

December 2018

Changes that affect your pay

Dear Colleague,

We appreciate your hard work and recognize our responsibility to keep you informed about your compensation.

This package explains how and why your pay will change in January 2019. Your bargaining agent and Canada Post agreed to this change in the last round of negotiations.



Your pay cycle is changing so that you will be paid for two weeks you have already worked. To avoid any interruption in pay as we move to the new pay cycle, we will give you a transition payment on January 10, 2019. The payment will eventually be recovered when you leave Canada Post or if you move into a permanent position in another employee group that is paid on a different pay cycle.

We expect moving to a new pay cycle will help make your pay more predictable and will reduce the need for adjustments. The change is explained in detail inside and in a short video (go to canadapost.ca and click on "I'm an employee").

If you have any questions, please contact AccessHR at **1-877-807-9090** or at accesshr@canadapost.ca.

Thank you for your hard work and dedication.

Sincerely,

A handwritten signature in cursive script.

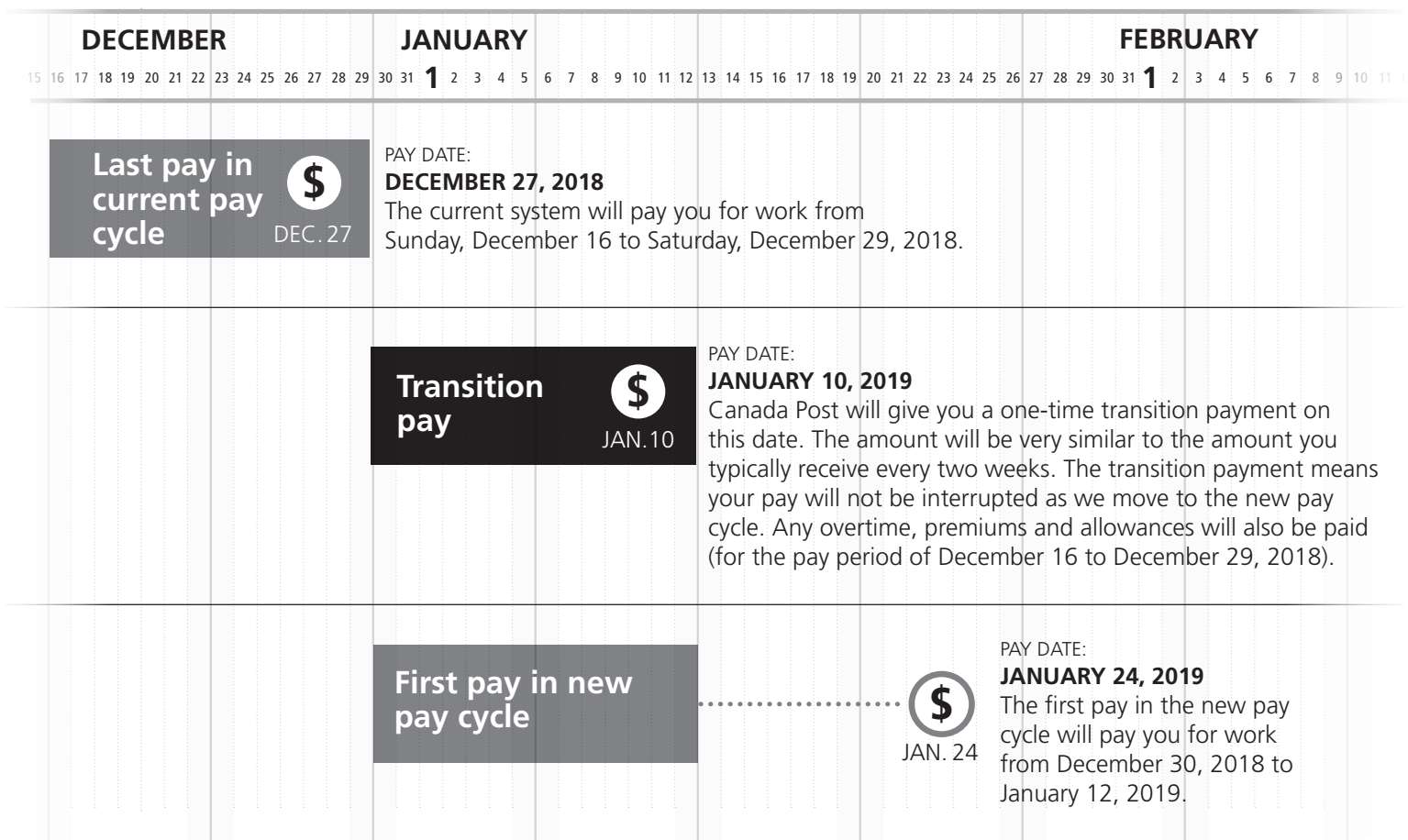
Ann Therese MacEachern,
Chief Human Resources Officer

Your pay cycle is changing

Effective
January
2019

You will be paid for two weeks you have already worked. (Currently, because you are paid before the end of each two-week pay period, part of your pay is based on hours you have not yet worked.) You will still be paid every two weeks, and there will be no interruption in your pay. This new pay cycle will reduce the need for adjustments and make your earnings more predictable.

Here's what it means to you



Transition pay repayment:

To avoid interrupting your income, Canada Post will have paid you twice for the same pay period in January (see above): once in the transition payment on January 10 and again on your first pay under the new cycle on January 24. Therefore, the transition payment will be recovered (without interest) from your final pay:

1. When you leave Canada Post; or
2. If you move into a permanent position in another group that is paid on a different pay cycle.