## Duties Form Article 17.1- Dalhousie/CUPE 3912 Collective Agreement

Employee Name:		Course:	
Supervisor Name:		Department Contact for Administrative Purposes:	
Term(s) (circle one):			Year:
Total Hours (circle one):			
Duties		Details	Hours
Preparation:		Dotaile	110013
In-class duties (lectures, tutorials, seminars, lab work, field trips, etc.)			
Office duties (office hours i	f required, meetings with supervisor, etc	c.)	
Marking, Grading, Invigilati	ng		
Other (appeits)			-
Other (specify)			
TOTAL HOURS (must equal Total Hours in box above, unless it is another total):			
	11 441 (A 11 1 4 <del>-</del> 4 )		
Note weeks that require mo	ore than 14 hours (Article 17.1c):		
Comments:			_
Employee's Signature	Date	Supervisor's Signature	Date

CUPE Collective Agreement:

https://cdn.dal.ca/content/dam/dalhousie/pdf/dept/hr/Academic-Staff-Relations/CUPE-3912-Collective Agreement.pdf https://3912.cupe.ca/documents/collective-agreements/