strike assistance shall be administered by the strike committee(s). The total amount of strike assistance as provided for in "A", shall be determined by the total amount within the fund, however, when combined with strike pay from the National Union, shall not exceed seventy percent (70%) of a bargaining unit member's gross basic pay.

C) M1 shall provide such additional resources as may be appropriate to any bargaining unit involved in a labour dispute as set out in the preamble of the policy subject to approval by 2/3 majority vote of the M1 Board.

Nothing contained in this policy shall contravene the provisions set forth in the M1 Bylaws

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