



Royal Canadian Gendarmerie royale  
Mounted Police du Canada

Ottawa, Canada K1A 0R2

Canadian Association of Professional Employees  
100 Queen Street  
4<sup>th</sup> Floor  
Ottawa, Ontario, K1P 1J9

**Subject: Flexibilities Applicable to Civilian Members**

This letter is to confirm the application of certain provisions contained in the Canadian Association of Professional Employees (CAPE) collective agreements (EC, TR) to civilian members at the RCMP. By virtue of this letter, we are providing our commitment that these interpretations will take effect upon the date that civilian members become subject to the collective agreement, namely, the earlier of the date of deeming or the date mutually agreed to by the parties.

The interpretations are as follows:

**Hours of Work**

Where operational requirements permit, the RCMP will allow civilian members to start their normal workday at 6am.

**Leave with or without pay for other reasons**

Civilian members at the RCMP are eligible to request leave with pay under the *Leave with or without pay for other reasons* article of the applicable collective agreement in the following two instances:

- to assist in relocating a widowed parent or an orphaned brother or sister in either the member's or the spouse/common law partners family; or
- to visit a person who is certified as being critically ill by a medical practitioner

**Stand-by and Overtime (Operational Readiness under the civilian members terms and conditions of employment)**

The RCMP terms and conditions related to Operational Readiness (OR) will no longer apply to civilian members. The Stand-By provisions of the relevant collective agreement will apply.

This letter confirms that in instances where the Employer requires a civilian member to remain on a worksite, as determined by the Employer, during off duty hours, the employee shall be compensated in accordance with the overtime provisions of the relevant collective agreement.

**Fitness and Lifestyle**

Where operational requirements permit, the RCMP will be flexible in allowing civilian members to take a weekly maximum of 60 minutes of time away from normal duty for physical activity.

As with the other negotiated provisions, these measures will continue for as long as the former civilian member remains within a bargaining unit represented by CAPE within the RCMP. In closing, we are committed to supporting good faith bargaining and look forward to working with you to provide some stability and peace of mind for the civilian member workforce.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Carl Trottier', with a long horizontal flourish extending to the right.

Carl Trottier

Associate Chief Human Resources Officer

Royal Canadian Mounted Police