

The TB Classification Reform Project - A Summary

The Financial Administration Act outlines the responsibilities and powers of the Treasury Board (“TB”). Amongst TB’s powers, is human resource management in the federal public administration, including the determination of the terms and conditions of employment of persons employed in it (section 7(1) (e)).

Pursuant to section 11.1(b), TB may provide for the classification of positions and persons employed in the public service.

In November 2007, LA Classification Reform was introduced to the AJC.

In April 2010, the AJC was provided with an early draft of the Classification Standard for LA Practitioners.

On December 13, 2010, TB through the Office of the Chief Human Resources Officer, launched the creation of the new Law Management Occupational Group and Standard (“LC Standard”). Such group is excluded from the bargaining unit and comprises those previously excluded LAs who perform managerial work. However, such group does not include all excluded LAs as they do not all perform managerial work with delegated authority over human and financial resources. The LC reclassification exercise affected approximately 375 positions.

On January 12, 2011, the AJC met with TB officials responsible for the LA Classification Reform Project. TB has been working with the Department of Justice (“DOJ”) in the development and testing of the draft standard. DOJ has also conducted an internal review of all job descriptions within DOJ with a view to:

- standardize job descriptions into a generic format,
- reduce the number of generic job descriptions,
- ensure that such job descriptions are drafted in a way that coincides with new classifications; and finally
- test the job descriptions against the new TB classification standard (not yet in effect).

PPSC has also undergone a similar review and on June 8, 2011, AJC and PPSC management met to discuss what the PPSC refers to as their Ensuring Excellence project.

THE CONVERSION PROCESS

TB advised that once the conversion takes place (i.e. when job descriptions are reviewed and measured against the new classification standards), all members should expect to receive their new job descriptions with an opportunity to comment and file a grievance. Once the individual job description process is finalized, each member will be advised in relation to his or her classification. The member will be advised in one of the two following manners:

- The member’s classification remains unchanged (which is expected to be the case for most positions);
- The member’s classification has changed.

In either instance, the member will be advised of his or her right to grieve the decision.

Accordingly, notwithstanding any review the AJC may be conducting in connection with this exercise, it is understood that members will continue to preserve their right to object.