

# Resolutions Report to the 2024 Annual Meeting

## Constitution Amendments

1. Amend Article 3.03 a) and b) by moving to NEW Article 8 – Principles and Standards of Conduct and be numbered as 8.01 a) and b).

If amended:

### ARTICLE 8 – PRINCIPLES AND STANDARDS OF CONDUCT

- 8.01 a) All members will treat each other in the Union movement with dignity, equality, and respect in our endeavours while encouraging full participation in SUN activities including debate.  
b) Every member is entitled to a union environment that is free of harassment.

*SUN Board of Directors*

2. Amend by adding as NEW to Article 8 – Principles and Standards of Conduct as 8.02 “SUN shall be non-partisan and non-sectarian.”

8.02 SUN shall be non-partisan and non-sectarian.

*SUN Board of Directors*

## Bylaw Amendments

3. Amend Bylaw 2.01 by deleting and replace with NEW:

~~No person shall be discriminated against or denied membership in the Union by reasons identified in the *Saskatchewan Human Rights Code*.~~

If amended:

No person shall be discriminated against or denied membership in the Union by reason of age, race, creed, national origin, religious affiliation, political affiliation, sex, sexual orientation, marital or parental status, health status, employment status, disability, colour, ancestry nor by any other reasons as identified within the *Saskatchewan Human Rights Code*.

*Melanie Martin, Local 106 & Carla Wade, Local 106*

4. Amend Bylaw 2.10 by changing “union” to “general”.

If amended:

2.10 Any person who is appointed as a Life Member of the Union shall be free of any dues or fees, may attend ~~union~~ **general** meetings and have voice at the courtesy of the chair, shall not have voting privileges, shall not be a delegate or representative on behalf of SUN, and shall not hold elected office.

*SUN Board of Directors*

5. Amend Bylaw 3.04 by including “1200 hours on” January 15.

If amended:

3.04 i) Throughout the year and up to **1200 hours on** January 15, any member may submit to the Constitution, Bylaws and Resolutions Committee, constitutional amendment(s), bylaw amendment(s), SUN Network Council/Local Bylaws prototype amendment(s) and resolution(s), in writing, signed by such member and a seconder. If January 15 falls on the weekend, the deadline will be the next business day.

*SUN Board of Directors*

6. Amend Bylaw 3.11 by changing “a show of hands of the members present at the meeting” to “and from the Board of Directors.”

If amended:

Rules of Procedure

3.11 i) The First Vice-President shall take the chair at the time specified at all general meetings if the President is absent or upon request. In the absence of both the President and the First Vice-President, the Second Vice-President shall take the chair. In the absence of the President, the First Vice-President and the Second Vice-President, a chair shall be selected by **and from the Board of Directors**, ~~a show of hands of the members present at the meeting.~~

*SUN Board of Directors*

7. Amend Bylaw 4.04 by deleting the wording “the majority of their regular paid hours (>60%)” and replace it with the wording “greater or equal to 50% of their regular paid hours.”

If amended:

Nominees for the office of Network Representative shall be from the members of the given Network who work ~~the majority of their regular paid hours (>60%)~~ **greater or equal to 50% of their regular paid hours** within their respective Network, excluding base hospitals.

*Lyndsie Bachtold, Local 106 & Kandus Johnson, Local 106*

8. Amend Bylaw 4.05 by deleting the wording “the majority of their regular paid hours (>60%)” and replace it with the wording “greater or equal to 50% of their regular paid hours.”

If amended:

Nominees for the office of Base Hospital Representatives shall be from the members of who work ~~the majority of their regular paid hours (>60%)~~ **greater or equal to 50% of their regular paid hours** within the base hospitals.

*Lyndsie Bachtold, Local 106 & Kandus Johnson, Local 106*

9. Amend Bylaw 4.06 by deleting the wording in both the first and second paragraph that both say “the majority of their work (>80%)” and replace it with the wording “greater than or equal to 50% of their regular paid hours.”

If amended:

Nominees for the position of South Network Lead shall be from the members who work ~~the majority of their work (>80%)~~ **greater than or equal to 50% of their regular paid hours** within the SE, SW, Regina Networks or Regina Base Hospitals.

Nominees for the position of North Network Lead shall be from the members who work ~~the majority of their work (>80%)~~ **greater than or equal to 50% of their regular paid hours** within the NE, NW, Saskatoon Networks or Saskatoon Base Hospitals.

*Lyndsie Bachtold, Local 106 & Kandus Johnson, Local 106*

10. Amend by removing Bylaw 4.07.

If amended:

~~Requirements for nominees for the position of Network Leads are as follows:~~

- ~~• In the past five (5) years has had involvement in levels of SUN leadership for a minimum of three (3) years — any combination of the following: local executives, network councils, or Board of Directors; and,~~
- ~~• Has attended at least three (3) SUN leadership workshops/conferences or SUN Annual Meetings within the last five (5) years.~~

*Lyndsie Bachtold, Local 106 & Kandus Johnson, Local 106*

11. Amend Bylaw 5.01 by deleting current iii) and replace with current practice:

If amended:

5.01 The Board shall:

- ~~iii) Be responsible for directing the Negotiations Committees in the formulation and development of the collective bargaining proposals and general collective bargaining policy, taking into consideration direction given by members.~~

- iii) Be responsible for establishing collective bargaining priorities, and approve the formulation and development of the collective bargaining principles and proposals, taking into consideration direction given by members.

*SUN Board of Directors*

12. Amend Bylaw 5.05.5 by adding as new paragraph after bullets.

If amended:

Any network lead who shall for any reason cease to hold office, shall forthwith turn over to the Union all documents, records, books, furniture, funds, chattels, assets and other property of the Union then in the network lead's possession.

*SUN Board of Directors*

13. Amend Bylaw 6.07 by deleting the wording “the majority of their work (>60%)” and replace it with the wording “greater than or equal to 50% of their regular paid hours”.

If amended:

Self Identification

Members, with the express and written support of their locals and Network Council, may self declare their representation in those circumstances where ~~the majority of their work (>60%)~~ **greater than or equal to 50% of their regular paid hours** is actually conducted in that field.

*Lyndsie Bachtold, Local 106 & Kandus Johnson, Local 106*

14. Amend Local Bylaws Prototype 6.01 ii) by changing to Vice-President(s).

If amended:

6.01 The affairs of the Local shall be administered by an executive composed of the following:

- i) President;
- ii) Vice-President(s);
- iii) SUN Network Council representative(s);
- iv) Secretary;
- v) Treasurer;
- vi) Chairperson of committees as desired by each Local.

*SUN Board of Directors*

15. Amend Local Bylaw Prototype 6.04 ii) by changing to Vice-President(s).

If amended:

6.04 The duties of the officers of the Local shall be:

- ii) The Vice-President(s) shall:
  - a) assist the President of the Local in the discharge of their duties;
  - b) perform the duties of the president during the president’s absence.

*SUN Board of Directors*

16. Amend Local Bylaw Prototype 7.05 by changing to Vice-President(s)

If amended:

- 7.05 The Local shall appoint or elect a minimum of three (3) members to be named as signators. Cheque signers can include any other appointed or elected signators as determined by the membership. Financial business of the Local, such as withdrawal of funds or transactions by cheque, must be signed by any two (2) of the following officers of the Local: President, Vice-President(s), Secretary or the Treasurer, or any other appointed or elected signators as determined by the membership. Cheques cannot be signed by the recipient of the cheque.

*SUN Board of Directors*

## Board Policy Amendments

17. Be it resolved that Board Policy 017-B-2007 (Convention Delegate Status) be amended by:

For CFNU and CLC Conventions

- President always attend; 6 funded seats for BOD & Network Leads; General Membership funded seats be increased to 18

For SFL

- President and 1st VP always attend; 6 funded seats for BOD and Network Leads

Maximum of two (2) Directors or designate attends to any of the above (deleting "as determined in the budget")

*Barb Fisher, Local 62 & Linda Suchorab, Local 62*

18. Be it resolved that Board Policy 019-B-2007 (Conduct and Confidentiality) be amended by providing clarification regarding conduct for board members and confidentiality of information received.

*SUN Board of Directors*

19. Be it resolved that Board Policy 025-B-2010 (Board Member Recognition) be amended by:

- For the Network Reps and Vice Presidents upon completion of their term they will be given a financial thank-you of \$1,000.00
- For the President this "thank-you" will be \$5,000.00

*Linda Suchorab, Local 62 & Glenda Favreau, Local 62*

20. Be it resolved that Board Policy 027-B-2013 (Representation at International Conferences/Events) be amended by:
- President shall attend as determined by the BOD
  - If budget allows for other members to be funded to attend, that number will be determined by the BOD and those seats shall be split evenly between BOD and general membership.
- Tyla Sylvestre, Local 62 & Linda Suchorab, Local 62*
21. Be it resolved that Board Policy 029-B-2007 (President, First Vice President Compensation) be amended by:
- The 1st Vice President salary shall be top step of Nurse C plus 6%
  - The President salary shall be top step of Nurse C plus 50%
  - Both of these positions would acquire any future bargained increases
  - Long Service will be paid if applicable
- Barb Fisher, Local 62 & Kyla Sterling, Local 62*
22. Be it resolved that new Board Policy be created to provide process for access to education for the President, First Vice-President and Second Vice-President.
- SUN Board of Directors*

## Membership Policy Amendments

23. Be it resolved that Membership Policy 007-M-2007 (Legal Assistance Fund for Professional Association Referrals) be amended by providing clarity regarding access so this policy; remove c) as this is process managed through budgeting; remove d) as the Finance Committee reviews funds in relation to budget process.
- SUN Board of Directors*
24. Be it resolved that Membership Policy 015-M-2007 (Reimbursement for Attendance at Affiliate Organizations) be amended by including consistent language from other funding policies regarding salary funding.
- SUN Board of Directors*

25. Be it resolved that Membership Policy 019-M-2017 (Provincial Membership Dues) be amended by the Provincial Membership dues for each member drop from 1.8% of all Paid hours to 1.6%.  
*Melanie Martin, Local 106 & Carla Wade, Local 106*
26. Be it resolved that Membership Policy 023-M-2007 (Nominations and Elections) be amended to include campaign guidelines to assist members who are in provincial SUN election as a candidate.  
*SUN Board of Directors*
27. Be it resolved that Membership Policy 047-M-2010 (SUN Member Recognition) SUN increase the number of awards to five (5) annually. Such member commitment and contribution be additionally acknowledged with a financial “thank-you” of \$1,000.00.  
*Linda Suchorab, Local 62 & Tyla Sylvestre, Local 62*
28. Be it resolved that Membership Policy 049-M-2012 (Annual Meeting Schedule) be deleted as this is operational work of the Union.  
*SUN Board of Directors*
29. Be it resolved that Membership Policies 055-M-2023 (Funding: Annual Meeting and Bargaining Conference – Board of Directors) and 061-M-2023 (Funding: General work of Board of Directors) be moved to Board policy, either to existing policy or create new policy.  
*SUN Board of Directors*
30. Be it resolved that Membership Policy 055-M-2023 (Funding: Annual Meeting and Bargaining Conference – Board of Directors) be amended by the following sentence be deleted from the policy: “The President and First Vice-President will have individual accommodation, and at the Bargaining Conference the Second Vice-President will also have individual accommodation.”  
*Melanie Martin, Local 106 & Carla Wade, Local 106*



31. Be it resolved that Membership Policy 061-M-2023 (Funding: General work of Board of Directors) be amended by the policy be inclusive of more defined guiding parameters for hotel accommodation of Board members as found in other guiding hotel accommodations parameters of other existing policies.

*Melanie Martin, Local 106 & Carla Wade, Local 106*

32. Be it resolved that Membership Policy 061-M-2023 (Funding: General work of Board of Directors) be amended that the Board of Directors will be provided a hotel room for events dependant upon travel distance of greater than fifty (50) km one way for approved union business. No hotel shall be provided for the 2 fulltime paid elected positions when meetings are in Regina. (with the exception of the Annual Meeting as covered in Policy 055-M-2023)

*Kyla Sterling, Local 62 & Barb Fisher, Local 62*

33. Be it resolved that policies 015-M-2007, 035-M-2022, 055-M-2023 through to 068-M-2023 be amended to include clear meal per diem guidelines for attending events.

*Gail Kizlyk, Local 75 & Tracy Bergen, Local 75*

34. Be it resolved that policies 021-M-2007 & 044-M-2019 be combined into one policy.

*Gail Kizlyk, Local 75 & Tracy Bergen, Local 75*

35. Be it resolved that SUN provide travel time for members scheduled to work the day before an event whom need to travel greater than 3 hours. The members work and travel time should not exceed 12 hours in combination.

*Yvonne Sawatzky, Local 86 & Philip McGee, Local 259*

## Business Resolutions

36. Be it resolved that a member who has successfully elected into a Board of Director position shall not be permitted to hold a local executive position simultaneously, and therefore would rescind their local position.

*Nicole Neufeld, Local 101 & Stephanie Pettit, Local 101*

## Position Statements

37. To amend the Discrimination, Racism and Employment Equity Position Statement by including reference to the *Saskatchewan Human Rights Code* in the first paragraph.

If amended:

The Saskatchewan Union of Nurses believes that it is the right of all its members to work in an environment that promotes dignity and respect for everyone. *The Saskatchewan Human Rights Code* prohibits discrimination on the basis of race or perceived race, colour, ancestry, nationality, place of origin, or religion.

*SUN Board of Directors*

38. To amend the Genuine Health Reform Position Statement by changing #5 to reference “public health centres.”

If amended:

5. Expansion of community clinics and ~~the preservation of existing health facilities as community-public~~ health centres which deliver a full range of community-based services.

*SUN Board of Directors*

39. To amend the Internationally Educated Nurses Position Statement by deleting and replace with new.

If amended:

Health human resources deficits and chronic shortages of registered nurses in Saskatchewan have led to a recurrent expectation of internationally educated professionals for supplementation in the healthcare workforce.

Buchan and Catton (2023) indicate the global nursing shortage could be as high as 30.6 million in 2019, with the COVID-19 pandemic acting “as a multiplier to the demands being made of the global nursing workforce” (p. 4). They state that international recruitment of nurses is not a ‘quick fix’ and is not an equitable solution. Resolution can be achieved for the nursing workforce through safe staffing, retention, adequate domestic training, and sustainable planning strategies (Buchan & Catton, 2023; International Council of Nurses, 2019, 2023). The Philippine Department of Health estimates a deficit of 350 000 nurses, with

aggressive recruitment by countries like Canada that provide no sustainable contribution in return to their healthcare system (Pauls, 2023). Internationally educated nurses have made up 9-10% of RNs in Canada over the last five years, whereas in Saskatchewan they made up 8.4% RNs, 2.9% NPs, and 1.7% RPNs based on 2021 data (Canadian Institute for Health, 2022a, 2022b).

SUN is sensitive to the needs and support required for internationally educated nurses based on past international recruitment campaigns. Upon arriving in Canada, a growing number of internationally educated nurses find themselves in unknown circumstances, alone, and are provided minimal community support. SUN has observed these nurses express an exaggerated obligation to the employer, which sometimes prevents them from expressing their concerns, demanding their rights, or seeking assistance from the Union as many have never worked in unionized environments.

The escalating health human resources crisis requires vigilance in monitoring and preparation for ongoing international recruitment. The International Council of Nurses (2019) has outlined the need for action related to international career mobility and ethical recruitment of internationally educated nurses. Central to their position is the adoption of foundational principles that will contribute to “regulated, ethical, and cost-effective recruitment processes” (p. 2). The principles outlined are inclusive of:

- Comprehensive and effective regulation
- Access to full and flexible employment opportunities
- Freedom of movement,
- Freedom from discrimination
- Good faith contracting
- Equal pay for work of equal value
- Access to grievance processes
- Safe work environment
- Effective orientation/mentoring/supervision
- Freedom of association
- Regulation of recruitment
- National self-sustainability (ICN, p. 2-4).

### Position

SUN supports a multi-pronged approach to health human resources planning and management, prioritizing short- and long-term initiatives to create a stable and sustainable healthcare system.

SUN is committed to representing internationally educated registered nurses and supports the ethical recruitment recommendations and principles outlined in the International Council of Nurses position statement - *International career mobility and ethical nurse recruitment, 2019*.

SUN believes that upon accepting an offer of employment, internationally educated nurses are entitled to Union protection and representation subject to the collective bargaining agreement.

SUN believes that all contracts between employers or their agents and internationally educated nurses should be reviewed by SUN in advance of the offer of employment.

SUN believes the employer must demonstrate accountability for third parties contracted to recruit registered nurses, including the following items:

- Appropriate accommodations,
- Relocation allowances,
- Demonstrated sensitivity and attention to cultural issues faced by both internationally educated nurses and their Saskatchewan co-workers, and
- Facilitating contact so that internationally educated nurses are assisted in establishing a community.

SUN believes the employer must ensure that any recruitment initiatives do not create additional fees or barriers to internationally educated nurses obtaining employment in the bargaining unit. Allowing an agent of the employer to charge a fee to the registered nurse constitutes interference in the matter of hiring.

SUN will provide enhanced Union orientation to ensure members are aware of their rights, focusing on areas that will impact employment, including but not limited to:

- hours of work,
- overtime,
- job postings,
- seniority,
- no discrimination/harassment,
- labour relations,
- nursing practice, and
- occupational health & safety.

SUN will ensure that internationally educated nurses will be provided with contact information for their Local union representatives who will provide advocacy and support for professional practice, workplace issues, and assist with integration into the Saskatchewan healthcare system.

References:

Buchan, J., & Catton, H. (2023). *Recover to rebuild: Investing in the nursing workforce for health system effectiveness*. International Council of Nurses. [https://www.icn.ch/system/files/2023-03/ICN\\_Recover-to-Rebuild\\_report\\_EN.pdf](https://www.icn.ch/system/files/2023-03/ICN_Recover-to-Rebuild_report_EN.pdf)

Canadian Institute for Health Information. (2022a, November 17). *Health workforce in Canada, 2021 – quick stats*. <https://www.cihi.ca/en/health-workforce-in-canada-in-focus-including-nurses-and-physicians/go-in-depth-most-recent-data-on>

Canadian Institute for Health Information. (2022b, November 17). *Registered nurses, 2021*. <https://www.cihi.ca/en/registered-nurses>

International Council of Nurses. (2019). *Position statement: International career mobility and ethical nurse recruitment*. [https://www.icn.ch/system/files/documents/2019-11/PS\\_C\\_International%20career%20mobility%20and%20ethical%20nurse%20recruitment\\_En.pdf](https://www.icn.ch/system/files/documents/2019-11/PS_C_International%20career%20mobility%20and%20ethical%20nurse%20recruitment_En.pdf)  
International Council of Nurses. (2023, January 26). ICN voices its concern about high-income countries recruiting nurses from nations that can ill-afford to lose their precious staff. [https://www.icn.ch/sites/default/files/inline-files/WS\\_04\\_UN%20press%20conference%20web%20story\\_v2\\_0.pdf](https://www.icn.ch/sites/default/files/inline-files/WS_04_UN%20press%20conference%20web%20story_v2_0.pdf)  
Pauls, K. (2023, March 3). 'Stop the bleeding', Philippines health official says about international recruiting of nurses. *CBC News*. <https://www.cbc.ca/news/canada/manitoba/philippines-health-international-nurses-1.6764854>

*SUN Board of Directors*

40. To delete the Multi-Skilling/Generic Health Workers and Personnel Substitution Position Statement.

*SUN Board of Directors*

41. To amend Harassment Position Statement by deleting and replace with new.

If amended:

The Saskatchewan Union of Nurses believes that every worker is entitled to employment free of harassment where everyone is treated with dignity and respect.

Harassment is defined in The *Saskatchewan Employment Act* as any repeated or single serious occurrence of inappropriate conduct, comment, display, action or gesture by a person:

- i) that either:

(A) is based on race, creed, religion, colour, sex, sexual orientation, marital status, family status, disability, physical size or weight, age, nationality, ancestry or place of origin; or is made on the basis of race, creed, religion, colour, sex, sexual orientation, gender identity, marital status, family status, disability, physical size or weight, age, nationality, ancestry, or place of origin; or  
(B) adversely affects the worker's psychological or physical well-being and that the person knows or ought reasonably to know would cause a worker to be humiliated or intimidated; and

- ii) that constitutes a threat to the health or safety of the worker;

The *Saskatchewan Employment Act* requires employers to ensure that workers are not exposed to harassment and to promote and maintain a working environment free from harassment. The *Saskatchewan Human Rights Code* prohibits discrimination and this extends to sexual

harassment, which is unwarranted sexual conduct that is unsolicited or unwelcome.

Sexual harassment can take many forms, including but not limited to:

- sexual remarks
- “jokes” with sexual overtones
- a sexual advance or invitation
- displaying offensive pictures or photographs
- threats
- leering
- physical contact like touching, patting, pinching or brushing against
- sexual and physical assault.

This also extends to personal harassment which is unwelcome comments or actions directed at a worker, which is not necessarily based on race, creed or one of the other prohibited grounds described above, but are abusive and humiliating and interferes with a person’s work performance, health, safety or well-being.

Personal harassment may include:

- practical jokes which may cause embarrassment, endanger safety or affect work performance negatively;
- vandalism of personal property;
- verbal abuse or threats;
- insulting, derogatory or degrading comments, jokes or gestures;
- refusing to work or cooperate with others; and
- unwelcome physical contact.

1. SUN is committed to working towards the goal of harassment free workplaces and a harassment free union.
2. The Saskatchewan Union of Nurses encourages SUN members to participate in the development of Harassment policies through their involvement on the Occupational Health and Safety Committee in their workplace and in their Local.

In addition to the requirements set out in the OHS Regulations in particular Section 36, the Union recommends that the Local and/or the SUN OHS Representative should ensure that the policy:

- gives both the alleged harassed and the alleged harasser their right to natural justice and fairness and does not violate their rights under the collective agreement;

- does not conflict in any way with the collective agreement;
  - includes a statement outlining the right of workers to union representation;
  - includes a statement outlining the right of workers to access Worker's Compensation if time away from work is required due to the harassment and/or counselling sessions;
  - does not include discipline or disciplinary penalties;
  - contains a commitment and plan to educate the workers in the workplace on harassment and the policy;
  - contains the statement that the Harassment Policy is not intended to discourage or prevent the complainant from exercising any other legal rights under the law such as filing a complaint under *The Saskatchewan Human Rights Code*, filing a grievance under the collective agreement, contacting the Ministry of Labour Relations and Workplace Safety, etc.
3. In a case where the alleged harasser is a SUN member, the Union and the Local will fairly represent the member.
  4. The requirement under the *Saskatchewan Employment Act* and OHS Regulations does not deal with personal harassment for reasons other than those listed above. If harassment is occurring to a member not attributed to those listed (i.e. union activity) the Union will consider the appropriate course of action, if any, to deal with this. Other actions include complaints under the general health and safety provisions of the *Saskatchewan Employment Act* and OHS Regulations, filing of grievances, filing of an Unfair Labour Practice, Joint Union Management Meetings, etc.
  5. The Saskatchewan Union of Nurses as an employer will ensure, insofar as is reasonably practicable, that the employer's workers are not exposed to harassment at the place of employment. The employer, in consultation with the OHS Committee, will develop a policy to prevent harassment.
  6. The Saskatchewan Union of Nurses will endeavor to have union meetings and union activities with a zero tolerance for harassment and discrimination.

*SUN Board of Directors*

42. To create new Position Statement on Bottled Water.

Background

Access to a safe water source is a basic human need. Most municipal water systems provide safe potable water. In the United States, 17 million barrels of oil are needed to produce the plastic to meet annual bottled water demand. In addition, bottled water in the UK is at least 500 times more expensive than tap water.<sup>1</sup>

Bottled water can cause stress on water resources, including the degradation of springs and other aquifers. The use of tap water over bottled water conserves energy, reduces fossil fuel use, prevents waste, and saves money.<sup>2</sup>

Position

SUN will not endorse the sale or distribution of commercially bottled water, nor supply commercially bottled water, at SUN meetings or events where potable tap water is available. SUN will encourage members to choose potable tap water over bottled water.

SUN's objective in taking this position is to achieve the following:

- Eliminate the purchasing of bottled water where potable water is available.
- Support the supply of, and encourage the use of, safe and potable municipal water.
- Increase member and staff awareness of the economic and environmental costs of widespread use of commercially bottled water.

References:

<sup>1</sup> Grostern, Joey. 2021. 'Environmental impact of bottled water "up to 3,500 times greater than tap water," The Guardian, August 5. [Environmental impact of bottled water 'up to 3,500 times greater than tap water'" | Water | The Guardian](#)

<sup>2</sup> Nield, David. 2021. 'Here's exactly how much drinking bottled water impacts the environment and our health,' Science Alert, July 31. [Here's Exactly How Much Drinking Bottled Water Impacts The Environment And Our Health : ScienceAlert](#)

*SUN Board of Directors*