



Local 5454 – Section Locale 5454

Representing Canada's Air Traffic Controllers - La voix des contrôleurs aériens du Canada

December 4, 2009

To: Branches & Facilities

Periodic Review of Code of Business Conduct

We have reviewed the forms being distributed to our members and the associated signatures being requested.

We have concluded that the Company has the right to require employees to read the information provided and to confirm by signing that they have read and understood. If there are parts of the document that an employee DOES NOT understand, they should still sign, but they may add a notation saying "subject to not having fully understood the following section(s)..." and identify the portion(s) in question. We expect that management will then provide a suitable explanation.

No other signatures are required.

If you have any further questions please contact your RVP.

In Solidarity,

Greg Myles
President

Doug Best
Executive Vice-President