

# Commonly Used Terms

**ALRB/LRB:** The Alberta Labour Relations Board (or Labour Relations Board), which is the government agency established by the Government of Alberta under the *Labour Relations Code* to administer the *Labour Relations Code* and Regulations under the *Code*.

**Bargaining Certificate/Certification:** When the Labour Relations Board is satisfied that a Union has the support of the majority of a group of employees considered appropriate for collective bargaining, the Board issues a certificate to the Union. The certificate names the Employer, describes the bargaining unit, and grants the Union exclusive bargaining agent status for the designated group of Employees.

**Bargaining Unit:** A group of Employees for whom a union has been certified as the exclusive bargaining agent for and therefore negotiates on behalf of through collective bargaining.

**5 Functional Bargaining Units:** The ALRB maintains standard bargaining units for employees in hospitals and nursing homes. “Direct Nursing Care” is the functional bargaining unit for Registered Nurses and Registered Psychiatric Nurses.

**District:** A geographic grouping of UNA Locals. District Representatives are elected from the District to UNA’s provincial Executive Board to act as a liaison between Locals and the provincial Executive Board. Each District holds meetings at least 4 times a year where Local Presidents or designates meet to increase communications between Locals and the Board. The number of Districts (five), and the geographic area covered by each District, is determined at the Annual General Meeting of UNA.

**Duespayer:** An Employee of an Employer under a UNA collective agreement who performs work within the scope of the collective agreement, and from whom the Employer must deduct Union dues, regardless of whether such Employee has formal membership in UNA. Duespayers who are not members of UNA are not entitled to attend UNA meetings, hold Union office, participate in ratification votes, or receive other benefits of UNA membership. They do, however, have full rights under the collective agreement and to UNA fairly representing them.

**Local:** UNA is composed of approximately 165 Locals. Every member of UNA belongs to a Local or PAU. Under Article 15 of the *UNA Constitution*, Locals are created by the Executive Board to represent the Union to members and the Employer, assist in the application of the collective agreement, and ensure that members and duespayers are represented and supported as needed. Locals administer their own organizational affairs through regular Local membership meetings, an annual budget, the annual election of an Executive, and the election of delegates to provincial Union meetings.

**Single-Local Bargaining Unit:** When a Local contains all of the Employees for a single bargaining unit and no Employees from other bargaining units. Example: RNs and RPNs at the Grey Nuns Hospital are in their own bargaining unit. Local 79 represents that entire bargaining unit and no other bargaining unit.

**Multi-Local Bargaining Unit:** When two or more UNA Locals with the same Employer jointly hold the certificate as the bargaining agent. Example: Direct Nursing Care in AHS is one bargaining unit, but duespayers from that bargaining unit are split across numerous Locals.

**Multi-Bargaining Unit Local:** When a single UNA Local contains Employees from two or more bargaining units. Examples: Local 2 represents Employees at both Red Deer Health Centre and at Extendicare Michener; Local 421 – Father Lacombe represents two different bargaining units at the same Employer (Direct Nursing Care and Auxiliary Nursing Care). Recent health care structure changes have led to the majority of UNA Locals becoming multi-bargaining unit Locals.

**Member:** A duespayer who has signed an application for membership. A duespayer is eligible to be a member of only one Local per bargaining unit. An individual who exercises managerial functions at any work site where UNA represents some or all of the employees is not eligible to be a member of any UNA Local.

**Multi-Site Position:** A position where the Employer requires the Employee to work at more than one site operated by the Employer.

**Provincially Administered Unit (PAU):** A grouping of duespayers/bargaining units in a District that is not able to meet operational requirements for a Local as per UNA Policies and Procedures. The PAU is responsible for carrying on the business of the Union for those duespayers/bargaining units.

**Site:** The building or series of proximate buildings established by the Employer as a distinct designated work location for Employees. (Definition from UNA/Provincial Multi-Employer Collective Agreement.)

