

Administration of BCGEU Market Adjustments

As per MOU #22, Re: Market Adjustments, the market adjustment (MA) is not considered base pay, but is pensionable and effective April 1, 2015, the MA will be included in all calculations involving base pay. **Base Pay** is the rate negotiated by the parties (see Appendix 3 of the Master Agreement) including adds-to-pay from salary protection.

SUBJECT	GUIDELINES
Benefit Calculations	<p>MA's are included in the calculations of:</p> <ul style="list-style-type: none"> <li style="display: inline-block; width: 45%;">• 6% Vacation Pay <li style="display: inline-block; width: 45%;">• Group Life Coverage <li style="display: inline-block; width: 45%;">• LTD Benefits <li style="display: inline-block; width: 45%;">• Maternity/Parental Leave Allowances <li style="display: inline-block; width: 45%;">• Overtime <li style="display: inline-block; width: 45%;">• Pensionable Earnings <li style="display: inline-block; width: 45%;">• Retirement Allowance - Cash <li style="display: inline-block; width: 45%;">• Severance Pay <li style="display: inline-block; width: 45%;">• Retirement Allowance – Time Off <li style="display: inline-block; width: 45%;">• WorkSafe BC Benefits <li style="display: inline-block; width: 45%;">• STIIP Benefits <li style="display: inline-block; width: 45%;">• Standby <li style="display: inline-block; width: 45%;">• Weekly Indemnity
Salary Calculations	<p>The MA is included with Base Pay for the following BCGEU salary calculations:</p> <ul style="list-style-type: none"> • Promotions = (Base Pay +MA) x 8% to closest step • Reclassifications = (Base Pay + MA) x 8% to closest step • Substitutions/Temporary Appointments = (Base Pay + MA) x 8% to closest step • Voluntary Demotion = (Base Pay + MA) – 8% to closest step <hr style="border-top: 1px dashed black;"/> <p>The MA is not included when determining salary in the following situations:</p> <ul style="list-style-type: none"> • Salary protection (SPP) due to downward reclassification/workforce adjustment: New Salary = New Base Pay + SPP (SPP =Old Base Pay – New Base Pay)* • Lateral Transfer: The new salary will be the same as the base pay of the old position. Example: Current Salary = Range 21 + MA Salary on Lateral Transfer = Range 21* <p>* If the employee is moving to a position that has a MA, the new MA amount will be included with their new base pay to form their new salary.</p>
Payout of Leave Banks	<p>MA's are included in the calculation of leave bank payouts such as:</p> <ul style="list-style-type: none"> • Vacation Leave Banks, Overtime Banks
Leave of Absence With Pay	<p>MA's are paid when an employee is on an approved leave of absence with pay</p>
Offer Letters	<p>Offer letters should show the appointment salary as the base pay for the classification with the MA shown separately.</p> <p>Example: “Your bi-weekly starting salary will be \$(base pay for the classification) plus a biweekly market adjustment of \$(bi-weekly amount).”</p>
Part-time Employees	<p>The MA is based on all hours worked. The MA is adjusted for part-time employees when calculating statutory holiday adjustments</p>
Return to Work/Rehab Trials (e.g., STIIP, WCB, LTD, Supernumerary)	<p>The MA is paid during return to work/rehab trials for all hours the employee is actually at work. During the trial the employee must be working in a position that is eligible for a MA. Employees who are classified in positions that are eligible for a MA but are working in trial positions which do not have a MA will not receive the MA (e.g., Correctional Officer is placed in an Administrative Officer position).</p>
Salary Protection (SPP)	<p>The MA is reduced by the amount of BCGEU Article 27.7 salary protection (SPP) an employee is receiving.</p> <p>Example: Salary = Base Pay + SPP + (MA – SPP) Salary = \$1875.96 + \$169.81 + (\$54.87 – \$169.81 = 0)</p> <p>In the example above, the employee would not receive a MA since the MA is less than the SPP</p>
Time Off for Union Business	<p>The MA is paid when an employee is on an approved leave for Union business (and the Employer is reimbursed by the Union).</p>

Effective Date: April 1, 2025