

## GSU Regional Pacific Conference 2025

### TO: Local Presidents and Assigned Regional Vice-Presidents

January 23, 2025

### IMPORTANT DATES TO REMEMBER

<b>When does the conference start?</b>	Wednesday, April 23, 2025 at 9:00 a.m. (Day 1)
<b>When does the conference end?</b>	Thursday, April 24, 2025 at 5:00 p.m. (Day 2)
<b>Where is the conference being held?</b>	<b>Inn at Laurel Point</b> 680 Montreal Street Victoria, British Columbia, V8V 1Z8
<b>What are the travel dates?</b>	Here's a summary of the travel details for the participants: <ul style="list-style-type: none"> <li>• <b>Victoria Region Participants:</b> <ul style="list-style-type: none"> <li>○ <b>Arrival:</b> Tuesday, April 22, 2025</li> <li>○ <b>Return:</b> Thursday, April 24, 2025</li> </ul> </li> <li>• <b>Participants from another region and Vancouver:</b> <ul style="list-style-type: none"> <li>○ <b>Arrival:</b> Tuesday, April 22, 2025</li> <li>○ <b>Return:</b> Friday, April 25, 2025</li> </ul> </li> </ul> <p><b>Check-in:</b> 4:00 p.m.</p>
<b>When is the registration deadline, and what is the process for registering?</b>	All registrations must be received by <b>Friday, February 28, 2025 at 5:00 p.m. (EDT)</b>  To register, please use the link here: <a href="https://forms.office.com/r/wMWZkU0cfH">https://forms.office.com/r/wMWZkU0cfH</a>
<b>When is the deadline for securing my travel reservation, and what steps should I follow to make the booking?</b>	All travel by air, or private vehicle (POMV), must be booked and approved before <b>February 28, 2025.</b>  For travel by air, please contact W.E. Travel: <ul style="list-style-type: none"> <li>• Ottawa - 1-888-676-7747 or (613) 232-9908 between the hours of 8:30 a.m. to 5:00 p.m.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Vancouver - 1-800-663-4703 between the hours of 8:30 a.m. to 5:00 p.m. PST.</li> </ul> <p>Except for participants residing in the same area as the event, travel by private motor vehicle (POMV) is generally not authorized. Please reach out to the GSU via email at <a href="mailto:gsu-ssg@psac-afpc.com">gsu-ssg@psac-afpc.com</a> to request authorization prior to <b>February 28, 2025</b>.</p>
<b>Hotel Accommodation</b>	<p>Your hotel accommodation will be reserved based on the information you provide on your registration form. If there are any changes to your needs afterwards, please reach out to us via email at <a href="mailto:gsu-ssg@psac-afpc.com">gsu-ssg@psac-afpc.com</a>.</p>

### GUIDELINES FOR THE EVENT

We are pleased to announce that the 2025 GSU Regional Pacific Conference will take place at **Inn at Laurel Point**, 680 Montreal Street, Victoria, British Columbia, V8V 1Z8.

#### Schedule Overview:

Tuesday, April 22	Travel day for all participants
Wednesday, April 23	Training – Day 1 (9:00 am to 5:00 pm)
Wednesday, April 23	Social event (6:00 p.m.)
Thursday, April 24	Training – Day 2 (9:00 am to 5:00 pm) Victoria members travel home
Friday, April 25	Travel Day for all other regions

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#### What expenses are covered by the GSU

- travel costs, including ground transportation;
- hotel accommodation costs
- loss of salary;
- meals allowance & incidentals (*\$130/day*)
- family care (*based on pre-approval*)
- costs related to accessibility requirements (*based on pre-approval*).

#### How to register

You must register using the link here: <https://forms.office.com/r/wMWZkU0cfH>

#### Interpretation

Simultaneous interpretation will **not** be provided.

#### Travel and Hotel

Your room will be booked by the GSU National Office at **Inn at Laurel Point** once you have completed your registration. A confirmation number for your room will be sent to you. **If you do not require a room, please advise GSU as soon as possible to avoid additional cost.**

#### Family Care Policy

The Family Care Policy is intended to assist the member in covering additional fees incurred as a direct result of attending an authorized GSU activity. If you will incur family care costs while you're away, please e-mail **Ray Hall** [hallr@psac-afpc.com](mailto:hallr@psac-afpc.com) to obtain a form for pre-approval.

#### Parking

The cost of parking is \$26.00 per night.

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#### Union Leave Letter

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The Union Leave Authorization Letter (UAL) is attached.

For further information or assistance please contact the GSU Office:

- by phone at (613) 560-4395 or toll-free: 1-888-220-2414;
- or by email at [gsu-ssg@psac-afpc.com](mailto:gsu-ssg@psac-afpc.com).

Looking forward to seeing everyone there!

In solidarity,



Bruce Roy, National President  
Government Services Union, PSAC