

Employer letterhead
(name, address, phone number, e-mail address etc.)

Date

Employment Standards Branch
(office address)

Re: Request for variance for field operators

Pursuant to section 72 of the Employment Standards Act, (name of employer) and its field operator employees wish to enter into a variance of the hours of work and overtime provisions of the Act.

We are requesting a variance of s. 35 "Maximum hours of work before overtime applies" and s. 40 "Overtime wages for employees not working under an averaging agreement".

Operators will work a schedule of seven days on and seven days off. Each shift will be 12 consecutive hours. This work cycle will repeat every 14 days.

Each week of the work cycle will average 42 hours. Operators will be paid 40 hours at straight time and two hours at one and a half times their basic hourly rate. Any hours worked beyond 12 in a day will be paid at double time.

As employees work at a remote work site, this will reduce travel time. We understand and agree that operators' entitlement to statutory holiday pay will not be affected by this variance. We request that this variance be in effect for one year.

Yours truly,

Employer signature

I am in favour of the requested variance and with the schedule proposed above.

Employee Name

Signature

Phone #

