

Public Service Staff  
Relations Act



Before the Public Service  
Staff Relations Board

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BETWEEN

**THE PUBLIC SERVICE ALLIANCE OF CANADA**

Bargaining Agent

and

**COMMUNICATIONS SECURITY ESTABLISHMENT,  
DEPARTMENT OF NATIONAL DEFENCE**

Employer

**RE:** Designated Positions -  
Administrative Support Category (Non-operators)

**Before:** [Yvon Tarte, Chairperson](#)

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(Decided without an oral hearing)

## DECISION DESIGNATING POSITIONS

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A decision was issued by the Board on August 14, 1997, pursuant to subsection 78.1(6) of the *Public Service Staff Relations Act*, designating positions in the Administrative Support Category (non-operators) bargaining unit. The diskette bearing identification: "Clerical and Regulatory (CR), Data Production (DAPRO) and Data Conversion (DACON)" (the "old diskette") contains the list of all of the positions which the parties agreed have safety or security duties as of that date.

By letter dated January 11, 1999, the parties advised the Board that they agreed to amend the list of designated positions identified in the old diskette. As a result of this agreement certain positions were deleted from the list and one position was added to the list. Enclosed with the letter of the parties was a diskette bearing identification: "Administrative Support Non-Operational Category, Amended Designations" (the "new diskette"). This new diskette is accepted by the Board as an amendment to the old diskette and is contained in the Board file. Accordingly, this new diskette contains the list of all of the positions which the parties now agree have safety or security duties.

On the basis of the agreement of the parties, the Board hereby revokes the designation of those positions referred to above, that appeared on the old diskette and that do not appear on the new diskette. The Board also revokes the Forms 13 issued for those positions. The Forms 13 have been returned to the Board and will be destroyed.

Also on the basis of the agreement of the parties and pursuant to subsection 78.1(6), the Board designates the one additional position referred to above, that appears on the new diskette and that did not appear on the old diskette.

Furthermore, the person who occupies the one additional position is to be so informed within the time limits and pursuant to the procedure specified in subsection 60(1) of the *P.S.S.R.B. Regulations and Rules of Procedure, 1993*. Thereafter future occupants of this position shall be notified within thirty days of the date on which they first occupy the position.

Pursuant to section 78.5 of the *Act*, the Board hereby authorizes the employer to inform the employee occupying the one additional position designated above. For this purpose, the Board will provide the employer with a Form 13 for the one additional designated position containing all the information required, with the exception of the name of the employee occupying the designated position and the "Dated at..." portion of the Form, which is to be completed by the employer prior to notification.

The Board draws the employer's attention to its responsibility under subsection 60(2) of the Regulations that, on the notification of an employee who occupies a designated position, it is to provide forthwith a copy of the notice referred to in subsection 60(1) of the Regulations to the bargaining agent.

**Yvon Tarte**  
**Chairperson**

OTTAWA, January 20, 1999.