



## **CREW REST COMMITTEE MANDATE**

Revised September 2018

---

The crew rest protocols are crucial to the health and wellness of our members whether onboard or at layover stations. The structure of the Component Crew Rest Committee will be as follows:

- Component Committee Chair.
- Additional Crew Rest Committee members (as required) appointed from the Locals within the Air Canada Component and will report to the Component Crew Rest Committee Chair and shall perform duties assigned to them by the Committee Chair.

### **THE COMPONENT CREW REST COMMITTEE CHAIR SHALL:**

1. Work with the Component President to ensure that the Collective Agreement is upheld and implemented by the employer and that issues affecting the members are addressed.
2. Report to the Component President verbally or in writing frequently, and report quarterly to ACCEX.
3. Draft membership bulletin information, if required, for submission to the Component President.
4. The Crew Rest Committee will ensure prior to the start of each block month that all flights operated by the B767 aircraft and that are entitled to the provisions of LOU 51, will have dedicated crew rest seats. The committee will review:
  - B767 flying at each base
  - Flights over eight hours block time
  - Review block time report provided by the Company and report and discrepancies

Before each block month, the Crew Rest Committee will endeavor to post a bulletin outlining the flights that fall under the provisions of LOU 51.



## Crew Rest Committee Mandate

---

5. Manage the approved Committee budget in cooperation with the Component Secretary-Treasurer, in accordance with the Component Bylaws.
6. Confirm all verbal communications with the Company in writing. All written Committee communications should be copied to the Component President.
7. Verify that Committee flight release requests are properly processed by the Component President and the employer and report any discrepancies to the Component President. The Chairperson must ensure that appropriate pay code (Company or Union paid) is entered in the Computer system for flight release.
8. Interact with the Company under the provisions of Appendix VI of the Collective Agreement. A Joint Company/Union subcommittee shall mutually agree on crew rest areas on board aircraft to be used for extended operations. This crew rest area shall be in place prior to the operation of the first flight leg of eleven hours and thirty minutes (11:30) duration.
9. Represent the Union at all joint Company / Union Crew Rest Committee meetings and crew rest unit inspections.
10. Participate with the Company in obtaining information from the manufacturer on overall design and give a written report of findings to the Component President.
11. Make written recommendations to the ACCEX whenever a new crew rest unit and/or any other Collective Agreement matter are being discussed. ACCEX will take all Collective Agreement decisions.
12. Work closely with the Component Health and Safety representatives on all Crew Rest Committee matters

### **THE COMPONENT CREW REST LOCAL COMMITTEE MEMBER SHALL:**

1. The Crew Rest Local Committee member will report to the Component Crew Rest Committee Chair. The Committee member will perform duties assigned to them by the Component Chair.
2. They will communicate regularly with the Crew Rest chair for the allocation of work in the committee, including review of flights under B5, B14, LOU 18 & 22A/B.



## Crew Rest Committee Mandate

---

3. Participate in crew rest meetings/discussions, and/or research as required by the Crew Rest Committee Chair.
4. Forward all crew rest suggestions, recommendations, suggestions, and/or feedback to the Component Crew Rest Committee Chair.
5. Make recommendations via email to the Crew Rest Committee Chair for Component membership bulletin content and suitable language when applicable.

It is an established principle that whenever there is a scheduled meeting with the Company, the Committee Chair/Member meets with the Company in conjunction with an elected Union Officer.

As Special Assignment is defined as quasi management in the Collective Agreement, any member who is on a Special Assignment shall continue to pay dues and be eligible for voting but must resign from any CUPE position and shall not be eligible for nomination or appointment to any office or Committee in the Union. They shall not be eligible to attend meetings of the Union except with the approval of a majority of the members at such meetings.

A certain amount of volunteerism is involved.