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# QUESTIONS & ANSWERS

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**Subject: Acting Unpaid Ranks.**

Reference: CANFORGEN 167/05

Date: 15 February, 2006

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**Q1. Who changed the policy? Why?**

In accordance with CANFORGEN 167/05 ADM (HR-MIL) 085 011253Z NOV 05, the Directorate of Cadets has advised all regions that a significant change has been made to the CF rank policy concerning acting unpaid ranks. This change will impact on all members of the CF and particularly CIC officers employed at the LHQ. In brief, over the years, HR policies were interpreted to allow Capt/Lt (N) who no longer filled an established Capt/Lt (N) position and who wished to remain in an LHQ establishment to voluntarily relinquish their rank and be paid at a lower rate while still wearing the insignia of Capt/Lt (N). With the implementation of this new directive, this policy can no longer be supported.

**Q2. When do the new changes come into effect?**

Effective 01 November 2005, acting unpaid rank is no longer authorized.

**Q3. Will I be compensated from 01 November 2005 onward?**

Members who are affected by this policy will be compensated from the period of 01 Nov 2005, the date this new policy came into effect, onward.

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**Q4. How will the policy affect officers who have relinquished their rank of Capt/Lt (N)?**

All officers who have relinquished the rank of Capt/Lt (N) in order to work and be paid as Lt/SLt on a LHQ establishment will be promoted back to the substantive rank of Capt/Lt (N) effective 01 Nov 05 and will be reimbursed from that date forward.

Individual IPCs will be determined in accordance with current compensation and benefits instructions and their pay adjusted accordingly for employment beyond this date.

**Q5. How will the policy affect officers who were promoted to Acting (Unpaid) rank of Capt/Lt (N)?**

All officers who were promoted to Acting (Unpaid) rank of Capt/Lt (N) and paid as Lt/SLt on a LHQ establishment will be promoted to the substantive rank of Capt/Lt (N) effective 01 Nov 05, 2005.

These officers will be granted IPC basic and their pay adjusted; the period of service in unpaid rank does not count as qualifying service for promotion to that substantive rank.

**Q6. What if I was a Maj or LCdr who relinquished my rank and was promoted to Acting (Unpaid) Maj/LCdr?**

All officers of the rank of Maj/LCdr who relinquished their rank and were promoted to Acting (Unpaid) rank of Maj/LCdr in order to wear that rank and be paid as Capt/Lt (N) on a LHQ establishment may continue to wear their rank insignia until 30 June 2006, the end of the local training year.

Thereafter if they are not held against an established Maj/LCdr position, they shall wear the rank insignia and receive the pay for the position that they are currently in.



**Q7. Who do the Acting Unpaid provisions apply to?**

It is stressed that the aforementioned provisions only apply to officers that were on a LHQ establishment as of 01 November 2005. These provisions do not apply to officers on the Detachment Holding Lists.

**Q8. What if I am an officer on the Detachment Holding List or who is volunteering with a Unit?**

Officers on the Detachment Holding Lists as of 01 November 2005 are no longer authorized to wear their Acting (Unpaid) rank and must wear their substantive rank. Officers who are not on LHQ establishments shall be paid and wear the rank insignia of the position they occupy.

**Q9. Will officers employed at the LHQ be permitted to serve and be compensated at their substantive rank regardless of the function they perform whether it is CO, AdmO, TrgO, and SupO etc. (i.e. Capt/Lt(N) as supply officer where the CO is Lt/AS/Lt)**

Officers who are promoted to the substantive rank of Capt/Lt(N) may continue to serve and be paid in their substantive rank on a LHQ establishment once they have completed their term in an established Capt/LT(N) position. It is important to point out that the officer must be filling an established Capt/Lt(N) position in order to be promoted.

According to QR &O 3.20 command shall be exercised by the senior officer present, therefore a situation where the CO is a Lt/Slt and the SupO is a Capt/Lt(N) should not occur.

