



BULLETIN

DISCONNECTING FROM WORK POLICY

This COTAPSA Bulletin provides general information for Members in relation to the City of Toronto's [Disconnecting from Work Policy](#) that came into effect on June 2, 2022.

As you may be aware, the Ontario government passed *Bill 27, Working for Workers Act, 2021* on December 2, 2021. This Bill introduced significant changes to workplace laws, including amendments to the *Employment Standards Act, 2000* (“ESA”).

One of the most noted of these amendments is the requirement of employers with more than 25 employees to have a written policy in place by June 2, 2022 that outlines their organization's practices that support 'disconnecting from work'. Disconnecting from work is defined in the ESA to mean "not engaging in work-related communications, including emails, telephone calls, video calls or sending or reviewing other messages, to be free from the performance of work". The Disconnecting from Work Policy applies to all City of Toronto employees.

The Ministry's guidelines on the written policy can be found [here](#) on the Government of Ontario website.

Should you have any questions or require further clarification, please email COTAPSA at cotapsa@toronto.ca.