



Public Service
Commission

Annual Report 2005-2006



*Premier's Long-term Service Award Recipients
30 and 35 years service*

Prince Edward Island Public Service Commission

Annual Report

For the fiscal year
April 1, 2005 to March 31, 2006

Cover Photo:
Premier's Long-term Service Award Recipients
30 and 35 years service

Message From the Minister

July 2, 2007

The Honourable Barbara A. Hagerman
Lieutenant Governor of Prince Edward Island
PO Box 846
Charlottetown, PE C1A 7L9



Dear Sir:

In accordance with Section 4 of the *Civil Service Act*, I have the honour to submit the report of the Prince Edward Island Public Service Commission for the year ending March 31, 2006.

During the reporting period, Mitch Murphy served as Minister Responsible for the Public Service Commission.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. Sheridan', written in a cursive style.

Wesley J. Sheridan
*Minister Responsible for the
PEI Public Service Commission*

Message From the Chair

June 27, 2007

The Honourable Wesley J. Sheridan
Minister Responsible for the
PEI Public Service Commission
PO Box 2000
Charlottetown, PE C1A 7N8



Dear Sir:

I have the honour to present to you the Annual Report of the Prince Edward Island Public Service Commission for the year ending March 31, 2006.

The report offers detailed information about the programs and activity undertaken by the board and its staff during the past year.

Respectfully submitted,

A handwritten signature in cursive script that reads "Basil Haire".

Basil Haire
Chair, PEI Public Service Commission

Table of Contents

Chief Executive Officer's Message	1
Message du Directeur Général	3
Board Members	5
Executive Summary	7
Sommaire	11
Divisional Reports	
Staffing and HR Planning Division	15
Classification and Employee Relations Division	17
Corporate Services Division	21
PSC and the <i>French Languages Services Act</i>	23
La Commission de la fonction publique et la <i>Loi sur les services en français</i>	25
Organizational Chart	27
Appendix A – Public Service Commission Budget	29
Appendix B – Civil Service Establishment	31
Appendix C – Staffing Statistics	36
Appendix D – Classification Report	37

Message From the Chief Executive Officer

Mr. Basil Haire, Chair
PEI Public Service Commission
PO Box 2000
Charlottetown, PE C1A 7N8



Dear Mr. Haire

It is my pleasure to provide you with the 2005-2006 Public Service Commission Annual Report. This publication is a look back at the past year, and a look forward to how we are continuing our work in Staffing, Classification, Labour Relations and Corporate Services.

A Workforce Renewal Program was introduced in March 2005, as a first step to implement the recommendations of Program Renewal. With this in mind, much of our work at the Public Service Commission was defined through support for this Executive Council initiative.

The Public Service Commission played a central and vital role by assisting departments and employees in terms of transition. The largest restructure occurred within the health regions; as a result, the Public Service Commission provided support through job classifications, numerous staffing competitions, and as well, managed any labour relations issues.

Although the health sector created the largest restructuring process, the changes to the IT organization were significant as well. During this fiscal period, the Public Service Commission provided the dedicated support of an individual from our classification team to assist with a broad cross section of HR needs.

Additionally, the Corporate Services Division dealt with a large number of questions regarding pension evaluations, and were able to efficiently provide employees with the information they required.

2005-2006 marked the second year of the learning agreement between the Canada School of Public Service, the PSC, PEI Federal Council, Veteran's Affairs Canada, the University of Prince Edward Island and Holland College. To this point, we have yet to create many new opportunities for learning as a result of the restructuring of the learning environment on the federal side. The agreement is in effect until March 31, 2007.

The Public Service Commission continued to assist with the delivery of part-time French language training to Provincial Government employees. Participants were provided with the opportunity to take French language training in both Summerside and Charlottetown, and classes ranged from Introduction to French to refresher courses for bilingual employees. Close to 150 employees took advantage of this learning opportunity.

Occupational Health and Safety drafted a Working Alone policy that was to be delivered to the legislature in time for the spring sitting of 2006. Work on this policy was a joint venture between staff of the PSC's Health and Safety group and the labour unions.

Under the guidance of Thilak Tennekone, the Public Service Commission continued to make progress on the provision of diversity awareness and continues to manage a large intake and placement of diversity candidates.

It would be a significant omission not to acknowledge that a significant number of experienced employees opted to leave our workforce in 2005-2006. We thank them for their years of service and their valued contribution, and wish them well in the future. Included in the departure from the workforce was Blair James a long-standing member of the Public Service Commission Board. Special thanks goes to Blair for his years of service to the board.

In closing, I want to recognize the efforts of the Public Service Commission staff. Your ongoing dedication to providing a fair, equitable and transparent process for all is to be commended.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Ferguson". The signature is stylized with a large initial "J" and "F".

Jim Ferguson, CEO
Public Service Commission

Message du directeur général

Monsieur Basil Haire, président
Commission de la fonction publique de l'Î.-P.-É.
C.P. 2000
Charlottetown, PE C1A 7N8



Monsieur,

Je suis heureux de vous présenter le Rapport annuel de la Commission de la fonction publique pour 2005-2006. En plus de rendre compte des réalisations de l'année dernière, le rapport annuel fait état des efforts en cours pour améliorer les services de dotation, de classification, de relations de travail, de même que les services ministériels.

Le Programme de renouvellement de la main-d'œuvre a été créé en mars 2005 comme première étape de la mise en œuvre des recommandations liées au renouvellement des programmes. Dans cette optique, la majeure partie de notre travail à la Commission de la fonction publique a été définie par l'appui accordé à cette initiative du Conseil exécutif.

La Commission de la fonction publique a joué un rôle clé et vital en aidant les ministères et les employés dans le cadre de cette transition. La plus importante restructuration a eu lieu au sein des régies régionales des services de santé. Comme résultat, la Commission de la fonction publique a prêté main forte dans la classification des emplois, dans la tenue de plusieurs concours de dotation ainsi que dans la gestion de questions en matière de relations de travail.

Bien que le secteur de la santé ait connu la plus importante restructuration, les changements à l'organisation des TI ont été considérables aussi. Au cours de cette période financière, la Commission de la fonction publique a fourni l'appui d'un membre de notre équipe de classification pour aider à répondre à des besoins en matière de ressources humaines.

De plus, la Division des services ministériels a traité un grand nombre de questions touchant l'évaluation des pensions et a efficacement fourni aux employés l'information dont ils avaient besoin.

L'année 2005-2006 constitue la deuxième année de l'entente d'apprentissage conclue entre l'École de la fonction publique du Canada, la CFP, le Conseil fédéral de l'Î.-P.-É., Anciens combattants Canada, l'Université de l'Île-du-Prince-Édouard et Holland College. Jusqu'à présent, nous n'avons pas encore créé beaucoup de possibilités d'apprentissage en raison de la restructuration de l'environnement d'apprentissage du côté fédéral. L'entente sera en vigueur jusqu'au 31 mars 2007.

La Commission de la fonction publique a continué d'aider à offrir de la formation linguistique en français à temps partiel aux employés du gouvernement provincial. Les participants avaient l'occasion de suivre de la formation linguistique en français à Summerside ou à Charlottetown et les classes variaient de l'introduction au français à des cours de recyclage à l'intention des employés bilingues. Près de 150 employés ont tiré profit de cette possibilité d'apprentissage.

La Division de la santé et de la sécurité au travail a élaboré une politique sur le travail solitaire qui devait être déposée à la législature lors de la séance du printemps en 2006. Il s'agissait d'un projet conjoint entre le personnel du groupe de la santé et de la sécurité de la CFP et de l'organisation syndicale.

Sous la direction de Thilak Tennekone, la Commission de la fonction publique a poursuivi ses progrès dans la sensibilisation à la diversité et continue de gérer l'accueil et le placement de candidats de diversité.

Je m'en voudrais de ne pas souligner qu'un nombre considérable d'employés d'expérience ont choisi de quitter notre population active en 2005-2006. Nous les remercions de leurs années de service et de leur importante contribution et nous leur souhaitons bien du succès dans l'avenir. Parmi ces gens, il y avait Blair James, un membre de longue date du conseil de la Commission de la fonction publique. Nous tenons à remercier Blair chaleureusement pour ses années de service.

En terminant, je veux reconnaître les efforts du personnel de la Commission de la fonction publique et je tiens à vous féliciter pour votre dévouement continu à l'établissement d'un processus juste, équitable et transparent.

Respectueusement soumis,

A handwritten signature in black ink, appearing to read 'Jim Ferguson', written in a cursive style.

Jim Ferguson, directeur général
Commission de la fonction publique

The PEI Public Service Commission Board Members



Basil Haire, Chair

Mr. Haire is currently a private consultant whose work includes sessional lecturer at UPEI, and instructor, facilitator and advisor on organizational review issues. He has a lengthy career in the educational sector as teacher, guidance counsellor and administrator and most recently has also worked in administration in the health sector.



Maureen Doyle

Ms. Doyle has 15 years experience in the administrative field. She was employed with Dalhousie University, Portland Estates Ltd. and departments of Transportation and Communication and Lands and Forestry in Nova Scotia.

Ms. Doyle presently lives in Earnscliffe.



Blair James

Mr. James works with Housing Services, Queen's Region Health Authority. He has been employed in the housing field for the past 35 years.

From 1977 until 1980, Mr. James was President of the Union of Public Sector Employees; and for three years, he served as Vice-president of the National Union of Provincial Government Employees.

Executive Summary

The Prince Edward Island Public Service Commission is composed of three divisions:

- Staffing and Human Resource Planning
- Classification and Employee Relations
- Corporate Services

As a result of the various fiscal restraint measures, the workload of the commission was very high during 2005-2006. The restructuring of the provincial health system, the IT Optimization Project, and various smaller reorganizations within the civil service demanded a coordinated HR response. The HR Transition Committee was created, consisting of HR professionals from the health and civil sectors and staff from the Public Service Commission and HRA Inc., to develop transitional HR policies and make recommendations to senior leadership regarding restructuring practices.

The Staffing and Human Resource Planning Division provides leadership and service delivery in the areas of recruitment, staffing, diversity and human resource planning.

While external staffing restrictions remained in place, the various reorganizations created a high level of staffing activity as employees affected by the downsizing competed for remaining positions. There was a 46 per cent increase in total competitions over the previous year, and a 32 per cent increase in total applicants.

In the last quarter of the fiscal year, the Deputy Ministers' HR Sub-committee brought together representatives of the human resource community to discuss past challenges and to lay the groundwork for future strategic HR management within the public service. A working group was formed. One of the recommendations from this group will be

presented to the deputies group early in the new fiscal year.

The commission continues to support and promote diversity and employment equity programming and planning across the Government. A workplace diversity survey was administered during the year to help assess where under-representation exists, how diverse the workforce is, and to benchmark progress on inclusion.



*Premier's Award for Diversity
Prix du Premier ministre pour la diversité*

The Public Service Commission continued to maintain an inventory of individuals from designated groups and these individuals were provided with employment assistance and guidance on their job search.

The fourth annual Premier's Award for Diversity Leadership was presented to John Picketts, Director of Community and Correctional Services, with the Office of the Attorney General and the 2006 Diversity Works calendar was produced and distributed, and diversity training programs were organized.

The Classification and Employee Relations Division provides classification services to the civil service in accordance with the *Civil Service Act* and to the regional health authorities, regional school boards and other public sector organizations on a contractual basis.

Approximately 463 regular classification reviews were conducted during the year and an additional 157 positions were reviewed in a separate study.

Staff provided training to the Appeal Committee members.

The division continued to partner with the other Atlantic provinces in the Atlantic Benchmark Project.

The division continued to represent Treasury Board at the collective bargaining table.

The division also provided advice and leadership in relation to the restructuring of the provincial health system and the IT optimization initiative.

Ongoing activities included providing advice and assistance with disciplinary matters, workplace harassment issues, managing the probationary employee and general performance management. Grievance and worksite problem solving are key services of the section. A workforce renewal incentive program was initiated near the end of the fiscal year.

The demand for EAP counselling continued to be strong with 330 new requests during the year. On average 80 per cent of these cases were self-referrals. There were also 25 group or worksite sessions with a total of 493 participants.

The major focus for the OHS program was developing a Working Alone policy for the civil service and providing advice and assistance to departments as they developed workplace procedures to comply with the policy.

A total of 458 employees attended training in office ergonomics, confined spaces, fall protection, workplace inspections, accident investigations, OHS committees and representatives, back care, safety for young workers, WHMIS and federal Bill C-45.

Indoor air quality and noise level testing was conducted in 12 departmental sites.

The number of accidents resulting in time lost from work was down to 26 from 33. There were 70 employee incidents with no time lost from work.

Ergonomic assessments of office work stations are increasingly requested as employees spend more time working at their computers.

The Corporate Services and Finance Section of the Corporate Services Division coordinates the HR Managers Group which meets on a monthly basis to exchange ideas, communicate information relating to ongoing initiatives, provide input to policies and procedures and discuss HR related issues.

The upgrade and implementation of a new HRMS/payroll system commenced in January 2006. The new system will be implemented in the civil, health and education sectors and is expected to be complete in approximately 2 ½ years.

The Systems and Administration Section continued to provide support to both the Excluded and Unionized Training and Development Funds. Work was completed on an application management system to assist in the management of both funds.

The Public Service Commission partnered with the Information Technology Management Group of Provincial Treasury in the development of an employee self-service system. This system allows employees the ability to view online their personal, pay and leave information. It also allows employees to apply for leave online. The pilot for this project was completed in the latter part of the year and was quite successful.

The Pensions and Benefits Section has fiscal, operational and policy responsibilities for employer-sponsored benefit programs such as group insurance, workers compensation, retirement payments and pension programs. The section's resources are primarily dedicated to the provision of centralized pension administration for the Civil Service Superannuation Fund (CSSF), the Teachers' Superannuation Fund (TSF), the MLA Pension Plan, the Senior Compensation Pension Plan, and the Provincial Judges Pension Plans.

The Pensions and Benefits Section provides leadership and direction to both employees and employers across the public sector with regards to administration of benefits and pensions. Pensions and Benefits takes a proactive role in keeping members up to date on their pension plan by offering information sessions for employees approaching retirement and other active members wishing more information on their pension plan.

The CSSF has approximately 3,070 active members spread across 16 participating employers and there are 1,740 pensioners (retirees and survivor spouses) receiving benefits from the CSSF.

The TSF has approximately 1,662 active members and 1,336 pensioners receiving benefits from the teachers' plan. There are four participating employers in the TSF.

The French Language Training Centre provided full-time language training to Federal Government employees through a contract with the Canada School of Public Service.

The centre also had a part-time program which was comprised of levels from beginner to maintenance and operates over two semesters in various locations across the Island. During the year 372 employees completed a total of 1,730 hours of instruction in French. The part-time classes are combined groups of federal and provincial employees.

The French Language Training Centre also continued to provide French oral proficiency evaluations on demand for the Staffing and HR Planning Division.

The PSC also organizes and coordinates the Long Term Service Recognition Program which honours employees who have completed 20, 25, 30 and 35 years of continuous service.

Premier Pat Binns hosted a luncheon on June 16, 2005, for all civil service employees who earned an award for 35, 30, 25 and 20 years of continuous service. There were nine people with 35 years of service; 54 people with 30 years of service; 58 people with 25 years of service, and 56 people with 20 years of service.

The PSC continued to coordinate the Employee Innovation Awards Advisory Program. The program was created to encourage innovation within the Public Service and recognize and reward employees and teams for suggesting innovations which are implemented and which significantly reduce Government costs, improve service to the public or result in improvement to workplace safety or wellness.

During the year 12 new suggestions were received. There were six suggestions implemented and 11 that were still under review to determine if they can be implemented. Implemented suggestions result in significant improvements to the Public Service.



*Employee Innovation Awards
Programme des prix d'innovation des employés*

Transportation and Public Works was the winner of the plaques for both the department whose employees submitted the most suggestions and for the department whose employees had the most suggestions implemented.

These highlights help to reflect not only the level and variety of activity during the year but also the PEI Public Service Commission's success in fulfilling its mandate.

Premier's Long-term Service Award Recipients
Récipiendaires des récompenses du Premier ministre pour longs états de service



Sommaire

La Commission de la fonction publique de l'Île-du-Prince-Édouard est composée de trois divisions :

1. Dotation et planification des ressources humaines
2. Classification et relations de travail
3. Services ministériels

En raison des diverses mesures de compression budgétaire, la charge de travail de la Commission a été très élevée durant l'exercice 2005-2006. La restructuration de la Régie provinciale des soins de santé, le projet d'optimisation de la TI, et diverses réorganisations de moindres envergures à l'intérieur de la fonction publique ont exigé une réponse coordonnée des RH. Le comité de transition des RH a été créé à l'aide de professionnels des RH du secteur de la santé, du secteur civil et du personnel de la Commission de la fonction publique, et de la firme HRA Inc. Afin d'élaborer des politiques de RH transitoires et de faire des recommandations à la gestion supérieures concernant les pratiques de restructuration.

La Division de la dotation et de la planification des ressources humaines offre une direction et la prestation de services dans les domaines du recrutement, de la dotation, de la diversité et de la planification des ressources.

Alors que les restrictions de dotation extérieure sont demeurées en place, les diverses réorganisations ont créé un niveau élevé d'activités en dotation, étant donné que les employés affectés par la réduction des effectifs se disputaient les postes qui restaient. Il y a eu une augmentation de 46 % dans le total des concours par rapport à l'année précédente, et une augmentation de 32 % dans le nombre total de candidats.

Dans le dernier trimestre de l'exercice financier, le sous-comité des RH des sous-ministres a rassemblé des représentants de la communauté des ressources humaines afin de discuter des défis passés et de poser les jalons de la gestion des RH du futur dans la Commission de la fonction publique. Un groupe de travail a été formé. Une des recommandations de ce groupe sera présentée au groupe de sous-ministres au début du prochain exercice financier.

La Commission continue de soutenir et de promouvoir la diversité et l'équité en matière d'emplois dans la programmation et la planification du gouvernement. Elle a fait passer un sondage sur la diversité en milieu de travail au cours de l'année afin d'aider à évaluer les endroits où il existe de la sous-représentation, l'étendue de la diversité du milieu de travail et les progrès de l'inclusion.

La Commission de la fonction publique a continué de maintenir un inventaire des personnes provenant de groupes désignés et on a fourni une aide à l'emploi et des conseils à ces personnes concernant leur recherche d'emploi.

Le quatrième Prix du premier ministre pour la direction en matière de diversité a été présenté à John Picketts, directeur des services communautaires et correctionnels, du Bureau du procureur général, le calendrier « La diversité à l'œuvre » de 2006 a été produit et distribué, et les programmes de formation en diversité ont été organisés.

La Division de la classification et des relations de travail fournit des services de classification à la fonction publique selon le *Civil Service Act*, et aux régies régionales de la santé, aux commissions scolaires régionales et aux autres organismes du secteur public sur une base contractuelle.

Environ 463 révisions de classification régulières ont été menées durant l'année et 157 postes ont été révisés dans une étude séparée.

Le personnel a donné une formation aux membres du Comité d'appel.

La division a poursuivi son partenariat avec les autres provinces atlantiques dans le projet Atlantic Benchmark (classification de poste repères au Canada atlantique).

La division a continué de représenter le Conseil du Trésor à la table des conventions collectives.

La division a également prodigué ses conseils et sa direction concernant la restructuration du système de santé provincial et l'initiative d'optimisation de la TI.

Au nombre des activités permanentes, nous avons fournir des conseils et de l'aide dans les affaires multidisciplinaires, les questions de harcèlement au travail, la gestion des employés en probation la gestion du rendement général. La résolution de problèmes de griefs et de problèmes sur le lieu de travail est un service important de la section. Un programme d'encouragement au renouvellement de la main d'œuvre a été lancé vers la fin de l'exercice financier.

La demande d'aide aux employés (PAE) a continué d'être forte : 330 nouvelles demandes durant l'année. En moyenne, 80 % de ces cas sont des personnes qui demandent directement de l'aide. De plus, 25 séances en groupes ou sur le lieu de travail ont rejoint un total de 495 participants.

Le principal enjeu du programme de santé et de sécurité au travail a été l'élaboration d'une politique pour les personnes travaillant seules à la fonction publique et la prestation de conseils aux ministères à mesure qu'ils mettaient en place des procédures sur le lieu de travail pour se conformer à la politique.

Un total de 458 employés ont participé à différentes formations : ergonomie dans les bureaux, espaces clos, protection contre les chutes, enquêtes sur les accidents, comités et représentants en santé et en sécurité au travail, soins du dos, sécurité pour les jeunes travailleurs, SIMDUT et le projet de loi fédéral C-45.

La vérification de la qualité de l'air intérieur et du niveau de bruit a été menée dans 12 emplacements de ministère.

Le nombre d'accidents résultant en perte de temps de travail a été réduit de 33 à 26. 70 incidents impliquant des employés se sont produits sans perte de temps de travail.

Le nombre d'évaluations ergonomiques de postes de travail de bureau est en augmentation étant donné que les employés passent plus de temps à travailler à l'ordinateur.

La section des finances et des systèmes de la Division des services ministériels coordonne le Groupe des gestionnaires des ressources humaines, qui se réunit une fois par mois pour échanger des idées, communiquer de l'information concernant les initiatives en cours, donner de la rétroaction sur les politiques et les procédures et discuter de questions liées aux RH.

La mise à niveau et la mise en place d'un nouveau système de gestion des ressources humaines (SGRH) et système de paye ont commencé en janvier 2006. Le nouveau système sera mis en place dans les secteurs civil, santé et éducation, et on prévoit qu'il sera complété dans environ deux ans et demi.

La section des systèmes et de l'administration a continué d'assurer un soutien aux fonds axés sur la formation et le perfectionnement des employés syndiqués et exemptés. On a entamé le travail visant à créer un système de gestion des demandes à l'appui de la gestion des deux fonds.

La Commission de la fonction publique s'est associée au groupe de gestion de la technologie de l'information du Trésor de l'Î.-P.-É. afin de mettre sur pied un système de libre-service pour les employés. Le système permettra aux employés de consulter en ligne leur dossier personnel et leur dossier de paye et de congés. Les employés pourront également faire leur demande de congé en ligne. On a complété le projet pilote dans la dernière partie de l'année, et ce fut un succès.

La section des pensions et des avantages sociaux est responsable des politiques et des aspects opérationnels et financiers des programmes d'avantages sociaux offerts par l'employeur, notamment l'assurance collective, l'indemnisation des accidents du travail, les indemnités de retraite et les programmes de pension. Les ressources de la section se consacrent principalement à l'administration centralisée des pensions de retraite pour la Caisse de retraite de la fonction publique, la Caisse de retraite des enseignants, le régime de retraite des députés provinciaux, le régime de rémunération et de retraite des cadres supérieurs ainsi que les régimes de retraite des juges provinciaux.

La section des pensions et des avantages sociaux offre une direction et une orientation aux employés et aux employeurs de tout le secteur public en matière d'administration des avantages sociaux et des pensions. La section joue un rôle proactif en matière de communication d'information aux membres au sujet de leur régime de retraite, notamment en offrant des séances d'information pour les employés qui approchent de la retraite et à d'autres membres actifs souhaitant obtenir plus d'information sur leur régime de retraite.

La Caisse de retraite de la fonction publique compte environ 3 070 membres actifs répartis au sein de 16 employeurs participants. La Caisse verse des prestations de retraite à 1 740 pensionnés (personnes retraitées et conjoints survivants).

La Caisse de retraite des enseignants compte environ 1 662 membres actifs et 1 336 pensionnés qui reçoivent des prestations du régime de retraite des enseignants. Quatre employeurs participent à la Caisse de retraite des enseignants.

Le Centre de formation en français a dispensé une formation linguistique à temps plein aux fonctionnaires fédéraux par l'intermédiaire d'un contrat avec l'École de la fonction publique du Canada.

Le Centre a aussi offert, dans diverses régions de l'Île, un programme à temps partiel de deux trimestres comprenant des cours allant du niveau débutant au maintien des compétences. Durant l'exercice, 372 employés ont suivi un total de 1 730 heures de formation en français. Les cours à temps partiel comprennent des groupes combinés de fonctionnaires fédéraux et provinciaux.

De plus, le Centre de formation en français a continué de fournir des évaluations de compétence orale en français sur demande pour la Division de la dotation et de la planification des RH.

La Commission de la fonction publique organise et coordonne également le programme de reconnaissance des longs services, qui honore les employés qui comptent 20, 25, 30 et 35 années de service continu.

Le 16 juin 2005, le premier ministre Pat Binns a organisé une réception à l'intention de tous les fonctionnaires qui avaient 35, 30, 25 et 20 années de service continu. Neuf employés célébraient 35 années de service, tandis que 54, 58 et 56 autres célébraient respectivement 30, 25 et 20 années de service.

La Commission de la fonction publique coordonne toujours le Programme de prix à l'innovation pour les employés. Ce programme vise à favoriser l'innovation au sein de la fonction publique, ainsi qu'à reconnaître et à récompenser les employés et les équipes qui

proposent des innovations qui sont ensuite mises en œuvre et qui permettent de réduire considérablement les coûts du gouvernement, ou encore qui améliorent les services à la population, le mieux-être ou la sécurité en milieu de travail.

La Commission de la fonction publique a reçu 12 suggestions durant l'année. Six ont été adoptées et 18 sont encore à l'étude pour déterminer si l'on peut y donner suite. Les suggestions mises en œuvre permettent d'améliorer considérablement la fonction publique.

Cette année, Transport et Travaux publics a gagné les plaques à la fois du ministère dont les employés ont soumis le plus grand nombre de suggestions et du ministère dont les employés ont eu le plus grand nombre de suggestions mises en œuvre.

Ces faits saillants font ressortir non seulement le niveau et la variété des activités entreprises pendant l'année, mais aussi les succès obtenus par la Commission de la fonction publique de l'Île-du-Prince-Édouard en ce qui a trait à l'exécution de son mandat.

Staffing and Human Resource Planning Division

The Staffing and Human Resource Planning Division provides leadership and service delivery in the areas of recruitment, staffing, diversity management and human resource planning. Our clients include employees and employers from the broad public sector as well as members of the public.

Staffing and Recruitment Activity

As a result of the various fiscal restraint measures, the workload of the division was very high during 2005-2006. The restructuring of the provincial health system, the IT Optimization Project, and various smaller reorganizations within the civil service demanded a coordinated HR response. The HR Transition Committee was created, consisting of HR professionals from the health and civil sectors and staff from the Public Service Commission and HRA Inc., to develop transitional HR policies and make recommendations to senior leadership regarding restructuring practices.

While external staffing restrictions remained in place, the various reorganizations created a high level of staffing activity as employees affected by the downsizing competed for remaining positions. There was a 46 per cent increase in total competitions over the previous year, and a 32 per cent increase in total applicants. The staff of the division could not have managed this activity without the support of other Public Service Commission staff and human resource professionals from the various departments.

There was very little external recruitment during the year. The health recruiter position was eliminated during the reorganization of the health system and fewer positions were advertised to the public.

Human Resource Planning

During the year, human resource professionals within the commission and throughout Government continued their efforts to assist with the major downsizing that was occurring throughout the public service. The corporate human resource planning position was eliminated at the Public Service Commission as part of the system-wide response to the fiscal realities of the province.

In the last quarter of the fiscal year, the Deputy Ministers' HR Sub-committee brought together representatives of the human resource community to discuss past challenges and to lay the groundwork for future strategic HR management within the public service. A working group was formed with two purposes in mind: (1) to identify the most critical HR issues facing the public service in the immediate future; and (2) to recommend the best delivery model for the HR function as the public service grapples with these issues. The working group sought input from representatives within Government and from other jurisdictions. The recommendations from this group will be presented to the deputies group early in the new fiscal year.

Diversity

The commission continues to support and promote diversity and employment equity programming and planning across the Government.

A workplace diversity survey was administered during the year to help assess where under-representation exists, how diverse the workforce is, and to benchmark progress on inclusion. Overall, 2,878 employees were surveyed in the public service, of which, 1,247 or 43.3 per cent completed the survey. Of the 1,247 respondents, 248 or 19.8 per cent identified themselves as being in one of the five designated groups. Of the 248 respondents, approximately 43 per cent were identified as Women in Management Positions. The remainder of the respondents identified themselves in the following groups:

Aboriginal Persons	2.3%
Persons in a Visible Minority Group	7.2%
Persons with a Disability	19%
Men and Women in Non-traditional Occupations	28.5%

The Public Service Commission continued to maintain an inventory of individuals from designated groups. These individuals were provided with employment assistance and guidance on their job search. Presently, there are 431 active candidates (Aboriginal 31; Visible Minority 121; People with Disabilities 279) registered. During the 2005-2006 fiscal year, there were 12 diversity placements created. The PSC Diversity Program also encouraged departments to hire summer students from designated groups. As a result, nine summer jobs were offered to the individuals belonging to diversity groups.

The fourth annual Premier's Award for Diversity Leadership was presented to John Picketts, Director of Community and Correctional Services, with the Office of the Attorney General. The 2006 Diversity Works calendar was produced and distributed, and diversity training programs were organized.

Classification and Employee Relations Division

The Classification and Employee Relations Division experienced several opportunities and challenges over the year as the Workforce Renewal Program was implemented and both the Employee Assistance Program and the Occupational Health and Safety Program joined the division. This report reflects each of the functions of the division separately.

Classification Services

The role of Classification Services is to determine the relative worth of jobs. This is fundamental to the employer's commitment to compensate employees fairly and equitably for the work they do.

To this end, Classification Services is responsible for the development, maintenance and administration of the job evaluation process, and the classification plan which establishes the framework for salary negotiations. The section also provides advice on organizational design and compensation.

Classification Services provides services for departments of Government in accordance with the *Civil Service Act*. Classification services were provided to the regional health authorities and regional school boards and to other public sector organizations on a contractual basis.

Considerable time was spent assisting with the restructuring of the health sector.

The division places high priority on communicating with its many clients. To assist with this communication, a training video on the classification system is available through the division.

Approximately 463 classification reviews were conducted by staff during the year and an

additional 157 positions were reviewed in a separate study.

As well the division continued to be a partner in the Atlantic Benchmark Project as described in previous annual reports. Program testing has been completed and data is being added to the online system on an ongoing basis.

Labour Relations

Labour Relations Services provides assistance to management within the civil service on human resource issues; represents Treasury Board in collective bargaining within the public sector; provides assistance on the administration and interpretation of the collective agreement between the Government and the Union of Public Sector Employees; develops and implements, with the assistance of Government departments, policies and programs consistent with organizational needs and provides education on modern labour relations practices. The cross-sectoral labour relations contract with Human Resources Associates Inc. is administered by this section.

During the 2005-2006 fiscal year, Government initiated a restructuring of the provincial health system which coincided with a reorganization in the provincial civil service because of program renewal. In response to these initiatives, a HR Transitions Committee, composed of HR/LR professionals from the health and civil sector, and HRA Inc. was created to provide guidance and to make recommendations to senior management on the application of the relevant collective agreement articles throughout the restructuring period. The PSC provided leadership during this period with the assistance of HRA Inc. and entered into negotiations with the unions to negotiate the staffing process during the restructuring.

In December 2005, Honourable Judge Adams mediated a three-day arbitration on some disputes that arose throughout the reorganization between the Government of Prince Edward Island and the Union of Public Sector Employees which required the assistance of a third party to resolve.

In December 2005, Government announced a new initiative called IT Optimization which would consolidate information technology services within the Department of Provincial Treasury. The Government of Prince Edward Island and the Union of Public Sector Employees signed a Memorandum of Agreement on February 22, 2006, which outlined the process to follow to provide for an orderly transition of employees to the new IT structure.

Ongoing activities including providing advice and assistance with disciplinary matters, workplace harassment issues, managing the probationary employee and general performance management continued. Grievance and worksite problem solving are key services of the section.

Employee Assistance Program

The Workforce Renewal Program initiated by the Province was central to the work undertaken by the Employee Assistance Program this past year. In early April we learned about the reorganization of many health employees and we became involved in the early stages with the planning and development of a workshop intended to assist employees and worksites with transitional concerns. Also, we were available to assist employees who wished to work through the effects of the changes in a more private personal setting. There were seven Change and Transition workshops performed solely by EAP staff over several months, and as well, EAP staff worked cooperatively with members of the Public Service Commission's Resource Centre to provide as much support as possible to affected employees.

Throughout the year Employee Assistance continued to fulfil its sanctioned role by providing support and consultation in areas of personal issues and work-site stress. The beneficiaries of our mandate include all personnel and their families right from the higher levels of management to front-line staff for the civil, health and education sectors. The Program continues to function under the direction of the EAP Joint Advisory Committee which is comprised of representation from both a management (employer) and union (employee) base. This ensures valuable support in marketing the program in the workplace, assessment of program effectiveness, and to make overall enhancements to the program.

Over the past year there were 330 new cases from the civil, health and education sectors. Approximately 70 per cent of these were self-referrals with the remainder being a variation of consultation with family, union or employer, and informal and formal referrals. The program is predicated on the privacy and confidentiality of service users and we continue to uphold the importance for the program to be seen as neutral (not as discipline) and voluntary. Last year anxiety was quite identifiable as a presenting problem. Others included marital relationship, grief, job conflict, family/children and supervisor consultation. These are generally the life struggles most people experience however some years the identifiers may change. There were a total of 21 group sessions last year with a total of 493 participants.

Occupational Health and Safety Program

Occupational Health and Safety Regulations were amended to include Part 53 on Working Alone and were published in the Royal Gazette on February 4, 2006. The major focus for the OHS program was developing a Working Alone policy for the civil service and providing advice and assistance to departments as they developed workplace procedures to comply with the policy.

The number of employees who attended training sessions on OHS committees/representatives, WHMIS, office ergonomics, workplace inspections/accident investigations, fall protection confined spaces awareness, federal Bill C-45 and safety for young workers increased to 458. There was also an increase in requests for customized training.

The number of workplace accidents resulting in time lost from work was down to 26 from last year's number of 33. There were 70 employee incidents with no time lost from work.

Ergonomic assessments of office work stations continue to be increasingly requested as employees spend more time at their computers. This year 75 work stations were assessed and recommendations made for correction.

The following are statistics for other OHS activities:

- Indoor air quality tests – 12
- Noise level tests – 1
- Workplace inspections – 16
- Hearing tests – 73

Resource materials were provided to various departments, the city of Charlottetown and several private sector employers.

This year 14 employees receiving long term disability benefits from Manulife Insurance were involved in the Rehabilitation Program. Ten of those either returned to their former position or another position for which they were qualified. Four continued with benefits.

Corporate Services Division

The Corporate Services Division provides leadership in the areas of pensions and benefits, payroll administration, systems administration and corporate services. The division is composed of the following sections.

Corporate Services and Finance

The section provides leadership and guidance to all divisional initiatives and activities including the development and management of the PSC budget. Advice is also routinely provided on a range of financial and administrative-related matters.

Updates to the Human Resource Policy and Procedures Manual continue to be initiated by the section. The Human Resource Policy and Procedures Manual is accessible to staff through the intranet.

The section coordinates the HR Managers Group which meets on a monthly basis to exchange ideas, communicate information relating to ongoing initiatives, provide input to policies and procedures and discuss HR related issues. The HR Forum is highly valued as a networking and communication vehicle within Government.

This section along with the Systems and Administration Section provides administration services to both the Excluded and UPSE Training and Development Funds.

French Language Training

The primary mandate of the Language Training Program is to provide Provincial Government employees with quality part-time language training at a variety of levels from beginner to maintenance. The program supports the provincial *French Language Services Act* and aims to augment Government's capacity to provide services in French.

In 1998 a federal/provincial partnership was formed to provide French language training to provincial and Federal Government employees on Prince Edward Island. Since that time, provincial and federal programs are co-located at the Language Training Centre, 119 Kent Street in Charlottetown.

Under this agreement, the Province contracted with the Canada School of Public Service to deliver full-time language training to two groups of Federal Government employees. A part-time training program provides for combined groups of Provincial and Federal Government employees to learn French after work hours.

The part-time program is comprised of levels from beginner to maintenance and operates over two semesters in various locations across the Island. There were 372 employees who completed a total of 1,730 hours of instruction in French, representing 41 classes. This represents an approximate 30 per cent increase on average of student enrolment over the previous four years (see chart). Most employees were successful in their effort to complete these courses on personal time.

French Language Training continued to provide French oral proficiency evaluations for Provincial Government. Approximately 30 interviews were conducted at the request of Staffing and Human Resource Planning to verify that new employees being hired for bilingual positions have an adequate level of French.

Employees currently in French language training are invited to do the Oral Proficiency Interview once they have reached an intermediate level in their part-time training and other Provincial Government employees with some level of French, are invited to do the interview every two years with the purpose of determining their maintained level of French.

From these sources, Language Training maintains a database of bilingual Provincial Government employees.

Systems and Administration

Systems and Administration provides a variety of services to the civil service and health sectors and to the internal staff of the Public Service Commission. Services include management of the civil service payroll, Human Resources Management System for the civil service and health sector, advice and assistance on human resource technology initiatives, advice on administration of the collective agreement between Government and the Union of Public Service Employees and Public Service Commission administration.

Services to the departments and health regions include reporting on HR data and payroll data (civil sector). We continue to meet regularly with civil and health sector user groups to ensure processes and systems meet the needs of the various organizations.

The Public Service Commission is leading the corporate initiative relating to the upgrade and implementation of the payroll and Human Resource Management System. The initiative commenced in January and will require approximately 2 ½ years to complete.

Systems and Administration continues to support the various divisions of the Public Service Commission and departments to find technical solutions which will assist in the improvement of human resource processes. Such improvements include:

- The development of an application management system for the Training and Development funds. This system has assisted with the management of the funds.
- The Public Service Commission partnered with the Information Technology Management Group of Provincial Treasury in the development of an employee self-service system. This system allows employees the ability to view online their

personal, pay and leave information. This also allows employees to apply for leave online. The new system was piloted during the latter part of the fiscal year.

Pensions and Benefits Section

The Pensions and Benefits Section has fiscal, operational and policy responsibilities for employer sponsored benefit programs such as group insurance, workers compensation, retirement payments and pension programs. The section's resources are primarily dedicated to the provision of centralized pension administration for the Civil Service Superannuation Fund (CSSF), the Teachers' Superannuation Fund (TSF), the MLA Pension Plan, the Senior Compensation Pension Plan and the Provincial Judges Pension Plans.

The Pensions and Benefits Section provides leadership and direction to both employees and employers across the public sector with regards to administration of benefits and pensions. Pensions and Benefits takes a proactive role in keeping members up to date on their pension plan by offering information sessions for employees approaching retirement and other active members wishing more information on their pension plan. The Public Service Commission is committed to providing ongoing education to its staff to ensure a high level of knowledge and proficiency in the area of pension benefits for public sector plans is maintained.

The CSSF has approximately 3,070 active members spread across 16 participating employers and there are 1,744 pensioners (retirees and survivor spouses) receiving benefits from the CSSF.

The TSF has approximately 1,662 active members and 1,336 pensioners receiving benefits from the teachers' plan. There are four participating employers in the TSF.

Public Service Commission and the *French Language Services Act*

Progress Summary

A key area of activity in support of the *French Language Services Act*, continues to be the provincial French Language Training Program, offering evening language courses to Provincial Government employees including the health sector. Over two semesters from September 2005 through April 2006, 160 Provincial Government employees benefited from French courses held in Charlottetown, Montague and Summerside at varying levels. These numbers reflect a 29 per cent increase in enrolment of Provincial Government employees. Each semester represents anywhere from 21 to 56 hours of employee personal time.

A beginner course in Montague was a first experience with distance delivery using video conference technology to combine two small groups of health professionals in Montague and Souris. The course was well received and valuable experience was acquired.

In continuing partnership with the federal Canada School of Public Service, a contract was renewed with the Public Service Commission to deliver full-time French language training to two groups of Federal Government employees. An advantage to the province is the availability of program material, classrooms, offices and advanced technology for delivery of the part-time program to combined groups of Provincial and Federal Government employees.

As part of the staffing process, the Division of Staffing and Human Resource Planning referred approximately 30 individuals for language testing. The testing service is available to all Government departments and PSC maintains an inventory of bilingual employees in the human resources management information system.

In the public service, 218 employees are deemed bilingual: 122 civil service employees and 96 within the health regions.

The Public Service Commission employs two bilingual staffing officers, a bilingual receptionist and a bilingual pension and benefits officer. The two staff members at the Language Training Centre are also bilingual as well as three full-time teachers on contract.

Job application forms are available in French for those applying for Government positions online or in person.

La Commission de la fonction publique et la *Loi sur les services en français*

Sommaire des progrès

Un secteur d'activité important à l'appui de la Loi sur les services en français est toujours le Programme de formation linguistique en français qui offre des cours de langue en soirée aux employés du gouvernement provincial, y compris ceux du secteur de la santé. Au cours de deux semestres, soit de septembre 2005 à avril 2006, 160 fonctionnaires ont profité des cours de français de divers niveaux offerts à Charlottetown, à Montague et à Summerside. Ces chiffres reflètent une augmentation de 29 pour cent de l'inscription de fonctionnaires. Chaque semestre représente entre 21 et 56 heures de temps personnel des employés.

Un cours pour débutants offert à Montague a fait l'objet d'une première expérience utilisant la technologie de vidéoconférence pour réunir deux petits groupes de professionnels de la santé de Montague et de Souris. Le cours a été bien reçu et une expérience valable pour tous.

En collaboration avec l'École de la fonction publique du Canada du gouvernement fédéral, un contrat a été renouvelé avec la Commission de la fonction publique afin d'offrir de la formation linguistique en français à plein temps à deux groupes de fonctionnaires fédéraux. L'avantage pour la province est la disponibilité de matériel de cours, des salles de classe, des bureaux et de la technologie avancée pour la prestation du programme à temps partiel à un groupe combiné composé de fonctionnaires provinciaux et fédéraux.

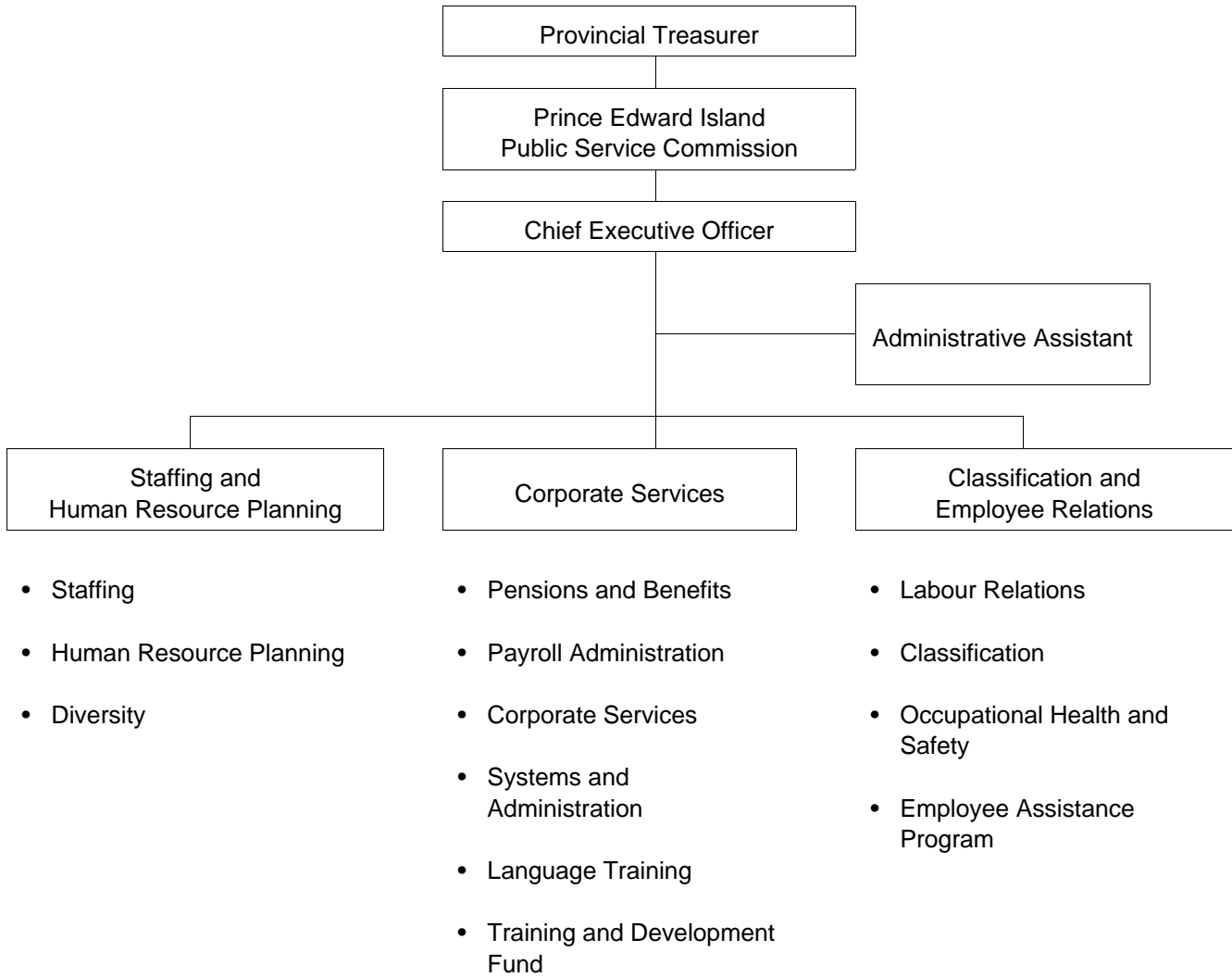
Comme partie du processus de dotation, la Division de la dotation et de la planification des ressources humaines a recommandé l'évaluation de connaissances linguistiques à environ 30 personnes. Tous les ministères gouvernementaux ont accès à cette évaluation et la CFP conserve un répertoire d'employés bilingues dans son système d'information sur la gestion des ressources humaines.

Dans la fonction publique provinciale, 218 employés sont considérés bilingues, soit 122 fonctionnaires et 96 employés dans le domaine de la santé.

La Commission de la fonction publique compte deux agents de dotation bilingues, une réceptionniste bilingue ainsi qu'un préposé bilingue aux pensions et aux prestations. Les deux membres du personnel du Centre de formation linguistique sont également bilingues ainsi que les trois enseignants à contrat.

Ceux et celles qui veulent présenter une demande d'emploi pour un poste au gouvernement soit en ligne ou en personne peuvent obtenir des formulaires de demande d'emploi en français.

Organizational Chart



Appendix A – Public Service Commission Budget

Public Service Commission Expenditures and Revenue

	Unaudited Actual 2005/2006	Budget Revised 2005/2006	Budget Estimate 2005/2006
Expenditure Budget			
Management	\$ 211,329	\$ 220,200	\$ 202,000
Classification and Employee Relations	1,748,300	1,766,100	1,763,400
Staffing and HR Planning	1,026,323	1,036,900	998,000
Corporate Services	2,593,593	3,199,500	3,217,400
Total PSC Expenditures	\$ 5,579,545	\$ 6,222,700	\$ 6,180,800
Revenue Budget			
Management	0	0	0
Classification and Employee Relations	75,000	75,000	75,000
Staffing and HR Planning	506,305	506,300	506,300
Corporate Services	672,669	689,600	616,800
Total PSC Revenue	\$ 1,253,974	\$ 1,270,900	\$ 1,198,100

Public Service Commission
Other Expenditure Budgetary Responsibility

The Employee Benefits budget is approved by the Legislative Assembly under separate appropriation vote and is administered by the PEI Public Service Commission.

	Unaudited Actual 2005/2006	Budget Revised 2005/2006	Budget Estimate 2005/2006
Employee Benefits			
Medical/Life Benefits	218,897	311,600	317,600
Employee Future Benefits	13,628,771	12,434,100	9,963,400
Government Pension	21,787,455	8,642,500	17,278,000
Retirement Benefits	6,637,025	0	0
Pension Management	260,564	264,100	259,300
Total Employee Benefits	\$ 42,532,712	\$ 21,652,300	\$ 27,818,300

- In addition to the expenditures noted above, \$8,024,546 pension and future retirement benefits were recorded by the Department of Education, Department of Health and Social Services and the Department of Community and Cultural Affairs.
- **Medical/Life Benefits** include the Government's share of employee benefit package for life insurance, Blue Cross medical, etc.
- **Employee Future Benefits** represents the cost to provide retirement or severance pay to public sector employees and members of the Legislative Assembly, pensions for Provincial Court judges and Worker's Compensation Benefits of the civil service.
- **Government Pension** is required for the annual pension matching of active civil service employees and active members of the Legislative Assembly (MLAs)

Appendix B-1 – Civil Service Establishment

as of March 31, 2006

Department /Agency	Exec Division	Classified Division										Casual Division		Total All Divisions	
		Employees					Vacant Positions					Total	Total		
		FT	EXL FT	PT	EXL PT	Total	FT	PT	Total	FT	PT				Total
Agriculture, Fisheries and Aquaculture	1	86	15	18	0	119	0	0	0	119	39	5	44	26	190
Attorney General	1	207	52	41	0	300	0	0	0	300	31	7	38	59	398
Auditor General	1	8	7	0	0	15	0	0	0	15	4	0	4	1	21
Community and Cultural Affairs	1	108	14	26	0	148	0	0	0	148	18	6	24	33	206
Development and Technology	2	55	5	5	0	65	0	0	0	65	9	4	13	9	89
Education	1	70	12	0	0	82	0	0	0	82	16	1	17	31	131
Employment Development Agency	0	5	2	1	0	8	0	0	0	8	1	1	2	1	11
Executive Council	4	6	11	0	0	17	0	0	0	17	10	3	13	4	38
Environment, Energy and Forestry	1	95	9	33	0	137	0	0	0	137	14	7	21	16	175
Liquor Control Commission	1	85	7	18	0	110	0	0	0	110	12	35	47	78	236
Provincial Treasury	1	165	36	0	0	201	0	0	0	201	40	0	40	31	273
Public Service Commission	1	0	49	0	3	52	0	0	0	52	9	1	10	26	89
Social Services and Seniors	1	279	46	21	0	346	0	0	0	346	31	4	35	69	451
Tourism	1	42	8	75	0	125	0	0	0	125	3	7	10	29	165
Transportation and Public Works	1	381	21	155	0	557	0	0	0	557	72	79	151	159	868
Total at March 2006	18	1,592	294	393	3	2,282	3	0	0	2,282	309	160	469	572	3,341
Total at March 2005	19	1,507	280	449	5	2,241	5	0	0	2,241	192	84	276	585	3,121
Difference From Last Year	-1	85	14	-56	-2	41	-2	0	0	41	117	76	193	-13	220

Legend: FT = Full-time EXL FT = Excluded Full-time PT = Part-time EXL PT = Excluded Part-time

Appendix B-2 – Length of Service Profile

**Classified Division, Full-time and Part-time
March 31, 2006**

Service	Male	Female	Total	Percentage of Total
0 - 4	208	192	400	17.5%
5 - 9	385	311	696	30.5%
10 - 14	85	120	205	9.0%
15 - 19	225	215	440	19.3%
20 - 24	107	90	197	8.6%
25 - 29	117	87	204	8.9%
30 - 34	58	76	134	5.9%
Over 35	5	1	6	0.3%
Total	1,190	1,092	2,282	100.0%
Average Years Service	13.3	13.6	13.4	

Appendix B-3 – Age Profile

**Classified Division, Full-time and Part-time
March 31, 2006**

Age	Male	Female	Total	Percentage of Total
Under 25	2	5	7	0.3%
25 - 29	33	56	89	3.9%
30 - 34	97	104	201	8.8%
35 - 39	121	123	244	10.7%
40 - 44	182	191	373	16.4%
45 - 49	244	248	492	21.6%
50 - 54	269	225	494	21.1%
55 - 59	175	120	295	12.9%
60 - 64	56	18	74	3.2%
Over 65	11	2	13	0.6%
Total	1,190	1,092	2,282	100.0%
Average Age	47.3	45.4	46.4	

Appendix B-4 – Departmental Profile

**Classified Division
Full-time and Part-time
March 31, 2006**

Department	Male	Female	Total
Agriculture, Fisheries and Aquaculture	63	56	119
Attorney General	140	160	300
Auditor General	5	10	15
Community and Cultural Affairs	68	82	148
Development and Technology	10	55	65
Education	33	49	82
Employment Development Agency	2	6	8
Executive Council	4	13	17
Environment, Energy and Forestry	93	44	137
Health and Social Services	41	121	162
Liquor Control Commission	58	52	110
Provincial Treasury	107	94	201
Public Service Commission	11	41	52
Social Services and Seniors	70	276	346
Transportation and Public Works	458	99	125
Tourism	70	55	125
Total	1,190	1,092	2,282

Appendix B-5 – Separations

Classified Division
March 31, 2006

Reason	Male	Female	Total
Retirement	47	28	75
Resigned	40	26	66
Dismissed	1	0	1
Deceased	2	3	5
Lay-off	3	1	4
Total	93	58	151

Appendix C-1 – 2005-2006 Staffing Statistics

	Government	Health Sector	Total
Competitions			
Internal Competitions	637	1,539	2,176
External Competitions	28	85	113
Total Competitions	665	1,624	2,289
Competition Applicants	4,548	11,639	16,287
Qualified/Eligible Applicants	2,525	10,397	12,922
Appointments			
Permanent Appointments	304	937	1,241
Temporary and Casual Appointments	150	837	987
Total Appointments	454	1,774	2,228

Appendix D – 2005-2006 Classification Report

Location	Positions Classified
PEI Civil Service*	187
Health Sector**	246
Education Sector	15
PEI Liquor Control Commission	5
Workers Compensation Board	1
Other	9
Total	463

* In addition to these files, 157 positions were reviewed in a study for the Department of Transportation and Public Works.

** The Department of Health, Department of Social Services and Seniors and positions within the health authorities have all been included with health sector statistics.



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