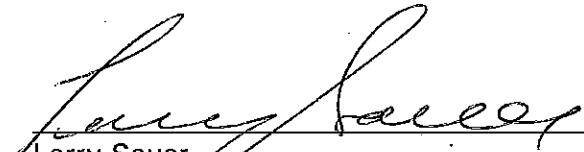
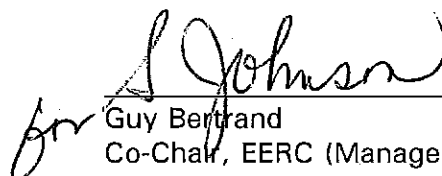


**REFERRAL PROTOCOL DOCUMENT**

This protocol has been developed by the Employee/Employer Relations Committee (EERC) to provide assistance to the Colleges and the Local Unions when matters are referred to the EERC for consideration. The following outlines the steps that must be followed when an issue is forwarded to the EERC:

1. The matter must be discussed at the Local Union College/Campus Committee (UCC) first.
2. If the matter cannot be resolved at the UCC, then the issue may be referred by either party of the UCC to the Co-Chairs of the EERC, through the Human Resources Secretariat of the Council of Regents and the Collective Bargaining Department of OPSEU.
3. The EERC will consider matters of a local concern when it is clear, in the data that has been provided, that the matter has been discussed at the UCC and no agreement could be reached and further clarification is being sought by the party making the referral and the other party is fully aware of the referral.
4. Once all information has been received by the Human Resources Secretariat and the Collective Bargaining Department, the EERC will discuss the matter at the next regularly scheduled meeting.
5. When the matter has been discussed fully by the EERC an opinion will be communicated jointly by the Co-Chairs of the EERC to the UCC or by the respective Co-Chair to the referring local party.

  
Larry Sauer  
Co-Chair, EERC (Union)

  
for Guy Bertrand  
Co-Chair, EERC (Management)

Date: June 26, 1995