

**REPORT ON THE STAFF RETENTION POLICY  
YEAR ENDING MARCH 31, 2007**



## BACKGROUND

On May 4, 2000, Cabinet approved the Staff Retention Policy, which provides a process for the redeployment of staff whose jobs are eliminated or transferred to another community.

The policy focuses on the retention of employees within the public service but does provide layoff as an option where redeployment is not feasible. The policy also provides for a retraining fund, administered by the Department of Human Resources, which supports the retraining of staff who move from one department to another. Where an affected employee can be retrained within their own department, their department covers the retraining costs.

Once a person is identified as affected, their home department client service manager and the Corporate Human Resources division, work with them to identify potential employment opportunities within government. If a reasonable job offer cannot be made to the individual during their affected employee period (up to eight weeks) and layoff notice period (13 weeks), they are given one of three layoff options:

- Education assistance for one year to pursue further post-secondary education;
- Separation assistance payment based on years of service; or
- Severance priority payment based on years of service plus hiring priority in the government for one year after layoff.

## STATUS

In fiscal year 2006/2007, 10 individuals were identified as "affected employees" under the policy.

Of those:

- Eight took a new position within government;
- One chose to take separation assistance;
- One is currently in the 13 week notice period and has been provided with priority hiring status.

Since the implementation of the policy in early 2000, 125 people have been identified as "affected employees". Of those:

- Forty-eight took a new position within government;
- Nine chose to take education assistance;
- Fifty-three chose to take separation assistance;
- Five chose to take severance priority which included ongoing hiring priority for one year;
- Four retired;
- Five resigned; and
- One is in a term position.

Statistics do not include individuals who were potentially affected but where accommodation was made within their departments to place them without the individuals having to seeking government-wide hiring priority.

