

Current –Org Change Implementation Process

Efficiency

Effectiveness/
Client Service

Approvals

Role Clarity

Communication

Program
Area

HRA

TL

Human
Capital

SR MGR
SS

EDO

Finance

LR

Start

Project Management
(On-going)
(Note: No automatic updates to HC.
They must request)

1
Accept ECU
Classification?

NO

2
Rewrite or
Reclassify
(Redesigning jobs)

3
Position
Matching?

YES

YES

N

7
Provide
Project Plan update

8

Engage LR

9

HRA consults with program area
to refine details re: HR impacts
(reporting, revised JD, re-class,
surplus, new positions)

10

Prepare Disclosure
Package
(With LR SR Mgr and
EDO)

11

Approve Disclosure Package

12

Approve
Disclosure
Package

13

Approve Disclosure
Package

14

Approve Disclosure
Package

15

Send to LR

16

Send Disclosure Package to Bargaining Agent

19

Presentation to EC
(Complete
Project Plan)

20

Prepare
Surplus Letters &
Materials Q&A,
Scripts etc.

21

Surplus?

22

Review &
Approve

23

Review and
Approve

24

Review & Approve

25

Send to MOF for
signature

26

Prepare other
employee letters
based on HR
impacts

27

Signature for
Surplusing
(MOF)

28

Send letters to
HRA

Go to
PG 2

Current–Org Change Implementation Process

Efficiency

Effectiveness/
Client Service

Approvals

Role Clarity

Communication

Program
Area

HRA

AHRA

Human
Capital

EDO
SR MGR SS

Finance

LR

