

Strike Committee Members

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Strike Contact and Communication

- Each Region, including the National Capital Region, will have a Regional Strike Coordinator, who will be the Regional Chairperson, and at least one alternate.
- Job action will be communicated from the Strike Committee to the Regional Coordinators who will then advise those directly involved.
- The Regional Coordinators will pass information in either direction via a fan-out phone list procedure.
- Regional Coordinators will look after advising the Inspectors at TCCs within their respective regions with the exception of Airline Inspection and Aircraft Services personnel. The Airline Inspection contact in the NCR will look after the Airline Inspection people and the Aircraft Services contact in the NCR will look after the Aircraft Services training pilots across the country, as well as the Coast Guard Pilots.
- Opportunities for action should be passed from the Regional Coordinators to the Strike Committee.
- The Strike Committee will decide which opportunities to take advantage of and they will communicate back to the Regional Coordinator.
- Home and work (within limits) phones will be used, home e-mail may be used for discussion where available, but should not be considered as a complete alternative to the telephone. Departmental e-mail will not be used.

Strike Procedures and Protocols

- We will conduct ourselves in a responsible and civil manner. Normal dress code unless specified otherwise.
- Participation by all members is important, regardless of the site or action, as management will be looking for weakness.
- Only the CFPA designated media spokesperson will speak to the press. The Regional Coordinators will know who that is, and it will be communicated to the participating members in the event of a mass action (such as picketing). Except for the major actions, CFPA Headquarters will remain the focal point for any requests for information from the media.
- We will not try to spare the industry any inconvenience; they can speak to their politician if they are inconvenienced. Until the client is affected, the employer won't care.
- Opportunities for job action (such as VIP flights or audits) will be communicated to the Strike Committee for a decision on whether to take advantage of it or not. The strike committee will consider the action's effect on the Department, its members, and on future job actions. Members may wish to review their ARASS non-discretionary items for effective opportunities.

Initial Strike Action Plan

- Each member should confirm their normal scheduled hours of work with their supervisor. To protect yourself, request confirmation via email or in writing.
- We will work within our normally scheduled hours of work. Those are Monday to Friday, and the workday shall be 7.5 hours/day and scheduled between 07:00 and 18:00 (HPS excluded). Refer to Article 18 of the contract. Jurisprudence confirms that 'operational requirements' does not include the shifting of hours simply so the employer can save money on what would otherwise be overtime.
- Work during normal working hours only. Do not work any overtime, including cost-recovered time. You work for the employer, if they charge someone else to defray costs, it has no bearing on your employment or your employer.
- Travel only during normal working hours. Decline travel outside your normal hours of work. This may result in one flight test per day, and no

late night simulator sessions. (Letter of Agreement (99-1) concerning Air Carrier Inspectors and Duty Hours applies to in-flight inspections only)

- Refuse weekend stays away from home on less than one week travel status (i.e. don't stay in a hotel over the weekend just to save the employer airfare, Oct 2002 Travel Directive will put a stop to this anyway).
- Turn off laptops, cell phones, pagers, etc. at the end of your workday. If you have a secure lock up, leave them at work, or you may wish to hand them in at the end of your work day and retrieve them the next day.
- If you have a government issued AMEX card (Individual Travel Card) for travel, turn it in to your supervisor. Since the debt is in your personal name, you should cut the card into pieces first.
- Unless a standing advance is provided, all government employees are entitled to an advance prior to traveling on government business. Ask for a travel advance for all travel. If you travel on a frequent or regular basis, ask for a standing advance. If they cannot provide you with a reasonable advance, decline the travel. Refer to the Treasury Board Travel Directive. http://www.tbs-sct.gc.ca/Pubs_pol/hrpubs/TBM_113/TD_E.html
- Do not use your personal vehicle for government travel. Ask for taxi fare or a departmental vehicle. If you must start your workday at the office, picking up the department's vehicle, that is part of your work for that day.
- Review the travel directive (listed above). Trips of less than 300 kilometers shall not be by air except as pre-authorized by the deputy head or senior delegated officer. In the interests of safe driving, travelers should not normally be expected to drive more than 350 kilometers after having worked one-half day, or 500 kilometers on any day when the traveler has not worked.
- Before operating a government vehicle, ensure that you have fully complied with all the directives and requirements for authorized operation of the vehicle. Refer to the Treasury Board Vehicle Operation Directive http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_119/CHAP2_11_e.html. Ensure the safety of the department-supplied vehicle. Do your walk-around, ensure there are no fuel leaks, check the tire pressure, etc. at the start of your work day.
- Whether you are operating a government or rental vehicle make sure you comply with the Treasury Board Travel Directive as it applies to Traveler Driven vehicles (Sect 2.7 thru 2.9). http://www.tbs-sct.gc.ca/Pubs_pol/hrpubs/TBM_113/TD1-2E.html#tra

- Make sure that you do not violate Travel Directive 2.8.1 “Employees shall not use government vehicles for the purpose of obtaining a meal or for other personal travel, unless specifically authorized.” Make sure that you have written authorization for such trips or take a taxi or other public transportation.
- If your branch has levels of service specified (such as Commercial & Business Policy Letter #143 <http://www.tc.gc.ca/CivilAviation/commerce/policy/PL143.htm>), review the timeframes to ensure the work is completed at the maximum service level.
- Send letters to clients rather than sending facsimiles.
- Decline any requests for you to act in any managerial excluded position.
- Designated personnel may participate in some of the work-to-rule items above, but will still be required to perform overtime, standby, and overnight travel. They may participate in picket action when off-duty.
 - Note: designated employees are required to perform the full range of duties described in the official job description for their designated position (review your official job description). Designated employees cannot be compelled to perform duties that are not part of the duties for their position.
- We will conduct informational or other pickets as necessary.