



## Region 2 – Weekend Educational ZOOM VIRTUAL

**\*Registration Deadline – Monday, July 12<sup>th</sup>, 2021**

**Date:** July 2, 2021

**To:** Region 2– Local Presidents, LECs & EBMs

**From:** Region 2 – Education Committee

**Location:** ZOOM VIRTUAL (Zoom Invite will be emailed to all participants)

**Dates:** Please see Course selections below

### Course Selections:

For detailed course information and \*pre-requisites, please refer to the **COURSE DESCRIPTIONS** on page 2 before making your selection.

### Please indicate your 1st and 2nd choices:

Stewards 1   
Saturday, July 24<sup>th</sup> 9:00am – 3:00pm

Stewards 1   
Tuesday July 20<sup>th</sup> and Thursday July 22<sup>nd</sup> 6:30 p.m. – 9:30 p.m.

Duty to Accommodate   
Wednesday, July 21<sup>st</sup> 6:30 p.m. – 8:30 p.m.

Duty to Accommodate   
Wednesday July 28<sup>th</sup> 6:30 p.m. – 8:30 p.m.

### Course Information:

- The participant and course selection process will be carried out in accordance with the OPSEU/SEFPO Education Policy. Participants can sign up more than one (1) weekend course, but wages will only be paid for one (1) weekend.
- When registering, participants **MUST** confirm that they have access to a computer with proper internet connections (training **CAN NOT** be completed over a cell phone). The computer must have audio and a camera. We highly recommend leaving the camera 'on' during the training for FULL PARTICIPATION.
- This virtual training is being delivered via ZOOM. If you do not have Zoom, please download the **FREE ZOOM** software at [www.zoom.us](http://www.zoom.us) in advance of the training. An email with a ZOOM link and passcode will be sent via your personal email (please ensure to provide your personal email address, employer email addresses will not be accepted).
- **Please Note:** As this meeting is being held virtually, no expenses outside of time-off, will be reimbursed, except in special circumstances where expenses have been pre-approved. To inquire further about pre-approval, please email John McHenry Convener at [jmchenry@opseu.org](mailto:jmchenry@opseu.org)



## Region 2 – Weekend Educational ZOOM VIRTUAL

**\*Registration Deadline – Monday, July 12<sup>th</sup>, 2021**

- 
- Family/Attendant Care & Child Care Expenses will not be reimbursed without pre-approval, special circumstances will be taken into consideration. To inquire further regarding pre-approval, please email John McHenry, Convener at [jmchenry@opseu.org](mailto:jmchenry@opseu.org).
  - **LOST WAGES** will be reimbursed for shift workers only in accordance with current OPSEU/SEFPO policy - documentation must be submitted with your claim, **OWN TIME** is not paid for a weekend/evening educational. *\*LBED members must also submit a RUL.*
  - As a reminder in accordance with OPSEU/SEFPO policy, full attendance is mandatory for all participants at the educational. If you are unable to attend with Full Attendance, without an acceptable reason, you will not receive credit for the course and your expenses (if any) may not be paid.

### Course Descriptions

#### **New Activists/Stewards Orientation**

This 6 hour course provides new stewards with the tools to create a profile of the diverse members the steward represents, and an understanding of the questions to pursue after the course.

Participants will receive a basic orientation to the role of stewards and other LEC members, and will develop an understanding of the structure of OPSEU. Information about key union resources will be provided, as well as options for resolving workplace issues, including the steps of the grievance process and common labour terms and vocabulary.

#### **Duty to Accommodate**

This online session focuses on the Duty to Accommodate around the Ontario Human Rights Code and the 17 prohibited grounds identified in human rights legislation. It also covers the rights of employers, employees and the Union and their roles in fulfilling accommodation requests.

Complete with a case study, the course explores the theme that sometimes in order to treat people equally and fairly means they have to be treated differently from others. It also emphasizes that employers must reasonably accommodate employees who fall into the groups protected by human rights legislation.

## Human Rights Accommodation Request

Event Name: Region 2 Educational

Event Date: July 2021

July 24<sup>th</sup>, July 20 & 22, July 21 & 28, 2021

**NOTE: This form is to be completed only if you are requesting an accommodation in accordance with the Ontario Human Rights Code. Sufficient information must be provided to prove the need for the accommodation and to show a link to a code-related ground. If necessary, an Equity Unit Officer will contact you to obtain further information.**

Member Name: \_\_\_\_\_ Local #: \_\_\_\_\_

Phone # for contact: \_\_\_\_\_ Home E-mail: \_\_\_\_\_

How do you prefer to be contacted? Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Secure Non-Employer Email: \_\_\_\_\_

1. Do you have an existing human rights accommodation approved by the Equity Unit? (i.e. you have submitted a request form before)? **(Check one.)**
  - a) YES; and I need the **same** human rights accommodation as previously approved \_\_\_\_\_
  - b) YES; but I require **changes** to my previously approved human rights accommodation \_\_\_\_\_
  - c) NO, I have **never** been approved for an accommodation \_\_\_\_\_

**NOTE: If you checked (a) above, you do not need to complete the rest of the form but the form still needs to be submitted. If you checked (b) or (c), please finish the form.**

2. Please check **ALL** the Code-related grounds related to your request:

Disability (including food allergy) \_\_\_\_\_ Family status \_\_\_\_\_

Sex/gender (including pregnancy) \_\_\_\_\_ Creed or religion \_\_\_\_\_

Other (please specify) \_\_\_\_\_

3. Why do you require a human rights accommodation (i.e. what are your restrictions or limitations)? Please be as detailed as possible.

---



---



---



---

**NOTE: All information is kept confidential except where necessary to arrange the accommodation or to process expense claims.**

## Human Rights Accommodation Request

Event Name: Region 2 Educational

Event Date: July 2021

July 24<sup>th</sup>, July 20 & 22, July 21 & 28, 2021

4. Do you need this human rights accommodation for this event only or for all future union events? (**Check one.**)

For this event only \_\_\_\_\_

For all future union events \_\_\_\_\_

5. What type of human rights accommodation or additional arrangements do you require to allow you to participate fully in union-related activities? (e.g. assistance during emergency evacuation, material in alternate formats, interpreters, arrangements /expenses beyond those provided at the event or through OPSEU policy). Please be as detailed as possible.

---

---

---

---

6. Please provide any additional information that may assist us in reviewing your request. (Attach any relevant documents)

---

---

---

---

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

PLEASE FORWARD COMPLETED FORMS TO: GWEN MERRITT by E-MAIL to [gmerritt@opseu.org](mailto:gmerritt@opseu.org)  
**NO LATER THAN July 12, 2021.** Alternatively, this form may be sent directly to the Equity Unit via e-mail to [equity@opseu.org](mailto:equity@opseu.org).

**NOTE:** All information is kept confidential except where necessary to arrange the accommodation or to process expense claims.