

Canada's Public Service in 1972

The Federal Government, with a total work force of over 230,000, is Canada's largest employer. Staffing the Government's offices across the country is the task of the 55-year-old Public Service Commission, which recently published its annual report for 1972, highlights of which follow:

During 1972, 38,568 new employees were appointed to the Public Service; 49,916 employees were promoted or transferred.

French is the preferred working language of 22.0 per cent of the new employees, an increase of 2.3 per cent over the 1971 figure.

As vacancies occur, departments and agencies can call upon Data Stream, the Commission's "computerized" personnel inventory, to identify public servants qualified to compete for vacant positions. Use of Data Stream almost doubled in 1972.

As needed, the Commission looks outside the Service to find the Canadians best qualified for the jobs available.

In 1972, a manpower planning direct-orate was set up to estimate future staffing needs, and thereby enable the Commission to prepare to meet these needs. It is designed to assess supply-demand information and determine employment trends in the Service.

Special recruitment and training programs were undertaken during the year to help more native people to compete successfully for jobs in the Public Service. In furthering this aim, representatives of the Commission's Native Employment Program work co-operatively with native organizations across the country.

The Commission has agreed to accept unilingual applicants in competitions for bilingual positions, provided such applicants declare a willingness to take continuous language training from the time of their conditional appointment until they meet the job qualifications. This may involve up to 12 months of language training. This procedure is in accordance with the Government's policy on designation of bilingual positions. The new approach was made possible by the policy announcement of December 14, 1972.

Right of appeal

Employees who consider themselves victims of illegal or improper staffing action have the right of appeal under

the Public Service Employment Act and Regulations. The Commission's autonomous Appeals Branch sets up an appeal board to hear each appeal lodged. During 1972, 2,518 appeals were filed, 2,467 against promotion, 46 against release and five against demotion for incompetence or incapacity. Thirty-three per cent of the appeals were allowed.

Language training

During the 1971-72 academic year, the number of public servants in language training increased by 25.7 per cent, over the previous year's number. In August 1972, 8,521 non-military students were enrolled in language training, compared to 6,563 on the same date the previous year. Eighty-six per cent were studying French, 14 per cent were studying English. Language students included federal employees from every province and both territories. In September 1972, an agreement was concluded with the Department of National Defence whereby the Commission also became responsible for the language training of Canada's military personnel. Language courses were modified to meet the particular needs of students from the military, and other special programs were developed to more fully meet the needs of all language students.

In 1972, the Bureau of Staff Development and Training gave priority to developing courses in French and by the end of the year almost one-third of its programs were available in French as well as in English. The Bureau accelerated its decentralization program, holding 30 courses outside the national capital area, and appointing full-time staff in Edmonton, Alberta, and Halifax, Nova Scotia.

The Career Assignment Program, operated by the Commission, is one of the Public Service's prime means of developing the executive talent within its ranks. The program was revamped during 1972 and a new selection process for CAP participants will be introduced.

Incentive Award Plan

Departments made unprecedented use of the Incentive Award Plan in giving recognition to the achievements of public servants during 1972. Nine hundred and thirty-one public servants were rewarded for improvement suggestions that saved the Government a total of almost \$2.5 million. The outstanding contributions of 31 other public servants were recognized with merit awards and 4,500 persons received long-service pins. Robert Gordon Robertson, Clerk of the Privy Council and Secretary to the Cabinet, received the Outstanding Achievement Award for 1972, the highest honour conferred in Canada's Public Service.

The Office of Equal Opportunities for Women exists to ensure that the Public Service offers women equal employment opportunities and that female public servants have an equal chance for promotion and career development. During 1972, this office was instrumental in starting training and development programs to prepare senior secretarial and clerical staff for advancement to jobs with greater career potential. Inventories of women qualified for top jobs were established to ensure consideration of women when vacancies occur at the top levels of the Public Service. *Interaction*, a newsletter started during the year, is carrying the message of equal opportunities throughout the Public Service.

In the latter part of 1972, the Government assigned the Commission responsibility for investigating complaints of alleged discrimination on the grounds of sex, race, national origin, colour or religion, with respect to application or operation of the Public Service Employment Act. In December, the Commission set up an Anti-Discrimination Branch to conduct such inquiries. Its officers carry out their investigations wherever and however they consider necessary.

Tanker trucks to Iran

The Canadian Commercial Corporation, acting as the agent of the Imperial Government of Iran, is managing a contract worth \$2.7 million for the purchase of 40 tanker-trailers, each 53 feet long, for the Ministry of War of Iran from EGW Limited of Chambly, Quebec.