

# SPOTLIGHT

on your UNA contract

Article 17.03(a): Time of Vacation  
(UNA Provincial Collective Agreement 2024-2028)

## Employer cannot unilaterally schedule vacations

The UNA Provincial Collective Agreement ([Article 17.03\(a\)](#)) sets out that all vacation earned during one vacation year must be taken during the next following vacation year at a mutually agreeable time. In addition, Employees have the right to use vacation credits during the year in which they are earned. These vacation credits are also to be taken at a mutually agreeable time.

Your Employer cannot unilaterally schedule vacation. They may not be able to grant your initial request(s) for vacation, but they must work with you to find a time that you can use your vacation credits that works for both parties.

UNA encourages all Employees to use their vacation as it is intended to ensure Employees receive a break from their job which contributes to their overall wellbeing. If your Employer unilaterally schedules your vacation without your approval contact your Local Executive or Labour Relations Officer to discuss filing a grievance.



For more information, contact your UNA local executive or your UNA Labour Relations Officer for assistance at 1-800-252-9394.

Read your Collective Agreement online or on the App



[www.una.ca](http://www.una.ca)