

## **REPORT ON THE STAFF RETENTION POLICY YEAR ENDING MARCH 31, 2011**

### **BACKGROUND**

In May 2000, the Government of the Northwest Territories (GNWT) introduced 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 lay-off 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 and Client Service Manager, work with the employee to identify potential employment opportunities within GNWT. If a reasonable job offer cannot be made to the individual during their affected employee period (up to eight weeks) and lay-off notice period (13 weeks), they are given one of the following lay-off options:

- Education assistance for one year to pursue further post-secondary education
- Separation assistance payment based on years of service
- Severance priority payment based on years of service plus hiring priority in the GNWT for 18 months after the lay-off notice period
- Voluntary Separation Severance, applicable only where an employee's position is transferred to another community or if they choose to terminate their employment to create a vacancy which will be staffed by an employee who has been laid off or will be laid-off.

### **STATUS**

In fiscal year 2010-2011, 51 individuals were identified as "affected employees" under the Staff Retention Policy. Of those:

- 17 were redeployed within the GNWT
- 2 retired or are eligible to retire
- 1 chose Education Assistance
- 9 chose Separation Assistance
- 8 chose Voluntary Separation
- 7 currently are outstanding on the staffing priority list as affected employees
- 1 is on a term/transfer assignment
- 1 is on long-term sick leave
- 5 had their lay-off notice rescinded.

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.