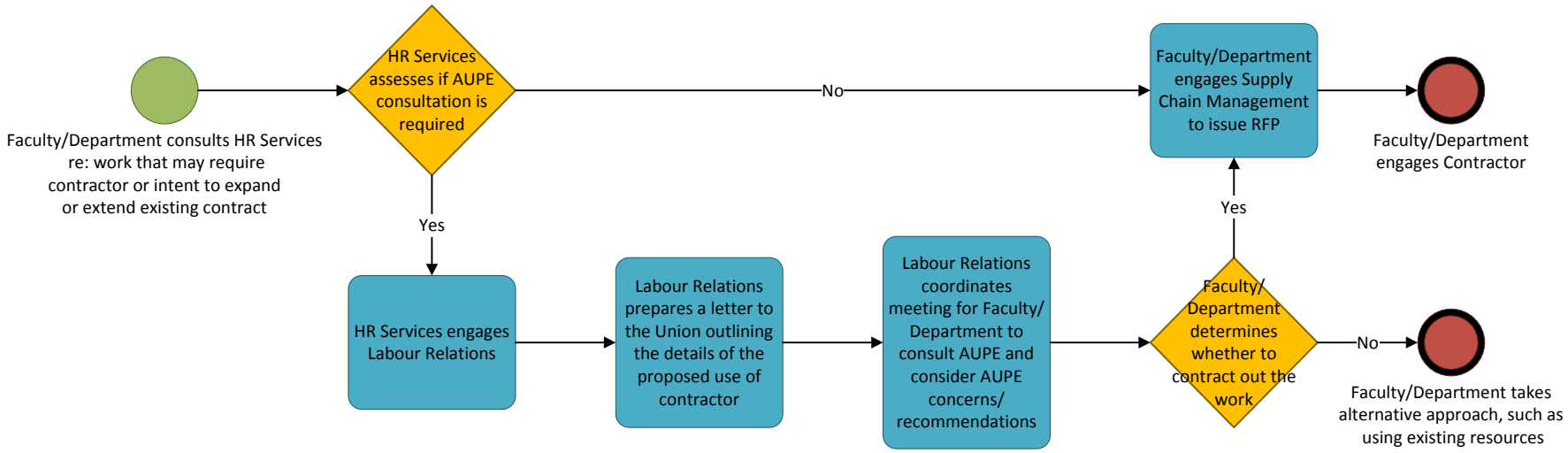
Faculty/Department consults HR Services re: work that may require contractor or intent to expand or extend existing contract
HR Services assesses if AUPE consultation is required
No
Faculty/Department engages Supply Chain Management to issue RFP
Faculty/Department engages Contractor
Yes
HR Services engages Labour Relations
Labour Relations prepares a letter to the Union outlining the details of the proposed use of contractor
Labour Relations coordinates meeting for Faculty/ Department to consult AUPE and consider AUPE concerns/ recommendations
Faculty/ Department determines whether to contract out the work
Yes
No
Faculty/Department takes alternative approach, such as using existing resources