



6 Steps to Prepare for Job Action

1. Update your contact information with the union.

Make sure the union has your up-to-date personal contact information (cell phone number and personal email address) so you can stay informed on the latest developments. Send your information to office@upei.ca.

2. Understand strike pay and duties.

UPEIFA is approved for strike pay from the CAUT Defence Fund. These non-taxable funds will be distributed by UPEIFA to those members who perform strike duty (such as picket duty or other equivalent work). Strike pay will be paid weekly through e-transfer and is set at 2 hours a day for 5 days a week at the following rates:

Day 1 to Day 7	Day 8 to Day 14	Day 15 +
\$100 per day	\$125 per day	\$150 per day

To qualify for strike pay, you must withhold your labor and remove yourself from campus. More details are available at <https://www.upeifa.ca/strike-frequently-asked-questions/>

3. Take stock of your finances and consider contacting your bank and/or utility companies.

During a strike, you will not receive your regular salary from the University, but you will but are eligible to receive strike pay if you participate in strike duties, as outlined above. If you are able, plan to have some extra money to cover expenses should the need for a strike arise. You may also want to consider contacting the companies of your regular and ongoing expenses (mortgages, rents, utilities, childcare, etc.) to inquire about alternative payment plans.

4. Prepare your documents for offline or off-campus access.

During job action, employees may not be permitted to access their physical or virtual documents or University resources. You should have a personal email and computing resources and make sure that you have transferred or copied essential information out of the employer's systems

(UPEI Google Drive, Microsoft 365, Moodle, YuJa, UPEI hosted servers, etc.). Consider setting up an out of office reply on your University email account. Here is a draft to get you started:

I am a member of the UPEI Faculty Association (UPEIFA) and I am on strike as of DAY, MONTH DATE, 2023. This means I will not be answering work related communications (e.g., email, phone), teaching, or attending meetings outside of union activities until we have received a fair deal at UPEI. Until a fair deal is reached, I urge you to contact the following individuals to voice your support for a fair deal at UPEI so that we can end our strike:

- *Dr. Greg Keefe (Interim University President and Vice-Chancellor):* gkeefe@upei.ca
- *Dr. Greg Naterer (Vice-President, Academic and Research)* gnaterer@upei.ca
- *Mr. Pat Sinnott (Chair, UPEI Board of Governors)* prsinnott@sympatico.ca
- *Honourable Dennis King (PEI Premier):* premier@gov.pe.ca
- *Mr. Bloyce Thompson (Minister of Minister of Economic Development, Tourism and Culture):* MinisterEGTC@gov.pe.ca

6. Support your coworkers and stick together!

Some strikes last longer than others, but the more workers who participate, the more successful - and likely, shorter - it will be.