

# Annual Report

2023-24

Public Service Commission

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# Letters of Transmittal



The Honourable  
Dustin Duncan,  
Minister Responsible for  
the Public Service  
Commission

Office of the Lieutenant Governor of Saskatchewan

I respectfully submit the Annual Report for the Public Service Commission for the fiscal year ending March 31, 2024.

The Public Service Commission is committed to developing a strong public service for the Government of Saskatchewan to deliver on its commitments to the people of the province. The Commission works with ministries to ensure effective workforce management by supporting delivery of foundational services such as payroll, staffing and labour relations.

A handwritten signature in black ink, appearing to read 'Dustin Duncan'.

Dustin Duncan  
Minister Responsible for the Public Service Commission



Greg Tuer,  
Chair of the Public Service  
Commission

The Honourable Dustin Duncan  
Minister Responsible for the Public Service Commission

Dear Minister:

I have the honour of submitting the Annual Report of the Public Service Commission for the fiscal year ending March 31, 2024.

In 2023-24, the Public Service Commission’s accomplishments include an ongoing focus on building a diverse and inclusive workforce and ensuring the physical, mental and social wellbeing of employees. We continue to focus on attracting future talent and building effective leaders to ensure we can deliver on government’s goals.

A handwritten signature in black ink, appearing to read 'Greg Tuer'.

Greg Tuer  
Chair of the Public Service Commission

# Commission Overview

## Vision

The Public Service Commission is a high-performance human resource partner that supports the Government of Saskatchewan to meet its goals and respond to emerging needs.

## Mandate

The Public Service Commission is the central human resource agency for the Government of Saskatchewan. The Commission provides leadership and policy direction to all ministries to enable a high-performing and innovative professional public service. The Commission works with ministries to ensure effective workforce management by supporting delivery of services such as payroll, staffing and classification and consulting support including labour relations and organizational development.

## Mission

We enable the Government of Saskatchewan to have the right people with the right skills at the right time to deliver on government direction.

## Overview

The Public Service Commission supports the recruitment, development and retention of employees through strong workplace culture and government-wide initiatives. This includes Our Commitment to Excellence and core values, diversity and inclusion, health, safety and wellness, employee networks, learning and development, as well as innovation and continuous improvement.

In 2023-24, the Public Service Commission had a total of 289 full-time equivalents in offices in Regina and Saskatoon. The Public Service Commission is structured into the following five functional areas:

## Centres of Excellence

The Public Service Commission has five specialized Centres of Excellence:

- **Employee and Labour Relations** represents the government and certain agencies in the negotiation of collective agreements with bargaining agents and provides labour relations advisory and arbitration services to management.
- **Employee Wellbeing and Inclusion** supports employee wellbeing, inclusion and medical accommodations, including corporate health, safety and wellness initiatives, disability management, diversity and inclusion efforts and the Employee and Family Assistance Program.
- **Organizational Development** develops corporate organizational development frameworks and provides consulting services to support ministries in building organizational effectiveness and a high performing organization.

- **Talent** supports the attraction, management and development of a high performing public service through talent management programming, recruitment and development of talent.
- **Total Rewards** develops and administers compensation and benefits systems and policies for the public service and is responsible for the classification of jobs by applying standard evaluation criteria.

## Human Resource Business Partner Teams

The Human Resource Business Partner teams provide human resource consulting and advisory services to all ministries as well as several agencies, boards and commissions. They deliver organizational effectiveness initiatives and help ministries with operational workforce management. Human Resource Business Partner teams support ministries to implement corporate programming to build leadership, management and organizational capacity throughout the public service.

## Human Resource Service Centre

The Human Resource Service Centre provides human resource benefits and payroll administration services to government and acts as the central contact point for all employee general human resource related inquiries. It is responsible for the design, development, implementation and operation of government-wide human resource information technology systems required for payroll purposes and human resource management.

## Corporate Services

Corporate Services provides centrally-managed services in the areas of finance, planning and improvement and operational services, including accommodations and office equipment, required for the delivery of the Commission's mandate. Corporate Services also leads the development of government-wide human resource strategies and policies and provides legislative services support to the Public Service Commission.

## Communications

Communications manages the communications function for the Public Service Commission's activities and operations, including cross-government projects and initiatives.

For more information on the Public Service Commission's 2023-24 Business Plan, please visit the online version at [Publications Centre \(saskatchewan.ca\)](https://publications.saskatchewan.ca).

## Progress on Goal 1: Effective Leadership in the Government of Saskatchewan

The Government of Saskatchewan delivers programs and services to the people of Saskatchewan. Effective leaders provide clarity of purpose, inspire and engage employees to be their best and deliver on government's goals safely and effectively. The government must ensure that current and emerging leaders have the knowledge and skills to be effective in their roles and this includes providing them with the right tools and opportunities to grow and contribute to overall organizational success.

**Strategy:** *The approach we will take to achieve our goal*

Engage and grow senior leadership

### **KeyActions:** *What we will do to get there*

- Develop and implement actions that support moving senior leaders throughout the organization.
  - The Commission has been enhancing talent mobility practices to develop, prepare and move executive leaders within executive government to where they are most needed. This includes knowing our talent through high potential identification, competency development and career conversations.
- Ensure senior leadership has the knowledge and tools necessary to attract, engage and grow employees.
  - The Commission continued to offer its Executive Education program. Fifty-eight new leaders from across the Government of Saskatchewan enrolled into the program in 2023-24. A total of 163 participants have graduated from the 12-18 month program since its inception in 2015.
  - The Commission conducted leadership assessments for senior leaders to support a culture of feedback to reinforce leadership strengths and opportunities for continued development.

### **Performance Measure Results:**

The Public Service Commission closely monitors and analyzes a number of internal indicators, including culture and engagement, to understand, manage and improve overall organizational performance.

## Progress on Goal 2: High-Performing Organization

A high-performing organization is one that delivers superior performance and makes a distinctive impact over a long period of time. High-performing organizations become that way by design - not by default. They purposefully pay attention to the key people elements that affect performance. This strategic goal is to capture elements of a high-performing organization and implement a long-term plan to achieve our goals.

**Strategy:** *The approach we will take to achieve our goal*

Acquire, engage and grow employees

### **Key Actions:** *What we will do to get there*

- Provide proactive and targeted recruitment for hard to recruit and pivotal roles.
  - The Commission is committed to the recruitment of a qualified and high performing public service and has identified short- and long-term solutions to support ministries to address current labour market challenges.
  - The Commission continued to develop talent pools for key occupations such as engineering, policy/research, finance/accounting, information technology, and executive coordinators.
  - The Commission undertook research and analysis of occupation specific trends and developed targeted recruitment and retention strategies for specific ministry roles. The Commission supported ministries in the development of ministry-specific recruitment plans.
  - The Commission continued to use social media platforms, such as LinkedIn, to advertise, source and recruit candidates for positions in government and promote careers in the public service.
  - The Commission maintained external relationships with post-secondary educational institutions and community-based organizations to engage and foster relationships with future talent.
    - The Commission's focus with post-secondary educational institutions enabled students to be hired through summer student, co-op and internship opportunities as well as unpaid work placements. Another focus was to engage students experiencing disability through the educational institutions' Accessibility Centres.
    - The Commission fostered relationships with community-based organizations with equity group members seeking employment to build a better understanding of our recruitment processes and connect them with opportunities in executive government.

- The Commission ensured new hiring managers in executive government have the knowledge and resources needed to attract and hire talent. This included providing consultation support to hiring managers on effective job advertising initiatives, identifying competencies required for the role and providing screening tools.
- Develop and embed the capabilities and skills framework in human resource programs and services.
  - The Commission is transitioning from our long-standing quarter-century-old competency model to a modernized capabilities and skills framework. This shift aims to enhance understanding, use and promotion of these frameworks in talent attraction and development. Implementation is planned for the upcoming year.
- Continue to evolve and implement the corporate learning and development strategy and plan.
  - The Commission continued to execute the 2023-24 Corporate Learning and Development Plan.
  - Based on client needs, the Commission identified key leadership training areas and created a new service contract for government-wide courses. These courses cover topics such as respect in the workplace, effective leadership, communication, coaching, team building, change management, strategic orientation and inclusive leadership.
- Develop, implement and evaluate actions that enable middle manager excellence.
  - The Commission continued to support the implementation of Middle Manager Excellence program across ministries.
  - The Commission continued to support the community of practice for ministry representatives to share information and track progress toward supporting middle managers across government.
  - The Commission developed capacity building tools for middle managers, including staffing and performance management and continues to support each ministry leadership team to make progress on implementing ministry action plans.

**Strategy:** *The approach we will take to achieve our goal*

Enhance employee and organizational performance

**Key Actions:** *What we will do to get there*

- Enable government to deliver on priorities through effective labour relations and policy development.
  - The Commission continued to review and update policies such as employment equity and harassment policies. Implementation is planned for the upcoming year.
- Provide strategic human resource advice and guidance to help ministries achieve their goals.
  - The Commission supported multiple ministries in executive team development to support building high-performing organizations and effective leadership.

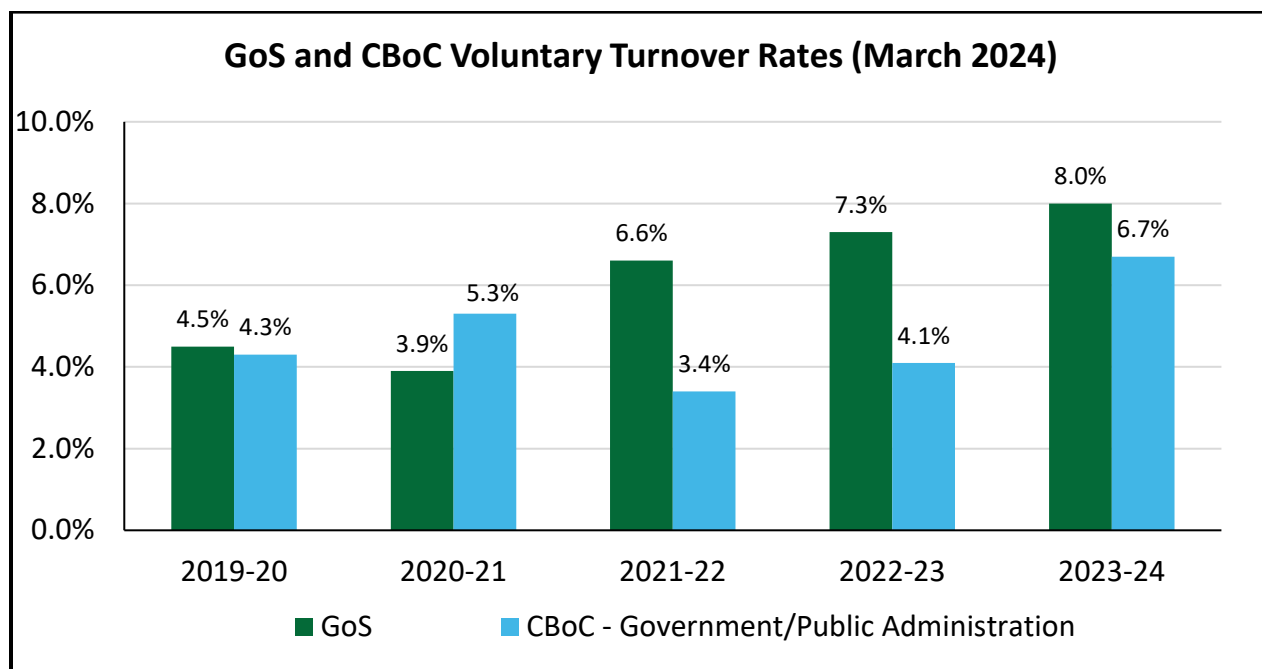
- The Commission continued to support the Ministry of Corrections, Policing and Public Safety with the establishment of the Saskatchewan Marshals Service. The Commission provided support with the organizational design, classification, compensation, recruitment and labour relations activities.
- The Commission supported the dissolution of Integrated Justice Services between the ministries of Justice and Attorney General and Corrections, Policing and Public Safety. The new Corporate Services divisions in each ministry were implemented on April 1, 2024. The Commission's support included organizational design, classification and recruitment.
- The Commission, jointly with the Ministry of Corrections, Policing and Public Safety, established a pilot team to support recruitment and retention challenges in custody facilities. The team implemented a hybrid staffing model with facilities and implemented a provincial toolkit to support improved staffing outcomes. The team developed a long-term workforce plan to guide external attraction and recruitment strategy in the upcoming year.
- The Commission supported the transition of the Public Employee Benefits Agency from the Ministry of Finance to Plannera, a nonprofit corporation. This included employee and labor relations, payroll, benefits and other general human resource aspects of the transition.
- The Commission continued to provide consulting support to Enterprise Business Modernization Project related organizational design for the Public Service Commission and the ministries of SaskBuilds and Procurement and Finance. This included determination of organizational structures, talent assessment and employee mapping to the new structures. This also entailed supporting people-related impact, communication and change management to be ready for the system implementation.
- Provide advice and support for culture and employee engagement initiatives.
  - The Commission conducted the government-wide Employee Engagement and Culture Survey in September 2023 to gather feedback from employees on factors and elements that impact their work experiences. The survey results identified strengths that will be leveraged and opportunities for improvement.
  - The Commission provides ongoing support to ministries in developing and implementing actions to improve engagement and value-based culture, based on the survey results.

### **Performance Measure Results:**

#### **Turnover Rates**

The overall voluntary turnover rate of permanent full-time and permanent part-time employees for the Government of Saskatchewan (GoS) in 2023-24 was at 8.0 per cent. The Commission will continue to monitor voluntary turnover rates against the industry average rate published by the Conference Board of Canada (CBoC). CBoC Public Administration Voluntary Turnover Rate for 2023-24 was 6.7 per cent.





Sources: Government of Saskatchewan, Multi-Informational Database Application System (MIDAS)

Note: CBoC has changed its data disaggregation methodology since 2020-21. The voluntary turnover rate for 2019-20 was for government industry and the rate after 2020-21 is for public administration industry.

The top three reasons for the voluntary turnover within the executive government were:

(1) accepting a new position outside of the public service, (2) personal reasons and (3) accepting a position with a provincial Crown corporation or other agency.

While the voluntary turnover rate for the GoS was close to the national average for the public sector during most of the previous decade, the rate has increased and exceeded the national average since 2019-20. The exception is the low rate for 2020-21 due to the COVID-19 pandemic that played a role in more employees staying with the organization. The increased labour market demand from outside of the public sector and the changing needs and expectations of employees have likely contributed to the increase in voluntary turnover in recent years.

This rate is calculated by taking the number of permanent full-time and permanent part-time employees who voluntarily leave the organization and dividing it by the average headcount of the permanent full-time and permanent part-time employees for the fiscal year. This number excludes employees leaving because of retirements. It also excludes casual, contract, temporary and seasonal workers.

## Progress on Goal 3: Diverse Workforce and Inclusive Workplace

The Government of Saskatchewan is committed to developing a diverse workforce and inclusive workplace. The Inclusion Strategy and Action Plan removes barriers across the organization, creates an inclusive workforce and embeds inclusion in all aspects of the organization. Saskatchewan's Growth Plan also provides direction on Building an Accessible Saskatchewan for People with Disabilities, including providing opportunities for youth with disabilities through the Saskatchewan Summer Student Employment program.

### **Strategy:** *The approach we will take to achieve our goal*

Continue to implement the Inclusion Strategy and Action Plan

### **KeyActions:** *What we will do to get there*

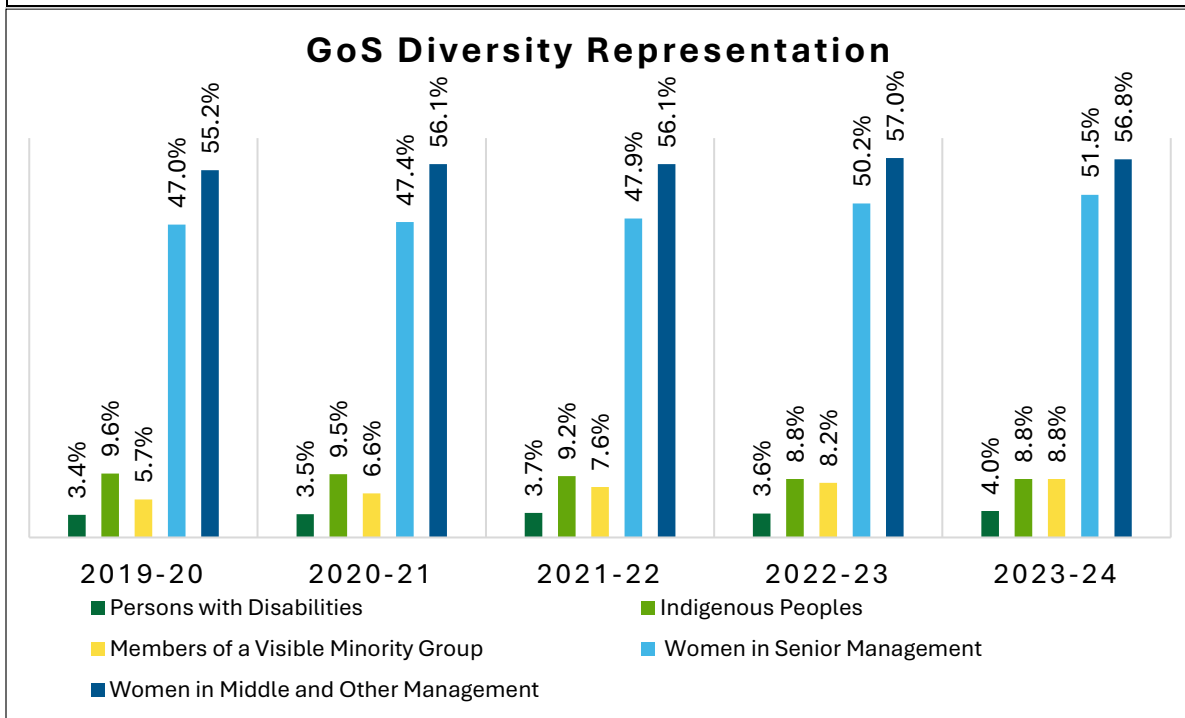
- Support ministries to develop and execute inclusion action plans.
  - The Commission, through the Inclusion Community of Practice, continued to support ministries in developing and executing inclusion action plans with resources from the Inclusion Toolkit. These inclusion action plans are refreshed annually. They enable the Government of Saskatchewan to move forward on initiatives and priorities such as support for improved recruitment and retention of public servants who are members of diversity groups and the creation of an inclusive workplace.
  - The Commission formalized a process to gather, monitor and report progress on ministry diversity and inclusion plans.
- Expand the Inclusion Toolkit and enhance inclusion-based recruitment and retention approaches.
  - The Commission continued to enhance the Inclusion Toolkit content and refresh resources on a regular basis.
  - The Commission worked to address Indigenous recruitment and retention priorities by adopting a proactive approach to Indigenous recruitment. Strengthening partnerships with educational institutions like the Saskatchewan Indian Institute of Technologies and the Gabriel Dumont Institute, as well as community organizations, was part of this effort.
  - In November 2023, the Commission formalized a partnership with Métis Nation - Saskatchewan via a Memorandum of Understanding. This aims to expand relations, educate public service employees about the Métis and fulfill Truth and Reconciliation Call to Action #57, fostering a diverse and inclusive workplace.

- Provide opportunities for youth with disabilities through student employment.
  - The Commission continued to focus on diversity hiring and prioritizing students with disabilities, Indigenous students and visible minority students for the 2024 Summer Student Employment Program. This initiative, directed from the Growth Plan, includes actions related to Building an Accessible Saskatchewan for People with Disabilities and has touchpoints to the Provincial Disability Strategy.
- Continue to apply inclusion principles to human resource policies, programs and services.
  - The Commission continued to enhance human resource policies to support diversity, aiming to remove barriers and foster inclusivity. This involved revising both the Employment Equity Policy and Diversity Staffing Policies.

**Performance Measure Results:**

**Executive Government Diversity Representation**

The percentage of employees who self-declared belonging to one of the designated equity groups: Indigenous Peoples, persons with disabilities, members of visible minority groups and women in middle and senior management.



There have been positive trends in the representation of diversity groups over the past five years. The percentages of visible minority groups have increased steadily, while the representation of Indigenous Peoples and those with disabilities have remained stable. Additionally, there has been improvement in gender representation in senior management roles, with an increase in the percentage of women.

## Progress on Goal 4: Health, Safety and Wellness

The Government of Saskatchewan is committed to ensuring the physical, mental and social well-being of employees. Saskatchewan's Growth Plan also provides the strategic direction for Executive Government to align their programs and services in creating safer workplaces.

### **Strategy:** *The approach we will take to achieve our goal*

Support implementation of the Corporate Health, Safety and Wellness plan

### **Key Actions:** *What we will do to get there*

- Prevent workplace injury and support employee physical safety.
  - The Commission supported the implementation of the Workplace Violence Prevention Toolkit to provide resources for the effective development of workplace violence prevention plans.
  - The Commission continued work to further Foundational Pillars Safety Management System from WorkSafe Saskatchewan and the Workplace Responsibility System, which is the philosophy that everyone in the workplace is responsible for health and safety.
- Prevent workplace psychological injury, resolve psychological concerns and promote employee mental health.
  - The Commission launched an Employee Mental Health Strategy, Action Plan and Campaign in consultation with stakeholders.
  - The Commission continued to support the implementation of the National Standard of Canada for Psychological Health and Safety in the Workplace.
  - The Commission secured services to continue the Employee and Family Assistance Program, which provides 24-hour voluntary and confidential personal health and wellbeing support that is short-term and goal-focused. The service will be implemented in next fiscal year.
- Fulfill the Duty to Accommodate (including the injured and ill in the workplace).
  - The Be At Work Program actively supported managers through the medical accommodation process so new, existing and employees returning from a medical leave of absence had the supports they need to be successful at work, in their own position or alternate suitable employment.
  - The Be At Work Program provided educational sessions to over twelve ministries, increasing middle managers' understanding of medical accommodation.

- Fulfill Our Commitment to Excellence through ensuring the physical, mental and social wellbeing of employees in all we do.
  - The Commission helped government and each ministry identify areas where the physical and psychological health, safety and wellbeing of employees can be improved.
  - The Commission, through the Safety Champion Council, incorporated intentional safety moments and recognition for health, safety and wellness work completed in ministries.

**Performance Measure Results:**

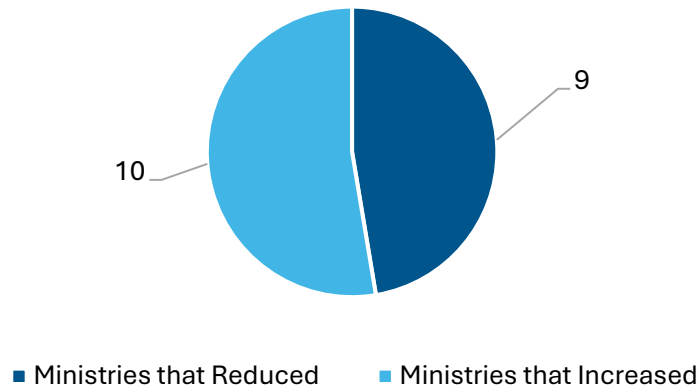
**Executive Government Total Injury Rate**

The rate includes all injury claims approved by the Workers’ Compensation Board. Each ministry has committed to reducing its injury rate from their 2022 outcome.

**Measure Result**

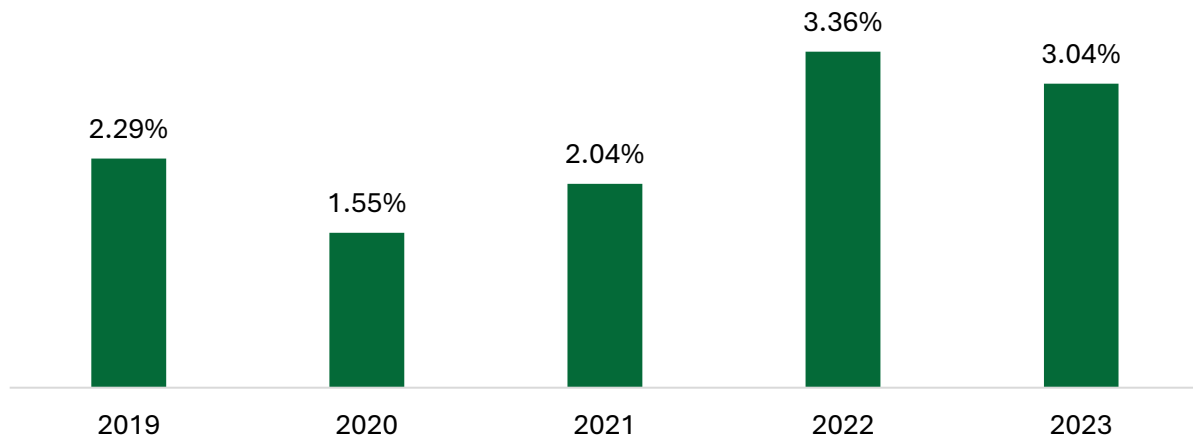
Nine ministries’ Total Injury Rate improved compared to the previous year. Ten ministries’ injury rates increased.

**Government of Saskatchewan Ministries' Total Injury Rate Comparison to Previous Year Outcome**



*Source: Saskatchewan Workers’ Compensation Board*

## Government of Saskatchewan Total Injury Rate December 31, 2023



Source: Saskatchewan Workers' Compensation Board

### Performance Measure Results:

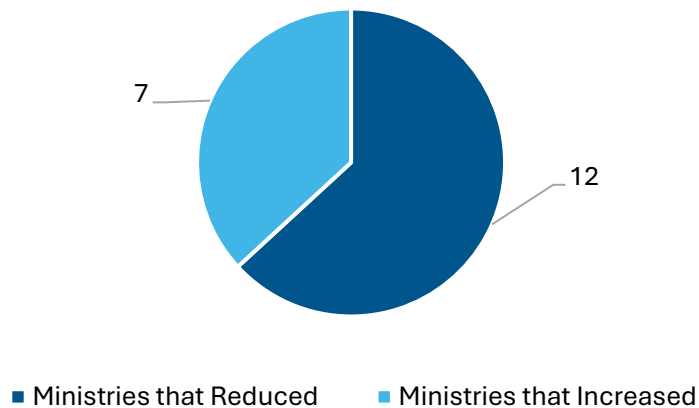
#### Executive Government Time Loss Injury Rate

The 2023 rate includes all injury claims approved by the Workers' Compensation Board that require time away from work. Each ministry has committed to reducing its time loss injury rate from their 2022 outcome.

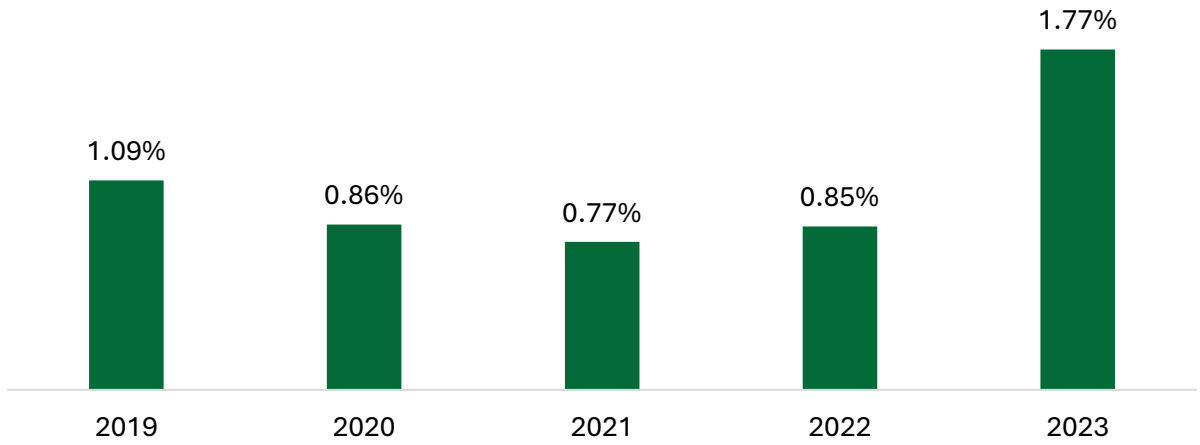
#### Measure Result

12 ministries' Time Loss Injury Rate improved compared to the previous year. Seven ministries' injury rates increased.

### Government of Saskatchewan Ministries' Time Loss Injury Rate Comparison to Previous Year Outcome



**Government of Saskatchewan Time Loss Injury Rate  
December 31, 2023**



*Source: Saskatchewan Workers' Compensation Board*

# Financial Summary

For the period ending March 31, 2024, the Public Service Commission incurred total expenses of \$33.929 million. This represents a variance of \$0.400 million under the 2023-24 operating budget of \$34.329 million. The variance was primarily in salary, which was due to staff changes.

## Expense Summary

### Public Service Commission Expense Actuals

Programs	2022-23	2023-24	2023-24	2023-24	Notes
	Actual (\$000s)	Budget (\$000s)	Actual (\$000s)	Variance (\$000s)	
<b>Central Management and Services</b>					
Salaries	\$1,170	\$1,172	\$1,245	\$73	1
Operating Expenses	\$3,699	\$4,029	\$3,703	(\$326)	2
<b>Subtotal</b>	<b>\$4,869</b>	<b>\$5,201</b>	<b>\$4,948</b>	<b>(\$253)</b>	
<b>Human Resource Service Centre</b>					
Salaries	\$7,604	\$8,574	\$7,776	(\$798)	1
Operating Expenses	3028	\$3,117	\$3,457	\$340	2
Capital Asset Acquisitions					
<b>Subtotal</b>	<b>\$10,902</b>	<b>\$11,691</b>	<b>\$11,233</b>	<b>(\$458)</b>	
<b>Employee Relations and Strategic Human Resource Services</b>					
Salaries	\$7,971	\$7,128	\$7,810	\$682	1
Operating Expenses	\$874	\$876	\$943	\$67	2
<b>Subtotal</b>	<b>\$8,845</b>	<b>\$8,004</b>	<b>\$8,753</b>	<b>\$749</b>	
<b>Human Resource Consulting Services</b>					



Salaries	\$8,205	\$8,778	\$8,423	(\$355)	1
Operating Expenses	\$324	\$350	\$267	(\$83)	2
<b>Subtotal</b>	<b>\$8,529</b>	<b>\$9,128</b>	<b>\$8,690</b>	<b>(\$438)</b>	
<b>Total Appropriation</b>	<b>\$33,145</b>	<b>\$34,024</b>	<b>\$33,624</b>	<b>(\$400)</b>	

**Amortization of Capital Assets**

Capital Asset Acquisitions					
Amortization - Land, Buildings and Improvements	\$218	\$218	\$218	\$0	
Amortization - Office and Information Technology	\$87	\$87	\$87	\$0	
<b>Subtotal</b>	<b>\$305</b>	<b>\$305</b>	<b>\$305</b>	<b>\$0</b>	
<b>Total Expenses</b>	<b>\$33,450</b>	<b>\$34,329</b>	<b>\$33,929</b>	<b>(\$400)</b>	

**Total FTE Utilization including students (9.8): 289**

**Notes:**

1. Salary adjustments due to staff changes.
2. Adjustments to general operating expenses and change in how programs and services are delivered.

## Revenue Summary

### Public Service Commission Revenue

	2022-23 Actual (\$000s)	2023-24 Budget (\$000s)	2023-24 Actual (\$000s)	2023-24 Variance (\$000s)	Notes
<b>Other Revenue</b>					
Casual Revenue	\$3	\$5	\$45	\$40	1
Previous Year Expenditures	\$6		\$18	\$18	2
<b>Total Revenue</b>	<b>\$9</b>	<b>\$5</b>	<b>\$63</b>	<b>\$58</b>	

#### Notes:

1. Revenue from Minister's Office cost sharing agreement
2. Prior year expense recoveries

Additional financial information can be found in the Government of Saskatchewan Public Accounts located at <https://publications.saskatchewan.ca/#/categories/893>

# Report on Disclosures Made Pursuant to Public Interest Disclosure Legislation

## Annual Reporting (2023-24)

*The Public Interest Disclosure Act* (the Act) requires the tabling of an annual report by the Minister Responsible for the Public Service Commission on internally handled disclosures from all government institutions. In 2023-24, no disclosures were received.

## The Act

*The Public Interest Disclosure Act* (PIDA) was proclaimed on September 1, 2011. The purpose of the Act is to enhance confidence in government institutions and the public service by facilitating the disclosure and investigation of alleged wrongdoings in government institutions and to strengthen protection for public service employees who disclose. Information on the Act, including a list of designated officers and information on making disclosures and complaints, can be found at: [Public Interest Disclosure Act \(PIDA\) \(saskatchewan.ca\)](https://www.saskatchewan.ca/government/legislation-and-policy/public-interest-disclosure-act).

The Act applies to all employees of provincial ministries, Crown corporations, as well as a large number of government agencies, boards and other government institutions, which are set out in [The Freedom of Information and Protection of Privacy Regulations](#). As of 2020, it also applies to most employees of the Saskatchewan Health Authority and the Saskatchewan Cancer Agency.

The Act describes a wrongdoing as an act or omission in or relating to a government institution or the public service that the employee believes:

- is contrary to law;
- is a substantial and specific danger to the life or health and safety of persons;
- is a substantial and specific danger to the environment;
- is gross mismanagement of public funds or public assets; or
- involves another employee knowingly counseling someone to commit a wrongdoing.

## The Role of the Public Service Commission

The Minister Responsible for the Public Service Commission is responsible for the Act. The Public Service Commission (PSC) plays a central coordination and advisory role to the designated officers regarding the application of the Act. The PSC is responsible for developing procedures for designated officers to manage disclosures and for educating designated officers accordingly. In addition, the PSC works with the Ministry of Justice and Attorney General legal counsel and designated officers when disclosures are received within their organizations to help them manage through the process.

The PSC coordinates the appointment of designated officers in all government institutions and is responsible for creating and maintaining the PIDA website, which provides general information and resources to all employees, as well as tools and templates for designated officers. The website can be found at: [Public Interest Disclosure Act \(PIDA\) \(saskatchewan.ca\)](https://www.saskatchewan.ca). In addition, The PSC educates public service employees and raises awareness regarding PIDA through an annual employee awareness campaign (for example, articles, interviews, videos or direct email communication) and the PIDA e-learning module is recommended in the New Employee Onboarding program.

## **The Role of the Permanent Heads**

The Act requires the permanent heads/CEOs of government institutions to establish internal procedures for managing disclosures, including the appointment of a designated officer from within their government institution.

## **The Role of the Public Interest Disclosure Commissioner**

The Act establishes a Public Interest Disclosure Commissioner as an independent officer of the legislature. The Act provides the Commissioner with the authority to provide education, undertake investigations, make recommendations and initiate systemic reviews when common themes or issues are identified through the complaint process. The Commissioner's website can be found at [www.saskpidc.ca](http://www.saskpidc.ca).

## **Making Disclosures**

The Act enables disclosure to a designated officer or to the Public Interest Disclosure Commissioner. Information on how to make a disclosure for public service employees can be found on *The Public Interest Disclosure Act* webpage.

## **Making Complaints of Reprisal**

The Act prohibits reprisals (e.g., dismissal, layoff, suspension, demotion, elimination of a job, reprimand) against public service employees for making (or seeking advice about making) a disclosure of wrongdoing, participating in an investigation about a wrongdoing or declining to participate in a wrongdoing. Any employee who feels they have been the subject of reprisal can make a complaint of reprisal to the Public Interest Disclosure Commissioner who may undertake an investigation and provide a recommendation to the employee's government institution.

## **Where to Find More Information on Public Interest Disclosures in the Public Service**

Employees and Designated Officers can find more information about the Act and its procedures, including links to forms and regulations at [Public Interest Disclosure Act \(PIDA\) \(saskatchewan.ca\)](https://www.saskatchewan.ca).

# Appendices

## Appendix A – Governing Legislation

The Public Service Commission is responsible for representing the public interest in the administration of *The Public Service Act, 1998* and *The Public Service Regulations, 1999*. According to section 3 of *The Public Service Act, 1998*, the purposes of the Act are:

- To maintain an independent and professional public service;
- To facilitate providing quality service to the public in a manner that is responsive to changing public requirements;
- To recruit employees to the public service, and to develop a qualified public service in a manner that fulfills the purposes of the Act;
- To strive to develop a public service that represents the diversity of the people of Saskatchewan; and,
- To promote harmonious relations between the Government of Saskatchewan, its employees in the public service and the trade unions that represent those employees.

The Minister Responsible for the Public Service Commission has general responsibility for the Public Service Commission including responsibility for answering questions in the Legislative Assembly. The minister's legal authority is limited to giving direction to the Public Service Commission in carrying out its statutory duties with respect to collective bargaining with trade unions representing government employees.

Public Service Commissioners are appointed by the Lieutenant Governor in Council and are responsible to effectively carry out the provisions of *The Public Service Act, 1998*.

Commissioners have all the powers of Commissioners appointed pursuant to *The Public Inquiries Act*, including the power to administer oaths and declarations, to subpoena witnesses and to compel the production of books, papers and records. The Chair and other Commissioners have exclusive statutory duties respecting all human resource matters laid out in the Act.

## Appendix B – Public Service Commissioners

Greg Tuer, Chair	Regina
Nancy Croll	Regina
James Engel	Regina
Lionel Prefontaine	Saskatoon
Linda Gallagher	Regina

## Appendix C – 2023-24 Order-In-Council Appointments

In accordance with the provisions of section 31 of *The Public Service Act, 1998*, below is a list of positions that have been transferred to the unclassified division of the public service or excluded from the operation of the Act by the Lieutenant Governor in Council. It also includes permanent head (Deputy Minister) appointments in the unclassified division.

<b>MINISTRY</b>	<b>POSITION</b>	<b>NUMBER</b>
Advanced Education	Deputy Minister	1
Corrections, Policing and Public Safety	Saskatchewan Firearms Commissioner	1
	Saskatchewan Firearms Deputy Commissioner	1
Energy and Resources	Deputy Minister	1
Executive Council	Executive Director, Cabinet Planning	1
	Executive Director, Policy and Stakeholder Engagement	1
	Access and Personnel Coordinator	1
	Junior Protocol Officer	1
	Brand Consultant	1
Highways	Deputy Minister	1
Immigration and Career Training	Deputy Minister	1
Justice and Attorney General	Registrar, Court of King's Bench	1
	Judicial Assistant	2
	Judicial Administrative Assistant/ Court Case Manager	1
	Judicial Assistant, Court of King's Bench	1
	Crown Counsel	23
	Manager of Court Scheduling	1
	Judicial Desktop Support Analyst	2
	Communications Officer	1
	Manager of Court Policy and Operations	1
	Senior Information Technologist	1
	Registrar of Bankruptcy, Court of King's Bench	1
	Assistant Deputy Attorney General, Prosecutions	1
	Acting Deputy Minister of Justice and Deputy Attorney General	1
Deputy Minister of Justice and Deputy Attorney General	2	
Labour Relations and Workplace Safety	Deputy Minister	1
Public Service Commission	Chairperson	1
SaskBuilds and Procurement	Deputy Minister	1
<b>TOTAL</b>		<b>53</b>

## Appendix D – 2023-24 Full-Time Equivalent (FTE) Utilization by Ministry

MINISTRY	2023-24 Actual <sup>1</sup>
Advanced Education	113
Agriculture	332
Corrections, Policing and Public Safety	2,795
Education	269
Energy and Resources	294
Environment	358
Executive Council	75
Finance	352
Government Relations	164
Health	381
Highways	1,268
Immigration and Career Training	249
Integrated Justice Services	182
Justice and Attorney General	958
Labour Relations and Workplace Safety	160
Parks, Culture and Sport	443
Public Service Commission	289
SaskBuilds and Procurement	991
Social Services	1,879
Trade and Export Development	122
<b>Executive Government Total<sup>2</sup></b>	<b>11,673</b>

<sup>1</sup> Includes Student FTE utilization.

<sup>2</sup>Totals may not add due to rounding.