

ARTICLE 48
SHORT TERM LEAVE FOR TRAINING PURPOSES

Amend as follows:

- 48.01 Leave with or without pay to take ~~advanced or supplementary professional or technical~~ training of less than one academic year may be granted to employees with the approval of the Employer. **An amount equivalent to 1% of total payroll shall be set aside annually by the Employer to fund training needs identified under 48.02 (a) (iv).**
- 48.02 Such leave shall be based on an appraisal of the present and future job requirements, ~~and/or~~ the qualifications of the employee applying, **and the needs and interests articulated by the employee. Leave and shall be granted only to meet the identified needs discussed and agreed to between supervisor and employee.**
- (a) Full or partial financial assistance in respect of salary, tuition, travelling and other expenses may be granted during such leave:
- (i) where the employee has become technically obsolete and requires retraining to satisfactorily carry out the work; or
 - (ii) where the courses are required to keep the employee abreast of new knowledge and techniques in his field of work or to maintain certification; or
 - (iii) where qualified persons cannot be recruited to carry out essential work and it is necessary to train present employees; **or**
 - (iv) **where needs for training have been identified as important to individual career development or performance improvement.**

- (b) Under this Article, leave with full or partial financial assistance in respect of salary will carry with it the obligation to return after leave to work for the Public Service in the Northwest Territories for a period equivalent to the leave. **An employee shall be returned to his/her substantive position upon return from leave.**
- (c) **Should the employee not fulfil the service commitment except by reason of death, disability or lay-off, the employee recognizes that he/she shall be indebted to the Employer for the amount received pursuant to this Article. The employee's indebtedness shall be reduced on a prorated basis.**

- 48.03 Where a request for leave under this Article has been submitted by an employee, the Employer shall, within a reasonable period from the date of the employee's submission, advise the employee whether his/her request has been approved or denied. **It is agreed that decisions to approve or deny leave requests, including examination of the criteria and reasoning used will be a regular discussion item in joint union-management meetings.**
- 48.04 Education Assistants and School Community Counsellors attending conferences approved by the Employer shall be on leave with pay and will have their travel and conference expenses paid.
- 48.05 An employee who attends a recognized educational institution in order to remain certified in a professional occupation, when such certification is required by law and used in the normal course of employment, shall be granted leave with pay. The Employer will reimburse the employee any registration or tuition fees incurred by the employee and all travel expenses in accordance with Article 45 of the Agreement.
- 48.06 Where approved by the Employer, employees shall be reimbursed, upon successful completion, for correspondence courses and other training taking place outside of their normal working hours. This may include expenses related to tuition and course materials. Approval by the Employer and reimbursement of expenses shall not be unreasonably denied.