

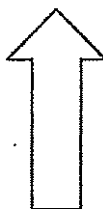
Memorandum of Understanding

Between: The Government of British Columbia
Represented by the British Columbia Public Service Agency
And: B.C. Government and Service Employees' Union (BCGEU)

Respecting: Paralegal Growth Plan

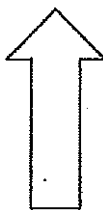
Paralegal Full Working Level: Salary progression is based on annual increments.

Grid 18, Step 5 1827 hours
Grid 18, Step 4 1827 hours
Grid 18, Step 3 1827 hours



Paralegal Growth Plan: Salary progression is based on accumulation of hours worked along with satisfactory performance as outlined in the training and development program.

Level 4 Grid 17, Step 3 913 hours
Level 3 Grid 16, Step 3 913 hours
Level 2 Grid 15, Step 3 913 hours
Level 1 Grid 14, Step 3 913 hours



Administration of the Plan:

- Placement in the plan will typically begin at Level 1.
- If the Ministry is able to attract fully qualified and experienced applicants to the Paralegal 18 level they may hire directly to the full working level (e.g. Grid 18, Step 3).
- Appointment to and movement through the growth model will be as per the growth plan set out in this document. The Employer will determine when the growth model is required.
- It is the responsibility of the Employer to determine the staffing qualifications when hiring for Paralegal 18 positions inclusive of the staffing qualifications for each level of the growth model to which individual applicants will be placed.
- Placement in the growth model is not a "reclassification" for the purpose of salary treatment.

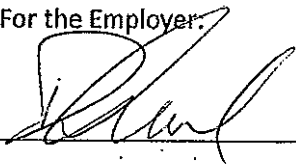
- Increments are not applicable until an employee attains the Paralegal 18 level. The increment date shall be set at the date of attaining the full working level and the first increment will occur one year later, consistent with the Employer's policy on Increments.
- Each level on the growth model is to be "the equivalent of 6 months full time employment". Once placed on the model, employee's who meet Ministry performance standards will be eligible to move to the next level on the model at the end of the shift during which 913 hours paid at the straight time rate are accumulated.
- If 913 hours are reached in the middle of the day, the new level will be applied at the end of the shift and accumulation of hours toward the next level will start at the beginning of the following work shift.
- The Paralegal Growth Plan will have two new classifications assigned. One classification to represent the growth model (Paralegal Growth) and another classification to represent the full working level (Paralegal).
- The terms and conditions for employees will not change except as outlined in this MOU. Positions placed in the growth model (Paralegal Growth) and full working level (Paralegal) will be represented by the BCGEU.
- The Memorandum of Agreement respecting the Salary Administration Pertaining to Growth Series, signed December 11, 2006, will apply.
- In future, if the Ministry decides to create a Senior Paralegal position, the BCGEU will be involved in future consultation with respect to salary levels as determined by the Public Service Job Evaluation Plan.

Inclusion Criteria: A Paralegal works under the supervision of a lawyer (i.e. classified as Legal Counsel) and possesses knowledge of substantive and procedural law relevant to work delegated by the supervising lawyer. A Paralegal undertakes tasks which, if not carried out by the Paralegal, would otherwise be carried out by a lawyer.

Training Costs: The training costs associated with the Paralegal Growth Plan will be the responsibility of the Ministry.

Effective Date: The Paralegal Growth Plan is effective March 13, 2011.

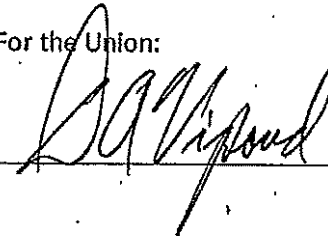
For the Employer:



Date

Mar 14 / 11

For the Union:



Date

Mar. 11 / 11