

# Requesting changes to days of rest

Under Articles 7.05 and 30.01(b) of UNA's Provincial Collective Agreement, an Employee who exchanges shifts that include her days of rest should also note the change to days of rest. An Employee's written request to exchange a shift must include a request to move any affected days of rest.

Example:

An Employee who normally would work Wednesday and has Thursday as a designated day of rest, agrees to exchange with a co-worker. The Employee will be off on the Wednesday and working the Thursday shift for the co-worker.

This change to the designated day of rest should be made explicit in the written request to the Employer for approval of the shift exchange.



**United Nurses of Alberta**