

NL LABOUR RELATIONS BOARD - NOTICE

UPDATE ON COVID-19 OPERATIONS

The Labour Relations Board has now returned to operating from its offices with modified procedures during the COVID-19 pandemic. The appropriate safeguards have been put in place to protect the health and safety of our staff, our stakeholders and the general public.

The normal operations of the Board are continuing and all statutory timelines and all Board timelines remain in place. Certain measures however have been taken by the Board during this time period.

MEMBERSHIP INFORMATION

The September 1, 2020 Labour Relations Board Notice regarding the filing of membership information remains in place. If a Union wishes to file an Application for Certification, along with the required membership information, please advise a Board staff member prior to doing so to ensure prompt receipt of the Application. However, membership information will no longer be reviewed by the Board in the physical presence of a union official or counsel. Instead, membership information can be delivered to the Board and two Board staff members will review and then seal the membership information. If the Union wishes to observe this process, they can participate via videoconference. Once the review has been completed, a Board Officer will arrange a time with a union official for the Union to collect the original copy of the membership information. The remainder of the Board's Notice dated September 1, 2020, remains in place.

FILING OF DOCUMENTS

The Board will continue to accept filings electronically when possible to do so; these filings should be emailed to GlennBranton@gov.nl.ca and WhitneyManstan@gov.nl.ca and email copied to any other parties. Original copies of email filings should be kept so that they can be sent to the Board upon request at a later date. The Board may require filings to be provided in hard copy which will be assessed on an individual basis. Parties will be notified directly by a Board Officer should this be required. The need for routine filings with the Board to be verified by way of affidavit or statutory declaration pursuant to Section 5 of the Board's Rules of Procedure is temporarily relaxed. The Board will request that affidavits or statutory declarations for these email filings be provided at a later date. For the execution of documents under Section 135 of the *Labour Relations Act*, or any comparable provision of another statute, the Board will receive such unsigned documents electronically subject to appropriate signing at the earliest possible subsequent date.

EXTENSION OF TIME REQUESTS

Any requests for extensions of time must be made to the C.E.O. of the Board at GlennBranton@gov.nl.ca on an individual basis. The Board has given the C.E.O. expanded discretion to extend routine time limits, as needed, based upon individual requests. **Please note that the Board cannot extend or waive statutory time limits.**

IN-PERSON MEETINGS, VOTES AND HEARINGS

No in-person meetings with Board Officers or Board staff will be occurring until further notice. All communications with Board Officers and Board staff should be done by way of telephone or email.

No in-person votes will be conducted by the Board until further notice. Mail-in ballots for the purpose of voting may be ordered by the Board, as needed. The Board will be examining options for electronic/telephone voting during this time period and further information in terms of that will be provided, as needed.

The Board will decide on a case by case basis on whether to hold an in-person hearing. The Board will be holding pre-hearing teleconferences with the parties to decide upon the most appropriate manner to proceed.