

Letter of Understanding

Between:

The City of Edmonton
("the City")

AND

Civic Service Union 52
("the Union")

RE: Temporary Work from Home Agreement

As the Government of Alberta lifts public health orders, in place due to the COVID-19 pandemic, the City will require employees return from their current home setting to City workspaces, in the coming weeks and months. We can expect a gradual return to work as COVID-19 is brought under control.

Unless otherwise agreed, the primary place of an Employee's place of work will be a City workspace in accordance with the City's Workplace Reintegration Plan.

The parties agree to the following interim measures:

- An Employee may request approval from the City to continue working remotely from home.
- An Employee may be directed to return to a City workspace and/or to work remotely from home during the term of this agreement.
- Subject to operational requirements, any Employee directed to return to a City workspace will be provided with a minimum of 30 calendar days' notice.
- In cases where an Employee is directed to return to a City workspace, but requests an exemption from that requirement, arising from a potential legal duty to accommodate, the City will consult with the Union and discuss potential alternatives before a decision is made. The parties agree that consultation will conclude within the 30 calendar day notice period. No employee will be required to return to work prior to the parties concluding consultation.
- Following consultation with the Union, if the City maintains its direction that the Employee return to a City workspace, and the Employee refuses to return to work, the Employee will be released from employment.

- Employees approved by the City to remain working remotely from home for any period of time, shall continue to follow all terms, conditions, requirements and restrictions as were applicable during the COVID-19 temporary work from home arrangement, or as otherwise set forth by the City.
- Notwithstanding that an Employee may be working from home or in a blended home/City workspace setting, the Employee may from time-to-time be required to attend a City workspace or other locations (e.g. meetings, training etc.), as identified by the City. In this case it is understood that less than 30 days' notice may be provided to the Employee.
- This LOU expires December 31, 2021, or when a permanent remote work program is otherwise agreed to and effective, whichever occurs first.

Original Signed

Date: June 18 2021

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