PROVINCE OF BRITISH COLUMBIA

# PUBLIC SERVICE COMMISSION SIXTIETH ANNUAL REPORT

JANUARY 1 TO DECEMBER 31, 1978

**The Hon. Hugh Austin Curtis**
**Provincial Secretary and Minister of Government Services**

*To the Honourable* HENRY P. BELL-IRVING, *Lieutenant-Governor of the Province of British Columbia.*

MAY IT PLEASE YOUR HONOUR:

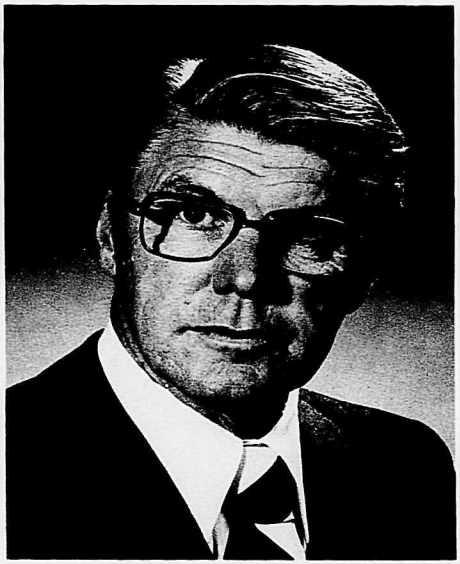
The undersigned respectfully submits the Report of the Public Service Commission, Province of British Columbia, from January 1 to December 31, 1978.

HUGH A. CURTIS
*Provincial Secretary*

*Victoria, B.C., March 1979.*

**Arthur G. Richardson**
**Chairman, P.S.C.**

**J. Meryl Campbell**
**Commissioner, P.S.C.**



**Gerald H. Cross**
**Commissioner, P.S.C.**

*The Honourable Hugh A. Curtis,*
*Provincial Secretary,*
*Province of British Columbia.*

SIR: In conformity with the provisions of section 9 of the *Public Service Act* (chapter 45, Statutes of British Columbia, 1976), I have the honour to submit herewith the Report of the proceedings and work of the Public Service Commission from January 1, to December 31, 1978.

ARTHUR G. RICHARDSON
*Chairman*

J. MERYL CAMPBELL (MISS)
*Commissioner*

GERALD H. CROSS
*Commissioner*

*Victoria, B.C., March 1979*

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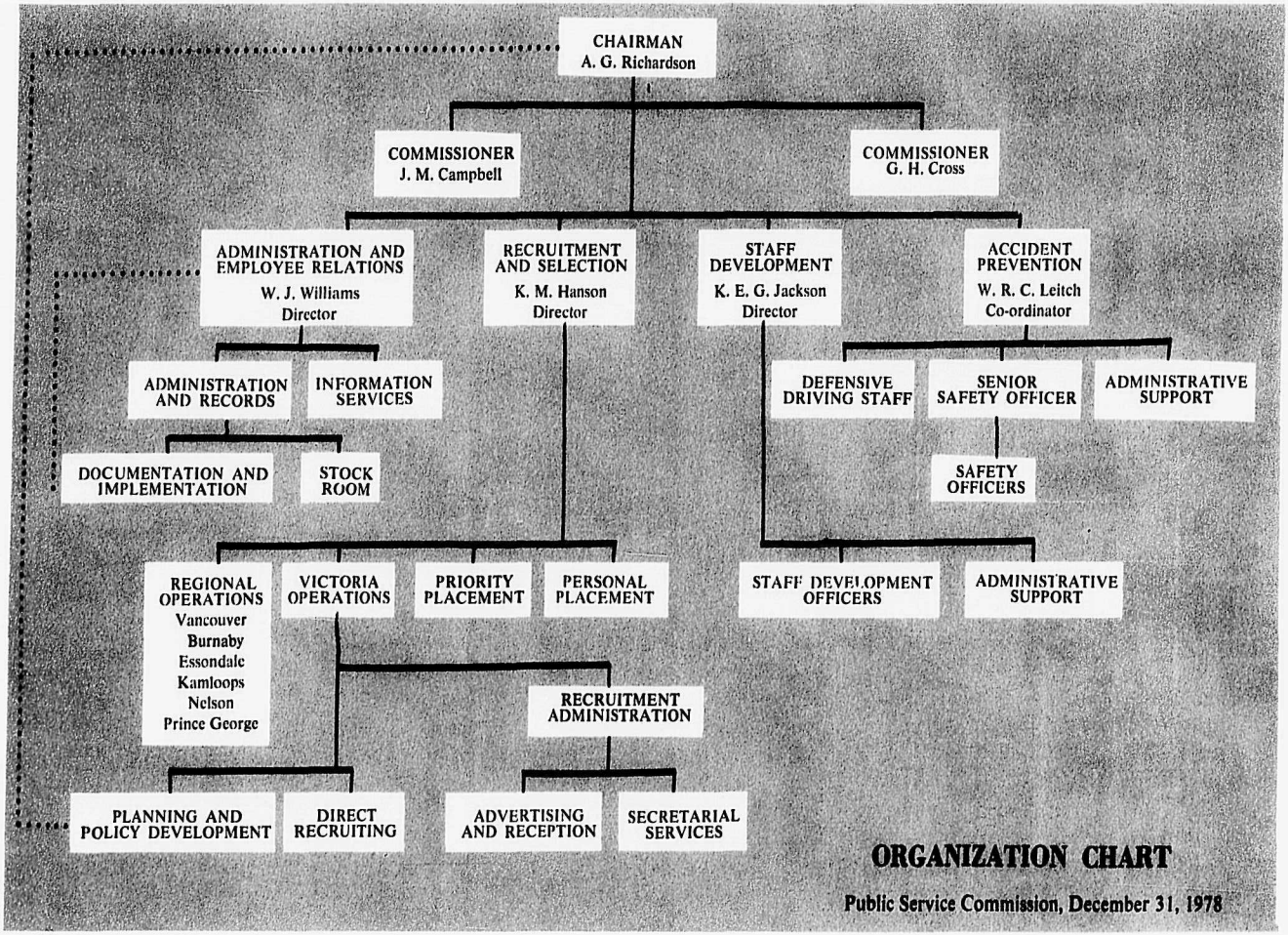
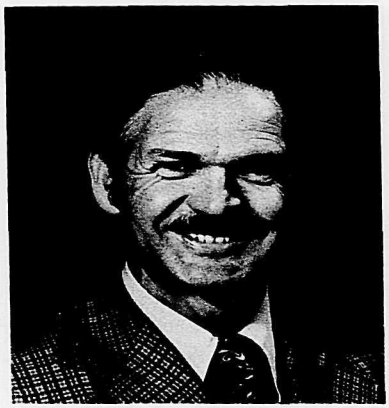



**ORGANIZATION CHART**

Public Service Commission, December 31, 1978

## HIGHLIGHTS DURING 1978

- Gerald H. Cross, Q.C., was appointed a member of the Commission.
- The Commission held 19 formal policy meetings during the year, and met a further 23 times to hold appeal hearings.
- W. R. C. (Bill) Leitch was promoted to Co-ordinator, Accident Prevention Division, following the retirement of Ben Pass.
- The Regional Representative at the Essondale office, J. Fred Jauck, took early retirement, and was replaced by George Schwartzenhauer, while Laurie Geddes was appointed Regional Representative at Nelson to replace Marshall Burgess, who was transferred to Headquarters.
- The Vancouver office was relocated to the B.C. Building, the Kamloops office moved to North Kamloops, and approval was received to combine the Burnaby and Essondale offices in Burquitlam early in 1979.
- The number of competitions held under the auspices of the Commission increased 21 per cent over 1977 figures.
- Supernumerary relocations, which were co-ordinated by Commissioner J. Meryl Campbell, were highly successful. By year's end, less than 5 per cent of all redundant staff still required placing.
- A Guideline to Selection Panels was produced, and delegation of panels to ministries is now proceeding.
- A record number of Appointment Action forms were processed between December 1, 1977, and November 30, 1978—33,911.
- The Screening Committee considered 179 cases during 1978.
- An appeals procedure for Licensed Professionals was approved by the Commission, and a Competition Appeal Form was introduced.
- There was a complete overhaul of Public Service Act Regulations and a Regulations Manual was produced. Further chapters to the Operations Manual were completed.
- A catalogue outlining in-service training programs, and Divisional policies and procedures was published and distributed by the Staff Development Division.
- More than 300 applications were received for the 30 seats available in the Executive Development Training Plan, Class XXIII. Because of the demand, the Correspondence Course in Public Administration was expanded to two classes. Over 500 applicants vied for the 50 openings available this year.
- Diplomas in Public Administration were awarded to 23 employees.
- The Staff Development Appropriation Fund provided $148,142 to 1,591 employees for training assistance in 1978.
- Just over 1,600 employees received Defensive Driver Training in 1978.
- Five employee fatalities occurred as the result of accidents in 1978.



W. J. Williams
Director

## ADMINISTRATION AND EMPLOYEE RELATIONS

Both Public Service Commission staff and personnel branches throughout the ministries continued receiving services from this Division and its three sections—Documentation and Implementation, Administration and Records, and Information Services. The Division remains responsible for the statutory and regulatory provisions of Part I of the *Public Service Act*.

A number of Commission policies were introduced and/or amended, including employment of relatives; appeals procedures dealing with Commission policy, administration, competitions, and rejection during probation; executive probation period appraisals; citizenship requirements; and employment status of Long-term Disability recipients and appointments to positions vacated by LTD recipients. With the participation of a law student employed for the summer, all the regulations pursuant to the *Public Service Act* were completely overhauled, updated, and approved by the Commission and Lieutenant-Governor in Council.

The Division's Director appeared before a Cabinet Committee as chief witness for the Commission at a hearing which dealt with an employee grievance. The Commission's position was successfully maintained.

The Director continued to represent the Commission on the Interdepartmental Metric Conversion Committee, while Division staff also served on the Joint Parking Committee, the Screening Committee, the Short-term Illness and Long-term Disability Committee, and the Pre-retirement Planning Program Advisory Committee.

During the year, 3,386 employees left positions in the Public Service—a turnover of 14.8 per cent of Commission-appointed staff.

Commission establishment at year's end consisted of 100 permanent positions.

### AWARDS FOR LONG SERVICE

The 18th annual ceremonies for long service with the Province were hosted in December at Government House by His Honour Lieutenant-Governor Henry P. Bell-Irving. This year, 239 employees received 25-year certificates, while 15 received gold watches for 35 years of service. The presentations were made by Premier William R. Bennett. After the ceremonies, recipients and their guests enjoyed a reception and dinner where they were joined by their ministers and deputies.

## APPEALS

There were 166 cases referred to the Division Director as the Commission's Appeals Officer. With the establishment of the Public Service Adjudication Board to deal with classification appeals and grievances, this was 10 per cent fewer than in 1977. However, there was a 47-per-cent increase in the number of competition selection appeals. Also up substantially was the proportion of cases appealed by the BCGEU to the Commission from the Appeals Officer's decisions.

## INFORMATION SERVICES

The responsibilities of this section include the Commission Library, publishing, public relations, and co-ordination of seminars, conferences, and meetings.

The library continues to function well for Commission staff, with additions continually being made to its contents.

*Contact,* the public servants' newsletter, was published in a new format commencing in June. Also published was a Careers Brochure; the Annual Report for 1977; a Regulations Manual, produced with the assistance of an auxiliary law student during the summer; further chapters of the Operations Manual; and a number of forms which were newly produced or revised for Commission and/or ministry use.

The Chief of Information Services, Lea J. Gaboury, participated at a number of career days held by various school districts and addressed several teachers' groups on employment opportunities and procedures within the Public Service. He also liaised with Victoria and Lower Mainland cable television companies to establish job opportunity programming on a regular basis. His participation on the Commission's advertising committee continued, and he was named to represent the Commission on the Pre-retirement Planning Program Advisory Committee.

## IMPLEMENTATION

A total of 33,911 Appointment Action forms was processed in this section between December 1, 1977, and November 30, 1978—8,164 or 32 per cent more than were processed in the previous 12 months and an all-time high. The largest work load was in December 1977 with 4,656 forms, while the lowest was in January 1978 with 2,237 forms.

During the year, probationary periods were extended for 145 employees. Another 555 employees had increments withheld. A table of separations appears in the appendix.

## SCREENING COMMITTEE

The Screening Committee meets monthly to consider cases of employees who are no longer able to perform the duties of their positions for health reasons. Dr. L. D. Kornder, Director of Occupational Health, is Committee Chairman with four other members, two of whom represent the unions, and two who represent the Commission. During 1978, 179 cases were considered, 69 of which were resolved.

K. M. Hanson
Director

# RECRUITMENT AND SELECTION

Recruitment and selection offices are established at seven locations throughout the Province other than Headquarters. Three of the seven offices are located in the Greater Vancouver area, the others being in Nelson, Kamloops, Prince George, and Victoria at 895 Fort Street. In this Division, turnover during the year was down from last year to 10 per cent. Of the six who left, four were clerical support staff and two were personnel officers. Of these, Gary Barnes was promoted to Assistant Director of Personnel, Ministry of Recreation and Conservation, and Fred Jauck of the Essondale office retired. The changes included Ted Navey, being transferred to Victoria to establish the Priority Placement Section. Ken Coldwell was transferred from the Burnaby office to Victoria. Marshall Burgess was transferred to Victoria from Nelson, where he was replaced by Laurie Geddes.

The Victoria Direct Recruiting office responsible for recruiting, testing, and referring applicants to beginning level entry vacancies continues to be a very busy area. Lorna Vinden retains responsibility for that office in addition to her duties as Personal Placement Officer.

The tempo in regional offices has increased considerably as many more people are applying for jobs than was the case last year. In addition, the regional representatives find that they must spend time discussing job prospects with the public as well as counselling the public, whenever this is needed.

As of November 30, 1978, the number of employees hired on staff under the authority delegated to the various ministries was approximately 9,000, excluding the Liquor Distribution Branch. Regular and temporary appointments made through the Commission numbered 12,345, an increase of approximately 25 per cent over those made in 1977.

A shortage of applicants for certain professional and technical positions exists and special advertising campaigns were launched to alleviate the problem. An example of this is a trip made to eastern Canada visiting various universities with regard to the availability of speech therapists.

## PERSONAL PLACEMENT

The case load handled by Lorna Vinden and Doug Wilson exceeds 800. This is an increase of 30 per cent over last year. During the year a pamphlet was

prepared and approved by the Minister with regard to Personal Placements. As a result, the Division has been busy visiting the various ministers and ministries promoting the hiring of disabled and disadvantaged applicants.

## PRIORITY PLACEMENT

Ted Navey transferred to Victoria in August of 1978 to assume responsibility for placing of ex-Department of Public Works employees and other redundant staff. This program has been highly successful with only 82 of the 838 still to be placed at year-end.

W. R. C. Leitch
Co-ordinator

## ACCIDENT PREVENTION DIVISION

In 1978 an increased demand for the services offered by the Accident Prevention Division was an outcome of significant external and internal events and activities. The Division played an active role within the health and safety programs of the Liquor Distribution Branch and the Water Investigations Branch. Assignment of staff was continued with the Corrections Branch, Sheriff's Services, Parks Branch, and Ministry of Agriculture. Liaison was maintained with the Highways Division, Human Resources, Forests, and Health.

Revision of the Workers' Compensation Board Industrial Health and Safety Regulations as of January 1 put an increased emphasis and awareness on aspects of the industrial environment. Dramatic effects of the new regulations centred around noise levels and hearing conservation; diving operations; hazardous material handling and air-borne contaminants. Increased Workers' Compensation Board inspections of Provincial Government operations and subsequent follow-up of orders placed added work loads on all ministries and the Accident Prevention Division.

The retirement of Ben Pass following 12 years as Co-ordinator in April resulted in a reduction of staff available for field operations. The Deputy Co-ordinator fulfilled administrative responsibilities and a special assignment for the Water Investigations Branch occupied another safety officer for the summer months. However, toward the end of the year, appointments to the Division included three internal promotions, an acquisition of a supernumerary, a transfer, and a proposed appointment from outside the Government service. W. R. C. (Bill) Leitch was

promoted to Co-ordinator and T. Pat Harkness to deputy as Senior Safety Officer. Karen Fehn gained the clerk-stenographer's position and Patti Jenson transferred in as the office assistant.

Neil Thain, former first aid instructor and attendant with the Public Works Division was added to this Division's staff in October. The appointment of a safety officer at year-end replaced the vacancy created by the promotions and increased the Division's total staff to eight including four safety officers.

The new Co-ordinator played an active role in assisting the Ministry of Transport, Communications and Highways in a program re-evaluation study within the Highways Division. Meetings took place throughout the Province at regional headquarters and Bill Leitch teamed with senior management personnel of the Ministry to review the Health and Safety Program.

A new policy, negotiated between the B.C. Government Employees' Union and the Government Employee Relations Bureau, dealing with establishing and maintaining health and safety committees, was signed in late October. The policy, a result of nearly two years of deliberations, requires all ministries to implement certain basic formats within a six-month deadline ending April 1979. Also, direct liaison and contact with the B.C. Government Employees' Union was established in late December through appointments made to the joint labour-management committee on Industrial Health and Safety. The Co-ordinator was named to represent management on the joint committee along with representatives of Highways, Forests, Parks Branch, and Health Institutions.

Only seven of the 21 ministries or branches included in the Division's Accident Summary Report reduced their severity rate in a year in which employees attained a total of 70 million work-hours.

Tragically, there were five fatalities in 1978. In February an employee of the Highways Division was killed on duty when the 3-ton truck he was a passenger in rolled over north of Campbell River. In September, three employees of the Parks Branch were killed when the float plane they chartered crashed and burned near Quesnel, reemphasizing the importance of communicating policies of the inter-ministry Air Transportation Committee. In December an employee of the Ministry of Human Resources died of a heart attack after pushing his Government vehicle out of a snow drift at Williams Lake.

## SPECIAL PROJECTS

Continued projects included the Inter-Ministry Air Transportation Committee; the Wilderness Programs and High Risk Activities Committee's projects of technical and inspectional support for the Ministry of Human Resources and the Corrections Branch; the updating and second edition printing of the Personal Protective Equipment Catalogue; co-ordination and participation in testing and evaluating the workers' environment; updating and presentation of the Office Safety Program, which, in 1978, was presented to over 800 employees by Safety Officer Gil N. Kilgour; establishment of Bush Survival Training courses for ministries; initial completion of the safety film, "Value Your Vehicle"—a co-operative effort of the Division and the Ministry of Agriculture on vehicle use and awareness.

New or reinstituted projects included an in-depth review and job-safety analysis for the Ministry of Environment, Aquatic Plant Management Program located throughout the Okanagan Valley; direct liaison with the Canadian Standards Association through a sustaining membership; review and consultation of first aid facilities and attendant requirements for ministries and branches.

## MEETINGS AND CONFERENCES

The Co-ordinator and safety officers attended a total of 38 Headquarters or Management Safety-related meetings, and made 233 field visits. In total, 31 per cent of their working-time was spent away from Victoria.

The participation of the Division with other related safety groups and organizations continued. T. Pat Harkness attended the Industrial Accident Prevention Association's (IAPA) annual conference in Toronto, and evaluated services and training facilities offered through the IAPA. He also met officials of the Canadian Standards Association and was oriented to their offices and testing laboratories in Rexdale, Ontario. Liaison with the B.C. Safety Council, through their various sections, was maintained by the Co-ordinator and the safety officers. The Co-ordinator and the Senior Safety Officer participated in the establishment and inaugural meeting of the B.C. and Yukon Chapter of the Canadian Society of Safety Engineering.

The Division's expertise was expanded through staff attendance at symposiums on health hazards, including respiratory protection, and courses on establishment and maintenance of a Hearing Conservation Program. Participation was also centered around the disciplines of underwater diving, handling of hazardous chemicals, bush survival, and labour relations.

The annual Inter-Ministry Workshop for Safety Officers, held in Kelowna during September, was attended by 34 Ministry or Branch representatives. Guest speakers included representatives from industry and regulatory agencies.

The workshop was honoured by the presence of the Deputy Premier, Grace M. McCarthy, during one of the informal evening sessions. Ministry designates continue to play an increasingly active role in their health and safety programs and commitments toward establishing management policies on health and safety matters are being made. A review of the existing statistical summary and proposed revisions were compiled by this Division and presented at the safety officer's workshop but no definite conclusions developed. Attendance of ministry delegates to these workshops increased and development of internal Occupational Health and Safety policy recommendations proved meaningful.

## FIRST AID AND SAFETY TRAINING APPROPRIATION

This fund is established and proportioned toward the training of first aid attendants in order to meet the requirements of the Workers' Compensation Board First Aid Regulations. Safety-oriented training courses of specialized natures, and safety-related seminars for employees are also financed from this fund. Accordingly, 450 Workers' Compensation Board industrial first aid attendants received financial support for their training from this fund, and 291 employees were sponsored to attend Workers' Compensation Board survival first aid courses held throughout the Province.

## DEFENSIVE DRIVER TRAINING

The Defensive Driver Training Program had a moderate yield year in actual numbers of employees receiving the course in 1978. Just over 1,600 employees received the training in approximately 65 class sessions held throughout the Province. A force of 52 volunteer instructors dwindled to 37 by year-end.

The Division's newly appointed Defensive Driving Co-ordinator, Ken Warren, attended and assisted in two Instructor Development classes in Vancouver and Prince George, in which Provincial Government employees attained candidate

Defensive Driving Course instructor status; maintained direct liaison with Highways Division Driver Trainers; represented the Accident Prevention Division at B.C. Safety Council Instructor Trainer meetings; participated and acquired group leader status in a newly developed driver awareness concept co-sponsored by B.C. Safety Council and this Division; attended 10 other meetings directly related to the internal DDC Program and took part in the Canada Safety Council's annual convention held at Winnipeg in October.

## ANNUAL AWARDS

The Premier's annual Safety Awards were presented at a luncheon on December 7 in Victoria. The Honourable Hugh Curtis, Provincial Secretary and Minister of Government Services, officiated and Premier W. R. Bennett presented the awards to deputy ministers. Press coverage of this year's luncheon was extended to B.C. Television through the news services of CHEK TV and a formal press release was issued through the Premier's office. The 14 awards made were comprised of three Target Zero Awards; 10 On Target Awards; and the prestigious Premier's Award for Safety Achievement, which was won by the Ministry of Human Resources.

During his opening speech, the Minister re-emphasized the need and commitment for safety and health programs throughout Provincial Government ministries. A portion of the speech is reproduced here:

> "Through revised Compensation Board Regulations, established, and recently negotiated government policies, it is now mandatory that *all* ministries establish and maintain a health and safety program. Consultative, liaison and monitoring services to meet these requirements are available through our Accident Prevention Division. But, it takes top management support to make your health and safety program effective and efficient".

To give further encouragement for next year, the Premier, in his closing remarks, stated that ministries could be "reassured of the Government's support of your accident prevention programs."

K. E. Jackson
Director

## STAFF DEVELOPMENT DIVISION

The Staff Development Division of the Public Service Commission is responsible for sponsoring, encouraging, administering, and participating in programs of employee training.

## FACILITIES AND RESOURCES

The facilities at the Fort Street Training Centre were extensively used during 1978 for in-service programs offered by the Division. Since the start of the training year 1978/79 the facilities have been utilized every week and it has been necessary to rent additional training accommodation in the City of Victoria.

There were two changes in the professional staff during 1978: R. A. (Al) Fatt replaced Roy Emperingham, who transferred to the Government Employee Relations Bureau. Phyllis J. Pollard joined the professional staff in June.

There were also changes in the administrative support staff: Elizabeth Hayes transferred to the Premier's office and was replaced by Stella Fuller. Joan Whitfield joined the staff on Phyllis Pollard's promotion to a staff development officer. Michele Brownsey assumed the duties of Registrar.

## TRAINING MANAGER'S STUDY CONFERENCE

This two-day residential event, convened by the Staff Development Division, was held 3–5 October at the Qualicum College Inn. Its purpose was to provide an opportunity for the development of training policies and procedures, the review and co-ordination of training programs, and to preview and critique selected films and other training aids. Conferences of this nature are to be held several times a year and are planned to provide a more intensive discussion of policy than was possible at the monthly Inter-Ministry Training Representatives' meetings, which the conference replaces.

The conference, attended by 21 representatives of ministries and agencies, led to a Task Force being appointed to "Prepare a policy statement on staff development and training within the entire Government service in a suitable form for approval at the Cabinet level . . . and to prepare a statement defining the division of responsibilities between the Public Service Commission (Staff Development Division) and the ministries . . .".

A second Task Force was appointed to "Investigate the procedures, ways and means to implement a standardized data reporting system with reference to staff training/development records".

Class XX—Graduates of Executive Development Training Program.

Class XIV—Correspondence Course in Public Administration.

## TRAINING AND DEVELOPMENT CATALOGUE

In October the Division published and distributed to the ministries a catalogue in looseleaf form setting out Divisional policies and procedures and describing in-service training programs offered by the Division. A calendar of dates and locations of programs is to be produced three times a year for inclusion in the catalogue.

## TUITION SUBSIDY

During the year the Staff Development Appropriation was used to assist individual employees enrolled in a wide variety of training or education programs ranging from one-day seminars to courses leading to post-graduate degrees.

In all, 1,591 applications were approved and a total of $148,142 disbursed.

## EXECUTIVE DEVELOPMENT TRAINING PROGRAM

Diplomas in Public Administration were received by the 23 graduates of Class XX, Executive Development Training Program, at an assembly held September 15, 1978, at the University of Victoria. Twenty-five employees are enrolled in Class XXI (third year). They will graduate in September 1979. Twenty-seven employees are enrolled in Class XXII (second year). Class XXIII (first year) is comprised of 28 employees. They began their studies in September 1978.

## CORRESPONDENCE COURSE IN PUBLIC ADMINISTRATION

The Correspondence Course in Public Administration consists of 24 correspondence assignments in "Government of Canada", "Organization of the British Columbia Public Service", "Provincial Fiscal and Accounting Procedures", "A Guide to Improved Letter Writing", and "Staff Management and Supervision."

Due to the heavy demand the 1977/78 program was expanded to two classes. Both classes received their certificates on the final day of a four-day workshop in Staff Management. The workshop for the 34 employees of Class 14 (A) was held 19–23 March 1978, while the workshop for the 35 employees of Class 14 (B) was held 16–20 April 1978. Employees enrolled represented 19 ministries and agencies of the Provincial Government.

The 1978/79 program also consists of two classes. Classes 15 (A) and (B) began their studies in September 1978.

## PUBLIC SERVICE STAFF MANAGEMENT

For the training year commencing September 1978, this modular program was further expanded to comprise four modules, each of four days' duration. Two of these modules are given by staff of the Division and contain material specific to staff management policies and practices within Government service, while the other modules have been developed from the former course—Principles of Supervision—and are provided by selected independent trainers. The latter modules cover the human relations aspect of staff management in a workshop setting.

In all, over 1,000 student-weeks of training were delivered throughout the Province, mainly devoted to the first module of each pair. Development of the second pair of modules was initiated for presentation during 1979.

## SHORT-TERM ILLNESS AND INJURY PLAN

The Division participated in a crash training program to prepare personnel clerks and supervisors for the introduction of this new plan. A large number of one-day workshops were conducted at various locations throughout the Province.

## MANAGEMENT OF TIME

This program, formerly provided by an independent consultant, is being completely redesigned by the Division, to make it suitable for presentation by Ministry training staff. The new format has been offered on two occasions since September, and is proving to be of considerable value to senior managers.

## COMPUTING COURSES

In conjunction with Camosun College, the Division offered eight introductory computer courses and one course on mini-computers. In addition, a new course entitled "Computer Concepts for Managers" was developed. These courses provided over 200 student places.

## SECRETARIAL SEMINARS

Two Executive Secretarial Development Seminars held at the Banff School of Advanced Management were attended by eight senior secretaries. A further 24 employees participated in various one-week courses for Executive Secretaries.

## CLERICAL COURSES

Twenty-three courses in Clerical and Secretarial Development were attended by over 300 employees. Six courses in Relating to the Public provided a further 50 student places. Both of these programs are of three days' duration.

## COMMUNICATIONS COURSES

Six courses in Report Writing, offered in conjunction with Camosun College, accommodated 110 employees. A Telephone Communications Seminar was offered for the first time in conjunction with the Ministry of Energy, Transport and Communications. This half-day program uses an electronic simulator to develop telephone answering techniques and provides information on the Government telephone network.

## PROFESSIONAL DEVELOPMENT FOR TRAINING STAFF

A variety of courses were offered, ranging from a two-week course for training managers to one-week courses in Instructional Techniques, Public Presentations, Small Group Training Skills, and Audio-visual workshops. In all, 260 student weeks were provided of this type of training.

## IN-HOUSE TRAINING

Financial support for group training events arranged within individual ministries is an important aspect of the work of the Division. Topics covered by this training were extremely varied and ranged from one-day seminars to longer courses of one or two weeks' duration. Typical subjects covered included Management Organization, Pest Management, Remote Sensing, and Outdoor Leadership. Over 40 such courses were supported during the year. In addition, the Division provided funds to ministries for the development of course materials.

## ACKNOWLEDGMENTS

The Chairman wishes to record his sincere appreciation to his colleagues on the Commission, to each member of the Commission's staff, the Government Agents, the departmental Personnel Officers, the solicitors of the Attorney-General's Ministry, to the Civil Service Commissioners of other provinces and the Federal Government for their able assistance, and to you, Mr. Minister, for your sympathetic appreciation of the Commission's problems.

PUBLIC SERVICE COMMISSION
Arthur G. Richardson, *Chairman*

Thirty-five-year gold watch recipients, December 7, 1978.

Thirty-five-year gold watch recipients, December 8, 1978.

# APPENDIX

## EMPLOYEES WITH 25 YEARS' CONTINUOUS SERVICE, DECEMBER 1978:

### AGRICULTURE

Earl Maurice King
Jean Stewart
Raymond Albert Quinville

### ATTORNEY-GENERAL

John Percival Abel
William Edward Baker
Douglas Hayward Campbell
Mary Thereasa Carpenter
Gordon James Chapple
Kenneth Harden Collier
Charles William Dawe
Helen Dorothy Duffy
Roger Stewart Holmes Gardiner
Charles Vincent Gardner
Victor Graham
Alvin Lloyd Grunert
John Edward Hornell
William Karl Kingdon
Kaoru Kobayashi
Alexander Koch
Ib Palle Nielsen
Kenneth Gerald Nordby
Eric Manford Pierce
Marie Louise Pruneau
Gilbert James Reimer
Stanley Wellington Sargent
Ronald Alexander Smyth
Carl Norman Solland
Leonard James Stoner
Theodore Joseph Tabin
Bruce Weldon Tate
Leslie Travis
Nelica Ksenya Volrich

### CONSUMER AND CORPORATE AFFAIRS

*Liquor Distribution Branch*

Stephen Dennis Bird
Joseph Jack Boll
Jack Edward Browne
David Thomas Connell
Herbert George Day
John Joseph Harris
Douglas William Newton Heggie
Edward Johann Hepting
Joseph Frederick Hodge
Alfred Samuel Hoe
James Edward Holloway
Francis Percy Hyde
William Edwin James
Kenneth Allanby Lawn
William Gilbert Leonard
William Beale Luback
Harold Wilson McRobbie
Lionel Herbert Middleton
Douglas Horace Muir
Frederick Neven Newton
William Joseph Palmer
Kenneth Edwin Roberts
George Leonard Rogers
Donald Bennie Smith
Robert Alexander Smith
Thomas William Watt Stevenson
Bernard Cecil Strongman

### ECONOMIC DEVELOPMENT

Jack Lincoln I'Anson

### EDUCATION

Olga Mary Alberta Reid Bowes
John Ross Hind
Frances Emily Jessie Magowan
Elmer James Nye
Catherine Pedersen

### ENERGY, TRANSPORT AND COMMUNICATIONS

*Motor-vehicle Branch*

Audrey Irwin

### ENVIRONMENT

Eric Stanley William Andrews
Peter Thomas Dixon
Robert Frank Gilmour
Norman Gerald Kenneth Gustafson
Gary G. Huva
Francis John Metcalf
Brian David Peddlesden

## FINANCE

Alfred J. Broome
Peter Kenneth Cole-Johnson
Lavinia Doreen Finnigan
Doreen Aurleen Hutton
Perry A. McDonald
Margaret Marion Sing

## FORESTS

Gerald Norman Adams
Morris Herbert Allison
William Ralph Anderson
James Antonenko
Darryl Keith Barker
Glen David Bertram
William Donald Clay
James McKinley Connon
Barbara Anne Crawford
Peter Czar
William Chester Davis
Henry Gerbrandt Doerksen
Patrick Doyle
Richard Arundel Drew
Abram Ewert
Gordon Malcolm Fenton
Donald Edward Gill
Orval James Gorley
Donald Thackray Grant
Edmond Francis Green
Patrick Francis Griffiths
Hugh Duncan Hamilton
William Sherwood Hough
Roy Robert Laird
Stewart Mathew Laitinen
John Harvey Little
Gerald Emerson Magee
Neil Archibald Marshall
Steve Rockford Marynovich
Raymond William McDaniel
Leonard George Miles
Doreen Billie Miller
Torsten Olaf Ragnar Persson
William Gordon Potter
Peter Elliott Robson
Paul Fredrick Russell
Robert Collins Sutton
James Crowston Waddingham
Harry William Wassick

## HEALTH

### *Bureau of Special Health Services*

John Davidson

### *Community Health Programs*

Sylvia Aldridge
Andrew Albert Hindley
Doreen Louise Thorne

### *Mental Health Programs*

Ronald James Sadler

### *Medical and Hospital Programs—Valleyview Hospital, Essondale*

Elsie McBournie

### *Dellview Hospital, Vernon*

Albert Alexander Hoggard

### *Hospital Programs*

David Gerald Touchette
Bessie Frederica Louisa Wadsworth
Ronald Henry Wharton

### *Riverview Hospital*

Pauline Annette Andrews
Catherine Lily Black
Emily Rose Bonish
Charles Ludvig Carlson
Mary May Currie
Patricia Constance Gray
Gordon Blake Harris
Mina Ruth Herman
Robert Allen Jeglum
Vera Phillips
William Grant Watt
Violet Lillian Wharton

### *Skeenaview Lodge, Terrace*

Omer deMontigny

### *Pearson Hospital*

Alvin Hurst McKinnon
John Joseph Monaghan
Catherine Yip

## HIGHWAYS AND PUBLIC WORKS

### *Highways*

Lewis John Baines
Francis Alfred Baxter
Edward Henry Bazell
Rene Alfred Betemps
Albert Bilcik
Kenneth Gordon Brookbank
Bruce Westell Casemore
Dennis Chisholm
Douglas William Clay
Edward Hunt Cobey
Patrick Loury Conlon
Albert Connah
William Duane Cooper
Steve Crothers
Douglas James Henry Doidge
Victor Ronald Donchi
Ernest Earl Douglas
Albert George Edwards
Charles Roland Foisy
Robert Benjamin Gaines
Floyd Arthur Gibbon
Wilson Graham
Alexander Thomas Gredzuk
Patrick Alers Hassard
George Alexander Havers
Orlando Alvin Hepner
Richard Milton Hinkes
Joseph Theodorus Hinskens
Stanislavs Peter Jerumans
James Donald Keir
George Stephen Kirkbride
Percy Raymond Knowles
George Koenig
Eric Kurt Kramer
George Edward Kubos
Louis Peter Kubos
William Dean McGregor
John William McKay
Jack Holly Makeiv
John Bleecker Mill
Randal Grahame Mulcaster
Mike Masao Nukina
David Camron Pollock
Julius Priester
Hugh Edison Rozander
Roy Andrew Saby
William Elton Sainsbury
Alexander Schulz
Thomas Sime
Lloyd Stellingwerff
Rocco Oscar Talarico
William Norman Taylor
John Teichroeb
Donald Thompson
William Harold Tymchuk
Howard Roy Walker
Glen William Wiley
Allan Raymond Wildgrube
Donald John Williams
Leslie Thomas Wilmot
Ronald Winbow
Ervin Rubin Ziemer

### *Public Works*

Sidney Walter Collins
Colin Edwin Crump

## HUMAN RESOURCES

Sidney James Burton
Walter Joseph Camozzi
Hilda Marjorie Campbell
Hedwig Jules Codron
Carl Norman Dahl
Louis Henry Field
Joseph Kainer
Loretta Lee
William Fordie McAuley
William Prokop
George Aubrey Reed
Daisy Winnifred Runicles
Hugh Alfred Scott
Joseph Peter Seigo
Catherine Margery Symonds
Mary Charlotte Thompson

## LABOUR

Annie Gormelia Burton
Ralph Percy Sollis

## PROVINCIAL SECRETARY AND TRAVEL INDUSTRY

George Howard Brown
Elinor Elizabeth Naylor
Ronald Dunlop Reid

## RECREATION AND CONSERVATION

Henry Thornton Butler
George Thomas Cooper
George Alexander Ferguson
Joseph Paul Gibault
Malcolm Cameron Murray Matheson
William John Pratt
Mary Isabel Richardson
James Dixon Varty
John Wallace Willgress
Melvin Charles Young

## EMPLOYEES WITH 35 YEARS' CONTINUOUS SERVICE, DECEMBER 1978:

### AGRICULTURE

Hildegarde Frieda Rositch

### ATTORNEY-GENERAL

Charles Robert Turner

John Brett Walkinshaw

### CONSUMER AND CORPORATE AFFAIRS

*Liquor Distribution Branch*

Patrick Mark Kyle

John Thomson Westwood

### ENERGY, TRANSPORT AND COMMUNICATIONS

Clara Eleanor Macdonald

### FINANCE

Elva Marion Stacey

### HEALTH

*Riverview Hospital*

Jack Rudolph Bauer

Rose Mary Phillips

### HIGHWAYS AND PUBLIC WORKS

*Highways*

Raymond Chamberlain
Kenneth Byron Charters

Mary Jean Grant
Earl Kline

### LABOUR

Mona Florance Morgan

### PROVINCIAL SECRETARY AND TRAVEL INDUSTRY

William Wallace Prior

## COMPETITIONS AND APPOINTMENTS

(Regular and Temporary)

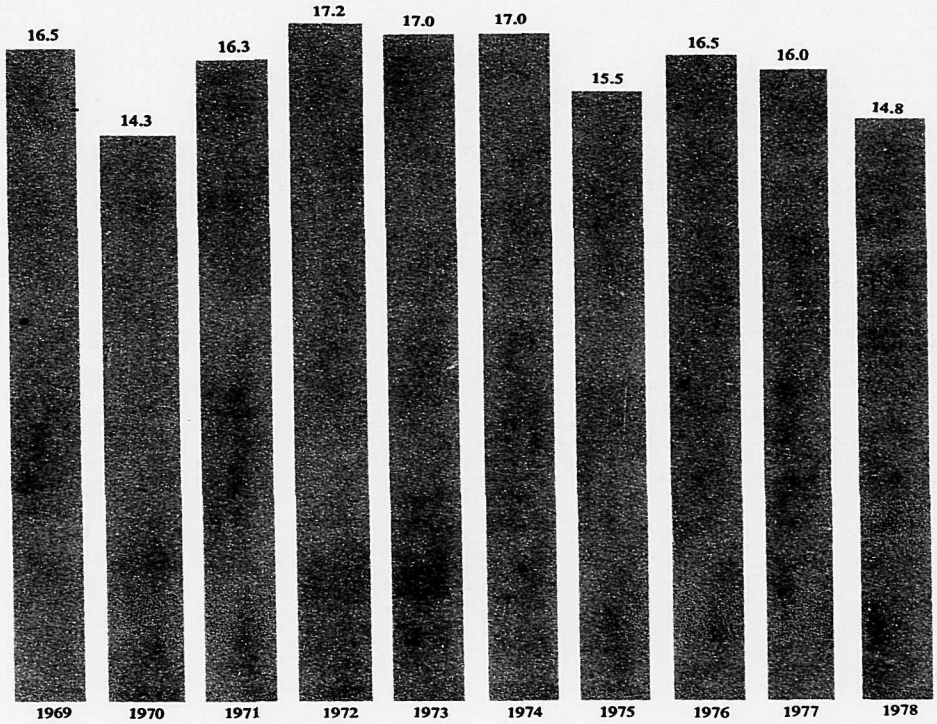
| Year | Number of Competitions | Percentage of Change From Previous Year (Per Cent) | Number of Appointments | Percentage of Change From Previous Year (Per Cent) |
|---|---|---|---|---|
| 1971 | 3,311 | ..... | 5,900 | ..... |
| 1972 | 1,445 | −56 | 5,764 | −2 |
| 1973 | 1,969 | +36 | 7,904 | +37 |
| 1974 | 3,166 | +61 | 9,635 | +22 |
| 1975 | 2,281 | −28 | 7,859 | −18 |
| 1976 | 2,025 | −11 | 7,997 | +2 |
| 1977 | 2,560 | +26 | 9,992 | +25 |
| 1978 | 3,096 | +21 | 12,345 | +24 |

## SEPARATION STATISTICS

(December 1, 1977 to November 30, 1978)

| Month | Died | Resigned | Job Completed | Transferred | Retired | Dismissed | Released During Probation | Total Separations |
|---|---|---|---|---|---|---|---|---|
| December | 4 | 204 | 122 | 59 | 35 | 6 | 1 | 431 |
| January | 6 | 160 | 161 | 42 | 28 | 9 | 5 | 411 |
| February | 4 | 137 | 105 | 106 | 26 | 7 | 3 | 388 |
| March | 4 | 159 | 50 | 145 | 78 | 11 | 1 | 448 |
| April | 3 | 218 | 162 | 84 | 75 | 6 | 5 | 553 |
| May | 4 | 197 | 107 | 99 | 60 | 14 | 2 | 483 |
| June | 6 | 250 | 122 | 81 | 38 | 8 | 2 | 507 |
| July | 8 | 281 | 63 | 116 | 28 | 11 | 2 | 509 |
| August | 6 | 370 | 217 | 54 | 44 | 12 | 2 | 705 |
| September | 4 | 275 | 327 | 47 | 23 | 1 | 1 | 678 |
| October | 6 | 209 | 236 | 36 | 32 | 6 | 1 | 526 |
| November | 5 | 237 | 263 | 73 | 36 | 7 | 3 | 624 |
| Totals | 60 | 2,697 | 1,935 | 942 | 503 | 98 | 28 | 6,263 |

## PERCENTAGE OF STAFF TURNOVER RATE, 1969–78



## APPEALS

(December 1, 1977 to November 30, 1978)

| | BCGEU | Licensed Professionals | Nurses | Excluded | Total |
|---|---|---|---|---|---|
| **Subject—** | | | | | |
| Selection | 134 | 11 | 1 | 11 | 157 |
| Policy | 3 | ---- | ---- | 2 | 5 |
| Dismissal or rejection | 4 | ---- | ---- | ---- | 4 |
| Total | 141 | 11 | 1 | 13 | 166 |
| **Result—** | | | | | |
| Settled by Appeals Officer | 92 | 11 | ---- | 11 | 114 |
| Pending or in process | 2 | ---- | ---- | 1 | 3 |
| Referred to Ministry | 12 | ---- | ---- | ---- | 12 |
| Pursued to PSC for hearing | 34 | ---- | 1 | 1 | 36 |
| Referred to Adjudication Board | 1 | ---- | ---- | ---- | 1 |
| Totals | 141 | 11 | 1 | 13 | 166 |

## SCREENING COMMITTEE STATISTICS

(December 1, 1977 to November 30, 1978)

| Ministry | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Agriculture | ---- | 1 | ---- | ---- | ---- | ---- | 1 | ---- | 2 |
| Attorney-General | 12 | 3 | 1 | 3 | ---- | ---- | ---- | 1 | 20 |
| Economic Development | ---- | 1 | ---- | ---- | ---- | ---- | 1 | ---- | 2 |
| Education | ---- | 1 | ---- | ---- | ---- | ---- | 1 | ---- | 2 |
| Environment | ---- | 1 | ---- | ---- | ---- | ---- | ---- | ---- | 1 |
| Ferries | ---- | ---- | ---- | ---- | ---- | ---- | ---- | 2 | 2 |
| Finance | ---- | ---- | ---- | 1 | ---- | ---- | ---- | ---- | 1 |
| Forests | 6 | 2 | 1 | ---- | 2 | ---- | 1 | 2 | 14 |
| Glendale | 5 | ---- | 2 | ---- | ---- | 2 | 3 | 3 | 15 |
| Government Health Institutions | 11 | 4 | 1 | 1 | ---- | 1 | ---- | 6 | 24 |
| Health | 1 | 3 | 1 | ---- | ---- | ---- | ---- | ---- | 5 |
| Highways | 9 | 10 | 2 | 2 | 1 | ---- | ---- | 2 | 26 |
| Municipal Affairs and Housing | ---- | ---- | ---- | ---- | ---- | ---- | ---- | ---- | ---- |
| Human Resources | 7 | 4 | ---- | 2 | ---- | ---- | ---- | 3 | 16 |
| Labour | 1 | 2 | ---- | ---- | ---- | ---- | ---- | 1 | 4 |
| Liquor Distribution Branch | 4 | 2 | 3 | 1 | 7 | ---- | ---- | 2 | 19 |
| Mines and Petroleum Resources | ---- | ---- | ---- | 1 | ---- | ---- | ---- | ---- | 1 |
| Motor-vehicle Branch | 1 | 3 | ---- | ---- | ---- | ---- | ---- | 1 | 5 |
| Provincial Secretary and Travel Industry | ---- | ---- | ---- | ---- | ---- | ---- | ---- | ---- | ---- |
| Public Works | 5 | 9 | ---- | 1 | 2 | ---- | ---- | 2 | 19 |
| Recreation and Conservation | 1 | ---- | ---- | ---- | ---- | ---- | ---- | ---- | 1 |
| Totals | 63 | 46 | 11 | 12 | 12 | 3 | 6 | 26 | 179 |

KEY: 1. Pending review. 2. Transferred—within Ministry or to other ministry. 3. Rehabilitated—returned to duty. 4. Pension—service disability or medical. 5. Reject—transfer request denied—not a committee case—refused job offers. 6. Resigned. 7. Terminated—released by Ministry. 8. Miscellaneous—died—withdrew case—deferred—compulsory retirement—referred to principals—advanced to Long-term Disability.

730-379-343