

Article	Clause(s)	Process	Deadlines	Comments/Suggested Actions
Annual Report and Review	5	Request to Review Criteria and Supporting Evidence by Employer/Association	01-Nov	Can be done electronically.
	5	Establishment of Annual Review Committee if required	01-Dec	Can be done electronically.
	5.5	Annual Review Committee reviews Criteria and Supporting Evidence, Members ratify or if not ratified, Chief Librarian determines, Final copy distributed to Members	February 15 for ARC Review, April 1 for Chief Librarian if required	Can be done electronically, current year process may be started.
	10	Annual Report Submission by Member	<b>15-Nov</b>	<b>Timeline adjusted</b> , Can be submitted electronically.
		Annual Review Meeting between immediate supervisor and Member	Mutually Agreeable Time	Can be completed virtually.
	11.2	Chief Librarian provides final written assessment to Member.	<b>15-Dec</b>	<b>Timeline adjusted</b>
	11.3	Chief Librarian report to Members and Association	<b>31-Dec</b>	<b>Timeline adjusted</b> , can be done electronically.
Compensation and Benefits	12	Report to EE Committee and Association	31-Jul	Continue as normal, can be done electronically. Submission of ARR scores for payroll processing to continue as normal. July 1 compensation adjustments are processed by payroll when data is available.