

OTTAWA, July 6, 1978

~~CONFIDENTIAL~~

PERSONNEL INFORMATION

Executive Summary

Report of the Special Committee
on the Appraisal and Promotion System
of the Rotational SCY Group

Widespread discontent among the rotational SCY's, which stemmed from slow advancement within the group and non-existent further career possibilities for those at its higher levels, led to the presentation to the Under-Secretary on March 4, 1977, of a petition demanding urgent attention to and solutions of the problems of these employees.

2. Many of the problems in this group are also the result of decisions taken outside the Department of External Affairs, principally the decision of Treasury Board to re-classify the former ST-SEC Group into the present SCY Group, and the continuing reluctance of the Board to recognize the rotational secretaries as a special and unique group, distinct in numerous ways from SCY's elsewhere in the Public Service. The Committee's mandate, however, was to study and make recommendations concerning the appraisal and promotion system and such other aspects of personnel management affecting the SCY Group as came within the exclusive purview of the Department of External Affairs.

3. In this context, the Committee made a series of recommendations which can be summarised as follows:

1. That an appraisal and promotion policy unit be established within the Bureau of Personnel, and that it be responsible for, among other things, producing a Manual of Appraisals and an appraisal and promotions information kit, and for improving the quality of appraisal preparation in the Department through training of supervisors and employees (or whatever means it judges appropriate) in their rights and responsibilities in appraisal preparation.