



The union for financial professionals.
Le syndicat des professionnels de la finance.

Departmental representative teleconference call notes – March 17, 2020

COVID-19

The bottom line

- There has been a lot of inconsistent information circulating from multiple sources, so since last week, ACFO-ACAF has been urging OCHRO to issue a blanket statement that is CLEAR
 - Message from OCHRO was encouraging people to telework but left up to managers, not all managers will interpret the same way
 - Different departments applying different procedures
- We issued our statement (<https://www.acfo-acaf.com/2020/03/16/covid-19-update-for-public-service-members-march-16/>) last night, which we strongly encourage you to read
- **Unless your duties are critical, stay home.**
- If your manager is asking you to physically come to work, ask them to put it in writing why you are deemed critical and let us know so we can escalate if need be
- ACFO is trying to go straight to the top with OCHRO and the OCG so we have guiding principles at a very high level and so we're not putting people in unnecessary danger
- We have asked Comptroller General Roch Huppe to push back year-end deadlines and they are in abeyance until April 6
- NCR is NOT differentiated from the regions in any of these directives
- Continue to keep us informed on Slack (contact Lauren for the invitation) about your department's practices, as we are providing people at the top with non-complying departments
- Your department's specific messaging on their website may be behind as the situation is constantly changing, so check with us if you're unsure
- If anything the employer is saying doesn't make sense or seems unsafe, contact us immediately and we're more than happy to contact them
- Priority is to be at home and be transparent with your employer should your productivity be affected

Who qualifies as critical

- We suspect approximately 2% of members' positions are critical

- We don't have a formal definition for critical at this time, but essentially it means that if you don't show up for work then there will be serious implications (for example CSC members who are designated as peace officers)
- There is a difference between designated essential and critical but no further definition of it at this time. If you're not essential, it is probably not likely that you're critical
- CSC is deemed for essential/critical but a communique will be sent out specifically to CSC members, might not be from CSC, discussion to be had at OCHRO meeting
- Eventually we will have a clearer picture of what's considered critical, but it should be made very clear to you if you are

Telework

- If you're unable to telework and are not in a critical position, still stay home. Again, put in writing and forward to us if manager is denying your request to stay home
- If your kids are around you and impacting your productivity, remain at home even if you're not as productive, and take "leave with pay for other reasons" if you are unable to work caring for your family
- Be transparent with your manager about any inability to perform your duties should your productivity be impacted, ask your manager to put it in writing should they have any issues
- We can't force you to stay home if you choose to go to work physically, but we strongly recommend that you don't for your safety
- If you need to have access to network and can't get it, try to access later at night and download what you need only to not overload it, contact your manager about any work disruptions
- The fact that you can't access the network is not an excuse to make you go physically to the office, but be transparent about disruptions to your productivity
- It is the employer's responsibility to provide you with ergonomic equipment through the duty to accommodate, so if you don't have ergonomic equipment you are medically required to have, request "leave with pay for other reasons" and contact us if it is denied
- If you're asked to return to work in 2-3 weeks and you don't feel comfortable, make sure that you notify your manager and notify us if they refuse

If you're sick or caring for the sick

- If you have symptoms of COVID-19, you are immunocompromised or your household members are immunocompromised, even if you're considered critical, the employer has to accommodate, and contact LR *immediately* (labourrelations@acfo-acaf.com) if you're being forced to go to work
- Do not work from home, you can still take a sick day if you're sick
- If you're being asked for a doctor's note for COVID-19, contact us, since this requirement has been suspended for it

- If you have a sick child, your first priority is to make alternate care arrangements, then to telework if you are unable to make arrangements, then take “leave with pay for other reasons” if you are unable to telework
- If you are sick and unable to work with an illness that isn't COVID-19, a sick note might still be requested

Spring Tune Up and Rep Conference

- All three events are postponed and to be moved to a future date
 - Spring Tune Up: October 27
 - Spring Tune Up Plus: October 28
 - Rep Conference: October 29
- Your registration will automatically be transferred over, but you may cancel your registration with full refund as applicable up to one week before the event
- Updates will be announced on the [Spring Tune Up page](#)

CT Group

- CT-EAVs, the external auditors (approximately 150 members, formerly of PIPSC), have been integrated into the ACFO-ACAF family, have been sent welcome packages and we have started filing grievances
- We do not have the IAUs (internal auditors, formerly of PSAC) integrated into ACFO-ACAF
- Anything that was a priority might get shifted over due to COVID-19

Phoenix

- SAP is starting the customization process for Phoenix, but Phoenix still used for the foreseeable future
- We are still encouraging the employer to test the new system extensively once it becomes available and in parallel with the previous system

Union dues increase

- We received confirmation from PSPC that the dues increase effective April 1st has been programmed into Phoenix and should work properly
- Dues increase was voted on by the membership in November
- \$6 per paycheque additionally
- Reminder will be posted on the website in the coming days

Non-advertised competitions

- This remains a big issue as there are staggering stats from certain departments that a majority for staffing actions were non-advertised

- It's an issue when a department is no longer doing a competition of their own, and just pulling from other pools
- We have ATIP-ed multiple departments over the past year on their level of advertised vs non advertised competitions and ACFO-ACAF is asking every department whose non-advertised vs advertised are higher than 50% on their future plans to reduce this number
- Keep feeding us information about unfair competitions; we will be setting up an anonymous disclosure process of competitions conducted unfairly
- We've seen direct impact of members disclosing these issues to us: for example, PSPC now contacts us each time they conduct a non-advertised competition with a very explicit explanation of why

State of the Community Survey

- We strongly encourage you to ask your coworkers to complete the survey, as this is a golden document for CFOs and senior management since it's information directly from our members and not being filtered through levels of management
- Provides more data and proof behind our statements we make
- This year's survey will be shorter since we've received feedback that it's too long

Public Service Health Care Plan

- Employer has not yet received a mandate
- We have our proposals ready but we haven't received feedback yet from the employer
- Most popular suggestions were more coverage for glasses/laser eye surgery, more massage therapy coverage and no doctor's note required for massages
- We want to make sure that savings will be reinvested to employees should we agree to employer's request to fill prescriptions for generic drugs instead of brand name drugs (unless there are strict instructions from doctor on no substitutions)
- Timeline will take at least a year

Possibility of Public Service Alliance strike

- Alliance has delayed their strike and the possibility of a strike has been pushed off because of COVID-19
- Despite this, it looks like there will eventually be a strike
- If there's a strike and it's blocking your workplace, you should call your manager on how to proceed and they might send you home
- We are working on digital membership card to present should you be asked for one, but if you're really concerned about a physical card, please contact info@acfo-acaf.com
- You must report to work, but if you're concerned about your safety then you should inform your manager, and if they're not being understanding, then contact us

- If you're being asked to do more duties or your workload is being increased, contact your manager, and if workload is excessive or something that falls well outside what you're doing, contact us

Joint Career Development Program

- JCDP is back again this year and the courses/training offered will be similar to last year
- Call letter to apply is scheduled for the end of April
- It's 100% free and great training, so we encourage you and your colleagues to apply

Comptrollership Training Centre

- ACFO-ACAF is providing courses we feel are relevant and are specifically designed for our members
- We are developing an ethics course with both theory and real-life examples
- Visit <https://www.acfo-acaf.com/professional-development/comptrollership-training-centre/> for list of courses
- Some may be postponed or canceled due to COVID-19, any cancellations will be provided with full refunds