



IMPORTANT NOTICE FOR HOURLY PAID ASSISTANT LECTURERS (HPALS) / ASSOCIATE LECTURERS

Do you have a HPAL (Hourly Paid Assistant Lecturer) / Associate Lecturer CID?

If yes, it is of vital importance that you contact your TUI Branch Officers or Area Representative with the details requested below on or before the 18th June 2014.

You can also email your details to Annette Dolan in TUI Head Office at adolan@tui.ie. Please also send a copy to your Branch.

Under the terms of the Haddington Road Agreement negotiations are continuing in respect of a conversion process for Hourly Paid Assistant Lecturers (HPALS) / Associate Lecturers to pro-rata contracts. As part of the process **TUI needs urgent information from members who have Hourly Paid Assistant Lecturer / Associate Lecturer Contracts of Indefinite Duration (CIDs).**

If you are an Hourly Paid Assistant Lecturer / Associate Lecturer with a CID, it is essential that you forward the following details to TUI, either through your Branch / Area Representative or directly to TUI Head Office, on or before the 18th June 2014, setting out:

- Your name/address/email
- Contact telephone numbers
- Institute
- Number of hours in your Hourly Paid Assistant Lecturer / Associate Lecturer contract in each academic year since you obtained your CID
- Number of hours which you held in the academic year prior to getting your CID

REMEMBER:

TUI needs this information urgently in order to best represent your interests.