



## CNSC Employee Benefits

The CNSC is focused on helping its employees develop their careers and take advantage of opportunities to learn and grow as world-class professionals. A number of unique benefits are offered and these are designed to support balance and productivity:

### Banked Time

The CNSC offers you the opportunity to bank productive work time, with the approval of your manager. If you work in excess of your normal hours of work—whether on a normal work day, a day of rest, or a designated holiday—you can accumulate your extra hours and take this time off at a later date.

### Bilingual Bonus

The CNSC has made the independent decision to offer its employees a bilingualism bonus because it recognizes the importance bilingualism plays in maintaining employees' mobility within the greater Public Service. Our method of calculating the bonus (the amount increases with the level attained) directly rewards employees' efforts to improve their language skills.

The bilingualism bonus consists of a bi-weekly payment on each pay cheque, up to \$1,200 annually. If you are eligible, you can receive the bilingualism bonus for any month in which you receive a minimum of 10 days pay in a position where the bilingualism bonus applies. If you're a part-time employee, you can receive the bonus prorated to the normal hours an employee is expected to work.

### Awards and Recognition

Our awards and recognition practices are designed to foster excellence and pride in your work and to encourage your individual and collective commitment to our organization's goals and objectives.

### Learning

The CNSC is committed to supporting you in developing your skills and knowledge because this enhances the efficiency and effectiveness of our operations and builds a professional, competent, versatile, and motivated workforce.

### Career Opportunities at the CNSC

The CNSC looks to its exceptional staff when career opportunities come up.

### Employee Benefits at a Glance

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<b>Annual Leave</b>	<ul style="list-style-type: none"> <li>• 15 days until year 4</li> <li>• 1 additional day per year until year 8</li> <li>• 1 additional day every 2 years until year 28 for a maximum of 30 days</li> <li>• At the date of hire, an indeterminate employee who had an annual leave entitlement above 15 days with the previous employer, may be granted the same entitlement subject to certain criteria</li> </ul>
<b>Annual Leave - Carry-over</b>	<ul style="list-style-type: none"> <li>• 2x current annual leave credits</li> </ul>

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<b>Banked Time</b>	<ul style="list-style-type: none"><li>• Units of 37.5 hours</li><li>• Can be replenished as used</li><li>• Can be used at any time during the week schedule with Managers approval</li></ul>
<b>Bereavement Leave</b>	<ul style="list-style-type: none"><li>• For immediate family members:<ul style="list-style-type: none"><li>◦ 5 working days; and</li><li>◦ 3 travel days to attend funeral</li></ul></li><li>• For a near relative:<ul style="list-style-type: none"><li>◦ 1 working day to attend funeral</li></ul></li></ul>
<b>Bilingual Bonus</b>	<ul style="list-style-type: none"><li>• Up to \$1,200 per year</li></ul>
<b>Care and Nurturing (Leave without pay)</b>	<ul style="list-style-type: none"><li>• Minimum of 3 weeks</li><li>• May not exceed 5 years</li></ul>
<b>Compassionate Leave (Leave without pay)</b>	<ul style="list-style-type: none"><li>• RL1 – RL4:<ul style="list-style-type: none"><li>◦ Top up allowance to a maximum of 95% for a period of up to 6 weeks if in receipt of Employment Insurance (EI)</li></ul></li></ul>
<b>Designated Paid Holidays</b>	<ul style="list-style-type: none"><li>• 11 days</li></ul>
<b>Education Leave (Leave without pay)</b>	<ul style="list-style-type: none"><li>• Up to 3 years</li><li>• Employer may provide allowance up to 100% of basic salary</li></ul>
<b>Family-Related Leave</b>	<ul style="list-style-type: none"><li>• Up to 5 days per fiscal year</li></ul>
<b>One-Time Replacement Leave</b>	<ul style="list-style-type: none"><li>• One-time entitlement of 5 days after 1 year of continuous service</li><li>• Replaces marriage leave benefit</li></ul>
<b>Overtime</b>	<ul style="list-style-type: none"><li>• Overtime rate for work in excess of 7 ½ hour period of work</li></ul>
<b>Maternity/Parental Leave (Leave Without Pay)</b>	<ul style="list-style-type: none"><li>• Leave entitlement of 18 weeks maternity and 34 weeks parental for total of 52 weeks</li><li>• RL1 – RL4 and excluded:<ul style="list-style-type: none"><li>◦ Top up allowance to a maximum 95% for a period of up to 52 weeks if in receipt of Employment Insurance (EI)</li></ul></li><li>• RL5 – RL7:<ul style="list-style-type: none"><li>◦ Top up allowance at 93% for a period of up to 52 weeks if in receipt of Employment Insurance (EI)</li></ul></li></ul>
<b>Personal Leave</b>	<ul style="list-style-type: none"><li>• 2 days per fiscal year</li><li>• No restrictions on type of leave</li></ul>
<b>Public Service (PS) Benefit Plans:</b>	
<ul style="list-style-type: none"><li>• <b>Death Benefit (Mandatory)</b></li></ul>	<ul style="list-style-type: none"><li>• Employee paid - 2x base salary</li></ul>
<ul style="list-style-type: none"><li>• <b>Dental Plan (Mandatory)</b></li></ul>	<ul style="list-style-type: none"><li>• Employer paid</li></ul>



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<ul style="list-style-type: none"><li>• <b>Long Term Disability (Mandatory)</b></li><li>• <b>Health Care (Optional)</b></li><li>• <b>Pension Plan (Mandatory)</b></li></ul>	<ul style="list-style-type: none"><li>• Employee paid</li><li>• 70% of salary – 13 weeks waiting period or the expiration of paid sick leave</li><li>• Employer paid – level 1</li><li>• Employee/er paid – levels 2 and 3</li><li>• Public Service Superannuation Plan</li></ul>
<b>Relocation of Spouse (Leave without Pay)</b>	<ul style="list-style-type: none"><li>• Minimum of 3 months up to 1 year</li></ul>
<b>Sick Leave</b>	<ul style="list-style-type: none"><li>• 1.25 days per month</li><li>• Accumulative</li></ul>
<b>Severance Pay</b>	<ul style="list-style-type: none"><li>• Resignation – maximum of 13 weeks (with 10 years service)</li><li>• Retirement – maximum of 30 weeks</li><li>• Incapacity – maximum of 28 weeks</li><li>• Lay-off – maximum of 30 weeks</li><li>• In case of death – maximum of 30 weeks</li></ul>
<b>Travel Time</b>	<ul style="list-style-type: none"><li>• Overtime rate for travel time in excess of 7 ½ hour period of work and travel</li><li>• Maximum payment not to exceed 12 hours pay in any day, calculated at the straight-time rate</li></ul>