

The second level was what we came to call the occupational group, a sub-division on which the processes of pay determination could be appropriately focussed. As we saw it at the time, each group should be composed of employees with similar skills, performing similar kinds of work, bearing a relationship to an identifiable outside labour market. Each group should have its own pay plan, so that its rates of pay could be adjusted independently in reponse to changes in the outside world. Pay relationships within the group should be established with great care and maintained with as little change over time as possible. Some 67 occupational groups were eventually identified.

This, in a nutshell, is what the classification revision programme is all about. It is a programme dedicated to the proposition that the basic needs of the Public Service and its employees can be effectively met by a single system of classification and pay founded on a relatively simple structure composed of six occupational categories and 67 occupational groups.

Work on the programme got under way at the beginning of October, 1964 and is being carried forward with all possible speed by a staff of about 150 officers -- 50 in the Bureau of Classification Revision, 100 in the departments and agencies to which the programme applies.

According to the schedule to which we are working, the programme will be completed by July 1, 1967. The following target dates were established for conversion from the old to the new systems: October 1, 1965 for the Administrative and Administrative Support Categories; October 1, 1966 for the Operational Category; and July 1, 1967 for the Executive, Scientific and Professional and Technical Categories.

A number of steps have been taken to ensure that, in the dislocation caused by the changeover, adverse effects on employees will be kept to a minimum. The pay review cycle is being modified to accommodate the new categories and groups -- but the Government has made it clear that no existing Civil Service class and grade will go for more than two years without a pay review. In keeping with this commitment, a number of special transitional pay reviews are being scheduled.

There will, of course, be a good deal of consolidation. Quite frequently, a large number of existing classes and pay plans will be brought together into a single occupational group with a new grading structure and a single schedule of rates. Some employees will find that their positions have been assigned to a somewhat higher rate of pay or to a range with a somewhat higher maximum. For them, there will be a small windfall. Others will find that their positions have been assigned to a range with a lower maximum. Under the pay conversion rules approved by the Government, an employee in this situation will be placed in a holding classification, retaining the expectations represented by his existing maximum, and will remain there until, as a result of pay revisions, it becomes advantageous for him to be moved to the range of rates that goes with the new classification of his position.