



## We need information to protect jobs and public services

Our workplaces are going through some major changes. The last federal budget, particularly the announced freeze on department spending, will make things worse if we don't organize ourselves to defend our jobs and the public services we deliver.

It is going to be crucial for us to be keeping a close watch on what is going on in the workplace. We need to be on high alert so that we can take immediate action whenever and wherever job and service cuts are being considered. They are not inevitable. We have job security provisions in our collective agreements that we can enforce. We can organize effective workplace and public campaigns to prevent reductions in public services.

To kick into action quickly, we need information. We have developed three tools to help you track what is happening in the workplace.

### A member and shop steward report card

Locals/branches should ask members to each take a stack of cards and fill them in every time they see or hear of workplace changes that harm members or service delivery. Locals should collect these cards and use the information to complete the Local/Branch Report. A sample card is included in this information kit. For more cards, contact your PSAC Regional Office, or the Regional Offices Branch, 233 Gilmour Street, Ottawa, Ontario.

### Local/Branch Report

This tool should be used to compile and track what is happening to jobs and members represented by your local/branch. This information will be passed on to other parts of the PSAC so that we can work together to respond effectively. Specifically, we are asking that each local/branch immediately compile whatever information you can for the year 2009, and the first quarter of 2010.

Locals/branches are not likely to have the information requested at their fingertips. Do the best you can to get it. Ask your members to help collect the information. Ask management for the information. It is important that both members and management know the union is monitoring what is going on, is collecting information and will take action on that information.

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The Local/Branch Report should be completed on a quarterly basis throughout 2010 so that information remains current. One copy of the completed form should stay with the local union/branch; a second copy should be sent to your Component; a third copy should be sent to your PSAC Regional Representative or PSAC Regional Office; and a fourth copy should be sent to the PSAC at 233 Gilmour Street, Ottawa, Ontario. The information you provide will help your Component and PSAC Regional Office develop effective on-the-ground strategies to defend members. The information also will be used to shape and strengthen our position in the next round of bargaining.

A copy of the Report is included in this kit. It can be downloaded from the PSAC web site at [psac.com](http://psac.com).

## Questions for management

We need to question management constantly about what is going on. Stewards should question supervisors; union representatives should question management at each and every union management meeting or encounter. In this kit you will find sample questions.

Talk to your union. If management says there are plans to reduce positions it is important that the PSAC Regional Representative assigned to your local/branch be informed immediately to discuss next steps.