

Position Classification and Compensation.—Provision is made in the Civil Service Act for the classifying of positions in the public service. A system of position-classification was instituted in 1919 and positions with like duties and responsibilities were classified alike and remunerated equally. Each position has a title, a set of tasks or duties which are proper to it in the organization in which it occurs and, arising out of these duties, a set of qualifications appropriate for their performance. Positions with duties of similar kind are grouped together under a common title to form a class, and grades within the class reflect the level of responsibility.

The determination of rates of compensation for each class is a continuing responsibility of the Commission and salary and wage surveys are conducted constantly. Position classification is a mainspring in the Commission's primary function of recruitment, involving the fixing of standards of qualification for each class of position.

Organization and Methods.—In recent years there has been an increasing awareness of the extent to which economical administration depends on the adoption of modern management techniques and devices. In 1948, the Commission set up an Organization and Methods Service to study problems of management in collaboration with officials directly responsible for major areas of administration. Briefly, this Service affords practical assistance to departments and other agencies of the Government through the systematic examination of structure, operations, procedures and work methods. Its growing facilities are offered, free of charge, to all departments.

Civil Service Statistics.—Monthly returns of personnel and salaries are made by each department of the Federal Government to the Dominion Bureau of Statistics, according to a plan that ensures comparability between departments and continuity in point of time.

From 1914 to 1920, the number of employees increased very rapidly as a result of the extension of the functions of government and of the imposition of new taxes which necessitated additional officials as collectors. New services, such as the Department of Pensions and National Health and the Soldier Settlement Board, were also created during this period. In January 1920, 47,133 persons were employed; this number was the highest reached prior to January 1940, when employees numbered 49,739.

Between March 1939 and March 1952, there was an increase of 85,540 in the total number of permanent and temporary employees.

The departmental distribution accounting for 79·5 p.c. of the total increase is: National Defence 26·6, Veterans Affairs 13·4, Post Office 8·2, National Revenue 7·9, Labour (Unemployment Insurance Commission) 7·9, Agriculture 4·4, Transport 3·9, Public Works 3·6 and Finance (Comptroller of the Treasury) 3·6.

The proportion of permanent employees to total classified employees for March 1952 was 40·6 p.c., unchanged from March 1951.