



“DID YOU KNOW?”

Vol. 1 Issue 4

Over Payments

Did you know; members can at times be overpaid by the Employer? In accordance with;

11.04 Pay Days

All employees shall be paid on a bi-weekly basis on alternate Thursdays. If a statutory holiday falls on a Thursday which is designated as a pay day, the pay day shall be the preceding day. *Overpayments that may occur will not be deducted from an employee's pay cheques until the employee has been consulted.*

The Employer shall provide to each employee an itemized statement of their wages, overtime, and any other supplementary pay and deduction on each pay day.

Please note where overpayments occur, the union and employer will negotiate a re-payment schedule.

This can occur for a variety of reasons. Let's take a look at a few:

Article 8.01 (a) Relieving Pay – when relieving in a higher classification.

(b) Vacation Relief – replace member in higher classification.

Retro Activity Pay – where negotiations have gone past the expiry date, we are entitled to retro.

Temporary Employees – who change classifications during their term of employment.

Please note it is up to each member to review and validate their pay stubs. Most of us probably just file them or delete them. We reiterate the importance of these pay stubs and your review of them.

Both parties take blame for these situations and the re-payment will be negotiated between the parties.

Any questions please contact your RVP or a Table Officer.

In Solidarity,

Executive
COPE491
Canadian Office and Professional Employees Union

