



Highlights



Study on the data collection of non-advertised appointment processes

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The Public Service Commission (PSC) is an independent agency reporting to Parliament, mandated to safeguard the integrity of the public service staffing system and the political neutrality of the public service. In addition, the PSC recruits qualified Canadians from across the country.

Why did the PSC conduct this study?

The 2005 *Public Service Employment Act* (PSEA), as well as the related appointment policies, provides deputy heads with the necessary flexibility to meet the needs of their organization, notably the choice of appointment process. The core values of merit and non-partisanship, as well as the guiding values of fairness, transparency, access and representativeness, will influence the choice of appointment process.

Non-advertised appointment processes have been assessed by the Public Service Commission (PSC) as a risk area which needs to be more closely monitored by deputy heads to ensure respect of the core and guiding values.

The ratio of non-advertised appointment processes to total appointment processes is used by the PSC as an indicator of organizational effectiveness and adherence to the guiding value of access. However, with incomplete information about the circumstances under which non-advertised appointment processes occurred, the ability to assess the risks associated with such appointment processes is limited.

The purpose of the study was to describe data collection practices related to non-advertised appointment processes and the limits of the data available, as well as to explore associated risks and areas for improvement for the PSC and organizations.

The study focused largely on the non-advertised appointment activities of four organizations. It included approximately 50 files from each of the selected organizations, for the period of April 1, 2007 to March 31, 2008.

What did the PSC find?

While all four of the organizations examined had a formal human resources (HR) system, three of the organizations did not rely solely on their HR system to provide information to the PSC.

The calculation of the leading indicators related to access is easy to understand and is well documented; however organizations were unanimous in their concern that the ratios of non-advertised appointments do not provide a meaningful measure of the value of access to public service positions.

The study found that accuracy varied among organizations. The amount of time and effort required for submitting data to the PSC and the capacity to respond to changing requests also vary greatly among organizations.

The study noted that there is a limited level of coherence of information reported to the PSC for extensions to acting appointments.

What action is the PSC taking?

The PSC is committed to clarifying the policy interpretation surrounding extensions to acting appointments. Further, the PSC will explore other options and methods of data collection from organizations.

