

## PUTTING IT ALL TOGETHER - LEVELS OF CONSULTATION



- Within the PSAC, consultation is multi-layered. In addition to provincial, territorial, regional and local workplaces, many PSAC members work in national agencies, national departments and/or national programs. Within the union, consultation differs from a Local, Regional and National perspective. The PSAC, the Components, Locals, and Directly Chartered Locals have distinct responsibilities with regards to consultation.
- Familiarizing yourself with the Component's consultation processes and knowing how the various management structures fit into the decision-making processes of the workplace will enable you put the **right** issues on the table for consultation and will help you to identify when issues need to be referred for regional or national consultation.
- Directly Chartered Locals are likely to consult only at the Local level. In such instances, it is imperative for the Local to have a clear understanding of how, where, when and who, makes decisions affecting the work and working conditions of its membership in order to ensure that the "right" people are at the table to consult on the relevant issues.
- In all instances, it is important that consultation starts with the membership. Consultation is a tool for listening to, learning from, talking to, and mobilizing union members to have input into, and increased control over, their work and work environment. Union representatives who participate in consultation are better equipped when they are clear about membership needs, union policies and union positions.
- At the Local level, forums for consultation are likely to include; Union Management Consultation Committee (UMCC) meetings, Joint Health and Safety Committee meetings, Joint Employment Equity Committee meetings, and (where applicable), Joint staffing Committee meetings, Joint Classification Committee meetings and other relevant joint committees. In addition, consultation often takes place when issues or problems occur and in the initial stages of the grievance procedure or other recourse processes.

- At the regional and national levels, forums for consultation may include; joint education meetings, joint health and safety meetings, joint employment equity meetings and/or, joint meetings regarding staffing, classification, advisory councils or committees, employer-run stakeholder conferences or meetings and other union-management related forums.
- As noted previously, it is important to be aware of issues discussed as all levels of consultation so that pertinent information is available and referrals can be made to appropriate bodies at applicable levels, when warranted.

\*\* As well as consultation, PSAC has engaged in other forms of joint work, including co-development. Co-development, which is encouraged under the forthcoming Federal Public Service Labour Relations Act, occurs when the bargaining agent and employer jointly develop a specific "product", which the employer then implements. This could include the joint development of a policy (as opposed to the employer developing it and asking for our comments), a joint study, or a workplace initiative such as a celebration of International Women's Day. In some cases (i.e. the PSAC-TBS Joint Learning Program or the Joint Career Transition Committees), the PSAC has negotiated programs or initiatives that are jointly managed as well as jointly developed. \*\*

**LEVELS OF CONSULTATION****NATIONAL:**

<b>Who Consults</b>	<b>Example of Issues Discussed</b>	<b>Union Level of Responsibility</b>
<p><b><i>National Component Representatives and/or National PSAC Representatives</i></b></p> <p><b><i>Senior employer representatives (i.e. department heads, Treasury Board Officials, Directors, etc.).</i></b></p>	<p>National policy</p> <p>National regulations and/or procedures</p> <p>National re-organizations or tech change</p> <p>National implementation of Employment Equity Act</p> <p>Classification</p> <p>Public Service Modernization Act implementation</p> <p>National Health and Safety regulations</p> <p>Development and oversight of implementation of joint initiatives</p> <p>Issues that are broad in scope and remain outstanding from Regional Consultation</p>	<ul style="list-style-type: none"> <li>• PSAC for cross-departmental policy and Components for departmental policies</li> <li>• Components and/or the PSAC</li> <li>• Components (most likely)</li> <li>• Components and/or the PSAC</li> <li>• PSAC for Treasury Board and Components for Separate Employers</li> <li>• Components and/or the PSAC</li> <li>• PSAC for Treasury Board and Components for Separate Employers</li> <li>• PSAC for Treasury Board and Components for Separate Employers</li> <li>• Components (most likely)</li> </ul>

**REGIONAL:**

**\*\* Note that in the case of Directly Chartered Locals, (DCL) a Local Executive member, the REVP, or a PSAC-appointed representative would deal with more complex or far-reaching consultation issues.**

<b>Who Consults</b>	<b>Examples of Issues Discussed</b>	<b>Union Level of Responsibility</b>
<p><b><i>Regional Vice-Presidents (or their Component equivalent), along with designated Local Presidents</i></b></p> <p><b><i>middle management representatives</i></b></p> <p><b><i>Also, Federal Council representatives (for TBS Locals), and Regional Executive Vice-Presidents (REVPs).</i></b></p>	<p>regional implementation of policy, regulations and/or practices</p> <p>joint regional initiatives</p> <p>regional tech change or health and safety issues</p> <p>issues that have a broad scope and remain outstanding from Local consultation</p>	<ul style="list-style-type: none"> <li>• Component representatives</li> <li>• Component representatives and/or REVPs</li> <li>• Component representatives</li> <li>• Component representatives</li> </ul>

**LOCAL:**

**\*\* Note that in the case of Directly Chartered Locals, (DCL) a Local Executive member, the REVP, or a PSAC-appointed representative would deal with more complex or far-reaching consultation issues.**

<b>Who Consults</b>	<b>Examples of Issues Discussed</b>	<b>Union Level of Responsibility</b>
<p><b><i>Local Executive, UMC members, relevant committee members</i></b></p> <p><b><i>front-line managers</i></b></p>	<p>changes in working conditions</p> <p>Local tech change or work reorganization</p> <p>health and safety</p> <p>Local implementation of policy, practices, regulations</p> <p>Local specific problems or concerns</p> <p>development and/or implementation of joint Local initiatives</p>	<ul style="list-style-type: none"> <li>• Local UMC representatives</li> <li>• Local UMC representatives or Tech Change Committee representatives</li> <li>• Joint Health and Safety Committee</li> <li>• Local UMC representatives as well as other pertinent committee members</li> <li>• Local UMC representatives or Local Executive members or Shop Stewards</li> <li>• Local UMC representatives and/or other committee members</li> </ul>