

## Non-Rotational Employees

**DEPUTIES' RESPONSE:** Indicators will be developed by Corporate Services and a first report will be submitted this summer. Upon completion of the analysis, we will then identify ways to improve the situation.

22. Policies must be promulgated to eliminate the practice of assigning non-specific or residual duties to SCYs.

**DEPUTIES' RESPONSE:** Agreed. Throughout the Department, but particularly at one-SCY missions, ways must be found to redistribute work in more equitable manner. This effort will require the attention not only of managers but also most staff.

23. Changing the term "SCY" to "Administrative Assistant".

**DEPUTIES' RESPONSE:** With the conclusion of UCS, a clearer picture will emerge on the nature and composition of various administrative support groups. Clearly, the concept of SCY or secretaries as we have known it is completely obsolete and no longer represents the complexity of duties accomplished today.

24. That positions at the EX 1 level be pooled and that access be extended to all staff at the EX minus 1 level.

**DEPUTIES' RESPONSE:** Agree. There is no question that there is a perception among many non-rotational staff that there is a glass ceiling, a barrier which prevents them from accessing positions in the Executive category. Non-rotational EX positions will be gradually pooled and access to the pool will be broadened. Various administrative difficulties with the Public Service Commission, which controls access to EX level positions, will need to be overcome before such a system is put in place.

25. As part of an on-going HR consultation and renewal process, a permanent mechanism should be put in place to allow dialogue between employees and management on methods of encouraging and rewarding professional standing.

**DEPUTIES' RESPONSE:** Agree. We will continue to discuss with professional groups ways of responding to their special requirements.