

LETTER OF AGREEMENT

between

Concordia University

hereinafter designated the "University"

and

The Concordia University Union of Support Staff –Technical Sector

hereinafter designated the "Union"

Subject: Early retirement allowance

1. The parties hereto agree to modify clause 32.04 c) of the collective agreement, as follows:

In addition to his early retirement pension, a permanent employee who has completed fifteen (15) years of service and is at least 55 years of age may, subject to the provisions below, receive a retirement allowance calculated as a percentage of his annual base salary on the day preceding his effective date of retirement. The amount is determined as follows:

AGE AT EARLY RETIREMENT	PERCENTAGE OF ANNUAL BASE SALARY
55 to 60 inclusive	100%
61	80%
62	60%
63	40%
64	20%

- i. One (1) employee may benefit from the provisions of this paragraph per agreement year, extending from June 1 to May 31. However, if there are no requests made during a given agreement year, the payment of one (1) early retirement allowance may be deferred to the next agreement year, for an absolute maximum of two allowances paid per agreement year.
- ii. In order to apply, an employee must meet the eligibility requirements on the date of his projected early retirement;

- iii. Applications made in any agreement year are only valid for the next agreement year. An employee whose request is not granted may apply in subsequent years;
 - iv. Applications for early retirement allowances shall be received at the Human Resources department, Pension and Benefits Unit between June 1st and November 30th, for early retirements occurring in the next agreement year;
 - v. The early retirement allowance shall be granted to the applicant who holds the most seniority;
 - vi. Employees who have applied for early retirement shall be informed in writing of the acceptance or denial of their request by December 15th;
 - vii. An employee whose request is accepted shall confirm his date of retirement in writing within three (3) months from the date of acceptance. Failing confirmation, the early retirement allowance shall be granted to the next candidate, in order of seniority, who shall also be required to confirm his date of retirement within three (3) months of being notified of the acceptance of his request;
 - viii. Once an employee has confirmed his date of early retirement, he shall retire on that date. The employee shall not rescind his decision to retire, unless the employee experiences unforeseen life events between his confirmation and his actual retirement date, such as, but not limited to, the illness or disability of the employee, the death of his spouse, or a divorce;
 - ix. An employee benefiting from the severance pay provided in clause 10.03 shall not benefit from the retirement allowance provided in the present clause.
2. The provisions of the present Letter of Agreement shall apply from June 1st, 2012. Applications shall be received between June 1 and November 30th 2012 for early retirement occurring in the 2013-2014 agreement year.

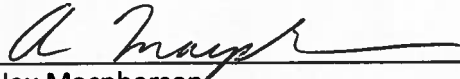
3. Requests granted under the former provisions of clause 32.04 c) shall be respected up to May 31st, 2013.

IN WITNESS WHEREOF, the parties have signed in Montréal this 16th day of December 2011



Maurice René de Cotret

Executive director, Employee and Labour Relations



Alex Macpherson

President, CUUSS-TS



Hugues Thibault

Employee Relations Advisor



Spiro Koukis

Vice-President, CUUSS-TS