

Changes to the timeframes for presenting and responding to classification grievances

To: Heads of Human Resources, Chiefs of Classification

Subject: Changes to the timeframes for presenting and responding to classification grievances

Date: December 2005

On April 1, 2005, the new *Public Service Labour Relations Act (PSLRA)* came into force. This Act provides the cornerstone for effective labour-management relations in the public service and establishes the new Public Service Labour Relations Board (PSLRB).

Pursuant to Section 237 of the *PSLRA*, the PSLRB has established new *Public Service Labour Relations Board Regulations*, effective April 1, 2005, which effect the prescribed timeframes for presenting and responding to classification grievances. These timeframes are now calculated using calendar days rather than working days.

The deadline for presenting a classification grievance is now 35 days after the day on which an employee receives notification or, where the employee has not received such notification, after the day on which he or she first becomes aware of an action or circumstance affecting the classification of his or her position.

A written response must be provided to the employee no later than 80 days after the date the classification grievance was presented. The deadline for providing the decision to the grievor may be extended by written agreement between the parties.

Previously, the timeframes for presenting and responding to classification grievances were 25 and 60 working days, respectively.

Classification grievances continue to be presented at the final level of the grievance process as set out in Section 71 of the Regulations.

The *Classification Grievances Policy* and the *Classification Grievance Procedure* (Revised June 1, 1994) are being reviewed and updated in the context of the *Public Service Modernization Act* and the current body of jurisprudence that impacts classification grievances. Departments will be consulted as this work progresses.

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