

International Development and Research Centre (IDRC)

NEGOTIATIONS 2025

Union Bargaining Demands #1



July 3, 2025

Preamble:

This document represents bargaining proposals of the Public Service Alliance of Canada for this round of negotiations for the International Development and Research Centre bargaining unit. These proposals are being submitted without prejudice to any future proposed amendments and/or additions, and subject to any errors and/or omissions.

The Public Service Alliance of Canada reserves the right to add to, amend, modify, and withdraw its proposals at any time during collective bargaining, to introduce counter-proposals to the Employer's demands, and to introduce new demands that might emerge from discussions at the bargaining table or from new information obtained during negotiations.

Where the word **RESERVE** appears, it means that the Union reserves the right to make proposals at a later date.

If neither party has a proposal on a specific clause or article or memorandum of understanding, that clause or article or memorandum shall be renewed.

Finally, the Union requests the Employer disclosure of any plans for changes at its administrative or workplace level that may affect this round of negotiations, and reserves the right to make additional proposals after receiving this information.

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Article 2 – Interpretations and Definitions

The Union reserves the right to make proposals concerning this article pending discussion with the Centre concerning a number of definitions.

Article 3 – Application

- 3.01 The provisions of this Agreement apply to the Union, the Centre and the employees of the bargaining unit.
- 3.02 Both the English and French texts of this Agreement shall be official. **Should a discrepancy arise between the two versions, English will prevail as the language used during negotiations.**
- 3.03 Feminine, masculine, singular and plural pronouns used in this Agreement shall be interchangeable in the interpretation of this Agreement except where specifically precluded by the context.

Article 8 – Work of the Bargaining Unit

8.01 a) Persons not covered by the terms of this Agreement shall not perform duties normally assigned to employees in the bargaining unit except in cases of emergency or instruction.

b) Notwithstanding the above, the following may continue to perform duties normally assigned to employees:

- ~~— Locally engaged staff~~
- Research award recipients

~~8.02 Contracting out will not cause the involuntary termination of indeterminate employees. If a contracting out situation arose, an agreed upon plan would be established between the Union Local and the Centre which would include redeployment or an agreed upon termination package.~~

8.02 There shall be no contracting out of work.

Article 13 – Leave with or without Pay for Union Business

13.01 Leave with Pay for Union Business

- (a) The Centre shall grant leave with pay to an employee when called as a witness for the Centre or who is a party to hearings in front of the Canada Industrial Relations Board or an Arbitration Board or a Conciliation Board.

Subject to operational requirements and with the Union providing reasonable notice, the Centre shall grant leave with pay to:

- (b) A Union representative who attends a meeting between an employee and the Centre with regards to a complaint, a grievance or a disciplinary process.
- (c) A Union representative who attends meetings of the Joint Labour-Management Consultation Committee.
- (d) A Union representative to investigate a workplace complaint ~~of an urgent nature, to discuss a complaint or a grievance with an employee who has asked or is obligated to be represented by the Union in relation to the presentation of his or her grievance, or~~ for the purposes of new employee orientation.
- (e) A reasonable number of employees who are meeting with management on behalf of the Union.
- (f) A Union representative in a hearing in front of the Canada Industrial Relations Board, an Arbitration Board or a Conciliation Board or to an employee called as a witness by an employee or the Union.

Article 15 – No Discrimination / No Harassment

- 15.01 The parties acknowledge that, in the workplace, there shall be no discrimination, interference, restriction, coercion, harassment, intimidation or any disciplinary action exercised or practiced with respect to an employee by reason of age, race, colour, national or ethnic origin, religious affiliation, sex, sexual orientation, gender **identity** and expression, family status, mental or physical disability, political affiliation, marital status, and criminal record for which a pardon has been granted.
- 15.02 There shall be no discrimination, interference, restriction, coercion, harassment, intimidation, or any disciplinary action exercised or practiced with respect to an employee by reason of membership or activity in the Union.
- 15.03 The parties acknowledge the right of employees to work in an environment free from sexual and personal harassment and the Centre undertakes to ensure that sexual and personal harassment will not be tolerated in the workplace.

New

- 15.04 An employee shall have the right to refuse compliance with any direction, proposal or counsel by the Centre that contravenes the *Centre's Policies or Code of Conduct*.**
- 15.05 Grievances concerning the application or interpretation of this Article shall go directly to the final step of the grievance procedure.

Article 20 – Vacation Leave with Pay

20.01 The vacation year shall be from April 1st to March 31st inclusive.

20.02 An employee is entitled to vacation leave with pay to the extent of the employee's earned credits. An employee is entitled to receive an advance of credits equivalent to the anticipated credits for the current vacation year.

20.03 Indeterminate and Term Employees

Subject to clause 18.03, a full-time indeterminate or term or employee shall earn vacation credits, pro-rated to the number of straight-time hours paid during the month, at the rate of

- (a) twelve decimal five (12.5) hours per month if the employee has completed less than eight (8) years of service;
- (b) fifteen decimal six two five (15.625) hours per month if the employee has completed eight (8) years of service
- (c) **eighteen decimal seventy five (18.75) hours per month if the employee has completed fifteen (15) years of service.**

Article 21 – Sick Leave

21.04 Granting of Sick Leave

An employee shall be granted sick leave with pay when the employee is unable to perform their duties because of illness or injury provided that:

- (a) The employee has the necessary sick leave credits.
- (b) The employee satisfies the Centre of this condition in such a manner and at such a time as may be determined by the Centre, except that:
 - i. For any periods of absence in excess of **five (5) ~~four (4)~~** days, the employee must, if required, produce satisfactory evidence (certified by a qualified medical practitioner) of their inability to perform their duties;
 - ii. Notwithstanding i. above, the Centre may require an employee to produce certification of their inability to perform their duties for periods of less than **five (5) ~~four (4)~~** days where the Centre has reasonable cause to believe that the employee has abused his or her sick leave entitlement.
- (c) Employees who are on sick leave and are asked to provide a medical certificate consistent with this article may provide the medical certificate upon their return from sick leave.**

Article 25 – Family-Related Responsibility Leave

25.01 For the purpose of this article, family is defined as:

- (a) Spouse (or common-law partner);
- (b) Children (including foster children, step-children or children of the spouse or common-law partner, ward of the employee), grandchild;
- (c) Parents (including step-parents or foster parents);
- (d) Father-in-law, mother-in-law, brother, sister, step-brother, step-sister, **brother-in-law, sister-in-law, daughter-in-law, son-in-law**, grandparents of the employee;
- (e) Any relative permanently residing in the employee's household or with whom the employee permanently resides;
- or
- (f) A person who stands in the place of a relative for the employee whether or not there is any degree of consanguinity between such person and the employee.

25.02 The total leave with pay which may be granted under this article shall not exceed ~~thirty seven point five (37.5)~~ **seventy-five (75)** hours in a fiscal year.

Article 24 – Medical and Dental Appointments

- 24.01 Leave with pay, up to a maximum of three decimal seven five (3.75) hours, may be granted for routine or periodic medical and dental appointments that are preventive in nature, when it is not possible for such appointments to be arranged outside regular hours of work. Leave under this article must be pre-approved by the Centre and employees shall make every reasonable effort to limit their absences.
- 24.02 Leave with pay granted under this article shall not be used for the treatment of a specific complaint or condition.
- 24.03 (a) Active employees on July 12, 2018, shall continue to access this benefit for their dependents in accordance with the **Centre's previous policy.**
- (b) Employees hired after July 12, 2018, may be granted leave for medical and dental appointments for dependents, in accordance with Article 25.

The Union proposes to append the 2016 policy to the collective agreement as a legacy reference to clause 24.03 (a).

Article 31 – Compassionate Care Leave without Pay

RESERVE

Article 38 – Hours of Work

38.07 Premiums

- (a) An employee who completes his workday in accordance with the provisions of paragraph 38.02(c) shall receive a late-hour premium of **three ~~two~~ dollars and fifty cents (\$3.50) ~~twenty-five cents (\$2.25)~~** per hour for all hours worked between 5 p.m. and 7 a.m.
- (b) An employee who completes his workday in accordance with the provisions of paragraph 38.02(c) shall receive a premium of **three ~~two~~ dollars and fifty cents (\$3.50) ~~twenty-five cents (\$2.25)~~** per hour for all hours worked at straight-time rates on a Saturday and/or Sunday or on a Friday and/or Saturday in the Middle East and North Africa Regional Office.
- (c) In cases where an employee requests to work between the hours of 5 p.m. and 7 a.m. or on Saturday and/or Sunday, or on a Friday and/or Saturday in the Middle East and North Africa Regional office, the employee shall not be entitled to the premium under paragraphs 38.07(a) and (b).

38.08 Telework

Telework is a voluntary flexible work arrangement which allows employees to work by electronic means at a site other than their designated work site and subject to operational requirements. Such requests shall not be unreasonably denied.

RESERVE

Article 43 – Professional Membership Fees

RESERVE

Article 45 – Staffing

RESERVE

Union intends to make proposals concerning Article 45 pending discussion and disclosure of information from the Centre regarding competition for positions, employment equity plan, POPC and backfilling of positions.

Article 48 – Discipline

RESERVE

The Union intends to make proposals concerning Article 48 pending discussion and disclosure of information from the Centre.

Article 49 – Employee Performance Review and Assessment

RESERVE

The Union intends to make proposals concerning Article 50 pending discussion and disclosure of information from the Centre regarding PIP and letters of expectation.

Article 53 – Group Insurance and Retirement Plans

RESERVE

Article 54 – Pay Administration

The Union is seeking to correct Clause 54.06 in the French version of the collective agreement.

54.06 Acting Pay

- a) When an employee is required by the Centre to substantially perform the duties of a higher classification level in an acting capacity and performs those duties for a period of at least ~~five (5)~~ **three (3) consecutive** working days, the employee shall be paid acting pay calculated from the date on which the employee commenced to act as if the employee had been appointed to that higher classification level for the period in which the employee acts. **This clause shall apply to employees working in an acting capacity for both bargaining unit and non-bargaining unit positions.**

- b) When a day designated as a paid holiday occurs during the qualifying period, the holiday shall be considered as a day worked for purposes of the qualifying period.

54.06 Rémunération d'intérim

- a) Lorsqu'un employé-e est tenu par le Centre d'exécuter à titre intérimaire une grande partie des fonctions ~~d'un employé-e~~ d'un niveau de classification supérieur et ~~que l'employé-e~~ exécute ces fonctions pendant au moins ~~cinq (5)~~ **trois (3)** jours de travail consécutifs, il ou elle touche pendant la période d'intérim une rémunération d'intérim calculée à compter de la date à laquelle il ou elle commence à remplir ces fonctions, comme si il ou elle avait été nommé à ce niveau supérieur. **Cette clause s'applique aux employés travaillant à titre intérimaire pour des postes faisant partie de l'unité de négociation et pour des postes hors unité de négociation.**

- b) Lorsqu'un jour désigné comme jour férié payé survient durant la période ouvrant droit à la rémunération, le jour férié est considéré comme un jour de travail aux fins de la période ouvrant droit à la rémunération.

Article 55 – Health and Safety

Policy Statement

- 55.01 The parties recognize an employee's right to working conditions which show respect for his or her health, safety, **psychological** and physical well-being. The Centre and the Union recognize that the maintenance and development of the employee's general well-being constitute a common objective.

Article 57 – Overseas Employees

The Union proposes the addition of the following LOU to the collective agreement.

Letter of Understanding
Between
The Public Service Alliance of Canada (PSAC)
And
The International Development and Research Centre (IDRC)

The parties recognize the importance of Overseas Employees to the fulfillment of the mandate of IDRC. The parties further recognize that overseas employees have raised a number of concerns which they wish to be addressed by the employer. These include but are not limited to:

1. Insurance claims that can take up to a year to process
2. Banking issues (requirement for Canadian bank account can have costs of 5% of pay)
3. Pre posting
4. Benefits package
5. Relocation process

The parties agree to establish a joint committee made up of equal number of representatives from each side. The Committee will be tasked with investigating overseas employees' complaints related to the above issues, reviewing current practices and making recommendations to address the challenges identified.

The Committee shall begin its deliberations no later than 60 days from the date of ratification of the collective agreement. A final report of The Committee, including recommendations, shall be discussed, agreed to and implemented by March 31, 2027

Article 58 – Part-Time Employees

58.04 Designated Paid Holidays

Part-time employees shall not be paid for designated holidays but shall instead be paid ~~four and one quarter percent (4.25%)~~ **four decimal six per cent (4.6%)** for all straight-time hours worked.

Article 62 – Technological Change

62.04 When, as a result of technological change, new skills or knowledge are required in order to perform the duties of his or her substantive position, the Centre will make every reasonable effort to provide any necessary training during the employee's working hours and at no cost to the employee. **For added clarity, technological change as defined shall be used to augment, not replace, the work performed by employees.**

New

62.06 The digital workplace: introduction of artificial intelligence (AI)

- Artificial Intelligence shall not be used in an employee's performance review
- Impact of AI/Emerging Tech (roles, career paths, responsibilities, workload distribution, etc.)
- No job loss/reduction of hours etc. due to AI.
- Clear guidelines for employees on AI use and AI training.
- Paid AI training, including some mandatory training (e.g. when AI is major part of job, major changes, automatic decision making).
- Employee responsibility and input in managing their career (i.e. employees encouraged to identify specific interest in career development/training to employer).

Article 63 – Duration and Appendix A – Rates of Pay

RESERVE

The Union will be making proposals concerning Article 63, Appendix A and potentially other matters of an economic nature pending the Centre's providing of economic, demographic and other payroll data to the Union.

New Article – Social Justice fund

XX.01 The Employer shall contribute one cent (1¢) per hour worked to the PSAC Social Justice Fund and such a contribution will be made for all hours worked by each employee in the bargaining unit. Contributions to the Fund will be made quarterly, in the middle of the month immediately following completion of each fiscal quarter year, and such contributions remitted to the PSAC Social Justice Fund.

New Article – Operational Requirements

XX.01 The employer agrees that when an employee is denied access to a provision of this agreement because of operational requirements, it will disclose in writing a detailed explanation to the employee of what those operational requirements are.

New Article – Employee Privacy and Data Security

The parties acknowledge that employees have a right to privacy at work, while on employer's premises and/or using the employer's equipment. Fostering a workplace culture where privacy is valued and respected contributes to morale, mutual trust and professionalism.

The parties agree to the following:

- **Surveillance not to be used to monitor performance/productivity.**
- **Employees have a fundamental right to privacy.**
- **Employees have a right to know what is tracked, access data.**
- **No discriminatory data collection or use**
- **Ensure data security**
- **Disclosure to Union of current/planned surveillance (why, what, how), and consultation on potential impacts on privacy and working conditions.**

New Article -- Domestic Violence Leave

XX.01 Domestic violence leave For the purpose of this article, domestic violence is considered to be any form of abuse or neglect that an employee or an employee's child experiences from a family member, or from someone with whom the employee has or had an intimate relationship.

- a. The parties recognize that employees may be subject to domestic violence in their personal life that could affect their attendance at work.**
- b. Upon request, an employee who is subject to domestic violence or who is the parent of a dependent child who is subject to domestic violence shall be granted domestic violence leave in order to enable the employee, in respect of such violence:**
 - i. to seek care and/or support for themselves or their child in respect of a physical or psychological injury or disability;**
 - ii. to obtain services from an organization which provides services for individuals who are subject to domestic violence;**
 - iii. to obtain professional counselling;**
 - iv. to relocate temporarily or permanently; or**
 - v. to seek legal or law enforcement assistance or to prepare for or participate in any civil or criminal legal proceeding.**
- c. The total domestic violence leave with pay which may be granted under this article shall not exceed seventy-five (75) hours in a fiscal year.**
- d. Unless otherwise informed by the Employer, a statement signed by the employee stating that they meet the conditions of this article shall, when delivered to the Employer, be considered as meeting the requirements of this article.**
- e. Notwithstanding clauses XX.01(b) and XX.01(c), an employee is not entitled to domestic violence leave if the employee is charged with an offence related to that act or if it is probable, considering the circumstances, that the employee committed that act.**

New Article – Leave for Traditional Indigenous Practices

XX.01 Subject to operational requirements as determined by the Employer, fifteen (15) hours of leave with pay and twenty-two decimal five (22.5) hours of leave without pay per fiscal year shall be granted to an employee who self-declares as an Indigenous person and who requests leave to engage in traditional Indigenous practices, including land-based activities such as hunting, fishing, and harvesting.

For the purposes of this article, an Indigenous person means First Nations, Inuit or Métis.

XX.02 Unless otherwise informed by the Employer, a statement signed by the employee stating that they meet the conditions of this article shall, when delivered to the Employer, be considered as meeting the requirements of this article.

XX.03 An employee who intends to request leave under this article must give notice to the Employer as far in advance as possible before the requested period of leave.

XX.04 Leave under this article may be taken in one or more periods. Each period of leave shall not be less than seven decimal five (7.5) hours.

Appendix B – Progression Guidelines for Program Officers

The Union wishes to discuss the expansion of the POPC model beyond Program Officers and clean-up / update existing language.

Letter of Understanding #2

RESERVE

The Union reserves the right to make proposals concerning LOU #2 pending the Centre's disclosure of information related to Employment Equity.

Letter of Understanding #3

RESERVE

The Union reserves the right to make proposals concerning LOU #3 pending the Centre's disclosure of information on the new **Publications and Communications Policy**.

Letter of Understanding #4

IDRC and PSAC Local 76000 will engage in discussions to review the POPC, and other staffing matters, including in EFP's, that have an operational impact. The parties agree to request the assistance of mediation from the Federal Mediation and Conciliation Service (FMCS) to assist them, if required.

RESERVE – The Union is looking for a progress report on the implementation of this LOU.

NEW – Rotational Assignments

The Union reserves the right to make proposals on this issue pending further research into internal mobility / rotational assignments.

Discussion Items:

1. Exclusions of positions.
2. Rights to Disconnect.
3. Skills and Career Development