



Office of the
Saskatchewan Information
and Privacy Commissioner

HUMAN RESOURCE POLICY

9.0 EMPLOYEE WELLNESS **9.07 FLEXIBLE BENEFIT PROGRAM**

Purpose

To outline the terms and conditions of the flexible benefit program for the office of the Saskatchewan Information and Privacy Commissioner (IPC).

Application

All IPC employees including the Commissioner.

Policy

Employees in Overtime Excluded positions that have been encumbering an overtime excluded position for six months are eligible to access the Flexible Benefit. To see a listing of what positions are overtime excluded, please see the Human Resource Categories of Position and Appointment Types Guidelines (Policy 1.01).

Policy Implementation Transition Period

Overtime Excluded employees who are currently not enrolled in the Flexible Benefit program will be eligible for enrollment in the 2016/2017 fiscal year.

Employees encumbering Professional positions who are currently enrolled in the Flexible Benefit are eligible to access the Flexible Benefit for the 2016/2017 fiscal year. No Flexible Benefit will be provided to employees encumbering Professional positions in the 2017/2018 fiscal year.

If an employee impacted during this transition period vacates their Professional position, the position will no longer be eligible for Flexible Benefit.

Enrollment

Employees encumbering overtime excluded positions in the IPC must complete an enrollment form. Once enrolled in the Flexible Benefit program, employees will not have to re-enroll annually. Where applicable the IPC will adopt the same guidelines and processes as have been established within executive government and can be found at <http://www.cs.gov.sk.ca/1205FlexInfo>.

Note: for more information please see the IPC Guidelines for Flexible Benefit Program.

Authority

The Freedom of Information and Protection of Privacy Act, section 43.1

Influencing Sources

Legislative Assembly Service Policy 9.8
Saskatchewan Public Service Flexible Benefit Program
IPC Guidelines for Flexible Benefit Program Policy 9.07