

Letter of Understanding

between

Northern Alberta Institute of Technology

and

NAIT Academic Staff Association (NASA)

RE: Applicability of NAIT's HR 5.0 Flexible Workplace Policy and HR 5.1 Distributed Work Procedure

Whereas NAIT is committed to support its employees and be an outstanding workplace which involves supporting the ability to pursue work-life balance and to envision employees being productive and contributing to NAIT's success utilizing flexible work arrangements.

In order to support NASA employees to engage in flexible workplace arrangements, NAIT has implemented HR 5.0 Flexible Workplace Policy and HR 5.1 Distributed Work Procedure.

It is acknowledged by the parties that NASA was consulted and provided input into the development of both the HR 5.0 Flexible Workplace Policy and HR 5.1 Distributed Work Procedure.

It is agreed to by the parties that NAIT's HR 5.0 Flexible Workplace Policy and HR 5.1 Distributed Work Procedure do not form part of the 2016-2019 or any negotiated renewal of NAIT/NASA Collective Agreement, but will apply to members of NASA.

It is acknowledged by the parties that changes to the HR 5.0 Flexible Workplace Policy and HR 5.1 Distributed Work Procedure may be required, from time to time, due to operational requirements, at which time NAIT commits to seek feedback and input from NASA into any proposed changes to the Policy and Procedure.

This Letter of Understanding expires June 30, 2023 upon which the parties will discuss and determine whether it is renewed.

On behalf of the Employer

On behalf of NASA

Jodi Edmunds

J. MacDonald

November 16, 2021

Date

Nov. 16/21

Date