



Public Service Alliance of Canada
Alliance de la Fonction publique du Canada

2010 PSAC NATIONAL ACCESS CONFERENCE

"LET'S FOCUS ON OUR ABILITIES!"

JANUARY 2010

To: PSAC Locals

APPLICATION DEADLINE	Thursday, March 4, 2010 4:00 p.m. EST
RESOLUTIONS SUBMISSION DEADLINE :	Thursday, March 4, 2010 4:00 p.m. EST
CONFERENCE DATES:	June 4-6, 2010
CONFERENCE LOCATION:	Westin Ottawa Hotel 11 Colonel By Drive Ottawa, ON K1N 9H4

INTERPRETATION WILL BE PROVIDED
English, French and Inuktitut (upon request)

This Registration Package includes:

- Introduction/Callout Letter
- Application Form
- Call for Resolutions
- Instructions for Nominations Form

We are pleased to be sending you this Registration package for the **2010 PSAC National Access Conference**, which will be held June 4 to 6, 2010 at the Westin Hotel, Ottawa, Ontario under the theme ***"LET'S FOCUS ON OUR ABILITIES!"***

We encourage you to personally inform your members with disabilities to ensure they are made aware of this conference. Bulletin boards may not always be accessible and additional outreach is very important.

This registration package is available upon request in alternative format through the PSAC Programs Section by contacting us at 613-560-5457.

CONFERENCE OBJECTIVES

The objectives of the 2010 PSAC National Access Conference are:

- To strategize on ways to promote more inclusive work environments that ensure barriers are removed for people with disabilities
- To empower and engage persons with disabilities to take action and move disabilities rights forward, including through lobbying
- To provide tools that educate and advocate for disability rights in our communities, our workplaces and our union
- To better connect and to include persons with disabilities in our communities, our workplaces and our union
- To defend quality public services for persons with disabilities

PARTICIPANTS

1. Delegates

PSAC members in good standing and who also identify as being a member with a disability may apply to this conference. Priority will be given to members who are active on disability issues in their union or workplace. Priority will also be given to community activists on disability issues. The selection of delegates will take into account Region, Component, language, gender and other equity representation.

Delegates will be entitled to full voice and vote during the conference, including the resolutions and elections processes.

Funding for Delegates:

Delegate costs to the 2010 PSAC National Access Conference will be fully covered as per the decision of the 2003 PSAC Triennial Convention and the PSAC Travel Directive. Costs covered are as follows:

- travel costs, including ground transportation;
- hotel accommodation costs at the Westin Hotel, Ottawa;
- loss of salary;
- per diem for meals;
- incidental costs;
- child care as per the Family Care Policy;
- costs related to accessibility requirements.

2. Observers

PSAC members in good standing and who also identify as being a member with a disability may also apply to attend the 2010 PSAC National Access Conference as observers; however, observers will be responsible for all costs associated with their participation, including:

- loss of salary and meals;
- hotel and travel arrangements and costs;
- the conference registration fee of \$150.00;
- any additional accessibility needs and childcare arrangements (subject to meeting deadline requirements).

Please note that the number of Observers will be limited to the space available at the Conference. They will have voice only during the discussion period after panel presentations. They may attend workshops, if space permits, but we may not be able to accommodate their 1st option. **Observers do not have the right to voice or vote during the resolutions debate and elections processes.**

3. Guests

Members of the PSAC National Board of Directors are eligible to attend the Conference as guests.

SELECTION OF DELEGATES AND OBSERVERS

If you are selected as a delegate or an observer to this conference, you will be advised by email and/or telephone by mid April 2010.

DEADLINE TO APPLY IS
MARCH 4, 2010, 4:00 p.m. (EST)

For further information or assistance:

- Call (613) 560-5457. Leave a message and someone will get back to you within 24 working hours.
- You may also contact Seema Lamba, the PSAC Human Rights Program Officer by email at lambas@psac-afpc.com or Lianne Bonneville, Administrative Assistant by email at conferences@psac-afpc.com
- The fax number is (613) 236-9402

We look forward to the upcoming 2010 PSAC National Access Conference and see it as an opportunity for our members to continue the important work of advancing the human rights of our members with disabilities.

Please consult the PSAC website (www.psac-afpc.com) periodically as background conference material will be posted as soon as it becomes available.

Thank you for your cooperation and support.

In Solidarity,

Jeannie Baldwin
REVP – ATL

Maria Fitzpatrick
REVP - NCR

2010 PSAC National Access Conference Co-Chairs

cc: National Board of Directors
Component National Officers and Head Offices
Regional Offices
Area Councils
Equal Opportunities Committee (EOC)
National Aboriginal Peoples' Circle (NAPC)
Equity Mailing Lists
Equity Committees
Regional Committees
Regional Council Members
PSAC Management Team



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APPLICATION FORM

2010 PSAC NATIONAL ACCESS CONFERENCE

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You may complete the application form:

- **on-line** on the PSAC Web site (www.pfac.com) under the heading "News (on the left hand side) followed by "Convention/Conferences" (on the right hand side). (Please note: **If you apply on-line, you will receive a confirmation number that your application form has been received successfully. This does not guarantee your seat at the Conference. You will be notified under separate cover once delegates are selected.** Or
- **by fax** at (613) 236-9402; or
- **by regular mail at:**
2010 PSAC National Access Conference
Public Service Alliance of Canada
Programs Section
233 Gilmour Street, Suite 901
Ottawa, Ontario K2P 0P1

**APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.**

If you are mailing your application, ensure that it is sent well in advance of the deadline.
Two to three weeks is strongly recommended.

- If you have any questions with respect to the application form or the Conference, call (613) 560-5457. Please leave a message and someone will respond to your inquiry within 24 working hours.
- You may also contact Lianne Bonneville, Administrative Assistant, Programs Section by email at conferences@psac-afpc.com
- The fax number is (613) 236-9402

APPLICATION FORM

2010 PSAC NATIONAL ACCESS CONFERENCE

"LET'S FOCUS ON OUR ABILITIES!"

Please ensure that you answer all the questions on the registration form to avoid any delay in processing your application.

PERSONAL INFORMATION

Please note, only members who self-identify as a person with a disability may apply for this conference.

I identify myself as a member with a disability Yes

(choose only one)

I am applying as a delegate

I am applying as an observer

OBSERVER STATUS

If you are not selected as a delegate to the Conference, do you want to be considered as an Observer?

(Please remember that observers are individually responsible for securing all costs associated with their participation).

Yes No

Last name: _____
First name: _____
PSAC Membership #: _____
Mailing address: _____
City: _____

Province or Territory: AB BC MB NB NL NS NT NU ON PEI QC SK YT

Postal Code: _____

Contact numbers

*If you are selected as a delegate or an observer, we will be contacting you by e-mail or telephone (if no email is provided). Therefore, please provide us with the e-mail address and telephone number **where you can be reached in the month of April 2010***

Work Telephone Number: _____
 Home Telephone Number: _____
 Telephone (other): _____
 Fax Number: _____
 Home E-mail Address: _____
 Work E-mail Address: _____

Component or Directly Chartered Local:

<input type="checkbox"/> AGR	<input type="checkbox"/> UNDE
<input type="checkbox"/> CEIU	<input type="checkbox"/> UNW
<input type="checkbox"/> CIU	<input type="checkbox"/> UPCE
<input type="checkbox"/> UEW	<input type="checkbox"/> USGE
<input type="checkbox"/> GSU	<input type="checkbox"/> UTE
<input type="checkbox"/> NAT	<input type="checkbox"/> UVAE
<input type="checkbox"/> NEU	<input type="checkbox"/> YEU
<input type="checkbox"/> NHU	<input type="checkbox"/> Directly Chartered
<input type="checkbox"/> NRU	Local (<i>please specify</i>)
<input type="checkbox"/> UCTE	_____

Local Number (if known): _____

Region:

<input type="checkbox"/> Atlantic	<input type="checkbox"/> Ontario
<input type="checkbox"/> British Columbia	<input type="checkbox"/> Prairies
<input type="checkbox"/> National Capital Region	<input type="checkbox"/> Quebec
<input type="checkbox"/> North	

LANGUAGE:

English French Inuktitut

WORKSHOPS

The primary objective of the workshops is to develop the Union's agenda, including various strategies on the issues being discussed. Participants will be encouraged to share their particular experiences and knowledge with the group.

Please indicate your order of preference for the different workshops by marking the number of your preference in the box beside the description of the workshop: *1-first choice and 2-second choice.*

Please note that

- Every attempt will be made to respect your preferences.
- You may be assigned to a bilingual workshop (with simultaneous interpretation).

Duty to Accommodate – Know your rights!

Delegates will review the basics on the Duty to Accommodate and explore employer obligations and workers' rights. Delegates will also share best practices and develop strategies and actions to take back to their workplaces to ensure that workers with disabilities are properly accommodated.

Choice:

- 1
- 2

The Workplace and Our Mental Health

Delegates will explore the root causes of this of the invisible disability in the workplace. Delegates will also share experiences and develop strategies to ensure that adequate support mechanisms and accommodation are in place for our members.

Choice:

- 1
- 2

All participants will be attending this mandatory workshop;

Working with Allies for Change: Political Action & Lobbying

The current political climate is clearly not equity-friendly. This workshop is an action-oriented session that aims to bring mobilizing ideas on how to engage in political action to maintain and advance our rights in the face of growing social and economic insecurity.

ACCOMMODATION FOR DISABILITIES

The PSAC Accommodation Policy for delegates at PSAC Conferences strives to ensure that conferences are barrier-free for delegates with disabilities. Once selected, members may be required to specify further their accommodation needs in order to facilitate their participation at this conference. *A separate form will be sent to selected delegates.*

Please note that observers will be required to arrange for any accessibility needs and childcare.

1. Do you require the PSAC to arrange for a personal care attendant to assist you in order for you to fully participate at the Conference?

- Yes
- No

Please specify

2. Do you require documentation in alternative media?

- Yes
- No

If yes, please specify: _____

3. Do you require sound amplification?

- Yes
- No

4. Do you require a sign language interpreter/oral interpreter?

- Yes
- No

If yes, please specify:

- Sign language
- Oral interpreter

5. Do you require the PSAC to arrange for a Reader (for a person with a visually related disability) to assist you in order for you to fully participate at the Conference?

- Yes
- No

6. Will you be using animal assistance (i.e. guide dog) at the Conference?

- Yes
- No

7. What are the functional limitations arising from your disability? (You are not obliged need to disclose your diagnosis, only your functional limitations).

You may be required to provide relevant medical documentation that will assist us to respond to your request. This information will not be disclosed except where necessary to respond to your request for accommodation.

SPECIAL DIETARY REQUIREMENTS OR ALLERGIES

Do you have any dietary requirements or any allergies that we should be aware of?

- Yes
- No

Please specify

ON-SITE CHILDCARE FOR DELEGATES

The objective of the PSAC Family Care Policy is to remove one of the barriers which prevents delegates from participating fully in Union activities and which provides for the reimbursement of family care expenses. A copy of the policy is available through any of the PSAC Regional Offices.

If there are any requests by delegates, on-site childcare will be provided at the conference for the activities outlined in the agenda.

Do you require on-site childcare?

- Yes
- No

If yes, for how many children?: _____

Ages of the children: _____

** We will follow-up for additional information.

HOTEL ACCOMMODATION

The PSAC has reserved a block of rooms at the **Westin Ottawa Hotel**. This hotel is unionized and accessible.

If selected as a **delegate**, do you require accommodation for your disability related to the hotel room?

- Yes
- No

Please specify

If you have other requirements, please send an email to:
conferences@psac-afpc.com

PARTICIPANT PROFILE

To ensure that the conference responds to the needs of our members, we invite you to respond to the following questions:

1. Is this your first PSAC Conference?

Yes No

2. Have you recently attended other PSAC/Components/Directly Chartered Locals Conferences, Conventions or functions?

Yes No

If yes, please specify:

3. In the last two years, have you attended a PSAC, Component or Joint Learning Program (JLP) education course?

Yes No

If yes, what courses have you attended in the last two years?

4. Are you a member of a PSAC regional/component Human Rights/Women's Committee or Committee for members with disabilities?

Yes No

If yes, please specify:

5. Are you active in the disability rights community?

Yes No

If yes, please specify:

6. Are you active on disability issues in the workplace?

Please specify

7. If you are confirmed as a delegate, would you like to facilitate one of the workshops?

- Yes – *if yes, please answer questions 8 and 9*
- No – *if no, proceed to question 10*

8. Are you an Alliance Facilitator (AF) and/or Joint Learning Program Facilitator (JLP)?

- Yes
- No

9. If you are an AF or JLP Facilitator and/or have facilitated courses, what courses have you facilitated?

10. *As a delegate to the 2010 PSAC National Access Conference, could you please tell us how this experience would lead to Union action in your workplace, your Local, Region and in your Component or your community? (in 150 words or less)*

EQUITY GROUP SELF-IDENTIFICATION

PSAC members who belong to the following groups are invited to self-identify. This information is voluntary and kept confidential and will be used for the purposes of supporting our equity initiatives and programs. Please check all that apply.

- Person with a Disability
- Aboriginal Person
- Racially Visible Person
- Woman
- Gay, Lesbian, Bisexual, Trans (GLBT)
- Young Worker (under the age of 30)

and/or I identify as: _____

May we add your name and contact information to one or more of our respective PSAC Equity contact lists? If yes, this information may be shared with different structures of the union in support of our human rights work.

- Yes No

If yes, please indicate what coordinates we should use if different from those provided on application form:

Address:

Email:

Thank you for completing the application form.



2010 PSAC NATIONAL ACCESS CONFERENCE

"LET'S FOCUS ON OUR ABILITIES!"

CALL FOR RESOLUTIONS

THE DEADLINE FOR SUBMISSION OF RESOLUTIONS IS

Thursday, March 4, 2010, 4:00 p.m. EST

Preparations for the 2010 PSAC National Access Conference to be held in Ottawa from June 4 to 6, 2010 are well underway.

The objectives of the 2010 PSAC National Access Conference are to:

- To strategize on ways to promote more inclusive work environments that ensure barriers are removed for people with disabilities
- To empower and engage persons with disabilities to take action and move disabilities rights forward, including through lobbying
- To provide tools that educate and advocate for disability rights in our communities, our workplaces and our union
- To better connect and to include persons with disabilities in our communities, our workplaces and our union
- To defend quality public services for persons with disabilities

The resolutions should be aimed at strengthening and improving the Union's work on disability issues and at advancing our objectives.

Resolutions will be discussed, debated and voted on at the Conference and then subsequently submitted to the appropriate bodies including the next PSAC Triennial Convention in 2012.

- The traditional resolutions process will be utilized for the 2010 PSAC National Access Conference (i.e. resolutions committee, debate at the Conference).
- All PSAC constitutionally recognized bodies and union structures will be entitled to forward resolutions to the 2010 PSAC National Access Conference.
- Only five (5) resolutions per body/structure will be accepted.
- Please limit your resolution to a maximum of 150 words.

Should you have any questions regarding the resolutions process, please contact Seema Lamba, the PSAC Human Rights Program Officer by email at lambas@psac-afpc.com or Lianne Bonneville, Administrative Assistant by email at conferences@psac-afpc.com

In Solidarity,

Jeannie Baldwin
REVP - ATL

Maria Fitzpatrick
REVP - NCR

2010 PSAC National Access Conference Co-Chairs

In a Resolution that was adopted by the NBoD in June 2006, resolutions that are being submitted for the PSAC Triennial Convention will be accepted in either the traditional format or in a clear language format. Therefore either of the following resolution formats may be used in order to submit resolutions for the 2010 PSAC National Access Conference

The following is a **sample resolution** reproduced in both the Traditional format and the Clear Language format:

TRADITIONAL FORMAT

TITLE: LOBBY FOR THE DUTY TO ACCOMMODATE IN THE WORKPLACE

ORIGINATOR: Regional Human Rights Committee

LANGUAGE OF ORIGIN: E

WHEREAS the duty to accommodate is the law under the *Canadian Human Rights Act* and other provincial and territorial human rights legislation and disability and other equality rights are protected under the *Canadian Charter of Rights and Freedoms*; and

WHEREAS many members living with a disability are faced with discrimination, financial hardship and limited opportunities in the workplace; and

WHEREAS many members are unaware of their rights or how to exercise them:

BE IT RESOLVED THAT the PSAC develop and delivery education courses about the duty to accommodate; and

BE IT FURTHER RESOLVED THAT PSAC and its members lobby governments to adequately resource human rights agencies in order to have complaints related to the duty to accommodate dealt with in a timely manner ; and

BE IT FURTHER RESOLVED THAT PSAC and its members lobby the federal government to re-instate and adequately resource non-governmental organizations such as the Court Challenges Program to pursue court cases that deal with violations of the *Charter* ; and

BE IT FURTHER RESOLVED THAT PSAC meet with employers to increase awareness about duty to accommodate and, that these efforts highlight the employer legal responsibility under human rights legislation.

CLEAR LANGUAGE FORMAT

TITLE: LOBBY FOR THE DUTY TO ACCOMMODATE IN THE WORKPLACE
ORIGINATOR: Regional Human Rights Committee
LANGUAGE OF ORIGIN: E

THE PROBLEM OR ISSUE:

The duty to accommodate is the law under the *Canadian Human Rights Act* and other provincial and territorial human rights legislation and disability and other equality rights are protected under the *Canadian Charter of Rights and Freedoms*.

However, many members living with a disability are faced with discrimination, financial hardship and limited opportunities in the workplace.

Yet, many members are unaware of their rights or how to exercise them.

THE ACTIONS REQUESTED:

The PSAC develop and delivery education courses about the duty to accommodate.

The PSAC and its members lobby governments to adequately resource human rights agencies in order to have complaints related to the duty to accommodate dealt with in a timely manner.

The PSAC and its members lobby the federal government to re-instate and adequately resource non-governmental organizations such as the Court Challenges Program to pursue court cases that deal with violations of the *Charter*.

The PSAC meet with employers to increase awareness about duty to accommodate and, that these efforts highlight the employer legal responsibility under human rights legislation.



Public Service Alliance of Canada
Alliance de la Fonction publique du Canada

INSTRUCTIONS FOR NOMINATION FORM

ACCESS Representatives on the PSAC Equal Opportunities Committee

FOR MEMBERS NOT ATTENDING

the 2010 PSAC NATIONAL ACCESS CONFERENCE

(Ottawa, June 4 to 6, 2010)

The PSAC Equal Opportunities Committee is an advisory committee of the PSAC National Board of Directors and its mandate includes the promotion of equity issues.

For additional information on the mandate and work of the PSAC Equal Opportunities Committee, see the website www.psac.com under Human Rights or contact Seema Lamba, the PSAC Human Rights Program Officer by email at lambas@psac-afpc.com or at (613) 560- 4328.

Delegates at the 2010 PSAC National Access Conference will elect

- two (2) members (one man and one woman) to serve a term on the PSAC Equal Opportunities Committee until the next PSAC National Access Conference.
- as well as two Alternates to these positions.

Please note that nominations for these positions may be accepted from PSAC members (in good standing) who identify as a person with a disability and who are unable to attend the Conference (see deadline at end of form). Nominations will also be accepted from members attending the Conference. In addition to this, for members attending the conference, nominations will close at the conference itself.

NOMINATIONS

To be nominated for the ACCESS EOC Equity Representative, a member must:

- self-identify as a person with a disability;
- be a PSAC member in good standing, and
- be nominated and seconded by a member in good standing who also identifies as a person with a disability.

Note: The nominee, nominator and seconder must all provide a signature showing their agreement.

Nominations submitted prior to the 2010 PSAC National Access Conference, in cases where the nominee cannot attend the Conference, may be accompanied by a written letter of no more than a three minutes presentation, explaining why the member wishes to be considered for the position.

This letter may be read out at the Conference by a representative of the nominee, the nominator or the seconder attending the Conference within the three minute time period.

The **deadline for nominations** for ACCESS EOC Equity Representatives WHO WILL NOT BE ATTENDING the 2010 PSAC National Access Conference is **May 21, 2010. (members with a disability who will not be attending the 2010 PSAC National Access Conference will not be eligible to be nominated at the Conference.)**

The nomination forms must be returned to the PSAC Programs Section Office:

- **by mail:** PSAC Programs Section
233 Gilmour Street, Suite 901
Ottawa, On K2P 0P1
- or **by email:** conferences@psac-afpc.com
- or **by fax:** (613) 236- 9402

NOMINATION FORM
For PSAC ACCESS Representatives
on the PSAC Equal Opportunities Committee (EOC)

Elections to be held at the 2010 PSAC National Access Conference
Ottawa (June 4 to 6, 2010)

DEADLINE FOR NOMINATION: May 21, 2010

Please check position being nominated for:

- | | |
|---|---|
| <input type="checkbox"/> Access Rep (Man) | <input type="checkbox"/> Access Rep (Woman) |
| <input type="checkbox"/> Alternate Access Rep (Man) | <input type="checkbox"/> Alternate Access Rep (Woman) |

1. Nominee Information:

Name:	Membership No.:
Address:	Component/Directly Chartered Local:
City/Prov.:	Region:
Postal Code:	Local:
Phone (home):	Phone (work):

I identify as a member with a disability and I am a PSAC member in good standing

I accept this nomination (signature required):

Signature	Date

2. Nominated by :

Name:	Membership No.:
Address:	Component/Directly Chartered Local:
City/Prov.:	Region:
Postal Code:	Local:
Phone (home):	Phone (work):

I identify as a member with a disability and I am a PSAC member in good standing

I nominate _____ for the position of PSAC EOC ACCESS Representative as checked-off above.

Signature	Date

3. Seconded by :

Name:	Membership No.:
Address:	Component/Directly Chartered Local:
City/Prov.:	Region:
Postal Code:	Local:
Phone (home):	Phone (work):

I identify as a member with a disability and I am a PSAC member in good standing

I second _____ for the position of PSAC EOC ACCESS Representative as checked-off above.

Signature	Date