

PSC Newsletter - December 2020



2020 has been an interesting and challenging year, but throughout it all, the PSC has continued to work hard on behalf of its employees. Here's a summary of what's been achieved and what's in the pipeline.

Industrial JEGS for Manual & Craft Workers

In January 2020, as part of the Equality Act the provisions for "equal pay for work of equal value" came into force.

Jobs within the PSC have been measured and where the work is of the same value, the people occupying those roles will be paid the same. Prior to Industrial JEGS (Job Evaluation Grading Scheme), there were around 84 different pay rates for Manual & Craft workers! These have now been replaced with 5 Skill Zones. More information can be found [here](#).

To ensure fairness, individuals were given the right to appeal the outcome of their JEGS with appeal hearings scheduled to take place in the new year. Employees concerned will be written to with further information in due course.

Homeworking

In order to adapt in response to the COVID-19 pandemic, many PSC employees were required to work from home. Realising the benefits that homeworking can bring both to the employee and the organisation, the Office of Human Resources has issued guidelines along with a number of helpful documents on homeworking which can be viewed on the HR Website [here](#).

Employment Groups Transferred into the PSC

From 1 January 2020 all staff in DESC, other than teaching and lecturing staff, transferred into the PSC to help provide a fair environment for staff to work, in line with the [Equality Act 2017](#) and the "equal pay for work of equal value" provisions.

This includes:

- Education Support
- NJC
- Youth Service
- Villa Marina / Gaiety Theatre
- Bursars
- Those who are analogous to PSC Civil Service terms and conditions.

Further information can be found on the OHR website [here](#).

Payroll

The payroll calendar for 2020 / 2021 can be found [here](#) and includes a reminder of deadlines to submit claims to Payroll.

Further useful information from Payroll can be found [here](#).

Changes to the Provisions for Pay Protection

On 1 April 2020, the provisions in relation to pay protection changed.

From 1 April 2020 a 3 year period of pay protection as set out in the [Heads of Agreement for Equality Act Grading Projects](#) was agreed.

This now means that pay protection is available to those employed under PSC Manual & Craft terms and conditions in addition to those employed under PSC Civil Service and PSC NTNSP, which had not been the case previously.

This change ensures that those employed under all PSC terms and conditions are treated fairly and equally.

However, the [10+4 rule](#) will still apply to any Equality Act Grading Projects that commenced prior to 1 April 2020 in respect of:

- Civil Service Departmental Grades
- Manual & Craft Workers (Industrial JEGS)
- Education staff that have transferred into the PSC

Christmas Privilege Day

This year, the Privilege Day for PSC employees falls on **Tuesday 29 December 2020**.

How this affects employees will be dependent on the employee's terms and conditions. Further details on which public counters will be open / closed over the festive period can be found on the [HR website](#) and the Isle of Man Government website: www.gov.im.



Service Support Officer Talent Pool

2020 saw the creation of the Service Support Officer Talent Pool.

This means that instead of applying for a job at AO grade directly, individuals can apply to the recruitment pool where their skills and interests can be identified and matched with any appropriate vacancies across the Civil Service.

If you are interested in a Service Support Officer role at AO grade, you can find out more about the Service Support Officer Talent Pool [here](#).

COVID-19 Coronavirus

It goes without saying that 2020 has brought many challenges, not least of which was the COVID-19 Coronavirus pandemic. The Isle of Man was able to address the challenges that COVID-19 brought through both the co-operation and resilience of the Manx public, and by Public Service employees who kept the Island running through lockdown and beyond. **Thank you!**

To ensure the safety and wellbeing of employees, OHR published a number of COVID-19 guidelines, which can be viewed on the OHR Website [here](#).

You can also access general guidance on COVID-19, including transcripts of press releases on the Isle of Man Government's COVID-19 website [here](#).

Harmonisation of PSC Policies and Procedures

2020 saw the harmonisation of 5 major policies and procedures within the PSC Civil Service Regulations and the PSC Manual & Craft Memorandum of Agreement. The [Disciplinary](#), [Fast Track Disciplinary](#), [Capability](#), [Grievance](#) and [Redeployment & Redundancy](#) policies and procedures are now identical for Civil Servants and Manual & Craft Workers.

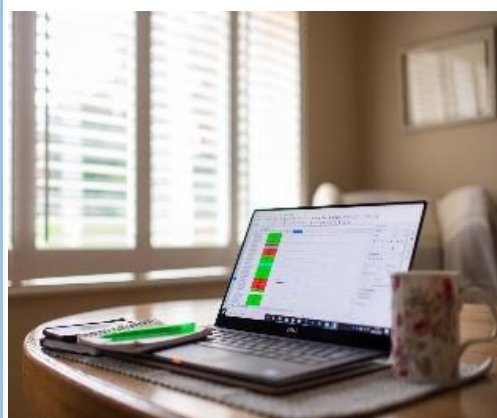
What does this mean for you?

The harmonisation of these policies and procedures means that PSC employees will all be subject to the same procedures, ensuring fairness and equality in their use.

LEaD's New Prospectus

The Learning Education and Development prospectus has been updated in line with the 4 new learning pathways of Working, Skills, Managing and Leading.

The PSC encourages its employees to develop and succeed and the wide range of available courses on offer by LEaD can certainly help with this. You can view the full LEaD prospectus [here](#) as well as on eLearn Vannin.



Special Leave Review

OHR is currently undertaking a review into the provisions available for Special Leave for PSC employees with a view to harmonising those provisions. (Currently the special leave provisions for PSC civil servants and manual and craft workers are different).

We'd like your input...

If you have a suggestion in regard to the special leave provisions that you think should be considered we want to hear from you, drop us an email at IRP.OHR@gov.im.

PiP (People Information Programme)

Most Departments across the Public Service are now using the PiP system to book annual leave, flexi leave and record absence as well as allowing employees to update their personal information, such as a change of address or bank details.

Where a Department is using PiP, employees can also apply for special leave, submit expenses claims and check their employment details. It's a one stop shop. To find out how to maximise the benefits of using PiP, a user guide can be found [here](#).



What actually is the PSC?

Find out more about the Public Services Commission [here](#).