Letter of Understanding

Brandon University

Employer

and

The International Union of Operating Engineers local 987 (D)

Union

Re: Sick Leave and Sick Notes

Whereas the Collective Agreement (the CA) between Brandon University and IUOE, local 987 (D), establishes sick leave provisions within Article 17 *Sick Leave, Pension, and Group Benefits Plan*, and

Whereas Article 17.08 indicates that if an Employee is absent from work longer than three (3) working days, the Employer may require a medical certificate (sick note) be submitted to Human Resources, and

Whereas changes to Employment Standards in Manitoba effective October 1, 2026, limit the requirement for an Employee to provide a sick note for absences unless they are:

- More than seven (7) consecutive days* (five (5) working days), or
- More than ten (10) scheduled workdays in the calendar year, and

Whereas Employment Standards provides for an absence for any part of a day to be counted by the Employer as one (1) day of absence; and

Whereas Employment Standards does not limit the ability of the Employer to continue to require sick notes in the following instances:

- Absences that exceed the new legislated parameters,
- For the purposes of supporting other legislated leaves of absence, such as maternity leave, or
- When needing to verify that the Employee is fit to return to work following an absence

Therefore, the Parties agree to amend Article 17.08 as follows:

An employee who suffers an illness which causes them to be absent from work may be required to submit a medical certificate to **Human Resources. The Employer may request a medical certificate for absences due to illness or injury in the following circumstances:**

(a) The absence extends beyond seven (7) consecutive days (5 working days); or
(b) The employee has been absent for more than ten (10) scheduled workdays, in whole or in part, due to illness or injury within the calendar year.

The absence shall be charged to the employee's sick leave entitlement. If an employee suffers an illness which causes them to be absent and they do not provide a medical certificate, then the employee is to be treated as being absent without pay, provided they have been asked to provide such a certificate.

Should the Employer request a medical certificate, the Employer shall reimburse the employee for the cost of the medical certificate. The employee shall request reimbursement for the medical certificate, with proof of payment provided to Human Resources, within thirty (30) days from the date of the receipt. The Employer shall reimburse the employee the cost within thirty (30) days from receiving the request for reimbursement.

This Letter of Understanding shall be in force effective October 1, 2026.

Signed this 20 day of October, 2026.

ON BEHALF OF THE UNION:

A. Sharma (spokesperson)

O. Bidhan

O. Bidhan

C. Potter

ON BEHALF OF THE UNIVERSITY:

K. Fisher (spokesperson)

A. Cruise

A. Cruise