



Audit reveals surplus ~bonus money for members in community social services

February 14, 2008

An audit has shown there is money remaining in the Early Incentive Bonus fund, negotiated by the Community Social Services Bargaining Association (CSSBA). This fund is a unique feature that applies only to the community social services sectoral agreements. The CSSBA has the authority to determine what to do with this surplus.

Some employees may be eligible for a bonus or to have their bonus topped up

The CSSBA has decided to provide a full or topped up bonus payment to certain employees who did not receive a bonus or who received a bonus of less than \$4200 but who might otherwise have been eligible for the full amount. These include:

Employees who were on maternity or parental leave on March 31, 2006 and who either 1) returned to work with fewer hours than when they went on leave or 2) did not receive a bonus.

- *Example A: Susan worked full-time until she went on maternity leave in the fall of 2005. When she returned to work in the summer of 2006, she took a part-time position. She was paid a partial bonus based only on the part-time position she returned to. She is now entitled to have this bonus topped up to the full amount.*
- *Example B: Peter worked part-time until he took a parental leave in December 2005. He was still on parental leave on 31 Mar 2006 and received no bonus. He is now entitled to receive a bonus based on his hours of work when he commenced his parental leave.*

Employees on the -any occupation" period of a long-term disability leave at any time between April 1, 2005 and March 31, 2006.

- *Example: Dale has been on long term disability leave since the summer of 2003. On March 31, 2006 she was considered disabled from -any occupation" under her LTD plan and she did not receive a bonus. She is now entitled to a bonus based on the hours of her position prior to going on her LTD leave.*

Laid off employees on recall as of March 31, 2006.

- *Example: Parminder, a full-time employee, was laid-off in January 2006 and so was not on her employers payroll on March 31, 2006. Now, she is entitled to receive a bonus based on her full-time position prior to being laid-off.*

Eligible members must apply to receive their bonus

Members in one of the above categories should collect any documentation (for example, copies of pay stubs) to verify their eligibility and submit this information with the attached form to the address noted on the form by April 15, 2008. The CSSBA cannot consider an application for a bonus after this date. This does not a guarantee of a bonus. All applications will be considered based on criteria established by the CSSBA.

Once you have submitted your application, please wait to hear back from your Union or look for an update on your Union bulletin board or on your Unions website.

We do not yet know how long it will take to distribute the bonuses. Please be patient.

Other options considered for any remaining money

CSSBA unions will advise all members of the outcome of discussions on the use of any remaining surplus money after full bonuses or topped up bonuses are paid out.

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[Application for Early Incentive Bonus](#) " DEADLINE APRIL 15, 2008

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