

FAMILY SERVICES AND CONSUMER AFFAIRS CIRCULAR

Date: June 18, 2011

CIRCULAR NUMBER: EIA #2011-35

Alternate Program(s):

To: Community Social Service Supervisors/Program Managers

Subject: **Section 6.5.4 - Obligation Not To Leave or Refuse Employment/Just Cause for Leaving or Refusing Employment**

Reference: Section 6.5.4 of the EIA Administrative Manual
EIA Directive #2001-38 - GA Couples With/Without Children - Clarification

Type: ☒ Policy Replaces # _____
☐ Procedure
☐ Rate
☐ Information Only

Effective Date Immediately

This circular is to notify staff of changes to Section 6.5.4 of the EIA Administrative Manual. Section 6.5.4 has been renamed "Obligation not to Leave or Refuse Employment/Just Cause for Leaving or Refusing Employment" replacing "Obligation not to Terminate Work Unreasonably or Refuse Reasonable Work." Significant changes include:

- The policy now limits the work history to be reviewed to the last job a person had in the six months prior to applying for EIA, or if a person leaves employment while receiving EIA benefits.
- The policy includes a list of example circumstances that would be considered just cause for leaving or refusing employment, or where a person would not be at fault for being fired from a job.
- New steps have been added to the policy to explain how a person who is found ineligible for assistance because they left employment without just cause may become eligible for assistance again. Applicants and participants must demonstrate their commitment to looking for new employment or pursuing skill enhancement programs before they are found eligible again by completing a short-term action plan (3 to 4 days) which may include attending training and employment centres.
- The updated policy also indicates that emergency assistance may be issued if a person is ineligible for EIA benefits but an immediate financial need is present.

These changes are in response to a number of recommendations in the 2010 Ombudsman's Report on EIA:

- The term "unreasonable" in reference to employment termination, be clearly defined in policy for EIA staff, and clearly explained to EIA participants.
- The use of the term "irresponsible" in relation to employment termination be discontinued in any program communication or policy.
- Written policy be clarified to explicitly require staff to complete and document the detailed analysis required to support a finding that a termination or refusal of employment is "unreasonable" pursuant to the existing definition and guidelines.

A new brochure (attached) outlines how leaving or refusing employment may impact a person's EIA eligibility. It includes suggested actions a person can take, and contacts that may be able to provide assistance, before leaving or refusing employment. A rural and northern contact list is also included to assist rural and northern applicants and participants with addressing on-the-job issues.

The brochure also describes the steps a person would need to take, should they leave or refuse employment without just cause, to have eligibility for EIA restored.

Employment Support and Resource Contacts -Rural and Northern Manitoba

| Child Care | |
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| Manitoba Early Learning and Child Care Program Child Care Information Services Phone: 201-945-0776 (in Winnipeg) Toll Free: 1-88-213-4754 Website: direct.gov.mb.ca/cdhtml/internet/en/index.html | Child Care Subsidy Information Services Phone: 204-945-0286 (in Winnipeg) Toll Free: 1-877-587-6224 Online Child Care Registry Website: www.gov.mb.ca/fs/parentupdate |
| Employment Manitoba | |
| Central Region | Northern Region |
| Morden Centre (bilingual service available) 1-160 Stephen Street Morden MB R6M 1T3 Employment and Training Inquiries: 204-822-2324 Employer Job Orders: 204-822-2324 Portage la Prairie Centre 1016 Saskatchewan Avenue E Portage la Prairie MB R1N 3V2 Employment and Training Inquiries: 204-239-3085 Employer Job Orders: 204-239-3085 | Thompson Centre North Centre Mall 118-3 Station Road Thompson MB R8N 0N3 Employment and Training Inquiries: 204-677-6544 Employer Job Orders: 204-677-6667 |
| Eastern Region | North Western Region |
| Beausejour Centre (bilingual service available) 20 First Street S Beausejour MB R0E 0C0 Employment and Training Inquiries: 204-268-6027 Employer Job Orders: 204-268-6027 Steinbach Centre (bilingual service available) 321 Main Street Steinbach MB R5G 1Z2 Employment and Training Inquiries: 204-346-6057 Employer Job Orders: 204-346-6057 | Flin Flon Centre 111 Main Street Flin Flon MB R8A 1J9 Employment and Training Inquiries: 204-687-1685 Employer Job Orders: 204-687-1685 The Pas Centre 305 Fourth Street W PO Box 2550 The Pas MB R9A 1M4 Employment and Training Inquiries: 204-627-8135 Employer Job Orders: 204-627-8135 |
| Interlake Region | Parkland Region |

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| <p>Gimli Centre 2nd Floor, 62-2nd Avenue Gimli MB R0C 1B0 Employment and Training Inquiries: 204-642-6020 Employer Job Orders: 204-642-6020</p> <p>Selkirk Centre 237 Manitoba Avenue Selkirk MB R1A 0Y4 Employment and Training Inquiries: 204-785-5295 Employer Job Orders: 204-785-5295</p> | <p>Dauphin Centre 135A Second Avenue NE Dauphin MB R7N 0Z6 Employment and Training Inquiries: 204-622-2096 Employer Job Orders: 204-622-2147</p> <p>Swan River Centre 201 Fourth Avenue S Swan River MB R0L 1Z0 Employment and Training Inquiries: 204-734-9768 Employer Job Orders: 204-734-9768</p> |
| Western Region | |
| <p>Brandon Centre (bilingual service available) 127-340 Ninth Street Brandon MB R7A 6C2</p> <p>Employment and Training Inquiries: 204-726-6908 204-726-6909 204-726-6911</p> | <p>Westbran Training Centre 2005 McGregor Avenue Brandon, MB R7B 4B3 Employment and Training Inquiries: 204-728-8520 Employer Job Orders: 204-622-2147</p> |
| Employment Standards and Human Rights | |
| Employment Manitoba | Manitoba Human Rights Commission |
| <p>24 Hour inquiry lines: Telephone: 204-945-3352 or Toll free in Manitoba 1-800-821-4307 Fax: 204-948-3046 E-mail: Employmentstandards@gov.mb.ca</p> <p>Brandon 328 - 340 9th Street Provincial Building Brandon, Manitoba R7A 6C2</p> <p>Thompson Box 19, 59 Elizabeth Drive Provincial Building Thompson, Manitoba R8N 1X4</p> | <p>Brandon 341-340 Ninth Street Brandon, MB R7A 6C2 Phone: 204-726-6261 Fax: 204-726-6035</p> <p>The Pas 2nd Floor - Otineka Mall P.O. Box 2550 The Pas, MB R9A 1M4 Phone: 204-627-8270 Fax: 204-623-5404</p> <p>TOLL FREE: 1-888-884-8681 TTY: 1-888-897-2811 Email: hrc@gov.mb.ca www.manitoba.ca/hrc</p> |
| <p>Home Care Contact your local Regional Health Authority</p> | |

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| Assiniboine Regional Health Authority 192-1st Avenue West Box 579 Souris MB R0K 2C0 Ph. (204) 483-5000 | Interlake Regional Health Authority 589 3rd Ave. S. Stonewall MB R0C 2Z0 ph: (204) 467-4742 Toll-free: 1-888-488-2299 Fax: (204) 467-4750 Website: www.irha.mb.ca |
| Brandon Regional Health Authority 150A - 7th St. Brandon MB R7A 7M2 Ph. (204) 578-2300 Fax: (204) 578-2820 Website: www.brandonrha.mb.ca | NOR-MAN Regional Health Authority PO Box 130 84 Church Street Flin Flon MB R8A 1M7 ph: (204) 687-1300 Fax: (204) 687-6405 Website: www.norman-rha.mb.ca |
| Regional Health Authority - Central Manitoba Inc. 180 Centenaire Drive Southport MB R0H 1N0 ph: (204) 428-2720 Toll-free: 1-800-742-6509 (in Manitoba) Fax: (204) 428-2779 Website: www.rha-central.mb.ca | North Eastman Health Authority Box 339 24 Aberdeen Avenue Pinawa MB R0E 1L0 ph: (204) 753-3101 Toll-free: 1-877-753-2012 Fax: (204) 753-2015 Website: www.neha.mb.ca |
| Churchill RHA Inc. Churchill Health Centre Churchill MB R0B 0E0 ph: (204) 675-8318 Fax: (204) 675-2243 Website: www.churchillrha.com | Parkland Regional Health Authority 625 Third Street SW Dauphin, MB R7N 1R7 ph: (204) 638-2118 Toll-free: 1-800-259-7541 Fax: (204) 622-6232 Website: www.prha.mb.ca |
| | South Eastman Health/Sante Sud-Est Inc. Box 470 La Broquerie MB R0A 0W0 ph: (204) 424-5880 Toll-free: 1-866-716-5633 Fax: (204) 424-5888 Website: www.sehealth.mb.ca |
| <h2 style="text-align: center;">Safety and Health</h2> | |
| <p>To report serious workplace incidents, injuries or fatalities please call The Workplace Safety and Health Division's (WSH) main switchboard at: (204) 945-3446 (in Winnipeg) toll-free: at 1- 866-888-8186 After hours call (204) 945-0581</p> <p>Contact WSH Client Services in Winnipeg, at: (204) 945-6848 or email: wshcompl@gov.mb.ca</p> <p>Contact WSH Client Services in Brandon, at: (204) 726-6361.</p> | <p>Workplace Health and Safety locations in Rural and Northern Manitoba:</p> <p>Brandon 328-340 Ninth Street Brandon, MB R7A 6C2 (204) 726-6361</p> <p>Thompson 15-59 Elizabeth Drive Thompson, MB R8N 1X4 (204) 677-6443</p> <p>Flin Flon 143 Main Street Flin Flon, MB R8A 1K2</p> |

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| | (204) 687-1618 |
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