



February 16, 2016

Victorian Order of Nurses for Canada – Eastern Region

This letter will seek to clarify the company policy as it relates to non-union employee payment for statutory holidays.

There were 11 statutory days applicable to this operation.

The issue of pay for statutory holidays for union employees is governed by the respective agreements.

In general, all non union employees accrued statutory pay in the working days and weeks prior to the respective statutory holiday and were then paid for the respective holidays as they occurred in the calendar.

Under the operation of this policy, all non union employees were paid for all statutory days prior to November 25th, 2015.

Your last pay slip may have shown accrued statutory holiday pay but this was an accrual of such pay for statutory holiday pay for the 2015 Christmas period, which you did not work and therefore did not receive statutory holiday pay.