**Association of University and College Employees** 

LOCAL No. 1 (U.B.C.)

December 3, 1979

Jane Strudwick Senior Labour Relations Assistant Employee Relations Department CAMPUS MAIL

Dear Jane:

Starting on January 7, 1980, I will be coming down to Employee Relations each Monday and Wednesday to do One Hour Explanations as outlined in Article 7.04 of the collective agreement.

Could I make arrangements with someone in Staff Records to phone me if no AUCE people are signing on any one particular day. In the past apparently all new people go immediately downstairs necessitating a person from Staff Records going downstairs and then returning to call me. This would simply save them a trip as well - say if all new employees gave their names before they went downstairs for signing on. This is just a suggestion of course. I would appreciate any suggestions you have.

Thank you for your consideration in this matter.

Yours truly,

Carole Cameron Union Organiser AUCE Local 1