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## PART II/PARTIE II

### REVISED REGULATIONS OF SASKATCHEWAN/ RÈGLEMENTS RÉVISÉS DE LA SASKATCHEWAN

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## REVISED REGULATIONS OF SASKATCHEWAN

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### CHAPTER S-15.1 REG 1

#### *The Saskatchewan Employment Act*

Section 6-126

Board Order, dated March 14, 2014

(Filed March 25, 2014)

#### PART I

#### Title, Interpretation and Rules re Filing

##### Title

1 These regulations may be cited as *The Saskatchewan Employment (Labour Relations Board) Regulations*.

##### Interpretation

2 In these regulations:

- (a) “**Act**” means *The Saskatchewan Employment Act*;
- (b) “**executive officer**” means the executive officer mentioned in section 6-97 of the Act;
- (c) “**Form**” means a Form as set out in the Appendix;
- (d) “**registrar**” means an employee of the ministry who is designated by the board as registrar.

##### Rules re filing

3(1) Subject to subsection (2), if a Form or other document, other than a proof of service, is required to be filed with the board pursuant to these regulations, the completed original of the Form or document must be filed with the registrar.

(2) A Form or other document may be filed with the board by electronic means, but only if:

- (a) the electronic copy of the Form or other document is in a format satisfactory to the board; and
- (b) a paper copy of the Form or other document is received by the board within five business days after the date the electronic Form or document was received by the board.

(3) All Forms and other documents to be filed with or delivered to the board must be filed at an address of the board as stated on the board’s Internet website.

(4) The registrar shall cause every Form and other document:

- (a) if filed with the board as an electronic copy, to be printed and stamped with the date on which it was received by the board at an address mentioned in subsection (3); and
- (b) if filed with the board as a paper copy, to be stamped with the date on which it was received by the board at an address mentioned in subsection (3).

**PART II**  
**Applications and Forms**

**Notice of appeal, re Parts II and III of the Act**

4(1) An employer, employee or corporate director who intends to appeal a decision of an adjudicator on an appeal or hearing pursuant to Part II of the Act or a person who intends to appeal a decision of an adjudicator pursuant to Part III of the Act shall:

- (a) file a notice of appeal in Form 1; and
- (b) serve a copy of Form 1 on the persons mentioned in clause 4-8(3)(b) of the Act and on the adjudicator.

(2) On being served with a copy of Form 1 pursuant to clause (1)(b), the adjudicator shall, as soon as is reasonably possible, send to the board a certified copy of the record of appeal mentioned in subsection 4-8(4) of the Act.

**Application for bargaining rights or change in union representation**

5(1) A union that intends to apply for a certification order pursuant to section 6-9 of the Act or an amendment to an existing certification order pursuant to section 6-10 of the Act shall file:

- (a) an application in Form 2 (Application for Bargaining Rights or Change in Union Representation);
- (b) the evidence of employees' support as required by subsection 6-9(2) or 6-10(2) of the Act, as the case may be;
- (c) if the union has not already filed its constitution with the board or if the constitution has been amended since the date it was last filed, a copy of its constitution certified by an officer of the union; and
- (d) if the union is chartered by a national or international organization, a copy of the charter as certified by an officer of the union.

(2) Notwithstanding subsection (1):

- (a) if the union has not received the charter mentioned in clause (1)(d), the union shall file instead a statement signed by an officer of the national or international organization stating that the grant of a charter to the union has been approved by the organization; and
- (b) if the union has previously filed the charter mentioned in clause (1)(d) or the statement mentioned in clause (a), the union is not required to refile that charter or statement.

**Application re cancellation of certification order**

6 A person or employer that intends to obtain an order pursuant to section 6-14, 6-15, 6-16 or 6-17 of the Act shall file:

- (a) an application in Form 3 (Application to Cancel Certification Order); and
- (b) in the case of an application by an employee pursuant to section 6-17, the evidence of employees' support as required by that section.

**Application re transfer of collective bargaining obligations to successor employer**

7(1) A union, employer or employee that intends to obtain an order pursuant section 6-18 of the Act shall file an application in Form 4 (Application for Employer Successorship).

(2) A union, employer or employee that, in addition to the relief mentioned in subsection (1), also intends to obtain an order pursuant to clause 6-104(2)(b) of the Act to determine whether an unfair labour practice or contravention of section 6-5, 6-6, 6-62 or 6-63 of the Act has occurred shall describe the facts on which the alleged unfair labour practices or contraventions of the Act are based with reasonable particularity to permit the board and the union, employer or other person against whom the allegation is made to determine the nature and extent of the allegation, including referring to any provision or provisions of the Act that are alleged to have been contravened.

**Application re declaration that related business are one employer**

8 A union or employee that intends to obtain an order pursuant to section 6-20 of the Act shall file an application in Form 5 (Related Employer Application).

**Application re transfer of collective bargaining obligations to successor union**

9 A successor union within the meaning of section 6-21 of the Act that intends to obtain an order pursuant section 6-104 of the Act to amend an existing order of the board shall file an application in Form 6 (Application for Union Successorship).

**Application re first collective agreement assistance**

10 An employer or union that intends to obtain an order pursuant to section 6-25 of the Act shall file an application in Form 7 (First Collective Agreement Application).

**Application for supervised vote**

11 A union, employer or employee that intends to obtain an order pursuant to section 6-35 of the Act shall file:

- (a) an application in Form 8 (Application for Supervision of Vote); and
- (b) in the case of an application by an employee, the evidence of employees' support as required by that section.

**Application re technological or organizational change**

12 A union that intends to obtain an order pursuant to section 6-55 of the Act shall file an application in Form 9 (Technological or Organizational Change Application).

**Application by employee re dispute with union**

13 An employee who intends to apply to the board for an order determining whether or not a union has contravened section 6-4, 6-58 or 6-59 of the Act shall file an application in Form 10 (Employee-Union Disputes).

**Application re unfair labour practice or contravention of Act**

**14(1)** An employer, union or other person shall file an application in Form 11 (Unfair Labour Practice Application) if the employer, union or other person intends to obtain all or any of the following relief from the board:

- (a) an order pursuant to clause 6-104(2)(b) of the Act to determine whether an unfair labour practice or a contravention of section 6-5, 6-6, 6-62 or 6-63 of the Act is being or has been engaged in;
  - (b) an order pursuant to clause 6-104(2)(c) of the Act to require a person to refrain from a contravention of the Act or from engaging in any unfair labour practice or to do any thing for the purpose of rectifying a contravention of this Act, the regulations or an order of the board;
  - (c) an order pursuant to clause 6-104(2)(a) of the Act to require an employer or union to engage in collective bargaining;
  - (d) an order pursuant to clause 6-104(2)(d) or (e) of the Act to require an employer to reinstate an employee, or to fix or determine the amount of monetary loss suffered by an employee, or to require payment of the amount of the monetary loss or portion of the monetary loss that the board considers appropriate.
- (2) For the purposes of subsection (1), the application shall describe the facts on which the alleged unfair labour practices or contraventions of the Act are based with reasonable particularity to permit the board and the employer, other person or union against whom the allegation is made to determine the nature and extent of the allegation, including referring to any provision or provisions of the Act that are alleged to have been contravened.

**Application for an interim order**

**15(1)** An employer, other person or union that intends to obtain an interim order pursuant to clause 6-103(2)(d) of the Act shall file:

- (a) an application in Form 12 (Application for Interim Relief) with the registrar;
- (b) an affidavit of the applicant or other witness in which the applicant or witness identifies with reasonable particularity:
  - (i) the facts on which the alleged contraventions of the Act are based, including referring to the provision or provisions of the Act, if any, that are alleged to have been contravened;
  - (ii) the party against whom the relief is requested; and
  - (iii) any exigent circumstances associated with the application or the granting of the interim relief;
- (c) a draft of the order sought by the applicant; and
- (d) any other materials that the applicant considers necessary for the purposes of the application.

- (2) Subject to subsection (3), every affidavit filed pursuant to clause (1)(b) must be confined to those facts that the applicant or witness is able of the applicant's or witness's own knowledge to prove.
- (3) If the board is satisfied that it is appropriate to do so because of special circumstances, the board may admit an affidavit that is sworn or affirmed on the basis of information known to the person swearing or affirming the affidavit and that person's belief.
- (4) If an affidavit is sworn or affirmed on the basis of information and belief in accordance with subsection (3), the source of the information must be disclosed in the affidavit.
- (5) Before filing an application pursuant to this section, the applicant shall contact the registrar and, on being contacted, the registrar shall set a date, time and place on which the application is returnable.
- (6) On being notified pursuant to subsection (5) of the date, time and place of the hearing, the applicant shall serve a copy of the application, along with the materials referred to in the application, on the party against whom the interim relief is claimed within:
- (a) subject to clause (b), at least three business days before the date set for the hearing; or
  - (b) any shorter period that the executive officer may permit.
- (7) Before the hearing, the applicant shall file proof of service of the application for interim relief mentioned in clause (1)(a).

**Application to amend a board order**

**16(1)** An employer, other person or union that intends to obtain an order pursuant to clause 6-104(2)(f), (g) or (h) of the Act to amend an existing board order shall file:

- (a) an application in Form 13 (Application to Amend); and
  - (b) if there is an existing collective bargaining agreement in force between the employer and the union named in the order, a copy of the collective bargaining agreement.
- (2) An employer and a union that jointly intend to obtain an order amending an existing order of the board pursuant to subclause 6-104(2)(g)(i) of the Act shall file:
- (a) an application in Form 14 (Joint Application to Amend); and
  - (b) a draft of the order sought by them.

**Application for exclusion on religious grounds**

**17** A person who intends to apply for an order pursuant to section 6-8 of the Act excluding an employee from a unit of employees as a matter of conscience based on religious training or belief shall file an application in Form 15 (Application re Exclusion on Religious Grounds).

**Reference re dispute**

**18** An employer and a union that have entered into an agreement pursuant to section 6-110 of the Act to refer a dispute to the board and that intend to have the board hear and determine the dispute shall file:

- (a) an application in Form 16 (Reference of Dispute);
- (b) a copy of the written agreement, if any, entered into pursuant to section 6-110 of the Act; and
- (c) if there is an existing collective bargaining agreement in force between the employer and the union, a copy of the collective bargaining agreement.

**PART III****Participation, Interventions, Votes and Hearings****Registrar to provide copies of applications**

**19** On the filing of an application mentioned in Part II, the registrar shall:

- (a) make efforts that the registrar considers reasonable to determine the identity of any employer, other person, union and labour organization that is referred to in the application or has a direct interest in the application; and
- (b) provide a copy of the application to the employers, other persons, unions and labour organizations identified pursuant to clause (a).

**Intervention**

**20(1)** In this section:

- (a) **“application to intervene”** means an application in Form 17 (Application to Intervene);
  - (b) **“original application”** means an application made to the board pursuant to the Act and these regulations that is the subject of an application to intervene.
- (2) An employer, other person, union or labour organization that is served with a copy of an application pursuant to section 19 and intends to intervene in the proceedings before the board shall file a reply in Form 18 (Reply).
- (3) An employer, other person, union or labour organization that is not served with a copy of an application pursuant to section 19 and that intends to intervene in the proceedings before the board shall file an application to intervene.
- (4) All replies and applications to intervene must be filed within 10 business days after the date a copy of the original application was given to the employer, person, union or labour organization by the registrar.

- (5) The registrar shall provide a copy of every reply and every application to intervene to:
- (a) the party that filed the original application;
  - (b) in the case of an application to intervene, any other party that filed a reply; and
  - (c) any other employer, person, union or labour organization that is directly affected by the application to intervene.

**Notice of intervention re certification**

**21(1)** In this section, “**certification application**” means an application pursuant to section 5.

- (2) If a certification application is filed, any union that claims to represent employees in the unit of employees respecting which the certification application is made and that intends to intervene in the certification application shall file:
- (a) a notice of intervention in Form 19 (Notice of Intervention);
  - (b) if the union making the application has not already filed its constitution with the board or if the constitution has been amended since the date it was last filed, a copy of its constitution certified by an officer of the union; and
  - (c) if the union making the application is chartered by a national or international organization, a copy of the charter as certified by an officer of the national or international organization.
- (3) Notwithstanding subsection (2):
- (a) if the union has not received the charter mentioned in clause (2)(c), the union shall file instead a statement signed by an officer of the national or international organization stating that the grant of a charter to the union has been approved by the organization; and
  - (b) if the union has previously filed the charter mentioned in clause (2)(c) or the statement mentioned in clause (a), the union is not required to refile that charter or statement.
- (4) A union that files an application pursuant to this section may also file, at the same time, a certification application.
- (5) An application pursuant to subsection (1) must be filed within 10 business days after the date a copy of the certification application was given to the employer, person, union or labour organization by the registrar.
- (6) The registrar shall give a copy of every application pursuant to subsection (1) to:
- (a) the party that filed the certification application; and
  - (b) any employer, person, union or labour organization that is named in the certification application or that has a direct interest in the certification application.

**Required information - conduct of vote**

**22(1)** On filing an application pursuant to the Act and these regulations respecting a matter for which the board is authorized or required by the Act to conduct a vote, the registrar may issue a written direction to an employer of employees whom the registrar considers affected by the application requiring the employer to file with the registrar the employer's payroll records respecting those employees.

(2) The payroll records mentioned in subsection (1) must identify the names, positions and classifications of employees who are employed in the unit or units of employees specified by the registrar in the written direction as at the date specified by the registrar in the written direction.

(3) In addition to the payroll records, an employer to whom a written direction pursuant to subsection (1) is issued shall also file with the registrar the following additional information:

(a) the location of any workplaces at which the employees mentioned in subsection (1) are employed;

(b) any safety restrictions respecting access to the workplaces mentioned in clause (a);

(c) the hours of work of the employees at the workplaces mentioned in clause (a).

(4) An employer to whom a written direction pursuant to subsection (1) is issued shall file the payroll records required by this section within three business days after being served with the written direction.

**Conduct of votes**

**23(1)** In this section, "**agent**" means a person appointed pursuant to subsection (3).

(2) On the filing of an application respecting a matter for which the board is authorized or required to conduct a vote pursuant to the Act or these regulations, the board may:

(a) if the board considers it to be appropriate, direct that a vote of employees be conducted by secret ballot before the application is heard by the board; and

(b) provide any directions respecting the conduct of the vote that the board considers appropriate.

(3) The board may appoint as its agent the registrar or any other person who the board is satisfied is independent from the parties to the application to conduct a vote required or authorized by the Act.

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- (4) If the registrar is appointed by the board as its agent:
- (a) the registrar may delegate to one or more other persons the exercise of any of his or her powers, or the fulfilling of any of his or her duties, as agent pursuant to this section and impose any terms and conditions on the delegation that the registrar considers appropriate; and
  - (b) the exercise of any powers or the fulfilling of any duties by a delegate mentioned in clause (a) is deemed to the exercise of those powers or the fulfilling of those duties by the registrar.
- (5) An agent shall:
- (a) act as the returning officer for the vote;
  - (b) comply with any directions given by the board respecting the vote;
  - (c) establish a list of employees who are eligible to vote;
  - (d) determine the form of the ballot to be used in the vote;
  - (e) determine whether the vote is to be conducted:
    - (i) at one or more polling places; or
    - (ii) using a mail-in balloting procedure;
  - (f) if the vote is to be conducted at one or more polling places, determine the place or places where the vote is to be conducted, together with the dates and hours for conducting the vote;
  - (g) if the vote is to be conducted using a mail-in balloting procedure, determine the date by which completed ballots must be returned to the returning officer;
  - (h) prepare a notice of vote in accordance with Form 20 (notice of vote) and issue directions to the employer respecting posting the notice of vote;
  - (i) appoint any persons whom the agent considers necessary as deputy returning officers and poll clerks; and
  - (j) if the vote is to be conducted at one or more polling places, invite the employer, any other person and the union named in the application to appoint one scrutineer for each polling place establish pursuant to clause (f) and allow those scrutineers to be present at the polling place during the hours the vote is conducted;
  - (k) if the vote is to be conducted using a mail-in balloting procedure, determine the place for counting of the ballots and invite the employer, any other person and the union named in the application to appoint one scrutineer to be present while the ballots are counted.

- (6) An agent may issue any directions or instructions that the agent considers necessary respecting the conduct of the vote.
- (7) No person shall:
- (a) fail to comply with any directions or instructions given by an agent respecting the conduct of the vote; or
  - (b) if the vote is to be conducted at one or more polling places:
    - (i) interfere, or attempt to interfere, with a person who is voting;
    - (ii) attempt to obtain information at a polling place as to how a person has voted or is about to vote;
    - (iii) canvass or solicit votes within 20 metres of a polling place while the vote is being conducted; or
    - (iv) display, distribute or post a campaign sign, button or other similar material within 20 metres of a polling place while the vote is being conducted.
- (8) In counting ballots, the agent:
- (a) shall reject every ballot on which anything is written or marked that identifies the person voting or on which no vote is marked; and
  - (b) shall accept a ballot if the employee has marked the ballot in a manner that clearly indicates the choice of the employee and notwithstanding that the employee may have marked his or her vote out of, or partly out of, its proper space or with a mark other than an "X".
- (9) On completion of the vote, the agent shall:
- (a) if there is no direction of the board to the contrary and if there is no impediment to doing so, promptly count the ballots and complete Form 21 (Report of Agent of the Board Respecting the Conduct of Vote and Counting of Ballots); or
  - (b) if the agent does not count the ballots promptly after the vote, complete Form 22 (Report of Agent of the Board Respecting the Conduct of Vote).
- (10) Immediately after completing Form 21 or 22 as required by subsection (9), the agent shall file a copy of the completed Form with the registrar and the registrar shall give a copy of the completed Form to an employer, to a union directly affected by the vote and, if the applicant who filed the application is not an employer or union, to the applicant.
- (11) An employer, other person or union directly affected by the vote that intends to object to the conduct of the vote or the results from the counting of the ballots shall file an application in Form 23 (Objection to Conduct of the Vote) within three business days after the conduct of the vote or the counting of the ballots, as the case may be.

**Hearings**

**24(1)** On an application being filed pursuant to the Act and these regulations, the registrar shall give the parties to the application, including any employer, other person, union or labour organization that filed a reply pursuant to subsection 20(2), an application to intervene pursuant to subsection 20(3) or a notice of intervention pursuant to subsection 21(2), notice of the date, place and time for hearing the application.

(2) If an employer, other person, union or labour organization that is given a copy of the application by the registrar does not file a reply pursuant to subsection 20(2):

(a) unless the employer, other person, union or labour organization has made a request to the registrar to receive notices respecting the hearing and provided an address for service, the employer, other person, union or labour organization is not entitled to any notice by the registrar respecting the hearing of the application; and

(b) the board may hear and determine the application notwithstanding that the employer, other person, union or labour organization has not filed a reply pursuant to subsection 20(2) or received any further notice respecting the hearing of the application.

(3) If a reply is filed pursuant to subsection 20(2), an application to intervene is filed pursuant to subsection 20(3) or a notice of intervention is filed pursuant to subsection 21(2), the board has the authority to:

(a) determine if the employer, other person, union or labour organization that filed the notice of reply, application to intervene or notice of intervention is a party to the proceedings before the board and what standing is to be granted; and

(b) impose terms and conditions on a party to the proceedings before the board.

**Adjournment**

**25(1)** Before a hearing of an application commences:

(a) the executive officer may adjourn the hearing by giving notice of the adjournment to the parties; and

(b) the registrar may adjourn the hearing not less than five business days before the date scheduled for the hearing with the consent of the parties.

(2) At any time before or after a hearing has commenced, the board may adjourn the hearing.

(3) If the board adjourns a hearing before the date scheduled for the hearing, the registrar shall give a notice of the adjournment to the parties.

**PART IV**  
**General**

**Service**

**26(1)** Any Form or other document required by these regulations to be given or served is to be given or served:

- (a) personally;
- (b) by being mailed by ordinary or registered mail; or
- (c) by electronic means if the person, union or labour organization to be served has provided the board with an address for service that authorizes service by those electronic means.

(2) A Form or document given or served by ordinary mail or registered mail is deemed to have been received on the fifth business day following the day of its mailing, unless the person to whom it was mailed establishes that, through no fault of the person, he or she did not receive the document or that he or she received it at a later date.

(3) A Form or other document served by electronic means is deemed to have been received on the day on which the person being served receives the Form or document unless it is received after 5 p.m., in which case the date of service is deemed to be the next business day.

(4) Irregularity in the giving or service of a Form or other document does not affect the validity of an otherwise valid Form or document.

**Authority of executive officer to vary time**

**27(1)** On the request of any employer, other person, union or labour organization, the executive officer may, by order, set a further or other time than the time prescribed in these regulations for filing any Form or document or doing any other thing authorized or required by these regulations.

(2) The executive officer may issue an order pursuant to subsection (1) whether or not the period at or within which a matter mentioned in that order ought to have been done has expired.

(3) The executive officer may impose any terms and conditions on an order issued pursuant to subsection (1) that the executive officer considers appropriate.

(4) Anything done at or within the time specified in an order pursuant to subsection (1) is as valid as if it had been done at or within the time fixed by or pursuant to these regulations.

**Subpoena**

**28** A writ of subpoena must be in either Form 24 or 25.

**Witness fees**

**29** If a witness is directed by the board, or any member or duly authorized agent of the board, to appear before the board at a hearing, the witness is entitled to be paid by the party requesting the attendance of that witness:

- (a) a fee of \$50 for each day or part of a day that the witness is required to travel to, attend and return from the hearing before the board; and
- (b) on submitting proper receipts to establish the claim, reimbursement, at the rates paid to members of the public service of Saskatchewan, for any necessary travel, sustenance and accommodation expenses.

**Non-compliance**

**30** Non-compliance with these regulations does not render any proceeding void unless the board directs otherwise.

**Proceeding where no Form prescribed**

**31** If an employer, other person, union or labour organization intends to apply to the board respecting a matter that the Act authorizes or requires to be submitted to the board and no Form is prescribed in these regulations for making the application, the employer, other person, union or labour organization shall file a written document that sets out all of the following with reasonable particularity:

- (a) the nature of the application being made and the facts relied on by the applicant;
- (b) the name of the applicant and of any other employer, person, union or labour organization directly affected by the application;
- (c) the relief being sought;
- (d) the provisions of the Act on which the applicant relies to make the application.

**Applications for summary dismissal**

**32(1)** In this section:

- (a) **“application to summarily dismiss”** means an application pursuant to subsection (2);
  - (b) **“original application”** means, with respect to an application to summarily dismiss, the application filed with the board pursuant to the Act that is the subject of the application to summarily dismiss;
  - (c) **“party”** means an employer, union or other person directly affected by an original application.
- (2) A party may apply to the board to summarily dismiss an original application.

- (3) An application to summarily dismiss must:
  - (a) be in writing; and
  - (b) be filed and served in accordance with subsection (5).
- (4) In an application to summarily dismiss, a party shall specify whether the party requests the board to consider the application for summary dismissal by an *in camera* panel of the board or as a preliminary matter at the outset of the hearing of the matter that is the subject of the original application.
- (5) If a party requests that the application to summarily dismiss be heard:
  - (a) by an *in camera* panel of the board, the application to summarily dismiss must be filed with the registrar, and a copy of it must served on the party making the original application and on all other parties named in the original application, at least 30 days before the date set for hearing the original application;
  - (b) as a preliminary matter at the outset of the hearing of the matter that is the subject of the original application, the application to summarily dismiss must be filed with the registrar, and a copy of it served on the party making the original application and on all other parties named in the original application, at least three days before the first date set for hearing of original application.
- (6) An application to summarily dismiss must contain the following information:
  - (a) the full name and address for service of the party making the application;
  - (b) the full name and address for service of the party making the original application;
  - (c) the file number assigned by the registrar for the original application;
  - (d) the reasons the party making the application to summarily dismiss believes the original application ought to be summary dismissed by the board;
  - (e) a summary of the law that the applicant believes is relevant to the board's determination.

**Application for reconsideration**

- 33(1)** In this section, “**application for reconsideration**” means an application pursuant to subsection (2).
- (2) An employer, union or other person directly affected by a decision or order of the board may apply to the board to reconsider that decision or order.
  - (3) An application for reconsideration must:
    - (a) be in writing; and
    - (b) be filed and served within 20 days after the date of the decision or order with respect to which reconsideration is sought.

- 
- (4) An application for reconsideration must contain the following information:
- (a) the full name and address for service of the party making the application for reconsideration;
  - (b) the file number assigned by the registrar for the decision or order of the board with respect to which reconsideration is sought;
  - (c) the reasons the applicant believes the board ought to reconsider its decision or order;
  - (d) a summary of the law on which the applicant intends to rely.
- (5) An application for reconsideration must be served by the applicant on any other parties named in the decision or order with respect to which reconsideration is sought.

#### PART V Coming into Force

**Coming into force**

- 34(1)** Subject to subsection (2), these regulations come into force on the day on which section 1-1 of *The Saskatchewan Employment Act* comes into force.
- (2) If section 1-1 of *The Saskatchewan Employment Act* comes into force before the day on which these regulations are filed with the Registrar of Regulations, these regulations come into force on the day on which they are filed with the Registrar of Regulations.

Saskatchewan

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**Saskatchewan**  
Labour Relations Board

FORM 1  
[Section 4]

**NOTICE OF APPEAL**

APPLICATION FOR ORDER UNDER SECTION 4-8  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
(name of applicant)

of \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

applies to the Labour Relations Board for an order appealing the decision of an adjudicator on an appeal or hearing pursuant to Part II or Part III of *The Saskatchewan Employment Act*, particulars of which are set out below.

The applicant is:  
(Check the appropriate box)

An employee     An employer     A corporate director     Other: \_\_\_\_\_

2. This appeal concerns:  
(Check the appropriate box)

A Decision or hearing pursuant to Part II of the Act – Employment Standards  
 A Decision or hearing pursuant to Part III of the Act – Occupational Health and Safety

3. The name and address of the respondent are as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

4. Date of adjudicator's decision (day, month, year): \_\_\_\_ / \_\_\_\_ / \_\_\_\_

5. Identify the decision and/or order #(s) being appealed: \_\_\_\_\_

6. In the space provided below, please clearly state the error of law in the decision and/or order of the adjudicator that you believe exists.

*Where necessary, please provide additional explanation on an attachment.*

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7. Are you also requesting a suspension of the decision/order, pending the result of the hearing?  
 Yes       No

*If yes, please complete 8 and 9 below.*

8. Compliance Date noted on the decision/order (date, month, year) : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

9. If you are requesting a suspension, please clearly indicate why you believe the decision/order should be suspended pending the results of your appeal.

*Where necessary, please provide additional explanation on an attachment.*

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10. The following items must be attached to this Notice of Appeal:

- A copy of the written decision/order of the adjudicator

I, the undersigned, solemnly declare that the submissions above set forth above are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,

\_\_\_\_\_, this \_\_\_\_\_

day of \_\_\_\_\_ , 20 \_\_\_\_\_

\_\_\_\_\_  
Notary Public, Justice of the Peace or Commissioner for  
Oaths for Saskatchewan  
My Commission Expires:



\_\_\_\_\_  
(signature)

**NOTICE TO ADJUDICATOR**

You are required by *The Saskatchewan Employment (Labour Relations Board) Regulations* to deliver to the registrar of the Saskatchewan Labour Relations Board at 1600 - 1920 Broad Street, Regina, Saskatchewan, S4P 3V2 the record of appeal in these proceedings.

CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_



**Saskatchewan**  
Labour Relations Board

FORM 2  
[Section 5]

**APPLICATION FOR BARGAINING RIGHTS  
OR CHANGE IN UNION REPRESENTATION**

APPLICATION PURSUANT TO SECTION 6-9 or 6-10  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. The \_\_\_\_\_  
(name of union)

applies to the Labour Relations Board for an order determining that the unit of employees described in paragraph 3 of this application is an appropriate unit of employees for the purpose of bargaining collectively, determining that the applicant union represents a majority of the employees in the unit and requiring the employer designated in paragraph 2 of this application to bargain collectively with the applicant union.

2. The name and address and the general nature of the business of the employer concerned are as follows:

Name: \_\_\_\_\_ Nature of Business: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

3. The applicant union submits that the following unit of employees is appropriate for the purpose of bargaining collectively:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*(In the space above give a detailed and accurate description of the unit of employees which you consider to be appropriate for the purpose of bargaining collectively. State specifically the occupational classifications which you think should be excluded or included. Example: "All employees of the A.B. Company, except the general manager, office manager, plant superintendent and foremen." Example of a craft unit: "All carpenters and carpenter apprentices employed by the C.D. Company.")*

4. (a) There are approximately \_\_\_\_\_ employees in the unit.

(b) Does the applicant union claim to represent a majority of these employees?

Yes  No

*(At the same time as you submit your application, also submit your membership cards or other evidence of employee support, together with a sample of the cards submitted and a typewritten list of the names, occupational classifications, addresses and dates shown on the cards. This material will be treated as strictly confidential, and the cards will be returned to you as soon as the application is disposed of.)*

5. (a) Is there any other union or other labour organization which, to the knowledge of the undersigned, claims to represent any of the employees in the unit of employees described in paragraph 3 of this application or in any part of the unit?  Yes  No

(b) If so, list here the name and address of that union or labour organization:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

6. (a) Has the applicant union ever been chartered by a national or international organization?

Yes  No

(b) If so, what is the name of such national or international organization:

\_\_\_\_\_

(c) Is the applicant union now in good standing with the parent organization?  Yes  No

(d) If not, explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, the undersigned, solemnly declare that the submissions above set forth, are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_

\_\_\_\_\_

(signature)

Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission Expires:

#### CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
 no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
 no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

Saskatchewan

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Saskatchewan  
Labour Relations Board

FORM 3  
[Section 6]

**APPLICATION TO CANCEL CERTIFICATION ORDER**

APPLICATION FOR ORDER UNDER SECTION 6-14, 6-15, 6-16 OR 6-17  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
(name of applicant)

of \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

applies to the Labour Relations Board for an order rescinding an order of the Labour Relations Board.

2. The name of the union certified in the existing order is the:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

3. The name and address of the employer are as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

4. The order here applied to be rescinded was made by the board on \_\_\_\_\_  
(Date of Order)

to the following effect:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*(quote the effective provisions of the order)*

5. The effective date of the collective agreement in force between the certified union and the  
employer is \_\_\_\_\_ .  
(date)

6. The reasons why the applicant submits that the order ought to be rescinded are as follows:

*Where necessary, please include additional reasons as an attachment.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, the undersigned, solemnly declare that the submissions set forth above, are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_



\_\_\_\_\_ *(signature)*

Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission Expires:

**CONTACT INFORMATION AND ADDRESS FOR SERVICE**

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_  
 Position Held: \_\_\_\_\_  
 Address: \_\_\_\_\_  
                   no.           street           city/town           province           postal code  
 Telephone: \_\_\_\_\_  
 Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_  
 Address: \_\_\_\_\_  
                   no.           street           city/town           province           postal code  
 Telephone: \_\_\_\_\_  
 Email address: \_\_\_\_\_

Saskatchewan

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**Saskatchewan**  
Labour Relations Board

FORM 4  
[Section 7]

**APPLICATION FOR EMPLOYER SUCCESSORSHIP**

APPLICATION FOR ORDER UNDER SECTION 6-18  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
(name of applicant)

of \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

applies to the Labour Relations Board for a declaration that collective bargaining rights, privileges and/or duties of the predecessor employer have transferred to the successor employer set forth in paragraph 2 by reason of sale, lease, transfer or other disposition.

2. The name and address of the successor employer are as follows:

*(Where more than one employer is affected by the application, please attach names, contact information and certification details.)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

3. The name of the predecessor employer certified in an existing certification order, **a copy of which is attached**, is as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

4. Please outline fully the material facts upon which the applicant relies in requesting this declaration, including the manner in which the applicant became the successor employer.

*Where necessary, please provide additional reasons as an attachment.*

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5. There are approximately \_\_\_\_\_ employees in the bargaining unit.

6. When did the transfer of collective bargaining rights, privileges and/or duties take place?

(day, month, year) : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

7. (a) Is it alleged the successor employer has committed or is committing unfair labour practices or contraventions of the Act?  Yes  No

(b) If yes, please describe clearly and concisely the nature of the alleged unfair labour practices or contraventions of the Act, including a statement of all of the relevant facts upon which the applicant intends to rely.

*Where necessary, please provide additional facts as an attachment.*

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I, the undersigned, solemnly declare that the submissions set forth above, are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_

}  
 }  
 }

\_\_\_\_\_  
 (signature)

\_\_\_\_\_  
 Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission Expires:

#### CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_  
 Position Held: \_\_\_\_\_  
 Address: \_\_\_\_\_  
           no.      street      city/town      province      postal code  
 Telephone: \_\_\_\_\_  
 Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_  
 Address: \_\_\_\_\_  
           no.      street      city/town      province      postal code  
 Telephone: \_\_\_\_\_  
 Email address: \_\_\_\_\_

# Saskatchewan

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## Saskatchewan

Labour Relations Board

FORM 5  
[Section 8]

### RELATED EMPLOYER APPLICATION

APPLICATION FOR ORDER UNDER SECTION 6-20  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
(name of applicant)

of \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

applies to the Labour Relations Board regarding the operation and/or activities under common control or direction of associated or related employers.

2. The name and address of the respondent are as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

3. The name and address of the second respondent are as follows:

*Where more than two respondents may be affected by the application (and are therefore to be treated as one employer) please attach the names and contact information of all associated or related corporations, as well as information regarding how each party is affected by the application.*

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

- 4. Please describe the extent to which the activities or businesses identified in the application are under common direction or control. You may include details surrounding the general nature of operations, common facilities, financial control and ownership.

*Where necessary, please provide additional details as an attachment.*

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- 5. Has a sale of a business taken place?  Yes  No
- 6. Has a change in the character of the business occurred, wherein it has become substantially different from the business of the predecessor employer?  Yes  No
- 7. Has an interchange of employees of one business with those of another business represented by a union taken place?  Yes  No
- 8. Please describe all material facts that the applicant relies upon in making this request.

*Attach all documents on which you intend to rely, including any certifications, collective agreements and/or letters of understanding.*

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9. Please describe in detail the request of the applicant, including the outcome you wish the board to order as a result of this application:

*Where necessary, please provide additional details as an attachment.*

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I, the undersigned, solemnly declare that the submissions set forth above, are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
\_\_\_\_\_, this \_\_\_\_\_  
day of \_\_\_\_\_ , 20 \_\_\_\_\_



\_\_\_\_\_  
(signature)

\_\_\_\_\_  
Notary Public, Justice of the Peace or Commissioner for  
Oaths for Saskatchewan  
My Commission Expires:

## CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

# Saskatchewan

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## Saskatchewan Labour Relations Board

FORM 6  
[Section 9]

### APPLICATION FOR UNION SUCCESSORSHIP

APPLICATION BY SUCCESSOR UNION WITHIN THE MEANING OF SECTION 6-21  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
*(name of union applicant)*

of \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

applies to the Labour Relations Board for a declaration that collective bargaining rights, privileges and/or duties of the predecessor employer have transferred to the employer set forth in paragraph 2 by reason of sale, lease, transfer or other disposition.

2. The name and address of the employer are as follows:

*(Where more than one employer is affected by the application, please attach names, contact information and certification details.)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

3. The name of the predecessor union certified in an existing certification order, **a copy of which is attached**, is as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

4. Please outline fully the material facts on which the applicant relies in requesting this declaration, including the manner in which the applicant became the successor union.

*Where necessary, please provide additional reasons as an attachment.*

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5. There are approximately \_\_\_\_\_ employees in the bargaining unit.

6. When did the transfer of collective bargaining rights, privileges and/or duties take place?

(day, month, year): \_\_\_\_/\_\_\_\_/\_\_\_\_

7. (a) Has the applicant union ever been chartered by a national or international organization?

Yes  No

(b) If so, what is the name of that national or international organization: \_\_\_\_\_

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(c) Is the applicant union now in good standing with the parent organization?  Yes  No

(d) If not, please explain:

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I, the undersigned, solemnly declare that the submissions set forth above, are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
\_\_\_\_\_, this \_\_\_\_\_  
day of \_\_\_\_\_ , 20 \_\_\_\_\_  
\_\_\_\_\_



\_\_\_\_\_  
(signature)

Notary Public, Justice of the Peace or Commissioner for  
Oaths for Saskatchewan  
My Commission Expires:

CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_  
Position Held: \_\_\_\_\_  
Address: \_\_\_\_\_  
no. street city/town province postal code  
Telephone: \_\_\_\_\_  
Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_  
Address: \_\_\_\_\_  
no. street city/town province postal code  
Telephone: \_\_\_\_\_  
Email address: \_\_\_\_\_



**Saskatchewan**  
Labour Relations Board

FORM 7  
[Section 10]

**FIRST COLLECTIVE AGREEMENT APPLICATION**

APPLICATION FOR ORDER UNDER SECTION 6-25  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
*(name of applicant)*

of \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

applies to the Labour Relations Board for assistance by way of arbitration, in the conclusion of a first collective agreement

2. The name and address of the respondent are as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

3. The applicant states that, in order to achieve a first collective agreement, intervention by the board is necessary and appropriate by reason of the following facts:

*Where necessary, please provide additional details as an attachment.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. The following materials must be attached in support of this application:
- A description of the bargaining unit, including its size
  - A list of dates on which collective bargaining has occurred
  - A list of bargaining issues that have been agreed upon by the parties
  - A list of issues that remain in dispute, including the applicant's position on these issues
  - The proposed collective agreement (the last offer) that the applicant is prepared to sign
  - Any additional documents or evidence upon which the applicant intends to rely

I, the undersigned, solemnly declare that the submissions set forth above, are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_

} \_\_\_\_\_  
 (signature)

\_\_\_\_\_  
 Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission Expires:

**CONTACT INFORMATION AND ADDRESS FOR SERVICE**

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
 no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
 no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_



**Saskatchewan**  
Labour Relations Board

FORM 8  
[Section 11]

**APPLICATION FOR SUPERVISION OF VOTE**

APPLICATION FOR ORDER UNDER 6-35  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
*(name of applicant(s))*

of \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

applies to the Labour Relations Board for an order requiring that:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

be supervised, conducted or scrutinized by the board or a person appointed by the board.

2. If the applicant is an employer or an employee, the name and address of the union are as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

3. If the applicant is a union, the name and address of the employer are as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

4. The facts on which the applicant intends to rely in making the within application are as follows:

*Where necessary, please provide additional facts as an attachment.*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. The following materials must be attached in support of this application:

- A copy of the employer's final offer
- A list of the names and address of the affected employees as of the date of the shown within the application

6. When is the vote expected to take place? (day, month, year): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

7. Where is the vote expected to take place?

\_\_\_\_\_

*no. street city/town province postal code telephone fax*

I, the undersigned, solemnly declare that the submissions above set forth, are, in so far as they are matters of fact, true to the best of my information knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if mad ender oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
\_\_\_\_\_, this \_\_\_\_\_  
day of \_\_\_\_\_ , 20 \_\_\_\_\_



\_\_\_\_\_  
*(signature)*

Notary Public, Justice of the Peace or Commissioner for  
Oaths for Saskatchewan  
My Commission Expires:

## CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

# Saskatchewan

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## Saskatchewan Labour Relations Board

FORM 9  
[Section 12]

### TECHNOLOGICAL OR ORGANIZATIONAL CHANGE APPLICATION

APPLICATION FOR ORDER UNDER SECTION 6-55  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
(name of applicant union)

of \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

applies to the Labour Relations Board for an order determining whether the respondent employer has failed to comply with section 6-54 of *The Saskatchewan Employment Act*, by failing to give adequate notice of a technological or organizational change.

2. The name and address of the respondent employer are as follows:

Name: \_\_\_\_\_ Nature of Business: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

3. The applicant alleges the following operational or technological change was implemented by the employer on

(day/month/year): \_\_\_\_/\_\_\_\_/\_\_\_\_.

- 4. The applicant alleges that the employer has failed to comply with section 6-54 of the Act by reason of the following facts:

*Where necessary, please provide additional reasons as an attachment.*

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*(Here state clearly and concisely all relevant facts indicating the exact nature and date(s) of the practice or contravention complained of. Additional material in the form of exhibits properly verified by statutory declaration may be included.)*

- 5. (a) There are approximately \_\_\_\_\_ employees in the bargaining unit.
- (b) Out of these employees, approximately \_\_\_\_\_ employees are affected by the organizational or technological change.

- 6. In the space provided below, please clearly state the outcome or remedy you are seeking from the board.

*Where necessary, please include any additional details as an attachment.*

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I, the undersigned, solemnly declare that the submissions set forth above, are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
\_\_\_\_\_, this \_\_\_\_\_  
day of \_\_\_\_\_ , 20 \_\_\_\_\_

\_\_\_\_\_ )  
(signature)

Notary Public, Justice of the Peace or Commissioner for  
Oaths for Saskatchewan  
My Commission Expires:

CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_  
Position Held: \_\_\_\_\_  
Address: \_\_\_\_\_  
no. street city/town province postal code  
Telephone: \_\_\_\_\_  
Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_  
Address: \_\_\_\_\_  
no. street city/town province postal code  
Telephone: \_\_\_\_\_  
Email address: \_\_\_\_\_

Saskatchewan

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Saskatchewan

Labour Relations Board

FORM 10  
[Section 13]

## EMPLOYEE-UNION DISPUTES

ALLEGED CONTRAVENTIONS OF SECTION 6-4, 6-58 OR SECTION 6-59  
OF THE SASKATCHEWAN EMPLOYMENT ACT.1. \_\_\_\_\_  
(name of applicant)of \_\_\_\_\_  
no. street city/town province postal code telephone fax

applies to the Labour Relations Board for an order determining whether a contravention of *The Saskatchewan Employment Act* is being and/or has been engaged in by the union designated in paragraph 2 of this application and requiring the union to refrain from engaging in the contravention of *The Saskatchewan Employment Act*, particulars of which are set out below.

2. The name and address of the union concerned are as follows:

Name: \_\_\_\_\_ Local Nos: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

3. The name and address of the employer concerned, and the general nature of its business, are as follows:

Name: \_\_\_\_\_ Local Nos: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

4. The Applicant alleges that a contravention of *The Saskatchewan Employment Act* has been and/or is being engaged in by the union by reason of the following facts:

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*(Here state clearly and concisely all relevant facts indicating the exact nature of the practice or contravention complained of. Additional material in the forms of Exhibits properly verified by statutory declaration may also be included.)*

5. When did the action or circumstances giving rise to the alleged contravention of the Act come to your attention?

(day/month/year) \_\_\_\_ / \_\_\_\_ / \_\_\_\_

6. If the complaint involves a grievance, what was the outcome of the grievance proceedings?

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7. Describe any union appeal or complaint procedures available in the union's constitution, bylaws or regulations, as well as the results of your participating in those proceedings:

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8. The applicant \_\_\_\_\_  
 submits that, by reason of the facts set forth above, the union has been or is engaging in a contravention of  
 section \_\_\_\_\_ of *The Saskatchewan Employment Act*.  
 (6-59 or 6-60)

I, the undersigned, solemnly declare that the submissions above set forth above are, in so far as they are matters of fact, true to the best of my information knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_  
 \_\_\_\_\_  
 Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission Expires: \_\_\_\_\_

} \_\_\_\_\_  
 (signature)

CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is represented by legal counsel, please indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 no. street city/town province postal code  
 Telephone: \_\_\_\_\_  
 Email address: \_\_\_\_\_



Saskatchewan

Labour Relations Board

FORM 11  
[Section 14]

UNFAIR LABOUR PRACTICE APPLICATION

APPLICATION FOR ORDER UNDER 6-104  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
(name of applicant)

of \_\_\_\_\_  
no. street city/town province postal code telephone fax

applies to the Labour Relations Board for an order determining whether an unfair labour practice (or a contravention of the Act) is being and/or has been engaged in by the party described in paragraph 2 of this application (the respondent), and requiring the party to refrain from engaging in the unfair labour practice (or contravention of the Act).

2. The name and address of the respondent concerned and if an employer, the general nature of its business, are as follows:

Name: \_\_\_\_\_ Nature of Business: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

- 3. The applicant alleges that an unfair labour practice (or a contravention of the Act) has been and/or is being engaged in by the respondent by reason of the following facts:

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*(Here state clearly and concisely all relevant facts indicating the exact nature of the practice or contravention complained of. Additional material in the form of exhibits properly verified by statutory declaration may be included.)*

- 4. The applicant submits that by reason of the facts set forth in paragraph 3 the respondent has been or is engaging in an unfair labour practice (or a contravention of the Act) within the meaning of section \_\_\_\_\_ of *The Saskatchewan Employment Act*.

I, the undersigned, solemnly declare that the submissions above set forth, are, in so far as they are matters of fact, true to the best of my information knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_

} \_\_\_\_\_  
 (signature)

\_\_\_\_\_  
 Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission Expires:

## CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

Saskatchewan

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**Saskatchewan**  
Labour Relations Board

FORM 12  
[Section 15]

**APPLICATION FOR INTERIM RELIEF**

APPLICATION FOR ORDER UNDER CLAUSE 6-103 (2)(d)  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

TAKE NOTICE that an application will be made to the Labour Relations Board as follow:

At the Labour Relations Board Hearing Room at:

- Room 1600 - 1920 Broad St., Regina, Saskatchewan; or  
 Room 1072 - 1122, 3rd Ave. N, Saskatoon, Saskatchewan

Date: \_\_\_\_\_ Time: \_\_\_\_\_

*(The date must be given to you by the Board Registrar at the Labour Relations Board. When calling the board and offering a specific date, please ensure you have at least three days for service of your application for interim relief).*

or as soon after that as counsel can be heard, by the party set forth in paragraph 1, for the relief described in paragraph 3, affecting the party set forth in paragraph 2.

1. \_\_\_\_\_  
(name of applicant union)

of \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

requests the following interim order, as detailed in paragraph 3.

2. The name and address of the respondent are as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

3. The applicant applies to the board for:

*Where necessary, please provide additional explanation as an attachment.*

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*(This could be requesting an order prohibiting the employer or anyone under its direction from meeting with union members or members of the collective bargaining unit or communicating with members until further order).*

4. The applicant relies on the following grounds:

*Where necessary, please provide additional explanation as an attachment.*

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*(State the serious issue to be decided or the irreparable harm that the applicant believes could have a serious effect on the workplace.)*

5. Pursuant to this application, the applicant seeking interim relief in the following proceeding(s) pending before the board:

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AND FURTHER TAKE NOTICE that in support of this application will be read this application with proof of service, the original application in this matter filed with the Labour Relations Board, affidavit evidence to be filed and served before or at the hearing of this application and any further and other materials that counsel may advise and the board may allow.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
*(Applicant's signature)*

#### CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

# Saskatchewan

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## Saskatchewan Labour Relations Board

FORM 13  
[Section 16]

### APPLICATION TO AMEND

APPLICATION FOR ORDER UNDER CLAUSE 6-104(2)(f), (g) OR (h) OF  
THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
(name of applicant)

of \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

applies to the Labour Relations Board for an order amending the order or decision of the board designated in paragraph 3 of this application.

2. If the applicant is a union or employer, state here the name and address of, and office held by, an officer acting on behalf of the union or employer:

Name: \_\_\_\_\_ Office Held: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

3. The order or decision applied to be amended was made by the board on (day, month, year)

\_\_\_\_ / \_\_\_\_ / \_\_\_\_ and is to the following effect:

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*(Quote or summarize the effective provisions of the order or decision).*

4. The reasons why the applicant submits that the order or decision ought to be amended are as follows:

*Where necessary, please include additional reasons as an attachment.*

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5. State here the manner in which the applicant submits the order or decision ought to be amended:

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I, the undersigned, solemnly declare that the submissions above set forth are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_

} \_\_\_\_\_  
 (signature)

Notary Public, Justice of the Peace or Commissioner for Oaths for Saskatchewan  
My Commission Expires:

CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
 no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
 no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_



**Saskatchewan**  
Labour Relations Board

FORM 14  
[Section 16]

**JOINT APPLICATION TO AMEND**

APPLICATION FOR ORDER UNDER SUBCLAUSE 6-104 (2)(g)(i),  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
*(name of applicant)*

of \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

and \_\_\_\_\_  
*(name of applicant)*

of \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

jointly apply to the Labour Relations Board for an order amending the order or decision of the board designated in paragraph 3 of this application.

2. State here the names and addresses of, and office held by, an officer acting on behalf of the union and/or employer:

Name: \_\_\_\_\_ Office Held: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

Name: \_\_\_\_\_ Office Held: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

3. The order or decision applied to be amended was made by the board on \_\_\_\_\_  
*(day/month/year)*

and is to the following effect:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*(Quote or summarize the effective provisions of the order or decision).*

4. The reasons why the applicant submits that the order or decision ought to be amended are as follows:

*Where necessary, please provide additional reasons as an attachment.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. State here the manner in which the applicant submits the order or decision ought to be amended:

*Where necessary, please provide additional explanation as an attachment.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 6. The following must be attached in support of this application:
  - A draft of the order sought from the board

I, the undersigned, solemnly declare that the submissions above set forth are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_  
 \_\_\_\_\_  
 Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission expires:

} \_\_\_\_\_  
 (signature of applicant)

I, the undersigned, solemnly declare that the submissions above set forth are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_  
 \_\_\_\_\_  
 Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission expires:

} \_\_\_\_\_  
 (signature of co-applicant)

ADDRESS FOR SERVICE

If the applicants are represented by legal counsel, please indicate the name and address for service of your lawyer(s).

Lawyer: \_\_\_\_\_

Representing: \_\_\_\_\_  
*(please indicate the party being represented)*

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

and

Lawyer: \_\_\_\_\_

Representing: \_\_\_\_\_  
*(please indicate the party being represented)*

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

Saskatchewan

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**Saskatchewan**  
Labour Relations Board

FORM 15  
[Section 17]

**APPLICATION RE EXCLUSION ON RELIGIOUS GROUNDS**

APPLICATION FOR ORDER UNDER SECTION 6-8  
OF THE SASKATCHEWAN EMPLOYMENT ACT.

1. \_\_\_\_\_  
(name of applicant)

of \_\_\_\_\_  
no. street city/town province postal code telephone fax

applies to the Labour Relations Board for an order excluding him/her from the appropriate unit of employees as described in paragraph 4.

2. I am an employee employed by the following employer:

Name: \_\_\_\_\_ Office Held: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

General Nature of Business: \_\_\_\_\_

Email Address: \_\_\_\_\_

3. Employees of the employer are represented for the purpose of bargaining collectively by the following union:

Name: \_\_\_\_\_ Office Held: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code telephone fax

Email Address: \_\_\_\_\_

4. The appropriate unit of employees of the employer represented by the union is as follows:

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*(Here set out the description of the appropriate unit applied for by the union or ordered by the board).*

5. I, \_\_\_\_\_ object:  
*(name of applicant)*

- (a) to joining or belonging to a union; or
- (b) to paying dues and assessments to the union;

as a matter of conscience based on my religious training and belief in the \_\_\_\_\_

\_\_\_\_\_  
*(name of religion or church)*

6. The reasons why the applicant submits that he/she ought to be excluded from the appropriate unit of employees described in paragraph 4 are as follows:

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7. The applicant undertakes for the period that he/she is excluded from the appropriate unit, he/she will pay:

- (a) to a charity mutually agreed on by the applicant and the union; or
- (b) if agreement cannot be reached by the applicant and the union, to a charity designated by the board;

an amount at least equal to the amount of dues and assessments that a member of that union is required to pay to the union with respect to that period.

I, the undersigned, solemnly declare that the submissions set forth above are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_

} \_\_\_\_\_  
 (signature)

Notary Public, Justice of the Peace or Commissioner for Oaths for Saskatchewan  
My Commission Expires:

CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is represented by legal counsel, please indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
 no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

# Saskatchewan

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## Saskatchewan Labour Relations Board

FORM 16  
[Section 18]

### REFERENCE OF DISPUTE

REFERENCE OF DISPUTE TO LABOUR RELATIONS BOARD  
PURSUANT TO SECTION 6-110 OF *THE SASKATCHEWAN EMPLOYMENT ACT*.

1. An agreement, dated \_\_\_\_\_, a true copy of which is annexed and marked Exhibit "A", having been entered into between

(a) Name of union: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

**and**

(b) Name of employer: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

("the parties") to refer a dispute or disputes or class of disputes to the Labour Relations Board for hearing and determination pursuant to section 6-110 of *The Saskatchewan Employment Act*, the party making application refers the dispute to the board.

2. The essential facts of the dispute that is referred to the board are as follows:

*Where necessary, please provide additional explanation as an attachment.*

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3. The party making this reference makes the following submission with respect to the dispute:

*Where necessary, please provide additional explanation as an attachment.*

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4. What is the question the parties wish the board to determine?

I, the undersigned, solemnly declare that the submissions above set forth are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_



\_\_\_\_\_  
*(signature of applicant)*

\_\_\_\_\_  
 Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission Expires:

I, the undersigned, solemnly declare that the submissions above set forth are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
\_\_\_\_\_, this \_\_\_\_\_  
day of \_\_\_\_\_ , 20 \_\_\_\_\_



\_\_\_\_\_  
*(signature of co-applicant)*

\_\_\_\_\_  
Notary Public, Justice of the Peace or Commissioner for  
Oaths for Saskatchewan  
My Commission Expires:

CONTACT INFORMATION AND ADDRESS FOR SERVICE

The name, address and office held by the officer of the union making this application are as follows:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
no. street city/town province postal code  
Office Held: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email address : \_\_\_\_\_

If the applicant union is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_  
Address: \_\_\_\_\_  
no. street city/town province postal code  
Telephone: \_\_\_\_\_  
Email address: \_\_\_\_\_

and

The name, address and office held by the officer of the employer making this application are as follows:.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
no. street city/town province postal code  
Office Held: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email address : \_\_\_\_\_

If the applicant employer is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_  
Address: \_\_\_\_\_  
no. street city/town province postal code  
Telephone: \_\_\_\_\_  
Email address: \_\_\_\_\_

# Saskatchewan

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## Saskatchewan Labour Relations Board

FORM 17  
[Section 20]

### APPLICATION TO INTERVENE

1. \_\_\_\_\_  
*(name of intervening person, employer, union or labour organization)*

of \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

gives notice that it seeks to intervene in the matter of the application of

\_\_\_\_\_ *(name of person, employer, union or labour organization making or originating the application on which intervention is sought)*

respecting \_\_\_\_\_  
*(name of person, employer, union or labour organization affected by original application)*

and employees of that employer or labour organization.

2. On what basis does the applicant seek to intervene in the proceedings?

*Where necessary, please include additional reasons as an attachment.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. On what facts does the applicant rely in seeking to intervene in the proceedings?

Where necessary, please include additional facts as an attachment.

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(in the space above give a detailed and accurate statement on which intervention is sought)

4. Other relevant facts (if any) touching the originating application and this notice are as follows:

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I, the undersigned, solemnly declare that the submissions above set forth are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_



\_\_\_\_\_  
(signature)

\_\_\_\_\_  
 Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission Expires:

## CONTACT INFORMATION AND ADDRESS FOR SERVICE

If the applicant is an employer or a union, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

# Saskatchewan

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## Saskatchewan Labour Relations Board

FORM 18  
[Section 20]

### REPLY

RE APPLICATION BY \_\_\_\_\_  
*(state here name of applicant)*

DATED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ TO THE LABOUR RELATIONS BOARD

FOR AN ORDER \_\_\_\_\_  
*(here state briefly as to order applied for e.g. "for certification")*

1. This reply is made by \_\_\_\_\_  
*(name; if partnership, give names and addresses of all partners)*

of \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

2. With respect to the application, the following statements are specifically admitted:

(a) \_\_\_\_\_

(b) \_\_\_\_\_

(c) \_\_\_\_\_

etc.

3. The following statements are specifically denied:

(a) \_\_\_\_\_

(b) \_\_\_\_\_

(c) \_\_\_\_\_

etc.

4. The following statements are specifically commented on:

(a) \_\_\_\_\_

Comment:

(b) \_\_\_\_\_

Comment:

(c) \_\_\_\_\_

Comment:

5. The following is a concise statement of the material facts which are intended to be relied on in support of this reply:

(a) \_\_\_\_\_

(b) \_\_\_\_\_

(c) \_\_\_\_\_

etc.

I, the undersigned, solemnly declare that the submissions above set forth are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
\_\_\_\_\_, this \_\_\_\_\_  
day of \_\_\_\_\_ , 20 \_\_\_\_\_



\_\_\_\_\_  
(signature)

\_\_\_\_\_  
Notary Public, Justice of the Peace or Commissioner for  
Oaths for Saskatchewan  
My Commission Expires:

If the reply is made by a union, labour organization or employer, please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_

no.	street	city/town	province	postal code
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Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_

no.	street	city/town	province	postal code
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Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

# Saskatchewan

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## Saskatchewan Labour Relations Board

FORM 19  
[Section 21]

### NOTICE OF INTERVENTION

1. The \_\_\_\_\_  
*(name of intervening union)*

of \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

gives notice that it seeks to intervene in the matter of the application of

\_\_\_\_\_  
*(name of union making original application)*

respecting \_\_\_\_\_  
*(name of employer affected by original application)*

and employees of that employer.

2. Does the intervening union make a counter-application for an order under section 6-10, with respect to the employees in the unit of employees described in paragraph 4 of the originating application or in any part of that unit of employees?

Yes  No

3. If so, state here the unit of employees which the intervening union submits to be appropriate for the purpose of bargaining collectively:

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*(In the space above give a detailed and accurate description of the unit of employees which you consider to be appropriate for the purpose of bargaining collectively. State specifically the occupational classifications which you think should be excluded or included: Example: "All employees of the A.B. Company, except the general manager, office manager, plant superintendent and foremen." Example of craft unit: "All carpenters and carpenter apprentices employed by the C.D. Company." If you consider the unit described in paragraph 4 of the original application to be appropriate for the purpose of bargaining collectively, merely state that fact.)*

4. (a) There are approximately \_\_\_\_\_ employees in the unit.

(b) Does the intervening union claim to represent any of these employees?

Yes  No

(c) Does the intervening union claim to represent a majority of these employees?

Yes  No

(d) If it should be found that the intervening union does not represent a majority, does the union apply for a vote to be conducted among the employees concerned pursuant to section 6-12 of *The Saskatchewan Employment Act*?

Yes  No

*(At the same time as you submit this notice, also submit your membership cards, authorization cards, check-off cards or other evidence of employees support, together with a sample of the cards submitted and a typewritten list of the names, occupational classifications, addresses and dates shown on the cards. This material will be treated as strictly confidential and the cards will be returned to you as soon as the matter is disposed of.)*

(e) Has the intervening union ever been chartered by a national or international organization?

Yes  No

(f) If so, what is the name of such national or international organization?

---

(g) Is the intervening union now in good standing with the parent organization?

Yes  No

(h) If not, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Other relevant facts (if any) touching the original application and this notice are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, the undersigned, solemnly declare that the submissions above set forth are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
\_\_\_\_\_, this \_\_\_\_\_  
day of \_\_\_\_\_ , 20 \_\_\_\_\_



\_\_\_\_\_  
(signature)

\_\_\_\_\_  
Notary Public, Justice of the Peace or Commissioner for  
Oaths for Saskatchewan  
My Commission Expires:

## CONTACT INFORMATION AND ADDRESS FOR SERVICE

Please indicate the name, address and contact information of the individual swearing the document.

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

**Saskatchewan**

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**Saskatchewan**

Labour Relations Board

FORM 20  
[Section 23]

LRB File No. \_\_\_\_\_

**NOTICE OF VOTE**

To all employees of the employer employed in \_\_\_\_\_

except \_\_\_\_\_ :

**TAKE NOTICE THAT**, pursuant to a direction of the Labour Relations Board, a true copy of which is annexed, a vote will be conducted by secret ballot on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by an agent of the Labour Relations Board to determine whether or not the employees to whom this notice is directed wish to be represented by the \_\_\_\_\_, for the purpose of bargaining collectively with their employer.

**SECRET BALLOT**

This vote will be conducted by secret ballot under the direct supervision of an agent of the Labour Relations Board.

**HOW TO VOTE**

At the proper polling place you will be given a ballot by the agent of the Labour Relations Board. You will then mark your ballot in secret, fold it and deposit in the ballot box, which will be under the direct supervision of the agent of the Labour Relations Board.

**TIME AND PLACE(S) OF VOTING AND SAMPLE BALLOT**

The time and place(s) of voting and a sample of the ballot to be used are shown on the sheet marked "Appendix I" which is posted immediately to the left of this notice.

**ELIGIBLE VOTERS**

Those eligible to vote shall be the persons whose names appear on the "Voters' List" and who, at the time of voting, are still in the employment of the employer referred to above.

\_\_\_\_\_  
Returning Officer  
Labour Relations Board

Delivered to employees who are eligible to vote on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**APPENDIX I****TIME AND PLACE(S) OF VOTING**

Voting Unit	Polling Booth will be located at	Date	Polling Booth will be opened
All employees of ? employed in its ? except ?			

**BALLOT**

The following is a sample of the ballot to be used in the vote:

 Saskatchewan Labour Relations Board	
<b>SECRET BALLOT</b>	
Do you want to be represented by the ? for the purpose of bargaining collectively with your Employer?	YES <input type="checkbox"/>
PLACE AN "X" IN ONE SQUARE ONLY	NO <input type="checkbox"/>

**BALLOT**

The following is a sample of the ballot to be used in the vote for rescission:

	<p>Saskatchewan Labour Relations Board</p>	<b>SECRET BALLOT</b>	
<p>Do you want to continue to be represented by the ? for the purpose of bargaining collectively with your Employer?</p>		<b>YES</b>	<input type="checkbox"/>
<p>PLACE AN "X" IN ONE SQUARE ONLY</p>		<b>NO</b>	<input type="checkbox"/>

**APPENDIX II**

**VOTERS' LIST**

<b>NAME</b>	<b><i>Classification</i></b>



**Saskatchewan**  
Labour Relations Board

FORM 21  
[Section 23]

LRB File No. \_\_\_\_\_

**REPORT OF AGENT OF THE BOARD**

**RESPECTING THE CONDUCT OF VOTE AND COUNTING OF BALLOTS**

THE LABOUR RELATIONS BOARD, having on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, pursuant to *The Saskatchewan Employment Act*, directed that a vote among all \_\_\_\_\_ employees be conducted by secret ballot to determine whether or not the employees intend to be represented by or continue to be represented by

\_\_\_\_\_, for the purpose of bargaining collectively:  
(name of union)

I, the undersigned agent of the board appointed to conduct the vote and to act as returning officer, report that:

1. The vote was conducted by me in accordance with the direction of the board at \_\_\_\_\_  
on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.
2. The "Notice of Vote," including Appendix I and II, which is attached, was posted in a conspicuous place on the date indicated in the notice.
3. The employees who voted were, in all cases, properly identified as being eligible voters.
4. The ballots used were in the same form as the sample ballot shown in Appendix I to the attached "Notice of Vote."
5. The time and place(s) of voting, as shown in Appendix I to the attached "Notice of Vote" were adhered to.
6. In my opinion, the vote was conducted in a fair and proper manner.

7. The result of the vote was as follows:

- No. of Eligible Voters \_\_\_\_\_
- No. of Votes for Union \_\_\_\_\_
- No. of Votes against Union \_\_\_\_\_
- No. of Spoiled Ballots \_\_\_\_\_
- No. of Ballots Cast \_\_\_\_\_
- No. of Employees Not Voting \_\_\_\_\_

8. Additional comments:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

IN WITNESS OF THIS, I HAVE SET MY HAND AT \_\_\_\_\_, Saskatchewan,  
 this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
 Agent of the Labour Relations Board

We, the undersigned, acknowledge that we have each received a copy of the foregoing "Report of Agent to the Board", and each of us agrees that, subject to any objections that may be filed with the registrar of the board by us or our principals not later than the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, the statements made in the report are true in all respects.

IN WITNESS OF THIS, we have set our hands at \_\_\_\_\_, Saskatchewan,  
 this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
 Scrutineer for Applicant

\_\_\_\_\_  
 Scrutineer for Certified Union (if rescission)

\_\_\_\_\_  
 Scrutineer for Employer

# Saskatchewan

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## Saskatchewan Labour Relations Board

FORM 22  
[Section 23]

LRB File No. \_\_\_\_\_

### REPORT OF AGENT OF THE BOARD

### RESPECTING THE CONDUCT OF VOTE

THE LABOUR RELATIONS BOARD, having on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, pursuant to *The Saskatchewan Employment Act*, directed that a vote among all \_\_\_\_\_ employees be conducted by secret ballot to determine whether or not the employees intend to be represented by or continue to be represented by

\_\_\_\_\_, for the purpose of bargaining collectively.  
(name of union)

I, the undersigned agent of the board appointed to conduct the vote and to act as returning officer, report that:

1. The vote was conducted by me in accordance with the direction of the board at \_\_\_\_\_  
on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.
2. The "Notice of Vote," including Appendix I and II, which is attached, was posted in a conspicuous place on the date indicated in the notice.
3. The employees who voted were, in all cases, properly identified as being eligible voters.
4. The ballots used were in the same form as the sample ballot shown in Appendix I to the attached "Notice of Vote."
5. The time and place(s) of voting, as shown in Appendix I to the attached "Notice of Vote" were adhered to.
6. In my opinion, the vote was conducted in a fair and proper manner.

7. The ballot was not tabulated for the following reasons:

Four horizontal lines for providing reasons.

8. Additional comments:

Four horizontal lines for additional comments.

IN WITNESS OF THIS, I HAVE SET MY HAND AT \_\_\_\_\_, Saskatchewan, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Agent of the Labour Relations Board

We, the undersigned, acknowledge that we have each received a copy of the foregoing "Report of Agent to the Board", and each of us agrees that, subject to any objections that may be filed with the registrar of the board by us or our principals not later than the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, the statements made in the report are true in all respects.

IN WITNESS OF THIS, we have set our hands at \_\_\_\_\_, Saskatchewan, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Scrutineer for Applicant

\_\_\_\_\_  
Scrutineer for Certified Union (if rescission)

\_\_\_\_\_  
Scrutineer for Employer



**Saskatchewan**  
Labour Relations Board

FORM 23  
[Section 23]

**OBJECTION TO CONDUCT OF THE VOTE**

IN THE MATTER OF THE VOTE CONDUCTED PURSUANT TO THE ORDER OF THE LABOUR RELATIONS BOARD IN THE CITY  
OF \_\_\_\_\_, IN SASKATCHEWAN ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_

1. \_\_\_\_\_  
*(name of union or employer)*

states its objections to the vote for the reasons set out in paragraph 4.

2. The name, address and the general nature of the business of the employer concerned are as follows:

Name: \_\_\_\_\_ Nature of Business: \_\_\_\_\_

Address: \_\_\_\_\_  
*no. street city/town province postal code telephone fax*

Email Address: \_\_\_\_\_

3. The reasons that the objecting \_\_\_\_\_  
*(union or employer)*

objects to the conduct of the vote are:

*Where necessary, please provide additional reasons as an attachment.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, the undersigned, solemnly declare that the submissions above set forth are, in so far as they are matters of fact, true to the best of my information, knowledge and belief, and, in so far as they are matters of opinion, are reasonably and honestly believed by me.

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at \_\_\_\_\_ ,  
 \_\_\_\_\_ , this \_\_\_\_\_  
 day of \_\_\_\_\_ , 20 \_\_\_\_\_

\_\_\_\_\_

Notary Public, Justice of the Peace or Commissioner for  
 Oaths for Saskatchewan  
 My Commission Expires:

\_\_\_\_\_ (signature)

#### CONTACT INFORMATION AND ADDRESS FOR SERVICE

The name and address of the individual swearing the document, and acting on behalf of the objecting person, employer, union or labour organization are as follows:

Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address: \_\_\_\_\_  
 no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address : \_\_\_\_\_

If the applicant is represented by legal counsel, please also indicate the name and address for service of your lawyer.

Lawyer: \_\_\_\_\_

Address: \_\_\_\_\_  
 no. street city/town province postal code

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_

**Saskatchewan**

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**Saskatchewan**  
Labour Relations Board

FORM 24  
[Section 28]

**SUBPOENA**

To \_\_\_\_\_  
*(name of witness and street address)*

Greeting:

We command you to attend before the Labour Relations Board to testify as a witness as follows:

At the Labour Relations Board Hearing Room at:

- Room 1600 - 1920 Broad St., Regina, Saskatchewan; or
- Room 1072 - 1122, 3rd Ave. N, Saskatoon, Saskatchewan

Date: \_\_\_\_\_ Time: \_\_\_\_\_

And so from day to day until the above proceeding is tried and if the proceeding is adjourned to attend on the date to which it is adjourned and so from day to day until the proceeding is tried, to give evidence on behalf of the (applicant or respondent).

ISSUED at \_\_\_\_\_, Saskatchewan, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Chairperson, Vice-chairperson or Board Member

**Saskatchewan**

[www.sasklabourrelationsboard.com](http://www.sasklabourrelationsboard.com)



**Saskatchewan**

Labour Relations Board

FORM 25  
[Section 28]

**SUBPOENA WITH DOCUMENTS**

To \_\_\_\_\_  
*(name of witness and street address)*

Greeting:

We command you to attend before the Labour Relations Board to testify as a witness as follows:

At the Labour Relations Board Hearing Room at:

- Room 1600 - 1920 Broad St., Regina, Saskatchewan; or
- Room 1072 - 1122, 3rd Ave. N, Saskatoon, Saskatchewan

Date: \_\_\_\_\_ Time: \_\_\_\_\_

and so from day to day until the above proceeding is tried and if the proceeding is adjourned to attend on the date to which it is adjourned and so from day to day until the proceeding is tried, to give evidence on behalf of the (applicant or respondent).

You are also required to bring with you and produce at that time and place the following documents and items (list documents and items):

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ISSUED at \_\_\_\_\_, Saskatchewan, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Chairperson, Vice-chairperson or Board Member



