



The
University
Of
Sheffield.

Department
Of
Human
Resources.

Guidance on Unison Industrial Action

1. The University will be open on 22 July 2011.
2. Only members of Unison who were balloted and instructed are permitted to take strike action on 22 July 2011.
3. Staff who are not members of Unison will be in breach of their contract of employment if they take strike action.
4. Each individual Unison member that has been instructed to do so is free to decide whether or not they wish to participate in the strike action on 22 July 2011.
5. University of Sheffield staff may picket at or near their place of work as may an official of a recognised campus trade union. The number of pickets at any one location is limited to six individuals and they are not permitted to intimidate any staff member, who should be free to attend work as usual.
6. In accordance with the Business, Innovation and Skills Code of Practice on picketing, "anyone seeking to demonstrate support for those in dispute should keep well away from any picket line so as not to create a breach of the peace or other criminal act being committed on that picket line".
7. Any member of Unison who takes strike action will have a day's pay deducted. As has always been the case at the University of Sheffield, a day's pay will, for full-time staff, be at the rate of 1/260th of annual salary (pro-rata for part-time staff and those who work shift patterns).
8. The University will assume that anyone participating on 22 July 2011 will be doing so for a full working day
9. Any member of staff taking strike action is required to inform the Department of Human Resources that they have taken strike action within five working days of taking the action, so that appropriate deductions from salary can be made promptly. Pay will be deducted from the August 2011 salary payment.
10. Strike Notification forms will need to be completed by all members of staff taking strike action. Forms can be found at:
http://www.shef.ac.uk/hr/reward/unison_unite/action.html.
11. Forms can be submitted electronically by email to industrial.action@sheffield.ac.uk or in hard copy to Department of Human Resources, 10-12 Brunswick Street. All forms should be completed and signed by both the member of staff taking strike action and the Head of Department (or designate). Full details can be found on the form.

July 2011

Department of Human Resources