

10.8 Exchange Leave/Secondment

10.8.1 An Employee may apply to the Employee's Department for an Exchange Leave subject to the following provisions:

10.8.1.1 An Exchange Leave or secondment shall be for the purpose of enabling an Employee to teach or to provide technical services at another institution or in industry either in Canada or elsewhere. During a secondment, the institution or industrial organization at which the Employee is appointed shall be expected to reimburse the Institute for the Employee's full remuneration. For an Exchange Leave, the Institution shall reimburse one of its own Employees who have agreed to exchange duties with the Employee on Leave. The Employee from the outside institution or industry shall be considered a Temporary Employee, with terms of reference to be by mutual agreement in each specific case. In any case the qualifications and experience of the incoming Exchange Employee shall be acceptable to the Departmental Selection Committee.

10.8.1.2 An Employee on Exchange Leave/Secondment shall be reimbursed by the Institute at the Employee's regular rate of remuneration.

10.8.1.3 An Exchange or Secondment may be granted or renewed for a period of up to three (3) years.