

Isle of Man Public Service Commission

Department of Infrastructure – Ports Division – Port Security Group

The Joint Negotiating Committee for the Public Service Commission is agreed that Port Security Group, Ports Division, Department of Infrastructure forms part of the Public Services Commission with terms and conditions of service which are the same as those applicable to the Civil Service with the following exceptions/additions:

SECTION A

CONDITIONS OF SERVICE

2. CONDUCT OF CIVIL SERVANTS – THE CIVIL SERVICE CODE

Addition:

The following general principles apply to all members of the Port Security Group.

- (a) A member of the Port Security Group must not subordinate his duty to his private interests, neither is he to put himself in a position where his duty and his private interests' conflict and he must not make use of his official position to further those interests.
- (b) Though the Division is in general not concerned with the private activities of members of the Port Security Group, they should avoid private activities which could bring discredit on the Department.
- (c) It is grossly improper for a member of the Port Security Group to attempt to procure the intervention of Members of the Legislature or a Member of the Department in the matter of promotion or otherwise with reference to his position in the Port Security Group.
- (d) Canvassing by applicants seeking transfer or promotion to any post will disqualify them from appointment.

4. ACCEPTANCE OF OUTSIDE APPOINTMENTS

4.1 Post Employment Occupations

Not applicable

4.2 Secondary Occupations

The approval of the Director of Ports must be obtained before a member of the Port Security Group can undertake work for payment outside normal official hours and this would not normally be refused unless it conflicted with his duties or compromised the Division.

Generally, a member of the Port Security Group must not:

- (i) Accept a position in any society or in any trading, commercial, industrial or financial firm or company in respect of which he is liable to be called away during working hours; or

- (ii) Engage in any activity which would in any way tend to impair his usefulness as an employee of the Port Security Group or which might in any way conflict with the interests of the Division or be inconsistent with his position as a staff member of the Port Security Group.

Where an officer is dissatisfied with the decision of the Director of Ports in respect of outside employment he may apply in writing to the Chief Executive for a final decision.

7. ACCEPTANCE OF GIFTS AND REWARDS

Addition: Lost Property

If a member of the Port Security Group finds lost property, or has lost property handed to him, during the period he is on duty and the property is not subsequently claimed by the owner, he shall have no claim to such property. The disposal of such property is the responsibility of the Division and will be disposed of after an agreed time to a local charity.

10. DRESS CODE

Addition: Uniform

Health and safety equipment will be provided by the Division.

Staff of the Port Security Group must attend for duty in the appropriate uniform as determined by the Director of Harbours or other senior officer on the staff of the Ports Division.

Amounts and items of a uniform to be issued will be agreed between the relevant Line Manager and the staff representatives for the group section.

Generally accepted on a new for old basis

15. PERFORMANCE AND DEVELOPMENT REVIEW

Members of the Port Security Group will be subject to an annual appraisal system as provided for other PSC employees in Department of Infrastructure

SECTION C

19. SUBSTITUTION

Addition: Port Security Supervisory Substitution.

Substitution for supervisory cover is when the supervising officer is absent at short notice. The substitution is so a nominated Port Security Officer can provide supervision for the shift.

Payment will be at the hourly rate at the midpoint of the Supervisors scale.

29. ALTERNATIVE TO PAYMENT BY THE HOUR - TIME OFF IN LIEU

Time off in Lieu can be taken with agreement between the individual and Management.

For the purposes of this agreement Port Security hours are annualised with an ability to carry forward or anticipate a maximum of 16 hours.

47. ON-CALL ALLOWANCES

c) Other Arrangements

Addition: Port Security Tanker on Call

Tanker duty shifts should not normally exceed 12 hours duration.

Any officer or supervisor that is about to undertake their rest days can be the nominated person for tanker duty on one or more of those days.

During the rest day period they will be required to be contactable by mobile phone, which will be provided.

The officer will be paid £9.07 (correct at 31 August 2018) per day for the inconvenience of being the nominated officer. i.e. £27.21 for the three day period. The allowance will increase annually by the annual salary percentage increase.

When tankers arrive together over the three days the nominated officer would attend the night tanker; any day tanker would be by agreement of the nominated officer or an alternative officer.

If an officer is contacted to work a tanker duty, which is then cancelled, normal stand by payments will be paid.

If an officer is required to attend a night tanker on their last rest day:-

The Duty can be instead of their following day shift. Providing, if operations require, a person on day shift can be changed to cover their early shift.

Or, Can be overtime with their day shift worked by return to work after 8 hours have elapsed from end of tanker shift.

Or, Can be in addition to their day shift as long as no more than 12 hours are worked.

70. UNIFORM ALLOWANCE

A 2% uniform pensionable emolument is payable to members of the Port Security group who were in service before 1st April 2012.

SECTION D

HEALTH AND SAFETY AT WORK

3. DEPARTMENTAL H&S POLICIES

Ports Division Health and Safety Policy. See Annex D.1

Addition:

The requirement for first aid certification is an inherent feature of all posts in the Port Security Group and this is recognized in the grade and salary attaching to post

SECTION F

WORK LIFE BALANCE

47. TIME OFF FOR PUBLIC DUTIES

Addition:

Paid time off will not normally be given for time absences due to call-outs, either because the officer was called away from work or is unable to attend because of an extended call-out which commenced when he was not at work but this situation should be avoided as failure to attend a rostered shift would require review of the Director of Ports' discretionary permission for membership.

BANK, PUBLIC AND PRIVILEGE HOLIDAYS

66. RECOGNISED HOLIDAYS

Addition:

For leave purposes, the total amount of Public Holidays (including any approved ad hoc Public or Bank Holidays) is added to the Annual Leave entitlement.

For shift purposes the privilege holiday for Port Security Officers is fixed to the next working day after St Stephen's Day.

FLEXIBLE WORKING

Addition:

The current 20 minutes per week in excess of conditioned hours built in to the Port Security Officer shift roster should be compensated by the granting of time off in lieu equivalent to two "8 hour" shifts such time off to be agreed with management subject to operational requirements and the need to omit additional overtime working. It is understood that such time off should cease in the event that rostered hours are varied to accord with conditioned hours.

This Agreement is effective from 1 January 2019

Signed on behalf of the PSC

Signed of behalf of Prospect





Date..... 12-12-18.

Date..... 12-12-2018

Signed on behalf of Unite



Date..... 6/2/19

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