Staffing Management Accountability Framework (SMAF)

Governance

GOV 1- Roles and responsibilities in staffing are clearly defined through a sub-delegation structure or pattern communicated throughout the organization.

GOV 2- The organization is resourced to deliver on its staffing priorities.

GOV 3 – The organization has implemented practices that ensure continuous learning in staffing.

GOV 4 – A structure and/or mechanisms are in place to facilitate decision-making by senior management on staffing issues, and enable the collaboration of all stakeholders including bargaining agents.

Planning

PLN 1 - Senior management gives clear direction and sets priorities that enable values-based staffing.

PLN 2 – Human Resources (HR) Planning, integrated with business planning, enables the organization to identify its current and future human resources needs.

PLN 3 - Staffing is consistent with HR planning while variances can be explained.

Policy

POL 1 – Departments have implemented and maintain policies that help the delegated organization address significant issues in their appointment processes.

POL 2 – Departmental policies respect the PSEA 2003, the PSC's policy and delegation requirements, the core appointment values, and other statutes.

POL 3- Appointment processes and decisions respect statutory as well as departmental and PSC policy requirements.

Communication

COM 1 – Stakeholders have access to timely staffing information including information about staffing strategies and decisions.

Control

CTL 1 – Quality and timely human resources information is available to support staffing strategies and decisions.

CTL 2 - Staffing monitoring is done by the delegated organization on an on-going basis.

CTL 3 – Identified staffing performance deficiencies are corrected in a timely fashion.

CTL 4 – Delegated organizations comply with the PSC's reporting requirements.

Measures

PSC - Jan2006

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