

Effective 03 June 2024

<p><b>POLICY CIRCULAR</b> <b>APPLICATION FILING HOURS</b></p>
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At its meeting of 17 April 2024, the Board adopted the following policy in relation to application filing hours.

Application filing hours will be **8:30am to 12:30pm** and **1:30pm to 3:00pm**, Monday to Friday (excluding holidays). Business hours will not change; however, applications will only be accepted during those filing hours.

This will permit Labour Relations Board employees time to process applications effectively and allow notifications to be sent out in a timely matter.

*This Policy Circular is subject to change by the Board.*