

4.6 Payroll Policy

The Burnaby Association for Community Inclusion (BACI) must pay wages to its employees and administer applicable benefits on their behalf in an accurate and timely manner. BACI must comply with all provincial and federal legal payroll requirements, duties, and responsibilities.

Information obtained and secured through BACI's payroll system is maintained and shared strictly for payroll, administrative, and legal purposes/requirements.

BACI will process all unionized employees' payroll, including wages and benefits, according to the Community Living Services Collective Agreement.

BACI will adhere to the articles outlined by the Community Social Services Employers Association and The Community Social Services Bargaining Association of Unions, as applicable.