

## Administrative Procedure 407

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### Relationship of Procedures to Collective Agreements

#### Background

There are times when administrative procedures and the collective agreements of different staff groups deal with the same matters. This administrative procedure is provided to clarify the relationship between procedures and collective agreements.

#### Procedure

When a matter is explicitly dealt with in a collective agreement between the district and a group of its staff members, either academic or non-academic, negotiated under the Labour Relations Act, and is also dealt with in an administrative procedure, the collective agreement shall prevail. The administrative procedures of the district shall not constitute an expansion, enlargement or addition to the provisions of the collective agreement.

Notwithstanding the foregoing, the administrative procedures of the district may constitute a restriction upon the generality or scope of a provision of a collective agreement, provided only that no conflict arises between the administrative procedure of the district and the collective agreement.

In cases where a conflict arises between an administrative procedure of the district and a collective agreement, to the extent of the conflict, the collective agreement shall prevail and to the extent possible outside the specific area of conflict, the administrative procedures of the district shall prevail.

#### Legal Reference

*Education Act S. 277.2*  
*Labour Relations Act 1995*