



International
**LONGSHORE & WAREHOUSE
UNION**

DECEMBER 4, 2009

LOCAL 500 BULLETIN

VACATION REPORTING

There are two forms of Vacation Days that can be reported:

- BCMEA Days; and
- Union Days.

BCMEA Days only need to be reported to assist in qualifying for stats.

Union Days must be reported up to a maximum of 21 days.

BCMEA Vacation Day requirements are covered by the Collective Agreement Article 10 – Recognized Holidays. You must have worked 15 days in the 30 calendar days immediately preceding the Recognized Holiday to be entitled to pay on the Recognized Holiday.

If you have an entitlement to Vacation Days you can use those days in blocks of 4 or more to help you make up your 15 days to qualify for the Recognized Holiday. There are **Time Restrictions** for reporting Vacation Days in order that they can be used for entitlement to Holiday Pay:

If you come in to report days already taken off, they must fall within the past 7 days, including the day you come in to report.

Union Days reporting is governed by a Membership Motion that requires you to report all your Vacation Days you are entitled to in blocks of 4 or more. Failure to report or take your Vacation Days will result in your being charged and if found guilty of being fined.

There are two separate formulas for determining how many days you are entitled to. Your Union Days will always be less than your BCMEA days.

You are not required to report to the BCMEA that you took your Vacation Days.

You are required to report to the Union that you took your Union Vacation Days.

2009 Union Vacation Days must be reported in 2009. If you report them in 2010 you will be fined the same as those that did not report.

The Constitution of Local 500 Article VI Section 9 says, “Any fine imposed shall be charged against the Member’s account and shall be payable within thirty (30) days of the final decision. Any Member failing to pay such fine within the time allotted shall stand suspended until the fine has been paid.”

On the front page of our Constitution it says, “Ignorance of our responsibilities is no excuse since it is the duty of every Member to read and understand this Constitution and Bylaws and the Declaration of Principles.”