

# Convention Call



*Empowered Women ~ Stronger Communities*

## **PSAC North 7<sup>th</sup> Triennial Convention** **June 16, 17, 18 – 2017** **Yellowknife, Northwest Territories**

**To:** PSAC Locals with members residing in the North; PSAC Territorial Area Councils; PSAC Regional Constitutionally Recognized Committees; PSAC Health and Safety Committees; PSAC Alliance Facilitators Networks; PSAC Component National Officers who are members of a Northern Local; PSAC North NAPC Representatives and PSAC North Regional Council Members.

### **Delegate Status – Section 8 – PSAC North By-Laws**

#### *Sub-Section (1)*

Each PSAC Local with members working or residing in the North, shall be entitled to two delegates up to the first 300 members and one additional delegate for each additional 300 members or major portion thereof.

#### *Sub-Section (2)*

Two (2) delegates entitlement from each of the three Northern Territories to represent established PSAC Territorial Area Councils.

#### *Sub-Section (3)*

Two (2) delegates entitlement from each of the three Northern Territories to represent established PSAC Regional Women's Committees.

*Sub-Section (4)*

Two (2) delegates entitlement from each established PSAC Regional Committee.

*Sub-Section (5)*

Two (2) delegates entitlement from each of the three Northern Territories to represent established PSAC Regional Health and Safety Committees.

*Sub-Section (6)*

Two (2) delegates entitlement from each of the three Northern Territories to represent established PSAC Alliance Facilitators' Networks.

*Sub-Section (7)*

All PSAC Component National Officers who are members of a Northern Local and have residence in the North shall be entitled to attend the PSAC North Triennial Convention as delegates.

*Sub-Section (8)*

PSAC North Regional Council members shall have delegate status to the PSAC North Triennial Convention.

*Sub-Section (9)*

Two (2) delegates entitlement from each of the three Northern Territories to represent established PSAC Young Workers Committees.

*Sub-Section (10)*

The two representatives of the PSAC National Aboriginal, Inuit and Metis Circle for the North, one man and one woman as well as any National EOC Officer working or residing in the North shall have delegate status to the PSAC North Triennial Convention.

*Sub-Section (11)*

To be accredited, all delegates to the PSAC North Triennial Conventions must complete an approved delegate credential form and submit it to the Regional Executive Vice-President at least six months prior to the opening of Convention.

**Convention Materials**

The Convention Agenda, Rules of Order, PSAC North By-Laws and other important documents will be made available on the [PSAC North website](#).

In advance of Convention, the Resolutions Committee will consider and make recommendations on all resolutions. Committee Reports will be posted on the website as soon as they are available.

## Registration deadline

Delegates must complete the enclosed Registration and Accommodation forms. **The completed registration forms and registration fee must be received by December 15, 2016.**

Delegates can send their registration package and resolutions via **fax:** 867-669-0349, **e-mail** [NorthConvention2017@psac-afpc.com](mailto:NorthConvention2017@psac-afpc.com), or **regular mail** to:

PSAC North 7<sup>th</sup> Triennial Convention Registration  
Public Service Alliance of Canada, North  
4910-53<sup>RD</sup> St. Suite 201A, Mail box #5  
Yellowknife, NT, X1A 1V2  
**Attention: Cristina Popa**

## Convention Venue

The PSAC North Triennial Convention will be held at the [Explorer Hotel](#), in Yellowknife NT.

## Delegate Subsidy

The PSAC North Regional Convention is not fully funded; therefore, travel and Loss of Salary are not funded. PSAC North will cover accommodation and per diem. A subsidy may be available to help cover additional expenses. Decisions regarding such will be made as soon as possible after the December 15, 2016 registration deadline.

## Guests and Observers

Members in good standing who wish to attend the Convention as an observer must fill out a registration form. PSAC North is not responsible for any costs incurred by observers. The number of observers is limited.

## Resolution Submission Deadline

Resolutions must be submitted to PSAC North by **December 15, 2016.**

*Section 7, Sub-Section (3) (b)* of the PSAC North By-Laws states that Convention shall:

b) Deal with all resolutions and matters submitted to it in the approved form at least six (6) months prior to the opening of Convention by the PSAC North Regional Council, the northern components, PSAC Locals; and from the PSAC Regional Women's Committees, PSAC Territorial Area Councils, PSAC constitutionally recognized Regional Committees, PSAC Alliance Facilitators Networks, PSAC Regional Health and Safety Committees and, PSAC Young Workers Committees in good standing.

### **Accommodations for Special Needs**

The PSAC Accommodation Policy strives to ensure that PSAC events are barrier-free for delegates with disabilities. Delegates with disabilities requiring accommodation must fill out the Accommodations form.

### **Non-Smoking, Scent Free and Harassment Free**

A reminder that all Convention facilities are non-smoking, scent, and harassment free.

I look very forward to seeing you at Convention in Yellowknife NWT.

In Solidarity,



Jack Bourassa

Regional Executive Vice-President, Public Service Alliance of Canada North

*Enclosed:*

Registration/Credentials Form

Accommodation for Special Needs Form

Equity Group Self Identification Form

CC: PSAC National Board of Directors

Michael Aubry, Political Communications Officer North

Holmann Richard, Regional Coordinator North



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**REGISTRATION/CREDENTIAL FORM**

I am registering as (check one):

Delegate \_\_\_\_\_

Observer \_\_\_\_\_

**Personal Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: (Work) \_\_\_\_\_

(Cell) \_\_\_\_\_

(Home) \_\_\_\_\_

E-mail (home) \_\_\_\_\_

I request Inuktitut interpretation (check one):

YES \_\_\_\_\_

NO \_\_\_\_\_

## DELEGATE CERTIFICATION

This section is to be completed by the Local President or PSAC North Committee Chairperson (or their authorized alternate) who is certifying that the above named member has been duly authorized as a delegate/alternate to convention.

Component National Officers residing in the North can use this section to further identify themselves.

Please note you cannot sign your own form and must have an authorized officer complete your Delegate Certification.

If you have any questions as to who should sign your form, please **contact Cristina Popa at 867-669-0991** or via email at [NorthConvention2017@psac-afpc.com](mailto:NorthConvention2017@psac-afpc.com)

Name of Certifying Officer: \_\_\_\_\_

Position Held by Certifying Officer: \_\_\_\_\_

Local/Committee/Component the delegate represents: \_\_\_\_\_

*I certify that the above named member is entitled to serve as a delegate/alternate to the PSAC North 7<sup>th</sup> Triennial Convention.*

\_\_\_\_\_

Signature

**Deadline: December 15, 2016**

Fax to 867-669-0379, email [NorthConvention2017@psac-afpc.com](mailto:NorthConvention2017@psac-afpc.com), or mail to:

PSAC North 7<sup>th</sup> Triennial Convention Registration Public

Service Alliance of Canada, North

4910-53<sup>RD</sup> St. Suite 201A, Mailbox #5

Yellowknife, NT, X1A 1V2

**Attention: Cristina Popa**



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**REQUEST FOR ACCOMMODATIONS FORM**

The PSAC Accommodation Policy for delegates at PSAC events strives to ensure that events are barrier-free for **delegates with special needs**. Once selected, members may be required to further specify their accommodation needs in order to facilitate their participation at Convention.

Please check, if applicable:

I am a member with a disability and require accommodation(s).

What are the functional limitations arising from your disability? (You are not obliged to disclose your diagnosis, only your functional limitations.)

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Please select required accommodation(s):

I require that the PSAC arrange for a personal care attendant to assist me to fully participate at the Conference.

I require documentation in alternative media.

I require sound amplification.

I require a sign language interpreter.

I require an oral interpreter.

I require that the PSAC arrange for a Reader (for a person with a visually related disability) to assist me in order for me to fully participate at the Conference.

I will be using animal assistance (i.e. guide dog) at the Conference.

You may be required to provide relevant medical documentation that will assist us in responding your request. This information will not be disclosed except where necessary to respond to your request for accommodation(s).

**SPECIAL DIETARY REQUIREMENTS OR ALLERGIES**

\_\_\_\_ I have dietary requirements or allergies that the PSAC should be aware of.

Please specify: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NAME (please print) \_\_\_\_\_

SIGNATURE \_\_\_\_\_





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**EQUITY GROUP SELF-IDENTIFICATION**

PSAC members who belong to the following groups are invited to self-identify. This information is voluntary and kept confidential and will be used for the purposes of supporting our equity initiatives and programs. Please check all that apply.

- Worker with a disability.
- First Nation
- Metis
- Inuit
- Racially Visible Worker (Please Specify)
  - Black; African Canadian; Persons of African descent; Caribbean
  - Chinese
  - Filipino
  - Korean
  - South-Asian/East Indian (including Indian from India; Bangladeshi; Pakistani; East Indian from Guyana, Trinidad; East Africa, etc.)
  - Southeast Asian (including Burmese; Cambodian; Laotian; Thai Vietnamese; etc.)
  - Non-White West Asian; North African or Arab (including Egyptian; Lebanese; Iranian; etc.)
  - Non-White Latin American; (including indigenous persons from Central and South America; etc.)
  - Persons of Mixed Origin (with one parent in one of the Racially Visible groups listed above.)
- Woman
- GLBTQ Worker
- Young Worker (Age 35 and under)

NAME (please print) \_\_\_\_\_

SIGNATURE \_\_\_\_\_