



AUXILIARY HOURS RECORD

NAME			EMPLOYEE NO.		PAYLIST		RESPONSIBILITY CENTRE	
MINISTRY START DATE		YYYY - MM - DD	CLASSIFICATION		BIWEEKLY \$		HOURLY \$	
RATE CHANGE — EFFECTIVE DATE		YYYY - MM - DD	CLASSIFICATION		BIWEEKLY \$		HOURLY \$	
RATE CHANGE — EFFECTIVE DATE		YYYY - MM - DD	CLASSIFICATION		BIWEEKLY \$		HOURLY \$	
YEAR		<input type="checkbox"/> BCGEU <input type="checkbox"/> PEA <input type="checkbox"/> SCHEDULE A <input type="checkbox"/> CATEGORY B <input type="checkbox"/> OTHER: _____						

	PAY PERIOD END DATE		REGULAR HOURS PAID	IN-SERVICE COMPETITION		CARRIED FORWARD HOURS			BASIC EARNINGS		OTHER EARNINGS	INS. UIC WEEKS (1 or 2)	INSURABLE EARNINGS
	TOTAL HOURS / DAYS IN-SERVICE			SERVICE SENIORITY	BENEFIT	INCREMENT	C/F EARNINGS PAY PERIOD 25 & 26						
	HOURS	DAYS											
1.													
2.													
3.													
4.													
5.													
6.													
7.													
8.													
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24.													
25.													
26.													

TAXABLE BENEFITS				BCGEU — Reached 1827 Hours for:								
GROUP LIFE (mandatory)		MEDICAL		Reached 1827 Hours for Benefits:			FIRST INCREMENT		SECOND INCREMENT		THIRD INCREMENT	
\$		\$					YYYY - MM - DD		YYYY - MM - DD		YYYY - MM - DD	
LIMIT DATES				PEA — Reached 1750 Hours for:								
YYYY - MM - DD		YYYY - MM - DD		YYYY - MM - DD		FIRST INCREMENT		SECOND INCREMENT		THIRD INCREMENT		
						YYYY - MM - DD		YYYY - MM - DD		YYYY - MM - DD		

BCGEU, SCHEDULE 'A' AND CATEGORY 'B' EMPLOYEES

REGULAR HOURS PAID

Regular hours paid including statutory holidays.

IN-SERVICE COMPETITION HOURS — Article 31.2 BCGEU (portable between ministries)

Auxillary employees who have worked 1827 hours at the straight time rate, will be recognized as in-service applicants when applying for regular positions.

SERVICE SENIORITY HOURS FOR RECALL BY CLASSIFICATION — Article 31.3 BCGEU

Includes all hours worked at straight time; designated paid holiday or days off in lieu, in accordance with Article 31.10; annual vacation, in accordance with Article 31.11 (d); leave pursuant to Article 31.12; CTO, provided the employee has worked 1827 hours in 33 pay periods; and leaves pursuant to Article 2.10, provided the employee has been employed for 15 months.

BENEFIT HOURS — Article 31.1 BCGEU

Includes hours worked at straight time and hours paid for statutory holidays who have worked 1827 hours in 33 pay periods.

NOTE: May be credited with up to 210 hours on a recognized WCB claim within eight calendar weeks from the beginning of a claim. Reference: 31.1 (c) (3), Master Agreement.

INCREMENT HOURS

First 1827 hours include straight-time hours and statutory holiday hours at the same classification. Second + increment hours include all hours paid except overtime hours.

PEA EMPLOYEES

REGULAR HOURS PAID

Regular hours paid including statutory holidays.

IN-SERVICE COMPETITION HOURS — Article 35.03 PEA (portable between ministries)

Must have worked 1827 hours at straight time rate prior to application for a regular position.

SERVICE SENIORITY HOURS FOR RECALL BY CLASSIFICATION — Article 35.08 PEA

Includes all hours worked at straight time; designated paid holiday in accordance with Article 35.04; annual vacation in accordance with Article 35.10.

BENEFIT HOURS — Article 35.10 PEA

Includes hours worked at straight-time rate within a 15-month period. (Do not include statutory holidays.)

INCREMENT HOURS — Article 32.03 PEA

1750 hours worked at straight-time hours.