

Colette Shwetz

From: Cameron Cassidy
Sent: May 16, 2022 2:16 PM
To: April Chapman; Colette Shwetz
Cc: Chantelle Johnson
Subject: RE: Return Date Required

Good afternoon,

Thank you, April!

Cameron Cassidy
807-629-3751
HR Assistant
NALSC

From: April Chapman <achapman@nanlegal.on.ca>
Sent: May 16, 2022 12:33 PM
To: Colette Shwetz <cshwetz@nanlegal.on.ca>
Cc: Cameron Cassidy <ccassidy@nanlegal.on.ca>; Chantelle Johnson <cjohnson@nanlegal.on.ca>
Subject: Re: Return Date Required

hi Colette,

Sorry for the delay in response. I've been busy with appointments & completely forgot to reply to the first email. As I am taking the full year, May 20, 2023.

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From: Colette Shwetz <cshwetz@nanlegal.on.ca>
Sent: Monday, May 16, 2022 9:36:34 AM
To: April Chapman <achapman@nanlegal.on.ca>
Cc: Cameron Cassidy <ccassidy@nanlegal.on.ca>; Chantelle Johnson <cjohnson@nanlegal.on.ca>
Subject: Return Date Required

Hi April,

We require an expected return date from you regarding your maternity leave. We need this **ASAP** in order to fill your position while you are away.

Thanks,

Colette Shwetz
HR Manager



Nishnawbe-Aski Legal Services Corporation
1805 Arthur St. E,

Thunder Bay, ON

F7E5E6

Phone: 1-807-622-1413 Ext 7714

Cell: 807-633-8158

Email: cshwetz@nanlegal.on.ca

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Colette Shwetz

From: April Chapman
Sent: January 24, 2022 4:51 PM
To: Colette Shwetz
Cc: Cameron Cassidy
Subject: Re: Maternity Dates

Good afternoon,

my due date is May 24,2022

I'm new to all this and not sure how any of this works and the steps needed prior to using the maternity leave. However, I was planning to start my maternity leave when I must leave the community for confinement, but I don't know when that would be until a little later in the pregnancy but if I were to guess it would probably be mid-April, I have one last appointment with prenatal clinic so I will ask them about when there is an ideal time to begin my maternity leave but I'm fairly certain it would be around that time frame and what is a parental leave is it similar as a maternity leave?

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From: Colette Shwetz <cshwetz@nanlegal.on.ca>
Sent: Monday, January 24, 2022 3:02:13 PM
To: April Chapman <achapman@nanlegal.on.ca>
Cc: Cameron Cassidy <ccassidy@nanlegal.on.ca>
Subject: Maternity Dates

Hi April,

I hope all is well with you. Can you please confirm your due date, when you are starting your maternity leave, and if you will be taking your parental leave? If you are taking parental leave, when do you expect to return to work?

I will need this ASAP.

Thanks,

Colette Shwetz
HR Manager



Nishnawbe-Aski Legal Services Corporation

1805 Arthur St. E,
Thunder Bay, ON
P7E 5E6

Phone: 1-807-622-1413 Ext 7714

Cell: 807-633-8158

Email: cshwetz@nanlegal.on.ca

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