



Policy Number	033-M-2007
Policy Group	Membership
Policy Name	Payment When SUN Events Cancelled
Date of Origin	06-2007
Date Amended	
Date Reviewed	11-2021, 10-2020, 12-2019

PURPOSE To ensure SUN members do not incur loss of wages or benefits as a result of cancelled meetings.

SCOPE Members

POLICY STATEMENT SUN recognizes its financial responsibility of remuneration to members while on SUN business.

PROCEDURE

Upon notice of a cancelled meeting:

- Notify your manager that you are now available for work and attempt to get your shift back or advise that you are available for casual work.
- If you are unable to get your shift back, advise First Vice-President or designate that you are booked off work and eligible for funding from SUN. The member shall complete an expense form.
- The First Vice-President or designate will notify accounting of the cancelled meeting and the members' eligibility for funding.