

PURPOSE

INTRODUCTION

The Board's staff and members use this manual to assist in their daily work. It helps ensure the consistent interpretation and application of Alberta's labour legislation, Board policies and procedures. This manual also serves as a training tool for new officers and guide for Board members and external users. Board staff are free to deviate from this manual when considered appropriate to do so. The policies and procedures found within this manual are not legally binding.

The *Labour Relations Code* ("the Code"), the *Public Service Employee Relations Act* ("PSERA"), the *Police Officers Collective Bargaining Act* ("POCBA") and the Board's decisions are the authoritative sources for addressing legal rights and responsibilities concerning collective bargaining in Alberta.

The Board's Information Bulletins, Rules of Procedure and Voting Rules are also used to assist in the Board's daily work. These documents are the formal statements of the Board's policies and practices. They hold less authority than the legislation administered by the Board or its decisions.

The above-noted documents, in addition to the Board's *Practitioner's Manual* and *A Guide to Alberta's Labour Relations Laws* ("the Guide"), have been drafted for the public's use. The legislation and all Board publications are available online at www.alrb.gov.ab.ca.

IMPLEMENTATION

All policies and procedures included in this manual are in force and replace any previous versions.