

SECTION 10

TERMINATION

10.05 DEATH

AUTHORITY: THE CIVIL SERVICE SUPERANNUATION ACT
THE COLLECTIVE AGREEMENT BETWEEN THE
GOVERNMENT OF PEI AND THE UNION OF PUBLIC
SECTOR EMPLOYEES

ADMINISTRATION: PEI PUBLIC SERVICE COMMISSION
GOVERNMENT DEPARTMENTS / AGENCIES

Sub-section 10.05 Death	Date: 28 August 2023	Page	1 of 1
------------------------------------	-----------------------------	-------------	---------------

1. PURPOSE

1.01 To outline the procedures to be followed upon the death of an employee.

2. APPLICATION

2.01 Any person who dies while an employee of the Province of PEI.

3. POLICY

3.01 Upon death of an employee, the employee should be removed from payroll immediately.

3.02 Any salary owing or unused vacation, statutory holiday or time in lieu leave shall be paid to the beneficiary designated under the employee's basic group life insurance, or to the employee's estate if no beneficiary has been designated.

3.03 Employees with at least 5 years of continuous service at the time of their death shall be eligible for severance pay. Severance pay shall be paid to the beneficiary designated under the employee's basic group life insurance, or to the employee's estate if no beneficiary has been designated.

3.04 Advanced sick leave credits used by an employee who dies, do not have to be repaid as per Article 23.07 of the Collective Agreement.

4. PROCEDURES

4.01 More information with regards to procedures can be found here:
Human Resource Policy & Procedures Manual 4.03 (Pension)
Human Resource Policy & Procedures Manual 4.09 (Severance Pay)