



Customs and Immigration Union  
Syndicat des douanes et de l'immigration

**NATIONAL OFFICE MEMORANDUM**  
**NO-26-2011**

<b>DATE</b>	June 30, 2011	<b>PRIORITY</b>	4. Information
<b>TO</b>	National Board of Directors and Branch Contacts (please advise members)		
<b>RE</b>	CBSA Duty to Accommodate Policy		

Sisters and Brothers,

CBSA has finally completed their final draft of their Duty to Accommodate Policy. They have also created new forms for the use of managers and employees in the request for accommodations.

The policy and forms will be made available on the CBSA Atlas website in the near future. CBSA has indicated that they will be delivering Duty to Accommodate and Awareness Sessions in the Regions starting in July.

Sisters Addario and Johnstone along with the Raven Law Firm provided input in the development of this Policy and a sincere thank you from CIU to them for their due diligence and excellent representation!

Attached is the Duty to Accommodate Policy, Accommodation Request Form, Accommodation Agreement, Family Status Information, and request to access the National Job Accommodation Fund. Please reach out to your Members to advise them that these Policies can be seen on the CBSA Atlas Website.

In Solidarity,

Karen Church  
Equal Opportunities Representative, CIU