

Ontario Labour Relations Board

505 University Avenue
2nd Floor
Toronto, Ontario M5G 2P1
Telephone: 416-326-7500
Facsimile: 416-326-7531

Commission des relations de travail de l'Ontario

505, avenue University
2^e étage
Toronto (Ontario) M5G 2P1
Téléphone: 416-326-7500
Télécopieur: 416-326-7531

**Notice To Community - March 29, 2020 - Regular updates**

Check the notices on the Board's website regularly, including with respect to the requirements for filing applications with the Board, because they may update and revise previous requirements.

Specifically, please note that, given the current circumstances, the requirements set out in the Board's notices on the website will supersede any instructions on e-forms, and in particular with respect to the use of email. There is a delay, outside of the Board's control, in amending these forms and current changes may not be reflected.

Notice to Community March 29, 2020 - Delivery by email for certain applications

Effective immediately, and until further notice, applications delivered by way email will be acceptable to the Board for the following matters: certification applications, termination applications, section 133 grievance referrals and applications for interim orders.

A party relying upon delivery by email will need to confirm to the Board not only that the employer is continuing to operate and carry on business, but also that the email used for delivery is one which can be relied upon for effective notice to the responding party and/or other affected party. Until the appropriate e-forms are updated, a party relying upon delivery by email may provide this confirmation by writing it in on one of the statement boxes on the applicable form, or by way of separate and attached letter.

Notice to Community March 29, 2020 - Required Contact Information

Until further notice, an email or fax number is required for each party to a proceeding or the matter may not be processed further by the Board.