

In the Matter of the Receivership of Victorian Order Of Nurses For Canada, Victorian Order Of Nurses For Canada – Eastern Region, and Victorian Order Of Nurses For Canada – Western Region (collectively, the “**Company**”)

December 2, 2015

Wage Earner Protection Program (WEPP)

As a result of legislation introduced in 2008 and 2009, the Government of Canada will provide payment of *unpaid wages*, *vacation pay*, *termination pay* and *severance pay* (collectively referred to as “**Arrears**”) to eligible workers who have lost their job because their employer declared bankruptcy or became subject to a receivership.

Under the WEPP, the Receiver is required to (i) provide to Service Canada the names of the workers who are owed Arrears and the amounts they are owed, and (ii) notify employees of the existence of the WEPP.

Applicants under the WEPP may seek reimbursement of unpaid Arrears up to the WEPP maximum of four weeks of insurable EI earnings (\$3,807.68 for 2015) in respect of Arrears which arose during the 6-month period prior to the date of receivership (the “**Eligibility Period**”). The effective date of the receivership is November 27, 2015.

Set out below are the procedures/steps and related timelines that relate to claims to be made by former employees of the Company:

Procedures/Steps	Timelines
Company to calculate total amount owed to employees and the Arrears which arose during the Eligibility Period, that have not been subsequently paid to the employee	In progress
Receiver to enter the names of employees and details of the Arrears they are owed on the Service Canada website	Within 1 to 2 weeks after the receipt of information from the Company or by January 10, 2016, at the latest within 45 days of the date of receivership
Receiver to send a letter to each eligible employee notifying the employee of the existence of the WEPP, together with: <ol style="list-style-type: none"> a copy of that individual’s information provided to Service Canada by the Receiver; a proof of claim form for the Arrears outstanding as at the date of receivership that have not been subsequently paid to the employee; and an appendix (Exhibit A) which includes pertinent information each employee will be required to provide when completing their application 	
Employee to review the proof of claim form, make revisions (if required), and return the signed proof of claim form to the Receiver	In the Employee’s discretion
Employee to, in order to obtain the benefit of the WEPP, apply online at the website address listed below or by submitting a paper application form which can be obtained at the nearest Service Canada Centre	by January 22, 2016, at the latest within 56 days of the date of receivership
As completed proofs of claim are received, the Receiver will amend the employee’s application on the Service Canada website to indicate that a Proof of Claim has been received.	Within 24 hours of receipt of a complete and undisputed proof of claim
Upon notification that the proof of claim has been received by the Receiver, Service Canada is expected to process the WEPP claim.	Timeline to be determined by Service Canada

For more information about WEPP, call Service Canada at 1-866-683-6516 Monday to Friday from 7:00 a.m. – 8:00 p.m. EST or visit <http://www.servicecanada.gc.ca/eng/sc/wepp/index.shtml>.

To contact the Receiver, call 1-844-255-6553 or email cbtnlmonitor@collinsbarrow.com.