

HR Policies

Unless otherwise stipulated, these policies apply to all regular full-time staff. Collective Agreements between the certified bargaining agents and the University take precedence over the contents of these policies. Policies under "Support Staff" apply to those staff who are not covered by a collective agreement.

On November 27, 2017, under *Bill 148: Fair Workplaces, Better Jobs Act*, the Ontario government passed legislation increasing Ontario's minimum wage effective January 1, 2018. Further information may be found in the [October 1, 2021 Minimum Wage Rate Increase](#) [1] section.

Professional Staff

- [101 Recording of Absences \(Attendance\)](#) [2] [rev. Oct 1999]
- [102 Hours of Work](#) [3] [rev. Oct 1999]
- [103 Vacation Leave](#) [4] [rev. Aug 2004]
- [105 Membership Fees](#) [5] [rev. Oct 1999]
- [106 Termination](#) [6] [rev. Oct 1999]
- [107 Acting Pay](#) [7] [rev. Nov 1999]
- [108 Flexible Spending Credits](#) [8] [rev. 2017]
- 109 Self-Funded Leave, [see Policy 501- Leave of Absence](#) [9] [rev. Feb 2000]
- [110 On-Call](#) [10] [new Oct 2000]
- [111 Extra Workload](#) [11] [new Jan 2003]

Support Staff

- [201 Attendance](#) [12] [rev. Oct 1998]
- [203 Overtime](#) [13] [rev. Mar 2006]
- [204 Vacation Leave](#) [14] [rev. Mar 2006]
- [206 Family Responsibility Time](#) [15] [rev. March 2006]
- [207 Acting Pay](#) [16] [rev. March 2006]
- [208 Language Bonus](#) [17] [rev. Mar 2004]
- [209 Termination](#) [18] [rev. Dec 1999]
- [210 Redeployment, Bumping, Lay-off Policy and Procedure](#) [19] [rev. Jun 1997]
- [211 Shift Premiums](#) [20] [rev. Oct 1998]

All Employees

- [301 Employment Policy](#) [21] [rev. Sep 2010]
- [305 Employment Equity Policy](#) [22]
- [306 Job Opportunities - Job Posting](#) [23] [rev. May 2000]
- [307 Temporary and Off-semester Student Employment](#) [24] [rev. Apr 2003]
- [309 Probationary Service](#) [25] [rev. Mar 2006]
- [311 Personal Data Change](#) [26] [rev. Oct 2000]
- [312 Disciplinary Procedure](#) [27] [rev. Dec 2003]
- [314 Minimum Wage](#) [28] [rev. Mar 2006]
- [316 Conditions of Employment](#) [29] [rev. Mar 2008]
- [317 Conflict of Interest](#) [30]
- [401 Educational Opportunities Program](#) [31] [rev. March 2006]
- [402 Training](#) [32] [rev. Feb 2004]
- [403 Scholarship Plan](#) [33] [rev. Dec 2009]
- [500 Sick Leave](#) [34] [rev. Jan 2019]
- [501 Leave of Absence](#) [35] [rev. Dec 2018]
- [502 Paid Holidays](#) [36] [rev. Dec 2018]
- [503 Grievances](#) [37]

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- [504 Absence \(Abandonment\)](#) [38] [rev. Nov 2003]
 - [507 Solicitations](#) [39] [rev. Nov 2003]
 - [509 8-9-10 Month Continuing Limited Term Positions](#) [40] [rev. Dec 2003]
 - [510 Four-day Work Week](#) [41] [rev. Dec 2003]
 - [511 Consumption of Alcoholic Beverages, Illicit Drugs or Recreational Cannabis at Work](#) [42] [rev. October 2018]
 - [512 Inclement Weather / Emergency Closing Procedures](#) [43] [rev. Nov 2021]
 - [513 Time-off for Hazardous Weather / Emergency Closings](#) [44] [rev. Feb 2004]
 - [515 Employee Family Assistance Program](#) [45] [rev. Sep 2019]
 - [518 Athletic Fee Subsidy](#) [46] [rev. Sep 2019]
 - [519 Hours of Work](#) [47] [new Aug 2019]
 - [520 Flexible Work Arrangements \(Non-Academic Staff\)](#) [48] [new Jun 2021]
 - [608 Pay at Death](#) [49] [rev. Dec 1999]
 - [702 Confidentiality of Personal Information](#) [50] [rev. Feb 2004]
 - [706 Flag Lowering Policy](#) [51] [rev. Jan 2006]
 - [708 Theft and Fraudulent Activities](#) [52] [rev. Mar 2002]
 - [709 Termination Checklist](#) [53] [rev. Jan 2016]
 - [710 Service Recognition and other Performance Based Awards](#) [54] [new Feb 2005]
 - [711 Gifts to Employees and Recognition of Significant Events](#) [55] [new Feb 2005]
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 - [713 COVID-19 Vaccination Policy](#) [57] [new Sept 2021]
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Source URL: <https://www.uoguelph.ca/hr/staff-faculty/hr-policies>

Links

- [1] <https://www.uoguelph.ca/hr/staff-faculty/pay/january-1-2018-minimum-wage-rate-increase>
- [2] <https://www.uoguelph.ca/hr/node/4099/>
- [3] <https://www.uoguelph.ca/hr/node/4100/>
- [4] <https://www.uoguelph.ca/hr/node/4101/>
- [5] <https://www.uoguelph.ca/hr/node/4103/>
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- [8] <https://www.uoguelph.ca/hr/staff-faculty-hr-policies-professional-staff/108-professional-hr-development-reimbursement-professional>
- [9] <https://www.uoguelph.ca/hr/staff-faculty-hr-policies-all-employees/501-leaves-absence-all-staff>
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- [34] <https://www.uoguelph.ca/hr/500-personal-emergency-leave-all-staff>
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- [41] <https://www.uoguelph.ca/hr/node/4138/>
- [42] <https://www.uoguelph.ca/hr/staff-faculty-hr-policies-all-employees/511-consumption-alcoholic-beverages-illicit-drugs-or-recreational-cannabis-at-work-all-employees>
- [43] <https://www.uoguelph.ca/hr/node/4152/>
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- [57] <https://www.uoguelph.ca/hr/staff-faculty-hr-policies-support-staff/713-covid-19-vaccination-policy>
- [58] <https://www.uoguelph.ca/hr/hr-services/environmental-health-safety-ehs/ehs-policies>
- [59] <https://www.uoguelph.ca/hr/about-hr/occupational-health-and-wellness/occupational-health-and-wellness-policies-0>