

4.2.2 Government employment

Treasury Board (a statutory committee of Cabinet) has over-all responsibility for personnel management in the federal Public Service. In this role it is responsible for development and application of personnel policies, systems and methods to ensure that the human resources needed to carry out programs effectively are obtained at competitive prices and used efficiently with due regard for the individual and collective rights of employees.

The Public Service Commission (an independent agency responsible directly to Parliament) ensures that staffing requirements of departments and agencies are met in accordance with the merit principle, operates staff development and training programs, including language training, and establishes appeal boards as provided for in the Public Service Employment Act.

Treasury Board. Under provisions of the amended Financial Administration Act and the Public Service Staff Relations Act, both proclaimed on March 13, 1967, Treasury Board is responsible for the development of policy guidelines, regulations, standards and programs in the areas of classification and pay, conditions of employment, collective bargaining and staff relations, bilingualism, manpower training, development and utilization, pensions, insurance and other employee benefits.

It is concerned with the development, implementation, maintenance and evaluation of policy guidelines, programs and procedures for the accurate determination, allocation, development and efficient utilization of employees needed in the Public Service to carry out programs effectively. The aim of these measures is to improve the effective use of manpower resources in the Public Service and to this end Treasury Board makes recommendations on organization development, manpower planning, the determination and evaluation of training needs and educational programs, and advises departments and agencies on the design and implementation of systems to improve manpower management.

Treasury Board also develops policy guidelines, programs and regulations on salary administration, benefits and allowances for the Public Service. These functions involve the development and maintenance of classification programs and the associated salary structures. Through delegation, responsibility for classification and the administration of salaries is being transferred progressively to departments, subject to a monitoring process. Benefit programs and allowance policies approved by the Board are designed to give maximum responsibility for administration to departments.

Under the system of collective bargaining established by the Public Service Staff Relations Act, Treasury Board is the employer for all employees in the Public Service, except for certain separate employers such as the National Research Council, the Defence Research Board and the National Film Board. The Board negotiates collective agreements with the unions representing 80 bargaining units and advises departments on their administration. Consultations are held with representatives of bargaining agents, directly or through the National Joint Council, on matters which are not subject to bargaining or which have wide application in the Public Service. The Board determines terms and conditions of employment of employees excluded from collective bargaining, and develops policy guidelines and standards to govern physical working conditions and occupational health and safety. It prepares and presents the employer's position on grievances referred to adjudication, and advises or assists departmental management at preceding stages in the grievance process. The Board presents the position of the employer in applications for certification by employee organizations and in hearings before the Public Service Staff Relations Board on applications for the exclusion of employees from bargaining units.

The Board develops policy guidelines, co-ordinates the administration and recommends periodic revision of pension, insurance, and sick-leave programs for the Public Service, and negotiates reciprocal pension transfer agreements with other public and private employers. It also studies and proposes means of ensuring compatibility between Public Service employee benefits and social security programs such as medicare and the Canada and Quebec Pension Plans.

Treasury Board has the over-all responsibility for developing policy guidelines on the implementation of bilingualism objectives within the Public Service, and for seeing that activities by government departments and agencies in this area are consistent with stated policy. The Board also issues guidelines to departments to help them identify bilingual