

Public Service Staff
Relations Act



Before the Public Service
Staff Relations Board

BETWEEN

THE PUBLIC SERVICE ALLIANCE OF CANADA

Bargaining Agent

and

TREASURY BOARD

Employer

RE: Determination of Designated Positions -
General Services Subgroup of the
General Services Group (that part formerly known as the
Secretarial, Stenographic and Typing Group)

Before: Yvon Tarte, Chairperson

(Decided without an oral hearing)

DETERMINATION OF DESIGNATED POSITIONS

Pursuant to subsection 78.1(4) of the *Public Service Staff Relations Act (PSSRA)*, the parties met to review the position of each employee in that part of the General Services Subgroup bargaining unit, formerly known as the Secretarial, Stenographic and Typing bargaining unit, to determine whether any of them have safety or security duties as specified in subsection 78(1). By letter dated February 21, 1997, the employer pursuant to subsection 78.1(5) provided the Board with a statement of the positions the parties had determined do not have safety or security duties. The employer also notified the Board pursuant to subsection 78.1(6) that the parties had determined that certain positions have safety or security duties. In addition the employer advised the Board, pursuant to subsection 78.1(7) that the parties were unable to agree on whether a number of positions have safety or security duties and that it was referring those positions that remained in dispute to a designation review panel.

A designation review panel was duly established and made its recommendations to the parties pursuant to subsection 78.1(9) of the PSSRA. On October 24, 1997, the employer referred the positions which remained in dispute to the Board pursuant to subsection 78.2(1) of the PSSRA. However, the employer, by letter dated April 16, 1998 notified the Board that an agreement had been reached by the parties as to which positions have safety or security duties. In addition, the parties have agreed that the remaining positions do not have safety or security duties. Also enclosed was a Memorandum of Agreement signed by the parties. By letter dated April 20, 1998 the Board received a diskette bearing identification ST1.xls, ST2.xls and ST3.xls containing those positions which the parties agreed have safety or security duties. This diskette is contained in the Board file. Accordingly, pursuant to subsection 78.1(6), the Board hereby designates the positions contained on the above-mentioned diskette as having safety or security duties.

On July 3, 1997 the Treasury Board and the Public Service Alliance of Canada had submitted a joint request to the Board to the following effect:

The parties are hereby requesting the Board to extend the time limit to issue Form 13 for all bargaining units which the Public Service Alliance of Canada is the bargaining agent and the Treasury Board is the employer to 30 days following a request for a conciliation board, in accordance with the Board's decision in files 125-2-68 to 70.

On July 10, 1997, pursuant to section 6 of the *P.S.S.R.B. Regulations and Rules of Procedure*, 1993, the Board granted the request of the parties and ordered that:

... in all such cases where a determination has not yet been issued, the Board will extend the time specified in subsection 60(1) of the Regulations within which an employee is to be informed of the fact that he or she occupies a designated position to a period of 30 days from the date of a request for conciliation pursuant to section 76 of the Act. (Board file 181-2).

In accordance with this order, the employees who occupy designated positions in that part of the General Services Subgroup bargaining unit, formerly known as the Secretarial, Stenographic and Typing bargaining unit, are to be so informed within the 30 day period specified in the above-cited order. Thereafter future occupants of a designated position shall be notified within 30 days of the date on which they first occupy the position.

Pursuant to section 78.5 of the PSSRA the Board hereby authorizes the employer to inform the employees occupying the designated positions identified herein. For this purpose the Board will provide the employer with a Form 13 for each 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.

Finally, 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 (1) to the bargaining agent.

Yvon Tarte
Chairperson

OTTAWA, May 7, 1998.