

Contractor LOU Working Group

November 16, 2011

Results from the brainstorming session can be loosely grouped under the following statements:

The company uses contractors to:

- Provide specialized skills, knowledge and expertise
- Enable jobs to be completed in a timely manner
- Deal with peak workloads and keep the full-time head count low
- Provide flexibility

There must be clear rules surrounding the use of contractors with consideration given to:

- The number of contractors
- The contractor's specialized skill, knowledge or expertise
- Duration
- Department
- Percentage of contractors to employees per project
- The specific business objective
- Whether the need is ongoing and requires a long-term employee rather than a contractor
- Cost

Contractors should not limit employees' opportunities. Members want:

- First consideration on any project or opportunity for which contractors are engaged
- Training – opportunities to attend courses during work, financial assistance and time to learn
- Reciprocity of knowledge transfer
- Contractors to be released not reassigned
- Contractors to be in temporary not permanent roles

Review the hiring and posting process to:

- Make it flexible to respond to quickly changing technology
- Shorten the hiring cycle
- Provide a way of allowing quicker reaction to peaks and valleys in the business needs
- Hire more Terms to fill in.