



Pay Equity Commission
 180 Dundas St W Suite 300
 Toronto On M7A 2S6
 416 314-1896 or 1 800 387-8813
 TTY: 416 212-3991 or 1 855 253-8333
 Fax: 416 314-8741

**Request for Information
 Union/Employer Questionnaire**

File No.

Note: Please answer all questions and submit by mail or in person.
 Please type or print clearly in ink. You may add additional pages if space is insufficient.

Submit this Questionnaire:

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1. Applicant Name

Last Name	First Name
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2. What is the nature of the employer's business?

3. Indicate the number of employees in the bargaining unit with this employer

4. Indicate the number of Female Job Classes in the bargaining unit

5. If there is an existing pay equity plan and the Union believes that it is no longer appropriate please provide specific details as to why with reference to ss 14. 2 or 13.1 of the *Pay Equity Act*. For example, describe what are the changed circumstances in the establishment that render the pay equity plan inappropriate for the bargaining unit? e.g. restructuring of business.

6. If there is no existing pay equity plan, was the Employer required to post a pay equity plan under Part II or Part III.1 of the *Pay Equity Act*?

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> I do not know
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7. If the applications relates to the certification or decertification of a Union, when did this occur and was there a pay equity plan prior to the certification or decertification of a Union?

<input type="checkbox"/> Certification	<input type="checkbox"/> Decertification	Date (yyyy/mm/dd)
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Yes, there was a pay equity plan prior to the certification or decertification of a Union.

No, there was **not** a pay equity plan prior to the certification or decertification of a Union.

8. If there was no pay equity plan prior to the certification or decertification of a Union, was the Employer required to post a pay equity plan under Part II or Part III.1 of the *Pay Equity Act*?

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> I do not know
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9. If the application concerns a complaint that pay equity has not been maintained or that there are changed circumstances in the establishment such that the plan is no longer appropriate for one or more female job classes, please describe what aspect of the plan is not being maintained.

10. If the complaint is that there has been a widening of the wage gap identify which female job classes are affected and why you believe that the wage gap has widened?

11. If the complaint concerns an allegation that male comparators have disappeared, identify the female job classes affected and which male comparators have disappeared?

12. If the complaint concerns the creation of new job classes, identify the new job classes that you allege have not been evaluated or evaluated inappropriately and why?

13. If the complaint concerns jobs that have significantly changed such that the pay equity plan is no longer appropriate for those female job classes, identify the female job classes which you believe have significantly changed and what the changes are? (see s 22 (2) of the *Pay Equity Act*).

14. If the complaint is that the negotiated pay equity plan contravenes the *Pay Equity Act*, provide details as to the alleged contravention of the *Act*, with specific reference to the provisions of the *Pay Equity Act*.

15. If the complaint is that the Employer has contravened the *Pay Equity Act* in any other manner, please provide details of the alleged contravention.

16. For example, if the complaint is that the Employer has refused to disclose information to the Union necessary to comply with its obligations under s. 7 (2) of the *Pay Equity Act*, provide details as to the information that was requested and the response received from the Employer. If this request was made in writing provide copies of letters and responses received.

17. Has the Union raised any of these issues with the Employer, and if so, what was the Employer's response? If these issues raised in writing, provide copies of the letters sent and received.

18. If the Union and Employer are currently discussing these issues, what is the current status of the negotiations if any regarding the above issues?

19. Please include any further information or documents that may be relevant to this complaint, e.g. copies of correspondence to and from the Employer, pay equity plan(s), Expert's reports, collective agreements, job information, salary grids, newsletters and memos to Employees.

The information is collected under the authority of the *Pay Equity Act, 1987* for the purposes of this enforcement.

For information concerning the collection and use of this information, please contact Legal Counsel, Pay Equity Office, at the following address:

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Last Name of person completing this form

First Name of person completing this form
