

## Welcome new Member!

Congratulations on your new employment with the University of Ottawa. You are now part of the **Personnel de Soutien Université d'Ottawa - Support Staff University of Ottawa** (PSUO-SSUO) certified bargaining unit, which is a part of OSSTF/FEESO. The OSSTF/FEESO union represents over 60,000 public education workers in Ontario, including employees at six Ontario universities.

Our mandate is to ensure that you receive all the information you need as a new member of our union. We would like to draw your attention to some important points and some of the articles in your Collective Agreement to consider during your first weeks of employment at the University of Ottawa:

- probationary period (article 12)
- performance appraisal (article 17)
- hours of work (article 19)

We also recommend that all employees request a printed copy of their job description along with an explanation of the responsibilities of their position.

If you did not receive a printed copy of the Collective Agreement, we encourage you to visit us to obtain a copy, as well as to get to know us. You can also consult your Collective Agreement at the following website: <a href="https://www.psuo-ssuo.ca">www.psuo-ssuo.ca</a> under documents.

If you have any questions, please do not hesitate to contact us. We are looking forward to meeting you!

Our contact information: <a href="http://www.psuo-ssuo.ca">http://www.psuo-ssuo.ca</a>

OSSTF/FEESO: http://www.osstf.on.ca

Marcelle Desmornes
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